

मुंबई विद्यापीठ



क्र. संलग्नता/आय.सी.सी./२०२४-२५/ १२ / २०२४

परिपत्रक:

विषय: महाविद्यालयांतर्गत आचार्य चाणक्य कौशल्य विकास
केंद्र स्थापन करणेबाबत

संदर्भ:- १) विद्यापीठाचे परिपत्रक क्र. संलग्नता/आय.सी.सी./२०२४-२५/
०९/२०२४

२) महाराष्ट्र शासन जिल्हा कौशल्य विकास रोजगार व उद्योजकता
मार्गदर्शन केंद्र यांचे पत्र जा. क्र.११/जिकौवि/AC_KVK/
११७०/२०२४

मुंबई विद्यापीठाशी संलग्नीत सर्व शासकिय, अशासकिय, अनुदानित, विनाअनुदानित, कायमविनाअनुदानित महाविद्यालयांचे प्राचार्य, संस्थाचे संचालक यांना कळविण्यात येते की, मा. उपमुख्यमंत्री तथा वित्त मंत्री यांनी वित्तीय वर्ष २०२४-२५ च्या पहिल्या अर्थसंकल्पीय अधिवेशनामध्ये "१ हजार महाविद्यालयांमध्ये कौशल्य विकास केंद्र सुरु करण्यात येणार आहेत अशी घोषणा केली आहे. त्यास अनुसरून सद्यस्थितीत महाराष्ट्र राज्य कौशल्य विकास सोसायटीमार्फत निवडण्यात आलेल्या राज्यातील नामांकित महाविद्यालयांमध्ये टप्पाटप्पाने १ हजार कौशल्य केंद्र स्थापन करण्यात येणार आहेत.

कौशल्य विकास या संकल्पनेचा अधिकाधिक फायदा राज्यातील युवक युवतींना व्हावा, या दृष्टिकोनातून तथापि, जागतिक युवा कौशल्य दिनाचे औचित्य साधून १५ जुलै २०२४ रोजी राज्यामधील १००० नामांकित महाविद्यालयांमध्ये आचार्य चाणक्य कौशल्य विकास केंद्र स्थापन करून महाविद्यालयीन युवक युवतींना रोजगारक्षम बनविण्याच्या शासनाचा मानस आहे.

सर्व महाविद्यालयांनी संदर्भांकित शासन निर्णयातील सूचनांनुसार कार्यक्रमाचे आयोजन करावे दिनांक १५ जुलै, २०२४ या कालावधीत आचार्य चाणक्य कौशल्य विकास केंद्र स्थापन करण्यात यावा. त्या अनुषंगाने सर्व महाविद्यालयानी सदरहु योजनेत सहभागी व्हावे, योजनेत इच्छुकता नोंदणीकरीत महाविद्यालयानी खालील गुगल फॉर्म मध्ये नोंदणी करावी.

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तरी सोबत जोडलेल्या पत्रानुसार महाविद्यालयांनी अंमलबजावणी करावी.

Baliram

ठिकाण :- मुंबई-४०० ०३२

दिनांक:- ०९ जुलै, २०२४

(प्रा. डॉ. बळीराम गायकवाड)

प्रभारी कुलसचिव

प्रति,

मुंबई विद्यापीठाशी संलग्नीत सर्व शासकिय, अशासकिय, अनुदानित, विनाअनुदानित, कायम विनाअनुदानित महाविद्यालयांचे प्राचार्य, संस्थाचे संचालक.



महाराष्ट्र शासन
जिल्हा कौशल्य विकास रोजगार व उद्योजकता मार्गदर्शन केंद्र,
मुंबई उपनगर
१७५, श्रेयस चेंबर, पहिला माळा, डॉ.डी.एन. रोड, फोर्ट, मुंबई-४०० ००९



वेबसाईट:- <https://mahaswayam.gov.in>

दुरध्वनी- २२६२६४४०

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जा.क्र.: ११/जिकौवि/AC_KVK/११७०/२०२४

दिनांक: ०२/०७/२०२४

प्रति,

मा.कुलसचिव,

मुंबई विद्यापिठ

मुंबई-४०००२०

विषय :- नामांकित महाविद्यालयांमध्ये "आचार्य चाणक्य कौशल्य विकास केंद्राची" (AC_KVK) स्थापना करणेबाबत
संदर्भ :- मा.मुख्य कार्यकारी अधिकारी, महाराष्ट्र राज्य कौशल्य विकास सोसायटी यांचे पत्र क्र.MSSDS/२०२३-२४/१८०९ दिनांक २०.०६.२०२४.

मा.महोदय,

उपरोक्त विषय संदर्भान्वये आपणांस कळविण्यात येते की, मा. उपमुख्यमंत्री तथा वित्त मंत्री यांनी वित्तीय वर्ष २०२४-२५ च्या पहिल्या अर्थसंकल्पीय अधिवेशानामध्ये "१ हजार महाविद्यालयांमध्ये कौशल्य विकास केंद्र सुरु करण्यात येणार आहेत" अशी घोषणा केली आहे. त्यास अनुसरून सद्यस्थितीत महाराष्ट्र राज्य कौशल्य विकास सोसायटीमार्फत निवडण्यात आलेल्या राज्यातील नामांकित महाविद्यालयांमध्ये टप्पाटप्प्याने १ हजार कौशल्य केंद्र स्थापन करण्यात येणार आहेत.

