Government of Goa

DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP

(An ISO: 9001:2015 Certified Office)

CITIZEN CHARTER

TECHNICAL TRAINING

SKILL DEVELOPMENT

ENTREPRENEURSHIP

EMPOWERMENT

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INTRODUCTION

The Directorate General of Training (D.G.T.), New Delhi is the apex organization under the Ministry of Skill Development and Entrepreneurship (M.S.D.E.), Government of India for national level development and coordination of vocational training. It imparts training through the 15,000 plus Government and Private Industrial Training Institutes (I.T.I.s), and 33 National Skill Training Institutes (N.S.T.I.s) across the country. It frames national policies, norms, designs curricula, sets affiliation and accreditation standards, and also coordinates trade testing and certifications for the trades/courses conducted in the I.T.I.s and N.S.T.I.s under the Craftsmen Training Scheme (C.T.S.) and Craft Instructor Training Scheme (C.I.T.S.) respectively. It also coordinates apprenticeship training, industry-linked training activities, and other national level vocational training programmes.

The Government I.T.I.s are under the administrative and financial control of the State Government/Union Territory (U.T.) administration, whereas the Private I.T.I.s are under the joint administrative control of the State Government/Union Territory administration and the respective Private organizations that manage them. The Private I.T.I.s are under the financial control of the respective Private organization.

The I.T.I.s in each State/U.T. function under the ambit of the Department or Directorate that handles Skill Development and Entrepreneurship or Labour, Employment and Training or Technical Training as per the decision of respective State/UT's authorities.

The D.G.T. offers a total of 170 different trades/courses compliant to the National Skills Qualifications Framework (NSQF) under its flagship Craftsmen Training Scheme (C.T.S.) across the I.T.I.s in the country. These include 88 Engineering trades, 77 Non-Engineering Trades and 05 trades for Persons with Disabilities (PwD)/ Divyangjan. Also among these are the 31 new-age future skills courses covering emerging sectors such as Artificial Intelligence, Drones, Cyber security, Semiconductors and Green Energy.

The duration of the courses is either 6 months or 1 year or 2 years. New age courses are added to the list every year by D.G.T. based on new technology and industry demand, and the old/obsolete courses are discontinued from time-to-time.

Most of the trades available in the I.T.I.s are affiliated to the National Council for Vocational Education and Training (N.C.V.E.T.). However, if any D.G.T. approved trade is newly started in the I.T.I.s in the State, it is initially affiliated to the State Council for Vocational Training (S.C.V.T.), Government of Goa. But the training in these trades is imparted by following the same curricula and examination pattern, calendar and schedule as approved by D.G.T. and M.S.D.E. for NCVET trades; only the examination and certification is done at the State level. Some courses are also started at the State level under SCVT based on industry demand by

designing the curriculum under the guidance and mentorship of respective trade/subject experts.

DIRECTORATE OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP

The Directorate of Skill Development and Entrepreneurship (D.S.D.E.), Government of Goa has its Head Office housed in Shram Shakti Bhavan, 3rd floor, Patto Plaza, Panaji-Goa. It implements various programs/schemes pertaining to vocational training, skill enhancement, and entrepreneurship development majorly through the Government Industrial Training Institutes (I.T.I.s) in Goa that function under the administrative and financial control of the Directorate.

OBJECTIVE

To skill, re-skill and up-skill youth by imparting training under various schemes/activities of the Central and State Government, and to mentor them to go for higher studies or seek employment in any Public or Private sector organization or to become entrepreneurs in order to reduce unemployment among educated youth.

VISION

Create an end-to-end implementation framework for skill development and entrepreneurship that will provide life-long learning opportunities for the youth and other aspirants. This includes:

- Incorporation of skilling components in the school curriculum.
- Creating opportunities for aspiring candidates to learn traditional as well as new-age skills through long-term and short-term training programs for gainful employment and career progression.
- Strengthen industry connect, to have expert advice and mentoring support in upgrading I.T.I. infrastructure and skills of I.T.I. Instructors and trainees so that the employer/industry's demands and workforce productivity expectations are met from the I.T.I. trainees and the

trainee's aspirations for sustainable livelihoods are also met.

- Support weaker and disadvantaged sections of the society by conducting focused outreach programmes and targeted skill development activities.

MISSION

Re-align the existing skilling ecosystem to meet technological advancements, strengthen industry connect and motivate the youth to master their skills and be employable globally.

ISO CERTIFICATION

The Directorate of Skill Development and Entrepreneurship's Head Office is ISO 9001:2015 (Quality Management System (QMS)) certified and the 10 Government I.T.I.s under its ambit are ISO 21001:2018 (Management System for Educational Organizations (EOMS)) certified by Indian Register (IR) Class, thus making the Department first in the State to have its Head Office and all sub-offices ISO certified.

STAFF

The Directorate is headed by the Director. The Director by virtue of the post held is also the Ex-Officio Joint Secretary to Government of Goa and additionally holds the position of the Controller of Examinations; State Apprenticeship Advisor; Chairman of Human Resource Development Foundation (HRDF) Society; Member Secretary of State Council of Vocational Training (SCVT) Society of Goa.

The Head Office houses the Administration/Establishment Section, Projects/Procurement Section, Training Section, Schemes Section, Examination Section, Apprenticeship Section and the Accounts Section which are headed by the respective Section Head/Officer. Each section has a team of technical as well as non-technical staff working collectively towards achieving the Directorate's objectives.

Following positions in the Directorate are held by Group A and Group B Gazetted Officers:

Designation	No. of Posts	Group
Director	01 Post	A
Deputy Director (Training)	02 Posts	A
Deputy Director (Administration)	01 Post	A
Assistant Director (Training)	02 Posts	A
Principal Senior Scale	02 Posts	A
Principal Junior Scale	08 Posts	B
Assistant Controller of Examination	01 Post	B
Assistant Apprenticeship Advisor	01 Post	B
Training cum Placement Officer	01 Post	B
Assistant Accounts Officer	01 Post	B
Office Superintendant	01 Post	B
Research Assistant	01 Post	B

Apart from these posts, there are staff holding the positions of Group Instructor, Surveyor, Vocational Instructor, Accountant, Head Clerk, Upper Division Clerks, Lower Division Clerks, Storekeeper, Multi Tasking Staff, Junior Office Assistants, Drivers, Security Guards and Sweepers. Additionally, some staff such as Project Manager (CMKPS), Assistant Director Training (State Apprenticeship Monitoring Committee), etc. have been appointed on contract basis to handle certain schemes at the State level.

 # Contact details of office bearers are provided at the end of this document.

WORKING HOURS

The Directorate of Skill Development and Entrepreneurship and the Industrial Training Institutes (I.T.I.) follow a five days work-week pattern, working from Monday to Friday and have holidays on the days as declared by the Government of Goa.

However, whenever the trainees are deputed in the industries for undergoing training under the On-Job-Training (OJT) or Dual System of Training (DST) component of the respective trade syllabus or otherwise, they have to strictly follow the industry timings and work-week pattern.

The D.S.D.E. Head Office follows 09:30 a.m. to 05:45 p.m. office timings.

The I.T.I.s operate in two shifts and observe the following timings:

(I) 1st shift: 08:00 a.m. to 4:00 p.m. including ½ hour lunch break

(II) 2nd shift: 10:00 a.m. to 6:00 p.m. including ½ hour lunch break

The training activities are conducted during either of the shifts, while the office follows the 2nd shift timings.

CENTRAL AND STATE GOVERNMENT SCHEMES IMPLEMENTED THROUGH DIRECTORATE OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP

1. CRAFTSMEN TRAINING SCHEME (C.T.S.)

This is the flagship scheme (central) of D.G.T. as well as of D.S.D.E. under which training is imparted in 44 different trades/courses through the 10 Government and 03 Private Industrial Training Institutes (I.T.I.s). The main objective of this scheme is to ensure steady flow of skilled personnel to the public and private sectors, and to reduce unemployment amongst the educated youth by equipping them with required skills, education and discipline.

2. UPGRADATION OF 1396 GOVERNMENT I.T.I.S THROUGH PUBLIC PRIVATE PARTNERSHIP (PPP)

This scheme (central) was started by D.G.T. with an objective of improving the quality of vocational training in the country and making it demand driven so as to ensure better employability of the I.T.I. Graduates. In Goa, the Vasco Government I.T.I. has been upgraded under this scheme with Paradeep Phosphates Ltd (PPL) (previously Zuari Agro Chemicals Ltd.) as its main Industry Partner. The Institute Managing Committee (I.M.C.) constituted and registered as a Society has been overseeing the up-gradation activities of Vasco Govt. I.T.I. under the Chairmanship of the Industry Partner.

3. DUAL SYSTEM OF TRAINING (D.S.T.) SCHEME

The objective of D.S.T. scheme (central) is to enable industries and establishments to partner with Government and Private I.T.I.s for conducting training programmes under high employability courses so as to fulfill their manpower requirements.

The dual system of training is an amalgamation of theoretical training imparted through I.T.I.s and practical training imparted through industries to the I.T.I. trainees so as to gain hands-on experience in the industry in using latest/updated technologies and understanding the actual industry working environment. Under this scheme, courses are conducted to meet the skilled workforce requirement of industries so that after completion of training, the trainees who are awarded the National Trade Certificate (NTC) under the scheme have an edge over regular I.T.I. pass-outs in terms of employability and employment opportunities in the industry.

4. APPRENTICESHIP TRAINING SCHEME (ATS)

Under this scheme (central), a person can undergo apprenticeship training as per a structured system and learn a skill or occupation through practical, workplace based training at a public (Government) or private (industry) establishment by making optimal utilization of its existing

infrastructural facilities and without putting any extra burden on the Government or the industry's exchequer to set up special training infrastructure. The training is primarily governed by the Apprentices Act, 1961 that was enacted with the objective of regulating the program of training of apprentices in the industry, and as per the Apprenticeship Rules.

As per the scheme, the Establishment interested in engaging Apprentices, and the candidate interested in undergoing Apprenticeship training is required to meet the eligibility criteria applicable to each, and register on the Apprenticeship portal at www.apprenticeshipindia.gov.in.

All the private sector industrial and commercial establishments, MSMEs, partnership firms, Public Sector Undertakings (Central/State) and (Government Departments) having a workforce of 4 or more employees can register on the portal for apprenticeship programs as per following criteria:

Mandatory Registration:
Establishments with a total workforce (including regular and contract workers) of 30 or more are legally required under the Apprentices Act, 1961, to engage apprentices ranging from 2.5% to 15% of their total workforce.

