

**No. DGT-T-11012/5/2021 -O/o DIR(CFIs)**  
**Government of India**  
**Ministry of skill Development & Entrepreneurship**  
**Director General of Training**  
**Old CIRTES building, IARI campus, New Delhi**

Dated 7<sup>th</sup> June 2022

To

The Directors/HODs  
All NSTIs /NSTI (W)/ ITOTs (as per the list attached)

**Subject: Admission/Training Schedule for Craft Instructor Training scheme (CITS) for the Session 2022 in NSTIs and ITOTs – reg.**

Sir/Madam,

The details of Admission / Training Schedule for Craft Instructor Training Scheme (CITS) for the Session 2022 in National Skill Training Institutes and Institute for Training of Trainers (Govt. & Private) is as follows:

**Craft Instructor Training Scheme – Session – 2022-23**

S. No.	Activity	Timelines (1200 training hours / 30 weeks)	
		Start Date	End Date
1	Release of Advertisement	05.06.2022	-
2	Online registration of candidates	06.06.2022	25.06.2022
3	Mock Test and Hall Ticket downloading	11.07.2022	17.07.2022
4	AIC ET - Computer Based exam (CBT)	17.07.2022	-
5	Result Publishing on NIMI portal	26.07.2022	-
6	Merit List display on NIMI Portal	27.07.2022	-
7	First Phase of Counselling	28.07.2022	08.08.2022
9	Second Phase of counselling (Spot Admission for candidates as per NIMI merit List)	10.08.2022	14.08.2022
10	Start of Academic Session	16.08.2022	-
11	End of Training Session	15.05.2023	-

2. Further it is to inform that following Work has been assigned to respective institutes for conducting online All India Common Entrance Test (AICET)-2022 for the academic session 2022-23 (the admission shall be made through NIMI Online Admission Portal with due process) scheduled to be held on **17<sup>th</sup> July, 2022** for admission in all Institutes (Govt. & Pvt.) conducting Craft Instructor Training Courses:

Work assigned to the Institutes including NSTIS & Government & Private ITOTS

1. The advertisement format in English/Hindi has been provided to all institutes (Govt. & Pvt.), for advertising in English, Hindi as well as in Regional newspaper of wide range publicity, so as to promote awareness amongst aspirants. It is also requested that Field Institutes to handover the format to State Directorate of respective State, so that it gets circulated amongst all ITI for awareness of the candidates willing to apply for CITS Courses.
2. All the Institutes including ITOTs must upload the same advertisement in their respective website of their institute. The electronic and print media as applicable should also be utilized for propagating publicly.
3. The, registration facility for the trainees shall be available from **06.06.2022** onwards and will continue up to **25.06.2022**. The online examination will be held on **17.07.2022**.
4. The Director of all the Institutes must nominate the Committee trade-wise (preferably the Officer of related trade should be nominated in committee of respective trade) for verifying the documents of the candidates during the counseling session on the basis of merit list of each trade received from NIMI. The Director will be Chairman of the Committee. The committee will recommend for selection of candidates to Chairman (Director) of the committee. After Approval of the Director the selected candidate will be permitted to deposit the fees.
5. The merit list shall be based on marks obtained and considering the reservation norms of the Central Government (the ITOT will follow the reservation norms of their respective State).
6. The Institutes will inform the admissions made and seat remaining vacant trade-wise to NIMI on the last date of each counseling session. NIMI should display the subsequent merit list Institute wise on the portal.
7. **1<sup>st</sup> Counselling from 28.07.2022 to 08.08.2022**
8. If vacancy exists even after the first counseling session, then it should be communicated to NIMI as well as DGT. The same will be uploaded on NIMI Portal Institute wise and Trade wise. NIMI portal will display the notice that all candidates irrespective of their choice of Institutes should report to the institute where they wish to take admission. The Institutes based on the candidates reporting to the Institutes and available vacancy will prepare the merit list. On the availability of the vacancy spot admission could be taken up from **10.08.2022 to 14.08.2022**. The NIMI should display on the portal the final completion and closure of examination and admission process.
9. **Male candidates will be given admission in NSTI (W) against vacant seats of trades (except gender specific trades) after admitting all women candidates from the list.**
10. Any other activity as required during the admission process.
11. All Institutes after completion of admission process must submit the final report of candidate who have been admitted to DGT on following format trade wise.

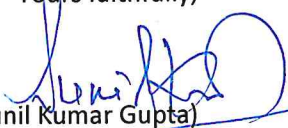
Name of Trade \_\_\_\_\_ Seating Capacity \_\_\_\_\_

S. No.	Registration No. of AICET	Name of Candidate	Marks obtained in AICET	Category Gen/SC/ST/OBC/P WD/EX-Servicemen & EWS	Selected in 1 <sup>st</sup> / final counseling	Remarks

All the concerned are requested to adhere to guidelines issued time to time by MHA and MoFHW with respect to COVID-19.

This issues with the approval of competent authority.

Yours faithfully,

  
(Sunil Kumar Gupta)  
Director (CFI)

Copy to:

1. PPS to DG/AS
2. All NSTIs (Including NSTI-W)
3. All (12) Private ITOTs, as per the list attached
4. New Govt. ITOTs as per list the list attached