कौशल्य विकास या संकल्पनेचा अधिकाधिक फायदा राज्यातील युवक युवतींना व्हावा, या दृष्टिकोनातून तथापि, जागतिक युवा कौशल्य दिनाचे औचित्य साधून १५ जुलै २०२४ रोजी राज्यामधील १००० नामांकित महाविद्यालयांमध्ये **आचार्य चाणक्य कौशल्य विकास केंद्र** स्थापन करून महाविद्यालयीन युवक युवतींना रोजगारक्षम बनविण्याच्या शासनाचा मानस आहे.

त्या अनुषंगाने आपणांस विनंती करण्यात येते की, आपल्या अधिनस्त सर्व महाविद्यालयांना सदरहू योजनेत सहभागी होणेकरीता प्रवृत्त करावे. योजनेत इच्छुकता नोंदणीकरीता खालील गुगल फॉर्म मध्ये नोंदणी करण्यास कृपया कळवावे ही, विनंती.

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सोबत: योजना माहितीपत्रक

आपला,


(र.प्र.सुरवसे)

सहायक आयुक्त,प्र.

जिल्हा कौशल्य विकास, रोजगार व उद्योजकता
मार्गदर्शन केंद्र, मुंबई उपनगर



सत्यमेव जयते



महाराष्ट्र शासन



कौशल्यम् बलम्



MSSDS
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महाराष्ट्र शासन कौशल्य, रोजगार, उद्योजकता व नाविन्यता विभाग

महाराष्ट्र राज्य कौशल्य विकास सोसायटी

महाविद्यालयांतर्गत आचार्य चाणक्य कौशल्य विकास केंद्र



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कौशल्य, रोजगार, उद्योजकता व नाविन्यता विभागामार्फत पहिल्या टप्प्यात राज्यातील 110 आचार्य चाणक्य कौशल्य विकास केंद्रांचे एकत्राव्य प्रणालीद्वारे ऑनलाईन उद्घाटन दि.13 मार्च 2024 रोजी मा. उपमुख्यमंत्री तथा गृहमंत्री श्री. देवेंद्र फडणवीस यांच्या शुभहस्ते करण्यात आले. यावेळी कौशल्य, रोजगार, उद्योजकता व नाविन्यता मंत्री मंगल प्रभात लोढा, महाराष्ट्र राज्य कौशल्य विकास सोसायटीच्या आयुक्त निधी चौधरी, यांची प्रमुख उपस्थिती होती. तसेच, एकत्राव्य प्रणालीद्वारे 110 महाविद्यालयातील विद्यार्थी आणि प्राचार्य यावेळी उपस्थित होते.

आचार्य चाणक्य कौशल्य विकास केंद्र

रोजगाराबाबत बदलत्या राष्ट्रीय व आंतरराष्ट्रीय परिस्थितीत कौशल्य विकास व उद्योजकतेस अधिक प्रोत्साहन देण्याच्या उद्देशाने केंद्र शासनाच्या धर्तीवर राज्य शासनाने माहे जानेवारी 2015 मध्ये स्वतंत्र कौशल्य, रोजगार, उद्योजकता व नाविन्यता विभागाची स्थापना केली आहे.

बेरोजगार उमेदवारांना विविध क्षेत्रांमधील रोजगार उपलब्ध करून देणे, स्वयंरोजगार करू इच्छिणा-या उमेदवारांना अर्थसहाय्य प्रदान करणे, कौशल्य विकास प्रशिक्षणाच्या माध्यमातून उमेदवारांना रोजगारक्षम बनविणे ही सध्याच्या काळाची गरज पूर्ण करण्याच्या हेतूने, राज्य शासनाच्या तसेच केंद्र शासनातील विविध विभागांतर्गत कौशल्य विकास प्रशिक्षणाशी निगडीत सर्व योजना व कार्यक्रमांखाली निधीची सांगड घालून एकात्मिक अंमलबजावणीद्वारे कार्यप्रवण वयोगटातील (15-45) वर्षांपर्यंतच्या वयोगटातील) उमेदवारांचे; अधिक मागणी असलेल्या क्षेत्राच्या आवश्यकतेनुसार व्यावसायिक कौशल्य विकास (SKILL DEVELOPMENT), कौशल्य वर्धन (UP-SKILLING), पुनर्कौशल्य विकास (RESKILLING) करण्यात येत आहे.

महाराष्ट्र राज्य कौशल्य विकास सोसायटी मार्फत केंद्र, राज्य व जिल्हा पुरस्कृत विविध कौशल्य विकास प्रशिक्षण योजनांच्या माध्यमातून राज्यातील 15 ते 45 वयोगटातील युवक-युवतींना विविध 37 क्षेत्रामध्ये (बँकिंग, माहिती तंत्रज्ञान, बांधकाम, ईलेक्ट्रॉनिक्स, रिटेल, वित्त इ.) कौशल्य प्रशिक्षण देऊन त्यांना रोजगारक्षम बनवून रोजगार अथवा स्वयंरोजगाराच्या संधी पुरविण्यात येतात.

