

# PROSPECTUS



## MAA JAWALA PVT. INDUSTRIAL TRAINING INSTITUTE



AFFILIATED TO: DIRECTORATE OF TECHNICAL EDUCATION  
SUNDER NAGAR (H.P.)

APPROVED BY: DGE&T UNDER N.C.V.T & QCI



### COURSES :

1. ELECTRICIAN (NSQF)
2. FITTER (NSQF)

### PROPOSED COURSES :

1. SOLAR TECHNICIAN (NSQF)
2. PLUMBER (NSQF)

## \*\*\*\*\* **General Information**

MAA JAWALA INDUSTRIAL PVT. TRAINING INSTITUTE BHADRAM Tehsil & Distt. Chamba, H.P is established in the year 2016.

This is an institute, which is recognized by the Govt. of Himachal vide letter No. DGT 12/1/2015-TC Dated. 25/8/2015 and N.C.V.T. Directorate General of Employment and Training, Ministry of labor, Govt. of India DGT File Reference No. **DGT-6/8/2016-TC w.e.f. August 2016.** The institute is set up strictly according to guidelines of S.C.V.T Directorate of Technical Education Vocational and Industrial Training HP and N.C.V.T. Directorate General of Employment and Training Ministry of labor Govt. of India.

To reduce unemployment among the educated youth by providing them employable training, to cultivate and nurture a technical and industrial attitude in the minds of younger Generation, Maa Jawala Pvt. I.T.I, feels a strong need to run an institute in rural Area of Himachal Pradesh in order to impart Technical Education to unemployed Rural Youth in the field of Computer, Electrical, Electronics Mechanic and other specialized Fields. It was also in line with the established policy of Govt. of HP Technical Education that an Institute/Centre name of Maa Jawala Pvt. ITI.

The approved syllabus of national council for vocational training, ministry of labor (NCVT) Govt. of India, New Delhi will be followed in all trades. The trades offered by the institute are full time duration. During the training visits to various factories/industries/institution will be organized. Efforts will also be made to ensure that all students on successful completion of their training are absorbed in the industry and in the govt. / Semi Govt. Organizations.

1. **LOCATION:** - This Maa Jawala Pvt. ITI is situated in the Village Bhadram Tehsil & Distt. Chamba Himachal Pradesh. This is situated on Tissa Road Opposite Bhadram Petrol Pump about 10 Km from Chamba.
2. **ABSOCINDERS:** - A trainee, who absents himself from institute/ centre for 10 consecutive days without permission and without informing the principal of the institute of the reasons for his absence, should be treated as an absconder and his name will be struck off from the institute roll w.e.f the first day of his absence. If a trainee returns to the Training institute within two week after having been struck off as an absconder, he may be re-admitted by the principal of the institute with the approval for the state director the trainee gives a satisfactory explanation of his absence.
3. **STATE GOVT. NOMINEES:** - One seat in each affiliated trade/unit shall be filled from the nominee of the state Govt. Within the sanctioned intake capacity of each. The terms and conditions of admission shall be the same as for as trainee admitted in the Govt. institute. Fee and all other dues shall be charged as given in the prospectus for the year.
4. **LABORATORY/WORKSHOP:** - The institute has well equipped labs/workshop for practical as specified by the NCVT, New Delhi. Each trainee will have to wear Gray apron while working in the computer, Electronics, C&S, Embroidery, Electrician, and Art & Craft Lib.Sc. Workshop while gray dangri to MMV, Driver Cum Mech., Welder and Plumber.

## Trade Detail.

Sr. No.	Name of the Trade	Duration	Total Seats Capacity	Filled Seats	Vacant Seats	Eligibility
01.	Electrician (NSQF)	02 Years	60	60	0	10 <sup>th</sup> Pass
02.	Fitter (NSQF)	02 Years	40	40	20	10 <sup>th</sup> Pass

### PROPOSED COURSES :

01.	Electrician (NSQF)	02 Years	120	0	120	10 <sup>th</sup> Pass
02.	Solar Technician (NSQF)	01 Years	60	0	60	10 <sup>th</sup> Pass
03.	Plumber (NSQF)	01 Years	48	0	48	10 <sup>th</sup> Pass

### Documents to be attached. :

Sr. No.	Name of the Document	No. of copies
01.	Attested copies of Matriculation Examination	03
02.	Attested copy of 10+2 Examination	02
03.	Attested Copy of B.Sc/B.om/B.A./M.A. certificate if any.	01
04.	Character Certificate from the institute last attended.	01
05.	Medical certificate issued by an Medical Officer (At the time of Adm.)	01
06.	Bonifide Certificate.	01
07	Certificate of SC, ST, if any.	01
08	Passport size photo attach, Separately	03

## LABORATORY/WORKSHOP.

The Institute has well equipped labs/workshop for the practical as specified by NCVT, New Delhi.

### ELECTRICIAN (NSQE)



## FITTER (NSOF)



## SOLAR TECHNICIAN (NSQF)



## PLUMBER (NSOF)



## IT LAB.



## LIBRARY



**Library:** Well furnished Technical Library is available for the trainee's to enable them to prepare their class notes.

## CLASS ROOMS



## Sports & Cultural Activities. :



## Others Activities. :

### Morning Assembly :



### Awareness Camp :



**FEE & FUNDS :-**

The trainee will deposit fees & funds at the times of admission. The refund of fee will not be allowed once a receipt is offered to candidate.