Optional Registration:
Establishments with a workforce between 4 and 29 employees are permitted to register and engage apprentices on a voluntary basis.

#The establishments with 3 or fewer employees are generally not permitted to engage apprentices.

The apprenticeship training is implemented at the national level under the Ministry of Skill Development and Entrepreneurship. The D.G.T. handles apprenticeship training in Designated Trades, while the National Skill Development Corporation (NSDC) is responsible for apprenticeship training in Optional Trades.

At the State/UT level, the State Apprenticeship Adviser and the concerned Departments/agencies facilitate implementation. In Goa, the Directorate of Skill Development and Entrepreneurship monitors effective implementation of the Apprenticeship Training Scheme.

The candidates undergoing apprenticeship training are paid stipend as per the amount fixed for each category of apprentices based on their educational qualification. The candidates completing apprenticeship training and achieving the National Apprenticeship Certificate on passing the assessment test have better employment opportunities and are able to easily adapt to the work/industrial environment on seeking regular employment.

Apprenticeship generally has two components:

(i) **Basic Training (BT)** which provides necessary theoretical and practical foundation, particularly for fresher apprentices who have not received prior institutional training.

(ii) **On-the-Job Training (OJT)/Practical Training** under which the Apprentice learns and works in the actual workplace under the supervision of the establishment.

The training duration depends upon the trade/course and category of apprentice.

A SIMPLIFIED MODEL OF APPRENTICESHIP TRAINING

SCHOOL/I.T.I./COLLEGE → APPRENTICESHIP → WORKPLACE EXPERIENCE → SKILLED WORKFORCE/EMPLOYMENT

Following are the two sub-schemes/policies under the main scheme:

(i) National Apprenticeship Promotion Scheme (NAPS)-2

The National Apprenticeship Promotion Scheme (NAPS) is a central scheme implemented by M.S.D.E. through the online apprenticeship portal www.apprenticeshipindia.gov.in. The candidates can register on it, search for opportunities, apply to establishments and complete the apprenticeship

contract process online. The NAPS was launched in 2016 and has continued as NAPS-2 since 2022-23. Under NAPS-2, the Government of India provides partial stipend support, with the Government share limited to 25% of the minimum prescribed stipend, subject to a maximum of Rs 1500/- per apprentice per month, transferred through DBT directly by Government of India to eligible apprentices in their bank accounts.

 # No stipend support is provided under NAPS-2 to the Central and State Government Departments and Central and State Public Sector Undertakings/Enterprises, including Public Sector Banks.

(ii) Goa Chief Minister's Apprenticeship Policy for Government Establishments-2023

The Goa Chief Minister's Apprenticeship Policy for Government Establishments-2023 is a Government of Goa/State policy launched on 20th June 2023 with an objective of increasing employability of the youth having fifteen years residence in Goa, and encouraging participation of Government of Goa / Public sector establishments in the policy which functions in line with the Apprenticeship Training Scheme.

With the launching of this policy, Goa has become the first State to implement Apprenticeship Policy and cover maximum State Government Departments / Establishments.

A minimum stipend ranging from Rs. 8000/- to Rs. 13000/- per month is paid to an apprentice based on his/her educational qualification, which is over and above the minimum stipend rates stated under the Apprenticeship Act 1961 and the Apprenticeship rules. Through this policy, the apprentices have been provided on-job-training in real work environment which has enhanced the employability of Goan youth.

The Government Departments/PSUs as well as the candidates interested in apprenticeship training under this policy have to register on the same online apprenticeship portal at www.apprenticeshipindia.gov.in.

The eligibility of an Establishment is also based on:

1) Employer/ Establishment validation through TIN/TAN and EPFO/ESIC/LIN/ any other identifier decided by the Government.
2) Availability of Aadhaar-linked bank account.

Further, an Establishment can register itself as a **Basic Training Provider (BTP)** provided it fulfills the applicable eligibility criteria as mentioned below:

1) A Government or a Private I.T.I. can register itself as a BTP only for the NCVET affiliated trades/units and use only the vacant seats (available within overall affiliation)/ units for BTP purpose OR it can opt for a separate shift for the NCVET affiliated trades to admit apprentices.
2) Other Establishments can register as BTPs provided they have in-house basic training facilities.

5. CHIEF MINISTER'S KAUSHALYA PATH SCHEME (CMKPS)

The Chief Minister's Kaushalya Path Scheme (CMKPS) is a State scheme implemented with an intention to equip a large number of Goan youth with industry relevant skills through skilling, re-skilling and up-skilling programs for narrowing the gap between demand and supply of skilled workforce in the State of Goa. The scheme focuses on short term training courses that cater to the specific needs of various sectors like Hospitality, Tourism, Construction, I.T., Automotive, Beauty & Wellness, Shipbuilding, Pharmaceutical, etc.

Additionally, it offers Recognition of Prior Learning (RPL) for experienced professionals. This component assesses and certifies the skills of individuals working in various sectors without formal qualifications, acknowledging their expertise and bridging the gap between their practical experience and formal recognition.

By focusing on these diverse skill areas and offering both training and RPL, the CMKPS aims to create a readily employable and skilled workforce that meets the demands of industrial sector of Goa.

6. FINANCIAL ASSISTANCE SCHOLARSHIP AND TRAINEES TOOLKIT SCHEME

This is a State scheme initially launched in the year 2019 and amended in the year 2021 with an objective to provide benefit vide two components i.e Financial Assistance Scholarship (FAS) and Trainees Toolkit to the eligible trainees undergoing training at the Government I.T.I.s functioning under the D.S.D.E. in Goa.

The Financial Assistance Scholarship is provided to the trainees that belong to (i) Below Poverty Line (BPL) or (ii) SC category or (iii) ST category or (iv) is Person with Disabilities or (v) Family having annual income of less than Rs 3,00,000/- and continue training in the admitted trade for applicable duration.

A trade-specific Trainees Toolkit is provided to the trainees belonging to SC/ST category and admitted in any trade at the I.T.I.

In both the above cases, the applicant should be residing in Goa for a period not less than 10 years preceding the date of application.

7. MUKHYAMANTRI SUKANYA KAUSHAL VIKAS PROTSAHAN YOJANA

This is a State scheme launched in the year 2026 to provide 100% tuition fee waiver to female trainees getting admitted in the Government I.T.I.s in Goa. The objective of the scheme is to encourage participation of more female candidates belonging to any social category in skill development programmes by reducing the financial barrier that hinders some of them from enrolling and completing skill training. Through this scheme, the Directorate desires to create a skilled, confident and industry-ready women workforce aligned with present and future market requirements,

and enhance employability, entrepreneurship, and self-reliance among females through certified skill training.

To avail benefit of the scheme, the candidate/beneficiary should have been born in Goa or a resident of Goa for the last 10 years from the date of applying for admission in Government I.T.I. in Goa.

8. SCHEME FOR PROVIDING COUNSELING TO THE TRAINEES IN ALL GOVERNMENT INDUSTRIAL TRAINING INSTITUTES (I.T.I.S) UNDER DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP

This is a State scheme with an objective to identify the trainees of the Government I.T.I.s undergoing mental, physical related stress, and to provide them solace, safe vent to release their stress, anguish, grievance, guilt or feeling of unrest/ complain of neglect and confidential space through the specialized Counselors in a supportive and purposeful manner. It also aims to assist the distressed student/trainee to think more clearly and positively, and to develop his/her skills in order to find the way forward. The scheme has been implemented through D.S.D.E. to provide counseling to the needy trainees through the Counselors appointed, one each for a Government I.T.I. under the supervision and mentorship of the single Supervisor appointed for the Directorate. The program will simultaneously work in consultation with various stakeholders such as Vocational Instructors, trainees, parents and I.T.I. staff, etc. in order to generate awareness about it. The Counselors will work with the Principals of I.T.I.s and Officers of D.S.D.E. to network with secondary referral centers for counseling within the region. These secondary referral centers will need to be recognized by D.S.D.E.

9. PRADHAN MANTRI SKILLING AND EMPLOYABILITY TRANSFORMATION THROUGH UPGRADED I.T.I.S (PM-SETU)

This is a centrally sponsored scheme launched on 4th October 2025 with an objective to upgrade and reimagine Government I.T.I.s through industry led governance into state-of-the-art skilling institutions that produce highly

employable youth aligned with the industry needs. Initially, 1000 Government I.T.I.s across India will be upgraded under the Hub-and-Spoke Model, with 200 as “Hub” I.T.I.s and 800 as “Spoke” I.T.I.s. Each Hub I.T.I. will mentor about 4 connected “Spoke” I.T.I.s. These I.T.I.s will be equipped with advanced infrastructure, machinery, digital learning systems, incubation centers, placement cells, production units for sustainability, counseling, life skills, apprenticeships, and on-the-job trainings. They will be operated via Special Purpose Vehicles (SPVs) where industry partners shall hold 51% ownership and the Government 49% for better cluster management. The I.T.I.s will provide blended learning, and introduce new-age courses and re-design the existing trades with demand-driven curricula to suit industry requirement.

The scheme also aims to develop 05 National Skill Training Institutes (N.S.T.I.s) as premier institutions / Centers of Excellence for skilling and Trainer development.

The total financial outlay over a period of 5 years is a budget of Rs 60,000 crore, with Rs 30,000 crore to be funded by the Central Government, Rs 20,000 crore by the State Governments and Rs 10,000 crore by the Industry; and co-financing by the World Bank and Asian Development Bank.

The scheme aims to train around 20 lakh youth over the next 05 years.

All the 10 Government I.T.I.s in Goa have been proposed to be covered under the scheme in the form of two clusters as mentioned below:

Cluster 1:

1. Bicholim Government I.T.I.: Hub I.T.I.
2. Pernem Government I.T.I.: Spoke I.T.I.
3. Mapusa Government I.T.I.: Spoke I.T.I.
4. Panaji Government I.T.I.: Spoke I.T.I.
5. Vasco Government I.T.I.: Spoke I.T.I.

Cluster 2:

1. Farmagudi Government I.T.I.: Hub I.T.I.
2. Sattari Government I.T.I.: Spoke I.T.I.
3. Margao Government I.T.I.: Spoke I.T.I.
4. Cacora Government I.T.I.: Spoke I.T.I.
5. Canacona Government I.T.I.: Spoke I.T.I.