National Skills Qualification Framework (NSQF) अन्वये स्थापित मानकांनुसार 1900 पेक्षा अधिक व्यावसायिक अभ्यासक्रमांचे संबंधित प्रशिक्षण संस्थांमार्फत उमेदवारांना प्रशिक्षण देण्यात येत असून सदर कौशल्य प्रशिक्षण National Credit Framework (NCrF) प्रणालीशी निगडीत आहे. प्रशिक्षणाअंती उमेदवारांचे मूल्यमापन (Assessment) आणि प्रमाणीकरण (Certification) हे केंद्र शासनाच्या National Council for Vocational Education Training-NCVET, National Skill Development Corporation-NSDC आणि Sector Skill Councils (SSC) कडील

मान्यताप्राप्त मूल्यमापन संस्थां (ASSESSING BODY) मार्फत तसेच महाराष्ट्र राज्य कौशल्य व्यवसाय शिक्षण व प्रशिक्षण मंडळा (MSBSVET) मार्फत करण्यात येते. सदर प्रमाणपत्र राष्ट्रीय तसेच आंतरराष्ट्रीय स्तरावर मान्यताप्राप्त असून ह्या अभ्यासक्रमांमध्ये VERTICAL व HORIZONTAL MOBILITY अंतर्भूत आहे.

नवीन राष्ट्रीय शैक्षणिक धोरण, २०२० मध्ये व्यावसायिक शिक्षणाला महत्व देण्यात आलेले आहे. त्या धोरणाच्या अंमलबजावणीला सकारात्मक वातावरण निर्मिती होण्यासाठी तसेच, युवक- युवतींना कौशल्य विकासाची संधी महाविद्यालयांमध्ये उपलब्ध करून देण्यासाठी महाराष्ट्र शासनाने “आचार्य चाणक्य कौशल्य विकास केंद्र” ही नाविन्यपूर्ण योजना सुरु केली आहे. आपल्या महाविद्यालयात कौशल्य प्रशिक्षण केंद्र स्थापन करून 15 ते 45 वयोगटातील युवक-युवतींना कौशल्य विकास प्रशिक्षण प्रदान करून, त्यांना आपल्या पायावर उभे राहण्यासाठी रोजगाराच्या अनेक संधी उपलब्ध होऊ शकतात.

या करीता केंद्र शासनामार्फत निश्चित केलेल्या COMMON COST NORMS नुसार कौशल्य विकास केंद्रांना विविध टप्प्यांमध्ये प्रती प्रशिक्षणार्थी सरासरी रु. 9000 ते 15000 /- पर्यंत प्रशिक्षण शुल्क अदा करण्यात येते.

इच्छुक महाविद्यालयांमध्ये “आचार्य चाणक्य कौशल्य विकास केंद्र” स्थापन करण्याचा राज्य शासनाचा मनोदय आहे. या करीता गुगल फॉर्म लिंक तयार करण्यात आली असून त्याद्वारे आपल्या महाविद्यालयांमध्ये “आचार्य चाणक्य कौशल्य विकास केंद्र” स्थापन करण्यासाठी अर्ज करावयाचा आहे. त्याचप्रमाणे कौशल्य विकास प्रशिक्षण देण्यासाठी FUTURE SKILL JOB ROLES चा प्राधान्याने विचार व्हावा, अशी अपेक्षा आहे.

प्रशिक्षण शुल्क अदा करण्याचे टप्पे:

प्रशिक्षण शुल्काची निश्चिती केंद्र शासनाने निर्गमित केलेल्या COMMON COST NORMS (CCN) च्या मार्गदर्शक सुचनांप्रमाणे होईल व प्रशिक्षण शुल्क प्रमोद महाजन कौशल्य विकास व उद्योजकता विकास अभियानाच्या (PMKUVA) मार्गदर्शक सुचनांप्रमाणे ACKVK यांना खालीलप्रमाणे अदा करण्यात येईल.

1. प्रशिक्षण सुरु झाल्यावर - 30%
2. 50% प्रशिक्षण पूर्ण झाल्यावर, या 50% प्रशिक्षण दिवसांमध्ये AEBAS वर 70% उपस्थिती नोंदविलेल्या उमेदवारांच्या संख्येच्या प्रमाणात. - 30%
3. प्रमाणीकरण झाल्यानंतर (फक्त पास उमेदवारांच्या संख्येच्या प्रमाणात) - 40%
4. पुनर्मूल्यमापनात पास झालेल्या उमेदवारांच्या संख्येच्या प्रमाणात - उर्वरित

2.1. PMKVY 4.0 च्या धर्तीवर प्रमोद महाजन कौशल्य विकास व उद्योजकता विकास अभियानाच्या (PMKUVA) मार्गदर्शक सुचनांप्रमाणे ACKVK यांना खालीलप्रमाणे प्रती तास, प्रती उमेदवार प्रशिक्षण शुल्क अदा करण्यात येईल
CATEGORY- I - RS. 32.24/-
CATEGORY- II - RS. 27.72/-
CATEGORY- III - RS. 23.16/-