**VACATION & HOLIDAYS :-**

The Institute will be observed the time schedule and the holidays, according to the guidelines by the SCVT and the Govt. of Himachal Pradesh and also as per rule laid down in the training manual.

**LEAVE ADMISSIBLE TO TRAINEES :-****(A) CASUAL LEAVE :-**

In addition to the usual holidays in the year, casual Leave at he/she rate of 12 days per year will be admissible to trainees subject to a maximum of 10 days at one time.

**(B) MEDICAL LEAVE :-**

A Trainee who is unable to attend the duty owing to illness other than injuries received while at work, may be allowed Medical Leave up to 15 days.

**(C) SPECIAL LEAVE :-**

Special Leave on Private affairs may be allowed to trainee up to 10 days in extra ordinary cases, where the head of the institution is satisfied that the requirement is genuine.

**MEDICAL FACILITY :-**

The Medical Facility is also available for the students during working hours. The institute has hired the services of a qualified physician who will pay occasional visits in the institute for the general medical checking of the trainees.

**UNIFORM :-**

BOYS		GIRLS	
Pant	Black	Suit	Pink
Shirt	White	Shawl	Black (Simple)
Sweater	Black	Sweater	Black
Shoes	Black	Dupatta	Black
		Shoes	Black

## **GENERAL RULES :-**

- a.- The students once admitted will not be allowed to discontinue their course without the prior permission from the director of technical education govt. of Himachal Pradesh.
- b.- the student will show punctuality in the class. A roll call is taken in each class or in morning assembly. If the total attendance of a student goes less than 80% he/she will not be allowed to sit in the final examination (AITT)
- c.- The parents of those students who are habitually late comers and are irregular in the attendance will be informed.
- d.- The student securing less than 60% marks in practical and 40% marks in theory sessional work are not liable to be sent for final trade test.
- e.- Fees is payable in advance. Fees and other charges once paid by the candidate is neither refundable nor transferable in full nor part on any account whatsoever.
- f.- Discipline of the institute is to be strictly observed. For breaking the discipline a student may be fined or expelled from the institute decision of the principal in this regard will be final.
- g.- Any harsh or insulting language used in the office or written in the letter may affect the admission of the student.
- h.- Student must check his/her eligibility while taking admission to particular trade.
- i.- If a student fails to take examinations for one or the other reason, The institute shall not entertain any claim for the refund of fees.
- j.- In all matter the decision of the principal will be final.
- k.-The made payment of fees and other charge is strictly applied if any installment is not paid in time, the name of student will be struck off.
- l.- Students are strictly forbidden to posses within any part of the institute are.
  - The possession or use of alcoholic beverages.
  - The possession or use of firearms or any lethal weapons.
  - The possession or use of addictive or hallucinogenic (mind bending) drugs.
  - The possession of such book/ journals of excites bases.
- m.- Leave application may be recommended through the trade in charge. The parent/guardian should sign application
- n.- House examination test will be compulsory.
- o.- Students whose progress and conduct are not considered satisfactory will not be allowed to appear in the exam.
- p.- Students will not be allowed to entertain their presents/Guardian/Relatives/Friends during the study hours.
- q.- Students will not take part in any political activity of any kind during the course of his studies at the institute.
- r.- All the students shall comply with institution rules and regulation.

s.- Students are not allowed to paste notices within institutions and are forbidden to address to any outside authority directly any student infringing this rule will be suspend.

t.- The institute does not hold itself responsible for debts incurred by the student.

u.- Students must pay for all damages caused by them to books or other institutions property.

v.- It will be duty of every student to complete all the documents certificate, payments demanded by the institute within the prescribed period.

w.- every student will be observed the timings and timetable prescribed by the institute. The student will have to deposit all field – training charges if imposed by the Maa Jawala Pvt ITI.

x.- Maa Jawala Pvt. ITI courts alone have jurisdiction in all matter.

**19. DISCIPLINE**: - The students are accepted to observed good behavior and show proper decorum inside as well as outside the institute. They will give proper respect of the faculty member, trustees and the member of the management Committee of the institute. In case of any indiscipline, a student is liable to be rusticated. In all such cases the decision of the principal will be final and binding.

**20. DAMAGE TO PROPERTY**:- The institute has will established workshops consisting of costly and highly sensitive equipments / machines. The trainees are required to take full care while working in the concerned labs. Any damages/ loss of the equipments / instruments shall have to be made good by the students.

**21. USE OF NOTICE BOARD/TELEPHONE**:-

\* The student is required to read all the notices put up on the notice board.

\* During study hours, telephone call will be received in recess only.

\* Mobile phone is not allowed in the campus.

**22. COURSE OF STUDY**: - Institute will follow N.C.V.T prescribed syllabus, equipments, scale of accommodation, duration of course and method of training.

**23. ATTENDANCE AND LEAVE** :- N.C.V.T prescribed rule and regulation about attendance and leave of trainee will be adopted.

**24. EXAMINATION RULE**:- Rules framed by N.C.V.T for all India trade test examination will be adopted.

**25. MEDICAL TEST**: - Medical certificate produce by the candidate at the time of admission should be given by a class II medical officer Dr. of the Govt. Hospital Mentally retarded candidate will admitted.

**NOTE**:- This medical certificate will be given at the time of admission not at the time of regulation.