10. PRADHAN MANTRI KAUSHAL VIKAS YOJANA (PMKVY)

This is a flagship scheme (central) of M.S.D.E. that provides free, outcome-based skill training to unemployed and school/college drop-outs in the age group of 15 to 45 years, to improve their employability. The scheme aims to certify a large number of Indian youth with industry-relevant skills through its Short Term Training (STT) and Recognition of Prior Learning (RPL) components so that they can secure a better livelihood.

Trainings, assessments and certifications under the PMKVY-Version 1.0, 2.0, 3.0 and 4.0 have been completed and PMKVY 5.0 is expected to be implemented soon. This phase/version will lay emphasis on aligning training with industry needs and enhancing employability for domestic as well as international markets. Like the PMKVY 4.0, this version too stands re-classified as purely 'Centrally Sponsored, Centrally Managed (CSCM)' Scheme with the National Skill Development Corporation (N.S.D.C.) being designated as the Central Nodal Agency (CNA) to oversee its implementation during the coming years.

11. PRODUCTION ORIENTED TRAINING SCHEME (POTS)

Under this scheme (central but managed by state), all the Government I.T.I.s are allowed to offer various public utility services like maintenance, repairs and servicing of machinery, equipment and domestic appliances to the public on chargeable basis. The I.T.I. trainees under the guidance of their Instructors are permitted to take up short duration work

assignments/jobs related to the trade they are undergoing training under the “Earn while you Learn” concept by following due procedures.

INDUSTRIAL TRAINING INSTITUTES (I.T.I.s)

There are ten Government and three Private I.T.I.s functioning under the Directorate of Skill Development and Entrepreneurship (D.S.D.E.) in Goa. Each I.T.I. is proportionately located in/close to every taluka of the state in order to cater to the skilling needs of the local youth.



Each I.T.I. is headed by a Principal. In the Government I.T.I.s, the Principal is also appointed as the Head of Office and the Drawing and Disbursing Officer of the Institute, and delegated with certain administrative and financial powers of the Head of Department for better management of the Institute. The training activities conducted at the I.T.I.s are supervised by the Group Instructor/Millwright Foreman/Surveyor and training in each course/subject is imparted by a Vocational Instructor. The I.T.I.s also have other technical and non-technical staff handling the administrative, training, procurements and accounts matters of the

Institute and they collectively work towards implementation of various schemes/activities of the Central and State Government.

The I.T.I.s in Goa were set-up under the flagship Craftsmen Training Scheme (C.T.S.) of D.G.T. and they offer training in/on:

(i) Short-term and long-term Engineering and Non-Engineering trades/courses under C.T.S.
(ii) Short-term courses under C.M.K.P.S.
(iii) Short-term courses under various other Central and State Government schemes/initiatives
(iv) Various topics recommended by experts/industries

Depending on a trainee's eligibility, interest and capability, the I.T.I.s impart skill training and guide the trainees to either opt for higher education OR to get self-employed/become entrepreneur OR to take-up a job in a private or public sector organization.

Some of the Instructors from the ten Government I.T.I.s have been trained at the Entrepreneurship Development Institute of India (EDII), Ahmedabad, Gujarat on Entrepreneurship and in mentoring budding Entrepreneur Trainees at the I.T.I.s. Entrepreneurship Awareness Programmes (EAPs) have also been conducted for interested trainees from all the Government I.T.I.s by EDII, Goa under the Mukhyamantri Swayam Rojgar Yojana (MSRY) of Government of Goa.

INFRASTRUCTURE OF I.T.I.s

Every I.T.I. has good workshops and classrooms for imparting training, a library, an office, separate washrooms for male and female staff and trainees, drinking water facility and other basic necessities required in an Institution as per the prescribed norms of the Government. Apart from the regular training setup, most of the Government I.T.I.s are provided with Science, Technology, Engineering and Mathematics (STEM) Tinkering Labs, Digital Language Labs and CCTV cameras for surveillance. The Tinkering labs are useful for the I.T.I. trainees as well as the school

students visiting the I.T.I.s to upgrade their knowledge and skills. To support inclusive learning and make provisions for easy accessibility of specially-abled trainees/public in the I.T.I.s, an accessibility audit has been conducted by the concerned authority appointed by the Government, and the process to make changes in the infrastructure of the I.T.I.s is in progress.

GRADING OF I.T.I.s

The D.G.T. has introduced a new Data Driven Grading Methodology (DDGM) for grading of I.T.I.s based on the performance of the I.T.I.s derived from parameters available on the N.C.V.T. portal. As per this, the I.T.I.s having a score of 4 and above (on a scale of 1 to 10) will be eligible for addition of new units/trades. The grading score is based on criteria like admission percentage, SC/ST/PwD enrollment, female enrollment, trade diversity, pass percentage, etc. in the I.T.I. in last one or two years. Accordingly, this grading methodology is dynamic and can change over subsequent years based on the performance of the I.T.I.s in the previous years. In the year 2026, the Government I.T.I.s in Goa have scored grades in the range of 7.1 to 8.6.

INSTITUTE MANAGEMENT COMMITTEE (I.M.C.) OF I.T.I.

As per the instructions and guidelines issued by D.G.T., every Government I.T.I. has an active Institute Management Committee consisting of industry partners/members, Director (SD&E) or his/her representative, Principal, faculty and a student representative of respective I.T.I. as its members. The Chairman and the other industry members being either the owners or top management level officers of an industry, play an important role in sharing their knowledge and experience from the industry with the Department and the I.T.I. Their guidance to the Institute staff and trainees on upgradation of their knowledge and skills in par with the latest technologies and industry requirements helps the I.T.I. Instructors and trainees to understand the efforts required to be put by

them in order to meet the industry requirement and improve placements of I.T.I. trainees. Some of the industry members donate tools and equipments useful for training to the I.T.I., bear expenses towards some infrastructural needs of the Institute and help in organizing workshops/programmes/seminars/industry visits for the I.T.I. Instructors and trainees as part of the company's CSR activity.

JOINING I.T.I. AS A "REGULAR TRAINEE" OR AS A "PRIVATE CANDIDATE"

A candidate willing to join an I.T.I. for undergoing training in a long-term or short-term course under the Craftsmen Training Scheme (C.T.S.) may take admission as a "Regular Trainee" or as a "Private Candidate".

If a candidate desires to pursue a full-time course, he/she has to take admission in any of the Government or Private I.T.I.s as a "Regular Trainee". The online admission process for such courses normally starts from the month of April/May every year and the admission schedule is published in the local newspapers and uploaded on the admission portal and on D.S.D.E.'s website.

If a candidate who has not undergone formal institutionalized skill training desires to only appear for the All India Trade Test (AITT) of a particular trade, he/she has to check admissibility for a particular trade as per the categories specified in D.G.T. guidelines available at https://dgt.gov.in/node/863 and take admission as a "Private Candidate" as per eligibility and admission criteria in any of the Government I.T.I.s only. The admission process for "Private Candidate" normally starts six months prior to the AITT as per the schedule decided by D.G.T.

TRADES/COURSES OFFERED IN I.T.I.s UNDER CRAFTSMEN TRAINING SCHEME

The Craftsmen Training Scheme (C.T.S.) is the flagship scheme of the Directorate General of Training and various trades/courses of 6 months, 1 year and 2 years duration are conducted in the I.T.I.s across the country under this scheme. The Government and Private I.T.I.s in Goa offer 44 different Engineering (23 nos.) and Non-Engineering (21 nos.) trades/courses as listed below.

The syllabus in detail of each course is available on https://dgt.gov.in/cts-details.

Most of the trades are affiliated to the National Council for Vocational Education and Training (N.C.V.E.T.) and few are affiliated to the State Council for Vocational Training (S.C.V.T.), Government of Goa. However, training in S.C.V.T. affiliated trades is imparted by following the same curricula and examination pattern, calendar and schedule as approved by D.G.T. and M.S.D.E. for NCVET trades; only examinations and certifications are done at the State level. Some courses are however started at the State level under SCVT based on industry demand by designing the curriculum under the guidance and mentorship of respective sector experts and the curricula is then submitted to D.G.T. for approval and implementation across the country. By imparting industrial training, the I.T.I.s ensure a steady flow of skilled workers for the industries.

ENGINEERING TRADES

Sr. No.	Trade	Sector	Duration	NSQF Level	Entry Qualification
1.	Draughtsman (Civil)	Construction	2 years	Level 4	Passed 10th Class examination
2.	Draughtsman (Mechanical)	Capital Goods Manufacturing	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent

3.	Electrician	Power	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
4.	Electronics Mechanic	Electronics & H.W.	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
5.	Fitter	Capital Goods Manufacturing	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
6.	Information & Communication Technology System Maintenance (ICTSM)	I.T. & I.T.E.S.	2 years	Level 4	Passed 10th Class examination
7.	In Plant Logistics Assistant	Logistics / Transportation, Logistics and Warehousing	1 year	Level 3.5	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
8.	Instrument Mechanic	Electronics & H.W.	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
9.	Machinist	Capital Goods & Manufacturing	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
10.	Mechanic Auto Electrical and Electronics	Automotive	1 year	Level 3.5	Passed 10th Class examination

11.	Mechanic Consumer Electronic Appliances	Electronics & H.W.	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
12.	Mechanic Diesel	Automotive	1 year	Level 3.5	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
13.	Mechanic Electric Vehicle	Automotive	2 years	Level 4	Passed 10th Class examination
14.	Mechanic Motor Vehicle	Automotive	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
15.	Mechanic Two and Three Wheeler	Automotive	1 year	Level 3.5	Passed 10th Class examination with Science and Mathematics OR its equivalent
16.	Plumber	Plumbing	1 year	Level 2.5	Passed 8th Class examination
17.	Refrigeration & Air Conditioning Technician	Capital Goods Manufacturing	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
18.	Solar Technician (Electrical)	Power	1 year	Level 3.5	Passed 10th Class examination
19.	Turner	Capital Goods & Manufacturing	2 years	Level 4	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
20.	Welder	Capital Goods & Manufacturing	1 year	Level 2.5	Passed 8th Class examination

21.	Wireman	Power	2 years	Level 3	Passed 8th Class examination
22.	Wood Work Technician	Wood and Carpentry	1 year	Level 2.5	Passed 8th Class examination
23.	Waste Management Technician	Environmental Science	1 year	Level 3.5	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent

NOTE: Candidates having studied subjects such as (i) Everyday Mathematics (ii) General Science (iii) Mathematics (CWSN-ENG) and (iv) Science (CWSN-ENG) are not eligible for admission to Engineering trades with entry qualification as "Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent".