उदा. प्रती प्रशिक्षण तुकडी 30 उमेदवार CATEGORY-I मध्ये अंतर्भूत अभ्यासक्रमाकरीता ग्राह्य धरल्यास प्रशिक्षण शुल्क आकारणी खालीलप्रमाणे
CATEGORY-I - RS. 32.24
COURSE DURATION- 500 HRS
TRAINING BATCH- 30 CANDIDATES
BATCH COST= RS. 32.24 X 500 X 30 = RS.4,83,600
1ST MILESTONE OF 30%- RS. 1,45,080
2ND MILESTONE OF 30%- RS. 1,45,080
3RD MILESTONE OF 40%- RS. 1,93,440

आचार्य चाणक्य कौशल्य विकास केंद्र स्थापन करण्याची प्रक्रिया

STEP
1

आचार्य चाणक्य कौशल्य विकास केंद्र (ACKVK) करिता गुगल फॉर्मवर
इच्छुकता नोंदवणे.

राज्य कार्यालयामार्फत प्राप्त प्रस्तावांची छानणी करणे.

STEP
2

STEP
3

छानणी झालेल्या महाविद्यालयांची यादी जिल्हा कार्यालयांना कळविणे.

जिल्हा कार्यालयामार्फत महाविद्यालयांशी सामंजस्य करार करणे.

STEP
4

STEP
5

महाविद्यालयांमार्फत रिकल इंडिया डिजिटल हब पोर्टलवर ट्रेनिंग पार्टनर
TP नोंदणी प्रक्रिया करणे.

ट्रेनिंग पार्टनर नोंदणी झाल्यानंतर लॉगिन मधून TC (TRAINING
CENTRE) क्रिएट करणे.

STEP
6

STEP
7

संबंधित TC मध्ये CAAF (CENTRE ACCREDITATION
APPLICATION) फॉर्म भरणे.

CENTER INSPECTION करून घेणे.

STEP
8

STEP
9

वर्क ऑर्डर साठी जिल्हा कार्यालयात LOR (LETTER OF
RECOMMENDATION) सादर करणे.

जिल्हा कार्यालयामार्फत महाविद्यालयांना वर्क ऑर्डर देणे.

STEP
10

आचार्य चाणक्य कौशल्य विकास केंद्र स्थापन करण्याची प्रक्रिया

STEP
11

सेक्टर रिकल काउन्सिल मार्फत TOT (TRAINING OF TRAINERS) करून घेणे.

AADHAR ENABLED BIOMETRIC ATTENDANCE SYSTEM मशीन खरेदी करून इंटीग्रेट करणे.

STEP
12

STEP
13

महास्वयम पोर्टल वर TC (TRAINING CENTRE) ने प्रोफाइल क्रिएशन साठी रिव्हेस्ट टाकणे.

प्रोफाइल क्रिएट झाल्यानंतर ANNUAL ACTION PLAN भरणे.

STEP
14

STEP
15

ANNUAL ACTION PLAN अप्रूव झाल्यानंतर बॅचेस तयार करणे.

जिल्हा कार्यालयाने बॅचेस READY TO START करणे.

STEP
16

STEP
17

MSSDS कार्यालयाने TBN (TRAINING BATCH NO) देणे.

प्रशिक्षण सुरु असताना बायोमेट्रिक हजेरी.

