

1. Name of the Centre:			
2. Address of Centre:		2. (a) Address for Correspondence:	
3. Building No:	3.(a) Building Name :		
4. Place:		5. Village / Panchayath / Block	
6. Taluk:		7. District:	
8. Post Office:		8. (a) Pincode:	
9. Phone:		10. Mobile:	
11. E mail		12. Fax:	
13. Website:			
14.Type of Local body(Panchayath / Municipality / Corporation)		15. Name of the Local Body:	
16. Type of Organisation: (Society/Company/Partnership/Proprietorship)		17.Year in which the institution started functioning:	
18. Infrastructure available in the Institution			
Sl. No	Equipments / Tools / Computer Software / furniture etc	Specifications	Quantity
1			
2			
3			
4			
5			
19. Whether the institution has Internet connection?			
20.Present activities of the Institutions:			
21.Details of experience in Skill upgradation training programme or similar programme:			
22.Details of Central / State Government projects undertaken:			

23. Details of association with multilateral organisations / foreign employers:

24. Details of faculties in the centre

Sl. No.	Name	Qualifications	Area of expertise	Experience (in years)
1				
2				
3				
4				
5				

25. Whether the Institution possesses the affiliation of any other agency? If yes, Please give details.

26. Any other relevant particulars:

NB: If necessary additional sheets can be used to furnish details of columns 18 and 24.

Date

Office seal

Signature of Head of Institution

Enclosure

1. Brochure
2. Details of course
3. Copy of Recognition certificate
4. Copy of Certificate of accreditation
5. Separate proposal as per the format (Annexure 2) need to be submitted for each course



Proposal for Skill Upgradation Training Programme

Name of the Institution :

Course proposed	
Course duration	
Course fee	
Curriculum / Syllabus of the course	
Tools / equipments required	
Profile of existing faculties	
Maximum No of participants per batch	
Qualification required for the participants	
Overseas employment Opportunity	

Date

Office seal

Signature of Head of Institution