NON-ENGINEERING TRADES

Sr. No.	Trade	Sector	Duration	NSQF Level	Entry Qualification
1.	Computer Operator & Programming Assistant (COPA)	IT-ITeS	1 year	Level 3.5	Passed 10th Class examination
2.	Computer Hardware & Network Maintenance (CHNM)	IT-ITeS	1 year	Level 3.5	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent
3.	Cosmetology	Beauty & Wellness	1 year	Level 3.5	Passed 10th Class examination
4.	Desktop Publishing Operator (DTPO)	IT-ITeS	1 year	Level 3.5	Passed 10th Class examination
5.	Digital Photographer	Media & Entertainment	1 year	Level 3.5	Passed 10th Class examination

6.	Dress Making	Apparel	1 year	Level 2.5	Passed 8th Class examination
7.	Drone Pilot (Junior)	Aerospace & Aviation	6 Months	Level 3	Passed 10th Class examination with Science and Mathematics OR with vocational subject in same sector OT its equivalent and should have completed 18 years of age as on first day of academic session
8.	Drone Technician	Aerospace & Aviation	6 Months	Level 3	Passed 10th class examination with Science and Mathematics OR with vocational subject in same sector OR its equivalent and should have completed 16 years as on first day of academic session
9.	Driver cum Mechanic (LMV)	Automotive	6 Months	Level 2	Passed 8th Class examination and should have completed 18 years of age as on first day of academic session
10.	Fashion Design & Technology	Apparel	1 year	Level 3.5	Passed 10th Class examination
11.	Fire Technology and Industrial Safety Management	Safety & Security	1 year	Level 3.5	Passed 10th Class examination In addition, Height – 165 cms Weight – 50 Kgs Chest- Normal 81 cm, Expanded 86 cms and a registered M.B.B.S. Doctor must verify and certify that the candidate is medically fit to undertake the course
12.	Food and Beverage Service Assistant	Tourism & Hospitality	1 year	Level 3.5	Passed 10th Class examination OR its equivalent
13.	Food Production (General)	Food Industry	1 year	Level 3.5	Passed 10th Class examination
14.	Front Office Assistant	Tourism & Hospitality	1 year	Level 3.5	Passed 10th Class examination
15.	Housekeeper	Tourism & Hospitality	1 year	Level 3.5	Passed 10th Class examination
16.	Marketing Executive	Office Administration & Facility Management	1 year	Level 3.5	Passed 10th Class examination

17.	Multimedia, Animation & Special Effects	IT-ITeS	1 year	Level 3.5	Passed 10th Class examination
18.	Secretarial Practice (English)	Office Administration & Facility Management	1 year	Level 3.5	Passed 10th Class examination
19.	Sewing Technology	Apparel	1 year	Level 2.5	Passed 8th Class examination
20.	Smartphone Technician cum App Tester	Electronics & HW	6 Months	Level 3	Passed 10th Class examination and should have completed 14 years as on the first day of academic session
21.	Stenographer Secretarial Assistant (English)	Office Administration & Facility Management	1 year	Level 3.5	Passed 10th Class examination

A. ADMISSION INFORMATION FOR JOINING I.T.I. AS A "REGULAR TRAINEE"

Admission related information such as eligibility criteria, age, standard of physical fitness, residence period, reservation of seats, method of selection, payment of admission fee, tuition fee, caution money deposit and other applicable fees, concessions, transport facility provided in I.T.I.s, working hours of D.S.D.E. and I.T.I.s, leaves and holidays available to trainees, etc. are published in the Prospectus issued in the respective year, which is also made available online. A common Prospectus is published for both, Government and Private I.T.I.s by the Directorate.

The Directorate has implemented online admission system from the Academic Year 2020-21 onwards for admitting candidates in C.T.S. courses/trades. This facility enables interested candidate to apply online on the I.T.I. admission portal for admission to I.T.I. from anywhere across the globe, provided the candidate meets the eligibility criteria. The online admission process for C.T.S. courses normally starts from the month of April/May every year.

B. ADMISSION INFORMATION FOR JOINING I.T.I. AS A "PRIVATE CANDIDATE"

Certain percentage of vacant seats if available in particular trades after completion of admission process of "Regular Trainees" in the Government I.T.I.s only are allocated for admission to "Private Candidate".

A candidate interested in seeking admission in an I.T.I. as a "Private Candidate" should check the eligibility criteria for a particular trade as per the categories specified in D.G.T. guidelines available on https://dgt.gov.in/sites/default/files/pdf/DraftGuidelinesforPrivateCandidate.pdf and **strictly approach only Government I.T.I.s** to find details of the admission date/month and admission process. He/she can apply and seek admission as a "Private Candidate" in a particular trade only in a Government I.T.I. based on his/her eligibility, merit, availability of vacant seat and payment of applicable admission fees. The admission process for "Private Candidate" normally starts six months prior to the A.I.T.T. as per the schedule decided and communicated to D.S.D.E. and I.T.I.s by D.G.T.

On admission, the candidate has to continuously enquire with the respective Government I.T.I. about the examination and fee payment schedule, and pay applicable examination fees to be eligible to appear for A.I.T.T. theory and practical examinations. It shall be the responsibility of the "Private Candidate" to contact the respective Government I.T.I., find the examination and fee payment schedule and pay the fees on time. The I.T.I. will not contact any candidate.

SEAT INTAKE IN EACH TRADE AT EACH I.T.I.

The number of seats and trades offered at the ten Government and three Private I.T.I.s respectively under NCVET, SCVT and DST for the Academic Year 2026-27 are as shown in Annexures I to VI below:

ANNEXURE-I: TOTAL SEATS/ INTAKE CAPACITY IN N.C.V.T. TRADES AT GOVERNMENT I.T.I.s

Sr. No.	Trade/ Course / Name of I.T.I.	Computer Operator &Programming Assistant	Cosmetology	Computer Hardware& Network Maintenance	Desktop Publishing Operator	Draughts man (Mechanical)	Draughtsman (Civil)	Dress Making	Electrician	Electronics Mechanic	Fitter	Fire Technology and Industrial Safety Management	Food Production (General)	Food & Beverages Service Assistant	Instrument Mechanic	Information& Communication Technology System Maintenance
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1	Pernem	48	-	-	-	-	-	-	20	-	20	-	-	-	-	-
2	Mapusa	48	24	-	-	-	-	-	20	24	20	-	-	-	-	-
3	Bicholim	48	24	-	-	-	24	-	40	24	20	-	-	-	-	-
4	Sattari	24	24	-	24	-	-	-	40	24	20	-	-	-	-	-
5	Panaji	48	-	-	-	-	-	-	20	-	20	-	48	40	-	-
6	Farmagudi	48	-	-	-	20	24	20	40	24	20	-	-	-	24	24
7	Vasco	24	-	-	24	-	-	-	20	24	20	-	-	-	-	-
8	Margao/ AquemBaixo	48	48	24	24	-	-	-	20	24	20	-	24	20	-	24
9	Cacora	24	24	-	24	-	-	-	20	-	20	24	-	-	-	-
10	Canacona	24	-	-	-	-	-	-	20	24	20	-	-	-	-	-
	Total	**384**	**144**	**24**	**96**	**20**	**48**	**20**	**260**	**168**	**200**	**24**	**72**	**60**	**24**	**48**

Note: If any trade is not granted N.C.V.T. affiliation/excluded from C.T.S. 2026 seat matrix by D.G.T., the admission shall be considered under S.C.V.T. affiliation.

ANNEXURE-I (Contd.).....: TOTAL SEATS/ INTAKE CAPACITY IN N.C.V.T. TRADES AT GOVERNMENT I.T.I.s

Sr. No.	Trade/ Course / Name of I.T.I.	Machinist	Mechanic Motor Vehicle	Mechanic Diesel	Mechanic Electric Vehicle	Plumber	Refrigeration and Air Conditioning Technician	Sewing Technology	Solar Technician (Electrical)	Stenographer & Secretarial Assistant (English)	Secretarial Practice (English)	Turner	Welder	Wireman	Wood Work Technician	Total
1	2	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
1	Pernem	-	-	-	-	24	24	20	-	-	-	-	-	-	-	**156**
2	Mapusa	-	-	-	-	-	-	-	-	-	24	-	-	-	-	**160**
3	Bicholim	20	-	-	-	48	-	20	20	24	-	-	20	20	-	**352**
4	Sattari	-	24	24	-	48	24	20	-	-	-	20	20	20	-	**356**
5	Panaji	-	24	-	-	24	24	-	-	-	-	-	20	-	-	**268**
6	Farmagudi	20	-	48	-	48	24	-	-	-	-	-	40	-	-	**424**
7	Vasco	-	-	48	-	24	24	-	20	-	-	-	20	20	-	**268**
8	Margao/ AquemBaixo	-	-	-	-	48	24	40	-	-	-	-	-	-	-	**388**
9	Cacora	-	24	48	24	48	24	20	20	-	-	-	40	20	24	**428**
10	Canacona	-	-	24	-	24	-	20	-	-	-	-	20	20	-	**196**
	Total	**40**	**72**	**192**	**24**	**336**	**168**	**140**	**60**	**24**	**24**	**20**	**180**	**100**	**24**	**2996**

Note: If any trade is not granted N.C.V.T. affiliation/excluded from C.T.S. 2026 seat matrix by D.G.T., the admission shall be considered under S.C.V.T. affiliation.

ANNEXURE-II: TOTAL SEATS/ INTAKE CAPACITY IN S.C.V.T. TRADES AT GOVERNMENT I.T.I.S

Sr. No	Trade/ Course / Name of I.T.I.	Attendant Operator Chemical Plant	Cosmetology	Drone Pilot (Junior)*	Drone Technician *	Driver Cum Mechanic (LMV)	Digital Photographer	Electrician	Fashion Design & Technology	Front Office Assistant	Food Production (General)	Housekeeper	Multimedia, Animation & Special Effects	Mechanic Consumer Electronic Appliances	Mechanic Electric Vehicle	Sewing Technology	Smart Phone Technician cum App Tester	Total
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1	Pernem	-	-	-	-	-	-	-	-	-	24	-	-	-	-	-	-	24
2	Bicholim	-	-	-	-	-	-	-	20	-	-	-	24	-	-	-	-	44
3	Panaji	-	-	-	-	-	-	-	-	24	-	24	-	-	-	-	-	48
4	Farmagudi	-	-	-	-	-	24	-	-	-	-	-	-	-	24	-	-	48
5	Vasco	24	24	-	-	-	-	-	-	-	-	-	-	-	-	20	-	68
6	Margao/ Aquem Baixo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24	24
7	Cacora	-	-	24	24	20	-	20	-	-	-	-	-	24	-	-	-	112
8	Canacona	-	-	-	-	20	-	-	-	-	-	-	-	-	-	-	-	20
	Total	**24**	**24**	**24**	**24**	**40**	**24**	**20**	**20**	**24**	**24**	**24**	**24**	**24**	**24**	**20**	**24**	**388**

Note: Drone Pilot (Jr) trade will be conducted in the first session of the Academic Year and Drone Technician will be conducted in the second session of the Academic Year at Cacora Govt. I.T.I.