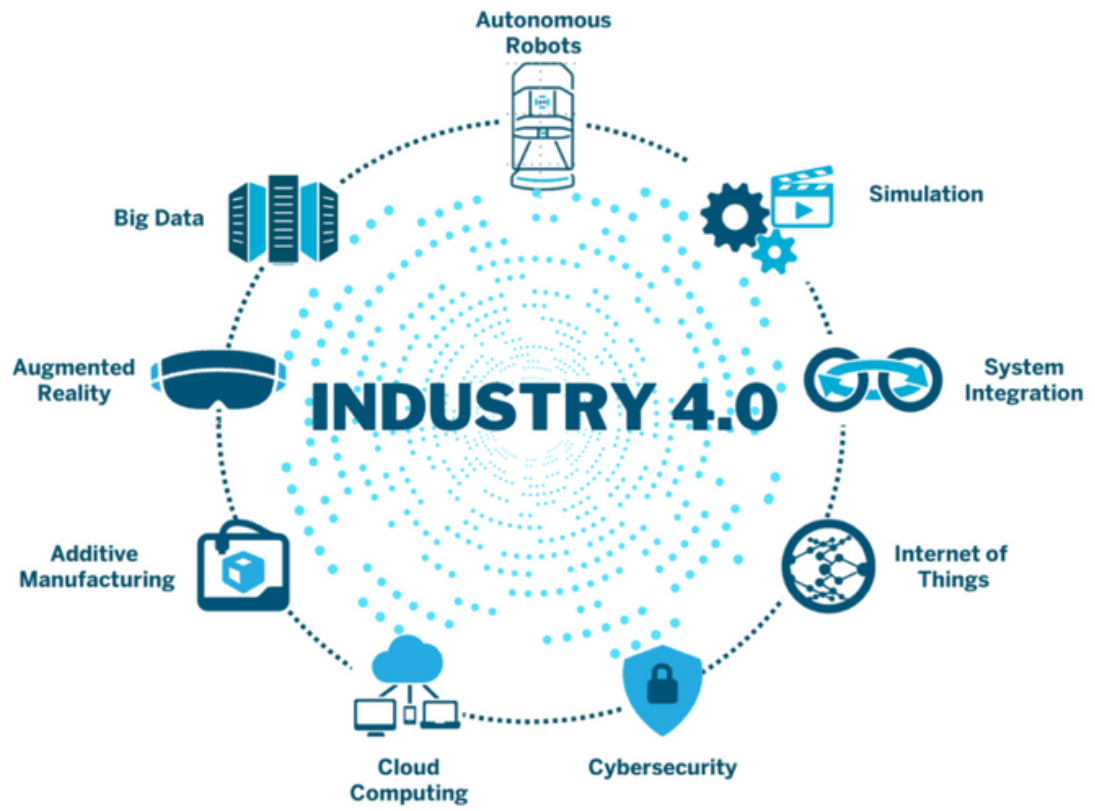
STEP
18

STEP
19

ACKVK मार्फत टप्पेनिहाय देयक अपलोड करणे.

ऑनलाईन प्रशिक्षण शुल्क अदा करणे.

STEP
20



आचार्य चाणक्य कौशल्य विकास केंद्र उपक्रमाचे ध्येय..!

1

नवीन राष्ट्रीय शैक्षणिक धोरण, 2020 मधील व्यवसायिक शिक्षणाचे महत्त्व ओळखून महाविद्यालयातील युवक युवतींना कौशल्य प्रशिक्षण प्रदान करणे

2

राज्यातील युवक-युवतींना परदेशामध्ये रोजगार उपलब्ध व्हावा यासाठी आवश्यक तंत्रज्ञानाचे कौशल्य प्रशिक्षण प्रदान करणे

3

कालसुसंगत तंत्रज्ञानाचे कौशल्य प्रशिक्षण महाविद्यालयीन युवक युवतींना प्रदान करून त्यांना रोजगारक्षम करणे

4

INDUSTRY 4.0 साठी प्रशिक्षित मनुष्यबळ तयार करणे

**महाविद्यालयांनी ACKVK स्थापन
करण्यासाठी खालील QR कोड
स्कॅन करून इच्छुकता नोंदवावी**



**अधिक माहितीसाठी
(Knowledge Bank)
खालील QR कोड स्कॅन करावा**



**अधिक माहितीसाठी महाराष्ट्र राज्य कौशल्य विकास सोसायटी कार्यालयातील
श्री. विनय काटोलकर, कौशल्य अभियान अधिकारी-१ आणि
श्री. श्रीजन तायडे, यंग प्रोफेशनल, यांचेशी संपर्क साधावा.
ई-मेल आयडी- (smo1a@mssds.in / ypf.shrijan@gmail.com)
दूरध्वनी क्र- 022-22625651/53**

GUIDELINES FOR ACCREDITATION, AFFILIATION AND CONTINUOUS MONITORING OF TRAINING CENTRES



VERSION 1.0

Table of Contents

1. Background.....	2
2. Skill Management and Accreditation of Training Centres (SMART)	3
2.1 Various features of SMART	3
2.2 Services offered on SMART	3
3. Stakeholders - Roles and Responsibilities	4
4. About Centre Accreditation	7
4.1 Centre Accreditation and Affiliation - Process Definitions	7
5. Centre Accreditation and Affiliation Process	10
6. Accreditation Standards	13
7. Applicable Fees.....	13
8. Acronyms and Abbreviations	14

1. Background

Skills and knowledge are the motivating forces of the financial growth and economic development of any country, and India is no exception.

As India moves progressively towards becoming a global knowledge economy, it must meet the aspirations of youth and aim towards skilling them with the best possible standards. The skill development of the working age population is currently one of the top priorities for the country. This is evident by the progress India has made in recent years in this sector.

However, till 2016 there was no comprehensive and standardised mechanism to assess the capability of training institutes. Such standardised mechanisms are followed across every Industry and are crucial for holistic growth of the Industry. Considering this gap, there was a requirement for a standardized methodology which would guide and assess the infrastructure and training capability of Training Centres to provide quality skill training.

The formulation and launch of Guidelines for Accreditation, Affiliation, and Continuous Monitoring of Training Centres in year 2016 was the initial step in this direction with below mentioned key objectives:

- To provide an umbrella for all the skilling activities being carried out within the country, thereby providing quality benchmarks in the concept, establishment and running of the various skilling initiatives
- To align various skill development programs to standardized norms and processes, thereby reducing multiplicity of norms and parameters that result in avoidable difficulties in implementation of the skilling initiatives
- To monitor compliance to standards and norms by all training centres in an objective manner
- To increase the capacity and capability of the existing system in order to ensure equitable access and one stop solution to all
- To foster excellence in training centres through a rating-based approach thereby ensuring effective and competency based training
- To enable trainees and other stakeholders to make informed choices with regard to training centre selection

A significant role of these Guidelines is in standardizing the quality parameters across various Skill schemes. Based on the learning of past two years, need was felt to review the guidelines (released in

2016), therefore the guidelines here in are the Version 1.0 of the Accreditation, Affiliation and Continuous Monitoring guidelines and supersedes the previous version of guidelines.