ANNEXURE-III: TOTAL SEATS/ INTAKE CAPACITY IN N.C.V.T. (D.S.T.) TRADES AT GOVERNMENT I.T.I.S

Sr. No.	Trade/ Course / Name of I.T.I.	Food Production (General)	Food & Beverage Service Assistant	Housekeeper	Mechanic Motor Vehicle	Mechanic Diesel	Total
1	2	3	4	5	6	7	8
1	Mapusa	-	-	-	24	-	24
2	Bicholim	24	-	-	-	48	72
3	Farmagudi	-	-	-	24	-	24
4	Margao/ Aquem Baixo	24	20	-	-	-	44
5	Canacona	24	20	24	-	-	68
	Total	**72**	**40**	**24**	**48**	**48**	**232**

ANNEXURE-IV: TOTAL SEATS/ INTAKE CAPACITY IN S.C.V.T. (D.S.T.) TRADES AT GOVERNMENT I.T.I.S

Sr. No	Trade/ Course / Name of I.T.I.	Food Production (General)	Food & Beverage Service Assistant	Fire Technology and Industrial Safety Management	Housekeeper	Mechanic Two and Three Wheeler	Mechanic Auto Electrical & Electronics	Marketing Executive	Waste Management Technician	Total
1	2	3	4	5	6	7	8	9	10	11
1	Pernem	-	20	-	-	-	-	-	-	20
2	Mapusa	-	20	24	-	40	-	24	-	108
3	Sattari	-	20	-	-	-	20	-	-	40
4	Farmagudi	-	20	-	-	-	-	-	-	20
5	Vasco	-	20	-	-	-	-	-	-	20
6	Margao/ Aquem Baixo	-	-	-	24	-	-	-	-	24
7	Cacora	24	20	-	-	-	-	-	20	64
	Total	**24**	**120**	**24**	**24**	**40**	**20**	**24**	**20**	**296**

ANNEXURE-V: TOTAL SEATS/ INTAKE CAPACITY IN N.C.V.T. TRADES AT PRIVATE I.T.I.s

Sr. No.	Trade/ Course / Name of I.T.I.	Electrician	Fitter	Instrument Mechanic	Machinist	Total
1	2	3	4	5	6	7
1	Sesa	20	20	24	20	84
	Total	**20**	**20**	**24**	**20**	**84**

ANNEXURE-VI: TOTAL SEATS/ INTAKE CAPACITY IN S.C.V.T. TRADES AT PRIVATE I.T.I.s

Sr. No.	Trade/ Course / Name of I.T.I.	Computer Operator Programming Assistant	Electrician	Food & Beverages Service	Food Production (General)	Total
1	2	3	4	5	6	7
1	Sesa	24	-	-	-	24
2	Montfort	24	20	-	-	44
3	Indo-German	-	20	20	24	64
	Total	**48**	**20**	**20**	**24**	**132**

RESERVATION OF SEATS

The number of seats / percentage of the total intake capacity/seats of each trade and unit that is reserved for the candidates belonging to each of the following categories as stated against the category. The reservations are applicable to both, Government and Private I.T.I.s in the State of Goa and they are considered only if the candidate specifically indicates it in the application form submitted by the candidate on the admission portal.

(i) For 'S.C.', 'S.T.', 'PwD', 'OBC' and 'E.W.S.' Category Candidates

Sr. No.	Category	Reservation
a.	Scheduled Caste (S.C.)	02 percent
b.	Scheduled Tribes (S.T.)	12 percent
c.	Person with Disabilities (PwD) (Admission subject to fulfillment of limits laid down in D.G.T. circular No. MSDE-19/02/2018-CD(Pt) dated 05-04-2019 and submission of related Certificate issued by Competent Authority)	05 percent
d.	Other Backward Classes (OBC)	27 percent
e.	Economically Weaker Section (E.W.S.) (Admission subject to fulfillment of limits laid down in D.G.T. circular No. MSDE-19/02/2018-CD(Pt) dated 05-04-2019 and submission of related Certificate issued by Competent Authority)	10 percent

30% of the seats in each of all the above categories are reserved for women candidates.

(ii) For 'CFF', 'CGE' and 'CAR' Category Candidates

One seat is reserved at each I.T.I. for each of the following categories, with the allocation of trade at the discretion of the Director (SD&E).

Sr. No.	Category	Reservation
a.	Children of Freedom Fighters (CFF)	01 seat for each category, in each trade and unit at each I.T.I. at the discretion of the Director (SD&E)
b.	Children of State and Central Government Employees (CGE)	
c.	Children of African Repatriates of Goan Origin (CAR)	

(iii) For 'Children of Defense Personnel' Category Candidates

One seat in each of the I.T.I.s is reserved for wards of defense personnel in the following order of priority. However, the allocation of trade is at the discretion of the Director (SD&E).

Sr. No.	Category	Reservation
a)	Children of deceased/disabled Ex-Servicemen, including those killed/disabled during peace time	01 seat in each I.T.I. in the order of priority from serial no. a) to e) at the discretion of the Director (SD&E)
b)	Children of Ex-servicemen	
c)	Children of serving Jawans	
d)	Children of serving Officers	
e)	Ex-Servicemen	

The Institute Managing Committee (I.M.C.) of Vasco Government I.T.I. is permitted to utilize up to 20% of sanctioned seats for admissions to only Vasco Government I.T.I. on merit basis against the payment of fee of Rs. 5000/- (Rupees five thousand only) per year (as fixed by I.M.C. of Vasco Government I.T.I.) in addition to the tuition fee and caution money deposit amount required to be paid.

The unutilized I.M.C. quota seats shall be filled after the second round of admission at the said I.T.I. by admitting general category candidates on merit basis against the payment of fee of Rs 5000/- (five thousand only) per year (as fixed by I.M.C. of Vasco Government I.T.I.) in addition to the tuition fee and caution money deposit amount required to be paid.

FEES

A candidate applying online for admission in any of the I.T.I.s has to pay applicable Application Processing Fee (non-refundable), Tuition fee (non-refundable) and Caution Money Deposit (refundable subject to certain criteria) based on the category he/she belongs to and as decided every year by the Directorate strictly through online mode. A candidate seeking admission under the IMC quota at Vasco Government I.T.I. has to pay an additional amount per annum as decided by the IMC, in addition to the above mentioned types of fees.

After admission, every trainee has to pay applicable amount towards issuing of Identity Card by the respective Institute.

On completion of the 6 months, 1 year and 2 years training period of respective trade, a trainee eligible to appear for the annual pattern of examination has to pay applicable examination fee.

CONCESSIONS

Following concessions/facilities are provided to candidates seeking admission as “Regular Trainees” in full-time trades/courses at the Government I.T.I.s:

(i) Exemption from payment of tuition fees for candidates who belong to/are Scheduled Caste (SC) OR Scheduled Tribe (ST) OR *Orphans OR *Destitute Children OR Below Poverty Level OR a family having annual family income of upto Rs.3,00,000/ p.a. However, the trainee’s name should be mentioned on the Income certificate which is valid for only six months from the date of issue.

* Candidates who claim to be orphans/ destitute children and their caretakers/guardians have to submit duly filled self-declaration certificate in Annexure IX format as provided in the I.T.I. Prospectus.

(ii) Exemption from payment of tuition fees for female candidates under Mukhyamantri Sukanya Kaushal Vikas Protsahan Yojana (MSKVPY).

(iii) Provision of free uniform and boiler suit/workshop clothing material to all the trainees; however, the stitching charges have to be borne by the trainees. The uniforms should be stitched strictly as per the pattern provided by the I.T.I. authorities within 15 days of issuing the cloth material.

(iv) Free transport facility for trainees belonging to Scheduled Tribes OR Scheduled Caste category.

(v) Free facilities for recreation, library, sports, etc. as available in respective I.T.I.

The Private I.T.I.s provide concession to the trainees seeking admission in respective I.T.I. as per the decision of respective Institute or its management.

SCHOLARSHIPS AND TRAINEES TOOLKIT OFFERED TO 'REGULAR TRAINEES'

The trainees undergoing training at the Government I.T.I.s can avail the following scholarships /benefits on fulfillment of eligibility criteria:

A. Merit Scholarship at the rate of Rs 250/- per month per trainee is awarded to 40% of the actually admitted trainees' strength in each batch/unit of a trade irrespective of the intake capacity of a trade on the basis of:

(i) Marks scored at the Merit Scholarship internal test conducted by each I.T.I.

(ii) Assessment of the sessional work, discipline and punctuality for three months after admissions.

B. Financial Assistance Scholarship (FAS) and Trainees Toolkit is awarded to the trainees residing in the State of Goa for a period not less than 10 years preceding the date of application for admission in I.T.I. and fulfilling other eligibility criteria with respect to each benefit as mentioned below:

1. **Financial Assistance Scholarship (FAS)** at the rate of Rs 600/- per month per trainee belonging to either: (i) Scheduled Caste (SC) category OR ii) Scheduled Tribe (ST) category OR iii)*Below Poverty Level OR iv) Person with Disability (PwD) OR v) Having annual income of family upto Rs 3,00,000/- which is to be proved by submitting valid Income Certificate issued by: (1) Concerned Village Panchayat Secretary under the respective Panchayat area duly attested by the Sarpanch of the concerned Village Panchayat OR (2) Chief Officer of the respective Municipal Council OR (3) Mamlatdar of the concerned Taluka OR (4) District Collector/Magistrate, provided he/she fills up the FAS form and submits it to the I.T.I. office along with supporting documents and own bank account details within 15 days of joining the respective I.T.I.

** No trainee shall be deprived benefits under this scheme if he/she is not able to produce ration card indicating B.P.L. category. The trainee may instead be requested to produce valid Income Certificate.*

2. **Trainees Toolkit** containing trade related items costing not more than Rs 2500/- collectively can be claimed by a trainee belonging to SC or ST category provided he/she fills up the Trainee's Toolkit form and submits it to the I.T.I. office along with supporting documents within 15 days of joining the respective I.T.I.

Recovery of Benefits Granted to Trainees under Financial Assistance Scholarship and Trainee's Toolkit Scheme:

The FAS and Trainee's Toolkit granted to a trainee are liable to be cancelled/forfeited/recovered/discontinued if the concerned trainee:

(i) Is found to have committed an act of indiscipline or misconduct unbecoming of an I.T.I. trainee.

(ii) Discontinues training during the course of the year for which the benefit was awarded. In such a case, the trainee will have to pay the actual cost of the Trainee's Tool Kit.

(iii) Is found to have furnished incorrect or false information or fake documents OR if the award /benefit has been obtained by suppressing any material facts.

However, the final decision on the recoveries to be made if any shall be at the discretion of the Director, (SD&E).

Additionally, the trainees studying at the Government and Private I.T.I.s, and belonging to certain categories are also allowed to apply and avail the benefits / financial assistance / scholarships awarded by other organizations or Government Departments such as Directorate of Social Welfare, Directorate of Tribal Welfare and Directorate of Education, provided they meet the eligibility criteria of respective scheme, and subject to permission being granted by the particular Organization/Department for availing scholarship/assistance from multiple sources.

SUBJECTS TO BE STUDIED IN C.T.S. TRADE /COURSE

SR. NO.	ENGINEERING TRADE	SR. NO.	NON-ENGINEERING TRADE
1.	Trade Theory	1.	Trade Theory
2.	Trade Practical	2.	Trade Practical
3.	Employability Skills	3.	Employability Skills
4.	Workshop Calculation & Science	4.	Additional subject related to the trade if specified in the curricula
5.	Engineering Drawing (For trades other than Draughtsman Mechanical and Draughtsman Civil)		

PLACEMENT AND TRAINING OPPORTUNITIES IN INDUSTRIES

The Directorate of Skill Development and Entrepreneurship and the I.T.I.s have signed Memorandum of Understanding (MoU)/ Memorandum of Association (MoA) with various Industries /Organizations / Hotels like TATA Technologies Ltd., Siemens Pvt. Ltd., Putzmeister Concrete Machines Pvt. Ltd., Jaquar, Indian Hotels Company Ltd. (Taj Hotels), Daikin Industries Ltd., Automobile Corporation of Goa Ltd. and many others which facilitates:

- On-Job-Training (OJT)/ Dual System of Training (DST)
- Job Placements/ Apprenticeship training opportunities
- Setting up State-of-the Art training facilities at I.T.I.s by Industries
- Training of Trainers
- Industry Visits

The trainees should take advantage of the Directorate's strong connect with various Industries, put in hard work during training, represent a good behavior while at the Institute and in the industry, learn all skills thoroughly and make themselves capable of securing a good job during the placement/job fairs and Apprenticeship Bharti Melas conducted

quarterly/annually/as per specific industry's requirement by the Directorate/respective I.T.I.

EXAMINATIONS

INTERNAL TESTS

Internal tests are conducted quarterly for annual pattern trades under C.T.S. and the marks scored are considered for award of Formative Assessment marks before the final examinations.

ANNUAL EXAMINATIONS

All India Trade Test is conducted under the aegis of N.C.V.E.T. for the trainees admitted as "Regular Trainees" or "Private Candidates" and All Goa Trade Test is conducted under the aegis of SCVT for the trainees admitted as "Regular Trainees" in C.T.S. trades on completion of the training period and as per schedule decided by D.G.T./State Board of Examinations. Supplementary examinations are also conducted as per D.G.T./State Directorate schedule. Trainees admitted to two years duration trades have to appear for two annual exams.

TRADE CERTIFICATE ISSUED TO I.T.I. GRADUATE

Every successful I.T.I. Graduate is awarded with a marksheet and a Trade Certificate on appearing for the All India Trade Test or the All Goa Trade Test (as applicable) as a 'Regular Trainee' after completion of the prescribed training period, and on appearing for the All India Trade Test as a 'Private Candidate'.

The I.T.I. Graduates passing out from N.C.V.E.T. trades are issued a marksheet and awarded the National Trade Certificate which can be accessed online directly by the trainees by logging into the MIS/SIDH portal at www.skillindiadigital.gov.in using their personal credentials and

downloaded. As this certificate carries a QR code embedded in it, the same can be used by an employer/any office for confirming authenticity of the certificate and verifying trainee's details. It is also considered as an authentic document for availing loan under MUDRA scheme and others alike.

The I.T.I. Graduates passing out from SCVT trades are issued a marksheet and awarded Trade Certificate through the respective I.T.I.s after declaration of SCVT result with the approval of the State Board of Examinations.

The marksheets and trade passing certificates are awarded to the I.T.I. Graduates by organizing a grand Convocation ceremony at each I.T.I. The topper of each I.T.I. and each trade are felicitated with trophies/mementos at the hands of the Chief Guest of the function.

The national level toppers of each trade are felicitated at a grand function organized by M.S.D.E./D.G.T. mostly in New Delhi.

POST I.T.I. OPPORTUNITIES

1. DIRECT ADMISSION TO SECOND YEAR IN POLYTECHNIC INSTITUTES

The Government of Goa has provided vertical mobility option for I.T.I. pass-outs who are interested in pursuing higher studies through the Polytechnic Institutes available in Goa. A candidate who has passed S.S.C. and the qualifying examination of a two years trade from any of the I.T.I.s in Goa functioning under the Directorate of Skill Development & Entrepreneurship can directly get admission in the second year of respective Diploma course as mentioned against the I.T.I. courses listed in the table below, subject to fulfillment of other admission criteria specified in the Prospectus of Directorate of Technical Education for admission to Polytechnic. The number of seats allotted every year to I.T.I. trainees in each Diploma course are as mentioned in the table below, which may change at the discretion of Directorate of Technical Education.

The list of I.T.I. trades/courses recognized for direct admission in the second year of the respective Diploma courses are as mentioned below:

GROUP	I.T.I. TRADES / COURSES	DIPLOMACOURSES	TOTAL SEATS ALLOTTED FOR I.T.I. TRAINEES
A	Information & Communication Technology System Maintenance, Mechanic R &TV, Medical Electronics, Electronics Mechanic, Instrument Mechanic, Electrician and Courses under Centre Excellence**(2years): Information Technology, Multi-skilled Course in Electrical and Electronics***, Electrical Sector: Mechanic Electrical Vehicle (not eligible for Computer, Electronics & Comm., Electronics & Instrumentation) Mechanic Consumer Electronic Appliances (not eligible for Electrical, Electrical and Electronics) Attendant Operator Chemical Plant (eligible only for Electronics & Instrumentation)	Electrical and Electronics Engg.	1
		Computer Engg.	3
		Electronic Engg.	1
		Electronics &Communication	3
		Electronics Instrumentation	1
		Electrical Engg.	1
B	Fitter,Turner, Machinist, RAC Mechanic, Mechanic Motor Vehicle, Draughtsman (Mechanical)*, Production & Manufacturing(2years) Course under Centre of Excellence*, Diploma in Multi-skilled Industrial Technology (Mechanical) under S.C.V.T* Course under Centre of Excellence* (2years): Fabrication (Fitting & Welding)*, Automobile Sector Mechanic Electrical Vehicle (not eligible for Shipbuilding, Fabrication Tech. and Erection Engg.) Attendant Operator Chemical Plant (not eligible for Automobile and Shipbuilding)	Mechanical Engg.	6
		Shipbuilding Engg.	1
		Fabrication Technology & Erection Engg.	1

GROUP	I.T.I. TRADES / COURSES	DIPLOMACOURSES	TOTAL SEATS ALLOTTED FOR I.T.I. TRAINEES
C	Civil Draftsman	Civil Engg.	6
		Architecture Asstt.	2
E	Hospitality Management (2 years) Course under Centre of Excellence	Hotel Management & Catering Technology	16

*To be considered only for Diploma in Mechanical Engineering.

** Eligible for Diploma in Electronics & Communication only.

***Eligible for Diploma in Electrical Engineering /Electrical & Electronics Engineering.

For more information on admissions to Polytechnics, interested candidates may approach the Directorate of Technical Education, Porvorim or the Principal of respective Polytechnic in the State.

2. JOINING ADVANCED C.I.T.S. SKILL COURSE IN N.S.T.I.

I.T.I. pass-outs interested in pursuing any long-term advanced skills course available under the Craft Instructor Training Scheme (C.I.T.S.) in various National Skill Training Institutes (N.S.T.I.) (formerly Advanced/Craftsmen Training Institute) across the country which function under the Government of India, may visit D.G.T. website at https://dgt.gov.in/CITS for details, check the list of courses and eligibility criteria of each, admission process, etc. and join desired course. On successful completion of the C.I.T.S. course, the candidates will get an opportunity to join any I.T.I. as a Vocational Instructor subject to fulfillment of other selection criterias. Candidates with experience also have the option to complete C.I.T.S. under the Recognition of Prior Learning (RPL) mode.

3. UNDERGOING APPRENTICESHIP TRAINING IN GOVERNMENT OR PRIVATE ESTABLISHMENT

An I.T.I. pass-out on successful completion of N.C.V.E.T. or S.C.V.T. affiliated course is eligible to join as an Apprentice in any of the Government or Private Establishments covered under the Apprentices Act, 1961, and registered on the Apprenticeship portal. He/she can undergo apprenticeship training in any of the Designated or Optional Trades offered by such Establishments and gain experience on their shop-floor/in office. Such trainees are also eligible to avail training-period rebate corresponding to the period spent by them while undergoing training in the I.T.I.s and so are required to undergo training in the Establishments for the remaining apprenticeship training period only as specified against the corresponding trade.

Trainees so engaged as Apprentices in the Establishments are eligible to be paid a minimum monthly stipend as per the qualifications stipulated in the curriculum. Some Private Sector Establishments pay stipend over-and-above the minimum rate of stipend payable to apprentices per month.

Eligibility Criteria for Candidates to Apply & Undergo Apprenticeship Training:

Any individual who has completed 14 years of age (18 years in case of Hazardous Industries defined under the Apprenticeship Rules) and possesses minimum educational qualification prescribed for a trade, can undergo apprenticeship training.