It is to be noted that these guidelines shall be reviewed periodically, depending upon the feedback from stakeholders and learning as various schemes progress. All updates shall be published on SMART website (<http://smart.nsdindia.org>). The stakeholders are advised to regularly check these websites for amendments/changes, if any.

2. Skill Management and Accreditation of Training Centres (SMART)

SMART provides a single window IT application that focuses on the Accreditation, Affiliation and Continuous Monitoring of the Training Centres (TC) in the Skill Ecosystem and intends to address the important issues like evaluating skill providers in an objective manner, fostering excellence in Training Centres, enabling trainees to make informed choices with regard to Training Centres etc. SMART aims at convergence of efforts of all the stakeholders in the skill ecosystem in providing the standardized infrastructure. Accreditation and Affiliation through SMART covers various Central and State Government Schemes, Private initiatives, CSR etc. thus making it a scheme agnostic platform.

2.1 Various features of SMART

- Single portal interface across multiple Sector Skill Councils (SSCs) and Schemes
- IT enabled paperless system for accreditation and affiliation of Training Centres
- Transparent and Time bound delivery of accreditation & affiliation services
- SSC guided standardized lab specifications
- SSC guided trainer qualification and experience

2.2 Services offered on SMART

- Extendable to all Skill Development Schemes
- Web based application for TC Accreditation/Affiliation
- Mobile App based TC CAAF submission, Inspection & Continuous Monitoring
- One Stop platform for SSC Affiliation across job roles
- Online repository for TC/TP details at pan India level
- Dashboards & MIS for various stakeholders such as SSCs, SSDMs and various other schemes
- E-Payment of Accreditation & Affiliation fees
- Physical Inspection of each TC based on CAAF

- Standardization of training infrastructure and equipment for all NSQF Job roles across all SSCs
- Common Norms aligned Transparent Grading of TCs

3. Stakeholders - Roles and Responsibilities

3.1 Ministry of Skill Development and Entrepreneurship (MoSDE) - is a governing body and aims to create a balanced ecosystem to remove disconnect between demand and supply of skilled manpower, to build new skills and innovative thinking for existing and futuristic jobs. Ministry for Skill Development & Entrepreneurship (MSDE) has been formed to focus on enhancing employability of the youth through skill development.

3.2 National Skill Development Corporation (NSDC) - is a Not-for-Profit company set up as a Public Private Partnership Company in order to create and fund vocational training institutions, and create support systems for skills development. It acts as an implementing agency for the various skill development initiatives. NSDC is a unique model created with a well thought through underlying philosophy based on the following pillars:

- **Create:** Proactively catalyze creation of large, quality vocational training institutions.
- **Fund:** Reduce risk by providing patient capital. Including grants and equity.
- **Enable:** the creation and sustainability of support systems required for skill development. This includes the Industry led Sector Skill Councils.

The main objectives of the NSDC are to:

- Upgrade skills to international standards through significant industry involvement and develop necessary frameworks for standards, curriculum and quality assurance
- Enhance, support and coordinate private sector initiatives for skill development through appropriate Public-Private Partnership (PPP) models; strive for significant operational and financial involvement from the private sector
- Play the role of a "market-maker" by bringing financing, particularly in sectors where market mechanisms are ineffective or missing
- Prioritize initiatives that can have a multiplier or catalytic effect as opposed to one-off impact.

"NSDC has provided a one stop solution for registration of Training Provider and Training Centre through their SMART"

3.3 Training Provider (TP) - Any organization being legally established as society, trust, proprietorship, company/ LLP/ Government Institute/ Organization etc. can register on SMART as Training Provider (TP). A Training Provider registers Training Centres on SMART and acts as an umbrella organization for its respective Training Centres. It is solely the responsibility of TP and TC regarding the mode of association they establish between them while registering on SMART.

The registration on SMART will be valid for 3 years. The Training Provider needs to perform following roles and responsibilities:

- Facilitate the establishment of Training Centres
- Ensure compliance with the Guidelines and related processes
- Ensure Training Centres compliance with the Guidelines and related processes

The Implementing Agency (NSDC) will not be a party to any dispute arising between the training provider and training centre

3.4 Training Centre (TC) - An entity registered and created by a TP to conduct training under various NSQF aligned job roles in accordance with the guidelines laid down by the SSC. These centres are established as per Accreditation and Affiliation norms. Accreditation of a TC will be valid for a maximum of 1 year. The Training Centre needs to perform following roles and responsibilities:

- Fill the Centre Accreditation Application Form on SMART following the required process
- Apply for renewal of Accreditation status
- Comply with accreditation and affiliation and continuous monitoring process

3.5 State Skill Development Missions (SSDMs) as Inspection Agency - State Skill Development Missions

- Schedule and perform physical inspection of training centres along with continuous monitoring visits, and share the outcome of the inspection in form of an inspection report
- Recommends an accreditation status (Conditional Accreditation/ Accreditation/ Not Accredited) for the Centres

3.6 Empaneled Third Party Inspection Agency (IA) - Inspection Agency is an independent body responsible for evaluating the Training Centres (TC) as per Accreditation and Affiliation Guidelines. The IA conducts desktop assessment for TP and TC and shares the Deemed Ready or Deemed Not Ready status.