4. ACADEMIC EQUIVALENCE TO I.T.I. COURSES

In pursuance to the publication of Official Gazette Notification No. GBSHSE/Acad/I.T.I./2025/1969 dated 22nd September 2025 and Corrigendum No. GBSHSE/ACAD/2025/56 dated 06th January 2026 by the Goa Board of Secondary and Higher Secondary Education (GBSHSE),direct equivalency of SSC/HSSC pass is granted to I.T.I. Trainees on successful completion of Craftsmen Training Scheme

trade/course under N.C.V.T./ S.C.V.T. having VIIIth pass or Xth pass as entry qualification respectively and on fulfillment of the following conditions:

Eligibility of Candidate on completion of Industrial Training Institute's Course to obtain equivalence of Secondary School Certificate (SSC) of the GBSHSE—

(1) A Candidate who, —

(i) After passing Class VIII (Grade 8), has completed recognized Industrial Training Institute's Course of two years' duration from a recognized centre and has passed National/State Council for Vocational Training (N.C.V.E.T./SCVT) Examination with prescribed syllabus; or

(ii) After passing Class VIII has completed recognized Industrial Training Institute's Course of one year duration from a recognized centre and has completed one-year apprenticeship training or certified employment, shall be eligible for equivalence of Secondary School Certificate (SSC) and his/her Industrial Training Institute's Course Certificate shall be considered as equivalent to Class X(SSC) subject to the fulfillment of the following condition, namely: —

He/She should be a resident of the State of Goa for a period of not less than three years.

Eligibility of candidate on completion of Industrial Training Institute's Course to obtain equivalence of Higher Secondary School Certificate (HSSC) of GBSHSE—

1) A Candidate who, —

(i) After passing Class X (SSC) from any recognized Board and has completed recognized Industrial Training Institute's Course of two years duration from a recognized centre and has passed National/State Council for Vocational Training (N.C.V.E.T./SCVT) Examination with prescribed syllabus; or

(ii) After passing Class X (SSC Examination) from recognized Board has completed recognized Industrial Training Institute's Course of one-year duration from a recognized centre and has completed one-year apprenticeship training or certified employment, shall be eligible for equivalence of Higher Secondary School Certificate (HSSC) and his/her Industrial Training Institute's Course Certificate shall be considered as equivalent to Class XII (HSSC) of the GBSHSE, subject to the fulfillment of the following condition, namely:

He/She should be a resident of the State of Goa for a period of not less than three years.

For details on Academic Equivalence to I.T.I. courses, interested I.T.I. pass-outs should approach the respective I.T.I. from where he or she had passed-out and fill the application form, pay the application fee and submit the form to the same I.T.I. for onward submission to the Examination Section at the D.S.D.E. Head Office for verification and approval. The Examination Section will then submit the details of eligible candidates to the GBSHSE for issuing of SSC/HSSC pass certificates.

5. OPT FOR VERTICAL MOBILITY COURSES GRANTED BY GOA UNIVERSITY TO I.T.I. PASSOUTS

The Academic Council of Goa University has permitted vertical mobility to students who after passing Std X have completed an I.T.I. Course of two years duration (which has Std X as the eligibility/entry qualification) from recognized centers/Institutions and passed the National/State Council of Vocational Training (N.C.V.T./S.C.V.T.) examinations of prescribed syllabus and have been granted HSSC certificate by the Goa Board of Secondary and Higher Secondary Education.

The eligibility for joining a particular program under the formal education system will however be decided by the respective educational Institution based on earlier Circulars issued on the subject matter.

ADDITIONAL ACTIVITIES CONDUCTED BY D.S.D.E.

WORLD SKILLS COMPETITION

World Skills Competition is a global event held biennially/ every two years in one of the World Skills International (WSI) member countries or regions to showcase vocational and technical excellence of young professionals. The competition features 1400+ competitors from 70+ countries competing in over 60 skill categories. India has been a member of the World Skills International since the year 2007. The competitions allow World Skills members to fine-tune what excellence should look like across a growing number of skills, and so they have become a test bed for innovation. They support the trial of new equipment, techniques and technology and have also helped embed sustainable practices into skills assessments. The World Skills Competitions are paired with the World Skills Conference because as the skills developments unfold in the skills workshops during the competitions, the Conference helps assess the value of emerging innovation. One of the defining features of World Skills Conference and World Skills Competition is the opportunities created amid assessments and the sessions for the global partners/industries to forge new partnerships.

The World Skills Competitions inspire young competitors to reach new heights, helping them turn their passion into a profession. The competitors compete over span of four days working on test projects, which are based on contemporary Industry Standards and Infrastructure.

At the national level, the National Skill Development Corporation (NSDC) under the Ministry of Skill Development and Entrepreneurship (M.S.D.E.) organizes India Skills, the largest biennial national skill competition. The participants of these competitions are the winners of State Level Skills Competitions and subsequently the Regional Level Skills Competitions. The winners of India Skills competitions receive advanced training and boot camps to represent Team India at the World Skills and other

international Competitions. The World Skills India is an initiative of NSDC that manages India's participation at the regional and international stages using the winners of regional and national level competitions.

Eligibility Criteria: Any skilled person aged 21 years and below as on the date provided by D.G.T. in the year of organizing the national level competitions can participate in any of the skills mentioned under India Skills, with the exception to Aircraft Maintenance, Manufacturing Team Challenge and Mechatronics, where the candidate should be 21 to 23 years of age.

HUMAN RESOURCE DEVELOPMENT FOUNDATION (HRDF) SOCIETY

Human Resource Development Foundation Society has been registered under the Societies Registration Act, 1860 with Registration No. 153/Goa/97 dated 7th October 1997. The affairs of the Society are managed, administered and controlled by the Governing Committee in accordance with the rules and regulations of the Society and as per the orders/directives received from the Government of Goa.

The Society performs various activities such as:

(i) Conducting inspections of Private Institutes registered under the HRDF Society, which is a registered Society of the Government of Goa.

(ii) Granting Affiliation to the applying Institutes based on outcome of the inspections conducted to verify availability of sufficient infrastructure, tools and equipments as per requirement of the course(s) proposed to be started, and as per the norms/standards prescribed for such Institutes so as to smoothly train a batch of 20 students/trainees per course.

(iii) Conducting examinations in the months of July and February every year for the students/trainees enrolled in the Private Institutes that are duly-registered under the HRDF Society.

A total of 73 Private Institutes as mentioned below are presently registered under the HRDF Society as on 06/03/2026, and a total of 27 courses of 06 months duration and 26 courses of 1 year duration are being offered every academic period/year at these Institutes based on the Institutes choice/feasibility. The current in-take capacity of the Institutes is 3360 students/trainees.

Sr. No.	Name of Institute	Registration No.	Affiliation Period
1	Shree Infotech Computer Institute, Pernem - Goa	130/SICI	July 2025-June 2027
2	Shree Bhumika Technical Institute, Palyem, Pernem - Goa	01/BTIP	July 2026-June 2028
3	Holy Cross Indo German Techno Centre Marna, Siolim - Goa	72/IGTC	July 2026-June 2028
4	Keerti Vidyalaya Technical Institute, Siolim, Bardez - Goa	2/KVTI	July 2026-June 2028
5	Vrundavan Institute of Para Medical Technology, Colvale - Goa	06/VIPMT	July 2026-June 2028
6	St. Bridget's Institute of Home Science, Aldona, Bardez - Goa	26/BIHS	July 2026-June 2028
7	Indigoa Institute of Hotel & Tourism Management, Mapusa - Goa	62/IIHTM	July 2026-June 2028
8	Axcel Computer Education, Mapusa - Goa	109/ACEM	July 2026-June 2028
9	Libra Computers, Mapusa - Goa	116/LIC	July 2026-June 2028
10	National Institute of Computer Education (NICE), Mapusa - Goa	124/NICEM	July 2026-June 2028
11	Bhalchandra Technologies Computer Training Institute, Mapusa - Goa	129/BTM	July 2025-June 2027
12	Skills World, Mapusa - Goa	131/SWM	July 2025-June 2027
13	Goa Academy of Excellence, Mapusa - Goa	146/GAE	July 2026-June 2028
14	Softmonks Computer Academy Bicholim-Goa	151/SCAB	January 2025-December 2026

Sr. No.	Name of Institute	Registration No.	Affiliation Period
15	Kunjal Computer Academy Bicholim-Goa	60/KCA	July 2026-June 2028
16	Vision Infosys Computer Training Institute, Bicholim - Goa	158/VICTIB	January 2026-December 2027
17	Sai Para-Medical Institute, Sankhalim - Goa	74/SPMIS	July 2026-June 2028
18	Lawande Computer Academy Sanquelim - Goa	83/LCAS	July 2026-June 2028
19	Goa Institute of Skill Training (GIST), Sankhali - Goa	132/GISTS	July 2025-June 2027
20	Brighter Infohub, Sanquelim - Goa	133/BIS	July 2025-June 2027
21	Fr. Bento Martins Institute of Vocational Education, Honda - Goa	149/FBMIVE	July 2026-June 2028
22	Honda Institute of Nursing, Honda, Sattari - Goa	156/HINH	July 2025-June 2027
23	Brighter Infotrain Valpoi, Sattari - Goa	94/BITV	July 2026-June 2028
24	Databits Computer Institute, Valpoi, Sattari - Goa	125/DCIV	July 2026-June 2028
25	Infotaq Academy Valpoi - Goa	99/IAV	July 2025-June 2027
26	Xanthus Institute Porvorim - Goa	39/XIP	July 2026-June 2028
27	Planet Fluid, Porvorim - Goa	139/PFP	July 2026-June 2028
28	The Gym Fitness Forever and Crossfit, Porvorim-Goa	147/TGFFC	July 2026-June 2028
29	In Goa Academy, Porvorim - Goa	92/INGA	July 2025-June 2027
30	Stenodac Commercial Training Institute, Panaji - Goa	15/SCTIP	July 2026-June 2028
31	Stenosis Institute of Secretarial and Language Studies, Panaji - Goa	89/SISL	July 2026-June 2028