3.7 Sector Skill Councils (SSCs) - SSCs are industry-led bodies responsible for defining the skilling needs, concept, processes, certification, and accreditation standards of their respective industry sectors. The accreditation standards are a set of practices and concepts laid down by the SSCs pertaining to each job role, that provide guidance to the TCs on all relevant aspects of skilling. The SSCs prescribe the National Occupation Standards (NOS) and Qualification Pack (QPs) for the job roles relevant to their industry and ensure that these are in accordance with the National Skill Qualification Framework (NSQF). The SSC performs following roles and responsibilities:

- Define job wise specifications like lab and trainer qualifications, equipment specifications along with the job role wise additional requirements like open space, gardening area etc.
- Review the inspection reports submitted by the IA for respective job roles and accord the final status
- Provide affiliation to centres for respective job roles

3.8 State Level Appellate Committee: At first level, State Appellate committee would look into the appeal of the TC and evaluate it as per the guidelines on accreditation and affiliation and take decision on the appeal.

- Respective state would decide on the constitution of this Committee.
- In cases where a job role recommended for accreditation by the SSDM after inspection is not accredited by the SSC, such cases would be dealt by Accreditation Committee at NSDC and not by State Level Appellate Committee.

3.9 Accreditation Committee - A committee comprising suitable representatives from NSDC and SSCs to review and provide decisions pertaining to accreditation status of training centres. The committee reviews appeal cases and post deliberation, reaches a final conclusion regarding their appeal. The additional responsibilities of the Accreditation Committee include, but are not limited to, the following:

- Review of standards, policies, procedures, and issues regarding accreditation, including the accreditation fee structure.
- Advocate the importance of accreditation of the TCs in the skill ecosystem and amongst the stakeholders.
- Suggest the corrective measures where ever required with respect to the Centre Accreditation Process.

**The decision of the Accreditation Committee will be final.*

4. About Centre Accreditation

Centre Accreditation is a quality assurance process, under which the TCs are evaluated against the required parameters. Accreditation focuses on learning and self-development, and encourages the TC to pursue continual excellence.

The process involves an external evaluation to grade the TCs as per their adherence to the laid down accreditation and affiliation guidelines.

The Centre Accreditation helps to process effective management and delivery of the competency based training. Centre Accreditation and Affiliation ensures:

- To assess the TCs and their selected job roles against the prescribed quality standards.
- The process provides assurance to a number of vital stakeholders, such as the trainees, the employers, and the public in general, that the TC has met the established standards necessary to impart training for the specific job roles. The responsibility for assuring the quality of a TC rests with the TC itself.
- Centre Accreditation is a voluntary process. It is, however, mandatory for a TC to go through the process if it wishes to impart trainings aligned to National Skills Qualification Framework (NSQF) in order to participate and implement any skill development scheme funded by the Government of India.

“Accreditation and affiliation does not guarantee target allocation under any government or non-government funded scheme”

4.1 Centre Accreditation and Affiliation - Process Definitions

- **TP Registration** - An entity needs to register as a Training Provider on SMART. After registration and form submission, Training Provider will receive login credentials. This registration will be valid for a period of 3 years from getting the Deemed Ready Status.
- **CAAF submission** – Centre Accreditation Application Form (CAAF) is a form that TC submits online on SMART for getting accreditation and affiliation for selected job role(s). The Centre submits geo-tagged and time-stamped pictures for respective fields through a mobile app. The SMART TC mobile app can be downloaded from the Google Playstore. On submission, a tentative grading is allocated to the centre based on the information provided.
- **Desktop Assessment** - The Inspection Agency reviews the CAAF submitted by the concerned Training Centre (TC), post which it provides it a status of ‘Deemed Ready’ or ‘Deemed Not Ready’. This process is called Desktop Assessment