Sr. No.	Name of Institute	Registration No.	Affiliation Period
32	ACE Academy of Computer Education, Panaji - Goa	120 /ACE	July 2026-June 2028
33	M/s Aspiration Solution Panaji - Goa	121 /ASP	July 2026-June 2028
34	National Institute of Computer Education (NICE), Panaji - Goa	123/NICEP	July 2026-June 2028
35	Digicom Computer Education, Panaji - Goa	153/DCEP	July 2025-June 2027
36	Metacore Computer Training Academy, Panaji - Goa	154/MCTA	July 2025-June 2027
37	Goa College of Hospitality & Culinary Education, Vainguinim - Goa	29/GCHCE	July 2026-June 2028
38	Montfort Academy, Corlim - Goa	142/MAC	July 2026-June 2028
39	3rd Millennium Computers, Marcela - Goa	12/3MC	July 2026-June 2028
40	New Goa Training Institute, Marcel - Goa	138/NGTIM	Jan 2026-Dec 2027
41	Pixel Point Tisk, Ponda - Goa	38/PIXP	July 2026-June 2028
42	The Goa Hindu Association Sneha Mandir, Bandora, Ponda - Goa	52/SNMP	July 2026-June 2028
43	IMS CAD Centre Ponda - Goa	46/IMSCC	July 2026-June 2028
44	R. P. Computers, Ponda - Goa	93/RPCP	July 2026-June 2028
45	Computer Time Computer & Technical Academy, Ponda - Goa	135/CTP	July 2025-June 2027
46	A R N Computer Education, Ponda - Goa	141/ARNCE	July 2026-June 2028
47	Comtech Computer Academy, Ponda - Goa	09/CCA	July 2025-June 2027

Sr. No.	Name of Institute	Registration No.	Affiliation Period
48	Pilar Sisters Association Jeevan Spandan Training Center, Orgao -Loutulim, Salcete - Goa	51/PSA	July 2026-June 2028
49	Next Gen Pro-Skill Academia, Zuarinagar, Sancoale - Goa	150/NPAZ	January 2025-December 2026
50	Digicom Computer Education, Vasco - Goa	153/DCEV	July 2025-June 2027
51	C-LIBZ, Vasco-da-Gama - Goa	159/CLV	January 2026-December 2027
52	Agnel Vocational Training Institute, Verna - Goa	101/AVTI	July 2026-June 2028
53	Stenodac Commercial Training Institute, Margao - Goa	28/SCTIM	July 2026-June 2028
54	Gesto Culinary & Hospitality Academy, Margao - Goa	42/GCHM	July 2026-June 2028
55	JTEC Computer Institute Margao - Goa	69/JTECM	July 2026-June 2028
56	Nice Academy Of Computer Education, Margao - Goa	119 /NCEM	July 2026-June 2028
57	Orchid Skills Hub, Margao - Goa	87/OLCM	July 2026-June 2028
58	Oorja Training & Research Academy(OTRA), Margao - Goa	88/OTRA	July 2026-June 2028
59	Healthy Life Academy, Margao - Goa	143/HLA	July 2026-June 2028
60	Fr. Agnel Institute of Hotel Management, Margao - Goa	144/FAIHM	July 2026-June 2028
61	Chowgule Center for Creative Arts (CCCA), Margao - Goa	145/CCCA	July 2026 to June 2027
62	Digicom Training Academy, Margao - Goa	59/DTAM	January 2025-December 2026
63	Sai Para-Medical Institute Margao - Goa	155/SPMIM	July 2025-June 2027
64	Goa Distance Education, Margao - Goa	160/GDEM	January 2026-December 2027

Sr. No.	Name of Institute	Registration No.	Affiliation Period
65	St. Anthony's Academy of Food Service Management, Curtorim - Goa	36/SAFS	July 2026-June 2028
66	JTEC Computer Institute Cuncolim - Goa	122/JTECC	July 2026-June 2028
67	Institute of Mixology & Flair, Quepem - Goa	113/IMF	July 2026-June 2028
68	Don Bosco Vocational Training Institute, Quepem - Goa	86/DBVTI	July 2026-June 2028
69	Kanak Computer Education Centre, Quepem - Goa	157/KCECQ	January 2026-December 2027
70	Skills World, Curchorem - Goa	134/SWC	July 2025-June 2027
71	Society of Pilar Sanguem Guardian Angel Vocational Education Curchorem - Goa	148/SPSGAVE	July 2026-June 2028
72	Digicom Training Academy, Curchorem-Goa	97/DTAC	January 2025 - December 2026
73	Infotech Training Academy LLP, Curchorem - Goa	11/ITAC	July 2025-June 2027

RIGHT TO INFORMATION

Officers Responsible to Provide Information under R.T.I.

In compliance to provisions of the Right to Information Act 2005, the Directorate has the following public authorities/Officers being appointed to perform the legal duty of maintaining proactive disclosures and providing requested information transparently to the public. All the Officers have to ensure that RTI matters are handled in a time bound manner as per clauses of the RTI Act 2005.

At D.S.D.E. Head Office:

Designation of Officer at D.S.D.E.	Designation of Officer under RTI Act 2005
Director of Skill Development and Entrepreneurship	First Appellate Authority
Deputy Director (Training) (Both)	Public Information Officer
Deputy Director (Administration)	Public Information Officer
Assistant Director (Training) (Both)	Public Information Officer
Assistant Controller of Examination	Assistant Public Information Officer
Assistant Apprenticeship Advisor	Assistant Public Information Officer
Assistant Account Officer	Assistant Public Information Officer
Office Superintendant	Assistant Public Information Officer

At each Government Industrial Training Institute:

Designation of Officer at D.S.D.E.	Designation of Officer under RTI Act 2005
Director of Skill Development and Entrepreneurship	First Appellate Authority
Principal of I.T.I.	Public Information Officer
A Group Instructor or any other staff of I.T.I. as appointed by the respective Principal	Assistant Public Information Officer

GRIEVANCES HANDLING:

The Deputy Director (Administration) has been appointed as the Public Grievances Officer for the Directorate of Skill Development and Entrepreneurship, and the Principal of each Government I.T.I. has been appointed as the Public Grievances Officer for the respective Government I.T.I.

VIGILANCE HANDLING:

The Deputy Director (Administration) is appointed as the Vigilance Officer for Directorate of Skill Development & Entrepreneurship.

USEFUL WEBSITES/PORTALS/LINKS

1. D.G.T., New Delhi: https://dgt.gov.in
2. Central Apprenticeship portal useful for Apprentices as well as for Private Companies and Government Departments: https://www.apprenticeshipindia.gov.in
3. D.S.D.E., Goa: https://dsde.goa.gov.in
4. D.S.D.E., Goa portal for admissions in I.T.I.s in Goa: https://itiadmission.goa.gov.in

CONTACT DETAILS OF OFFICE BEARERS IN DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP (HEAD OFFICE)

Sr. No	Designation of Officer	Email ID	Contact No
1.	DIRECTOR	dir-ct.goa@nic.in	2437060
2.	DEPUTY DIRECTOR (TRAINING)	dir-sdct.goa@nic.in	2437069
3.	DEPUTY DIRECTOR (TRAINING PROJECT)	procurement-sdct.goa@nic.in	2437314
4.	DEPUTY DIRECTOR (ADMINISTRATION)	establishment-sdct.goa@nic.in	2437225
5.	ASSISTANT DIRECTOR (TRAINING I)	dir-sdct.goa@nic.in	2437059
6.	ASSISTANT DIRECTOR (TRAINING II/ PROJECT)	ssdm-pmkvy.goa@gov.in	
7.	ASSISTANT CONTROLLER OF EXAMINATION	exam-sdct.goa@nic.in	

8.	ASSISTANT APPRENTICESHIP ADVISOR	apprenticeship-sdct.goa@nic.in	2995059
9.	TRAINING AND PLACEMENT OFFICER	trainingplacement-sdct.goa@nic.in	2437059
10.	ASSISTANT ACCOUNTS OFFICER	accounts-sdct.goa@nic.in	
11.	PROJECT MANAGER (CONTRACT BASIS), C.M.K.P.S.	pm-cmkps@goa.gov.in cmkps-dsde@goa.gov.in	
12.	ASSISTANT DIRECTOR (TRAINING), S.A.M.C. (CONTRACT BASIS)	apprenticeship-sdct.goa@nic.in	2995059

CONTACT DETAILS OF OFFICE BEARERS OF GOVERNMENT INDUSTRIAL TRAINING INSTITUTES (I.T.I.s) (ISO 21001:2018 Certified)

Sr.No.	Designation of Head of Office, Name and Address of Government I.T.I.	Email ID	Contact No.
1.	Principal Junior Scale, Pernem Government Industrial Training Institute, Tuem, Pernem, Goa- 403 512	pernem-iti.goa@nic.in	2954341
2.	Principal Junior Scale, Mapusa Government Industrial Training Institute, For admission and office work: BSNL Telephone Exchange Building, P & T Colony, Porvorim, Goa-403 521 and For Tata Technology Ltd. Courses: Behind District Hospital, Peddem, Mapusa, Goa-403507	mapusa-iti.goa@nic.in	2959999, 2262637
3.	Principal Senior Scale, Bicholim Government Industrial Training Institute, Valshi, Bicholim, Goa - 403 504	bicholim-iti.goa@nic.in	2362315
4.	Principal Junior Scale, Sattari Government Industrial Training Institute, Honda, Sattari, Goa - 403 530	sattari-iti.goa@nic.in	2370242
5.	Principal Junior Scale, Panaji Government Industrial Training Institute, Altinho, Panaji, Goa-403 001	panaji-iti.goa@nic.in	2226333

6.	Principal Senior Scale, Farmagudi Government Industrial Training Institute, Farmagudi, Ponda, Goa - 403 401	farmagudi-iti.goa@nic.in	9049566932 2956511
7.	Principal Junior Scale, Margao Government Industrial Training Institute, Borda, Margao– Goa 403 601 & its Extension Building at: Aquem Baixo, Margao, Goa - 403 602	margao-iti.goa@nic.in	2714887/ 2958001 (Borda) 2765846 (Aquem Baixo)
8.	Principal Junior Scale, Vasco Government Industrial Training Institute, Bogda, Vasco, Goa– 403802	vasco-iti.goa@nic.in	2524030 2956232 9420818165
9.	Principal Junior Scale, Cacora Government Industrial Training Institute, Cacora, Curchorem, Goa - 403 706	cacora-iti.goa@nic.in	2993200 9673168555
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2.	Principal, Indo-German Private Industrial Training Institute, Marna, Siolim, Goa- 403 517	iseafhigtc@gmail.com	9923132899 7522939960
3.	Principal, Montfort Private Industrial Training Institute, Corlim, Tiswadi, Goa- 403 110 Website: www.montfortitigoa.com	office@montfortacademy.ac.in montfortitigoa@gmail.com	2285524 9545004320

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