- **Deemed Ready** - The status denotes that the information provided in the CAAF complies with the centre accreditation and affiliation criteria/ guidelines. If Deemed Ready, a “Letter of Registration” is issued to the TC.
- **Deemed Not Ready** - The status denotes that the information provided in the CAAF is not as per the centre accreditation and affiliation criteria/ guidelines - the information submitted may be incomplete or incorrect. In such cases, the Inspection Agency shares a deficiency report with TC regarding the gaps, giving detailed comments/ justification.
- **Physical Inspection** - This is a process to validate the information provided by the training centre through an onsite inspection of the centre at the address provided in the CAAF, and also by interaction with the trainers and other relevant staff of the Training Centre (TC). The Inspection Agency captures the information via Mobile Application. If the centre is found fit as per centre accreditation and affiliation guidelines, the inspection agency recommends the centre for accreditation to the SSC.
- **Review by SSC** - The inspection report submitted by the Inspection Agency along with the recommended accreditation status and grade of the TC, shall be sent to the concerned SSC for their final decision on accreditation status of the centre.
- **Appeal** - An aggrieved TC, which is not satisfied with the result of the accreditation process, can file an appeal through the SMART portal, along with a payment of requisite fees. The TC has to make an appeal within the stipulated timeline of marking the result of the accreditation status on TC’s dashboard on SMART.
- **Conditional Accreditation/ Affiliation** - A centre may be marked as conditionally accredited when it complies with all the mandatory requirements of the guidelines except the following:
 - SSC ToT certified trainers for all job roles
 - NIESBUD Certification
 - AEBAS

These parameters have to be fulfilled within stipulated timeline from the date of centre accreditation, to be eligible for full accreditation. Conditionally accredited centres will be granted a conditional affiliation status on payment of the affiliation fees.

- **Accreditation** - Post review of the report submitted by the Inspection Agency, the concerned SSCs provide one of the following status to the TC, along with detailed remarks/justification, wherever applicable.
 - Agree/Disagree with the Recommended for Accreditation status
 - Agree/Disagree with the Recommended for Conditional Accreditation status

The accreditation status is valid for maximum 1 year from the date the conditional accreditation/ accreditation status is granted and does not extend beyond 1 year even if the TC

applies for re-inspection. For example, *If a TC is conditionally accredited on date X, they have T days to submit the remaining documents to attain the full accreditation status. However on submitting these documents within T days, the validity of accreditation does not change and will still be calculated from X for a 1 year period*

- **Affiliation** - Affiliation is a method for the TCs to get formally associated with SSCs in order to impart training to trainees for specific job roles aligned to NSQF. Affiliation can be granted to an Accredited as well as Conditionally Accredited Centre. Only accredited and affiliated TCs are allowed to start operations of commencing training to trainees.
- **Re-inspection** - The TC is given an option to apply for a re-inspection by paying the appropriate fees (centre inspection + job role accreditation) and may do so under the following circumstances:
 - If the TC wishes to improve the grading given by Inspection Agency
 - If the TC does not agree with the IA/ SSC's recommendation
 - If the TC does not agree with the result of the Appeal process
 - If the TC wishes to modify any details in CAAF (except TC address and TC name), like trainers, job roles etc.
- **Conditional to Full Accreditation** - The TC has to fulfill the NIESBUD and ToT parameters within stipulated timelines and AEBAS within stipulated timelines through the Conditional Accreditation to Accreditation option available on the SMART TC mobile app to achieve a Full Accreditation status.
- **Continuous Monitoring** - It is a regular process to track performance/compliance of all affiliated training centres with respect to the accreditation and affiliation guidelines.
- **De-accreditation** - A TC gets de-accredited on expiry of the validity period (1 year in case of accredited centres and 6 months for conditionally accredited centres, if not converted to full accreditation) of accreditation of an accredited/ conditionally accredited Job Role. A TC may also get de-accredited due to non-compliance or violation of guidelines.
- **Re-accreditation** - The validity of accreditation of a TC/Job role is one year from the date of accreditation. The validity will automatically expire at the end of one year and the TC will be de-accredited. An option for re-accreditation is made available to such centres on their portal 3 months prior to de-accreditation. These centres can apply for re-accreditation and submit the requisite fees for DA and physical inspection of the centres and job role accreditation.

5. Centre Accreditation and Affiliation Process

The Centre Accreditation and Affiliation comprise of following main steps:

- **Step 1: Training Provider (TP) Registration:** Training Provider (TP) fills the Application form and pays the registration fees. Inspection Agency (IA) conducts Desktop Assessment (DA) and shares the status with TP. On being Deemed Ready (DR), the TP proceeds with Training Centre creation. This registration will be valid for 3 years from the date of getting DR status. For example, if a TP gets DR on 2nd October 2016 then this registration will be valid till 1st October 2019.
- **Step 2: Centre Accreditation Application Form (CAAF) registration and Training Centre (TC) Accreditation:**
 - **Stage 1:** Training Centre (TC) fills the CAAF and submits the CAAF registration fees. IA conducts Desktop Assessment (DA) and shares the status with TC, basis which a "Letter of Registration" is shared with the TC. Post Deemed Ready status if the TC is recommended/empanelled by any donor agency/scheme, the TC shall undergo physical inspection process as mentioned below.
 - **Stage 2:** Post empanelment or recommendation the TC pays accreditation fees and applies for physical inspection. If the TC is recommended for Accreditation or Conditional Accreditation after physical inspection, the case is shared with SSC for a final review and status updation. In case a TC gets recommended for a job role other than those mentioned in the letter of registration, then the TC needs to follow stage 1 and 2 with all requisite fees for the additional job role.
- **Step 3: Training Centre (TC) Accreditation:** The respective SSC reviews the inspection report of the Training Centre and accords the TC with Accreditation/ Conditional Accreditation status and TC receives an accreditation certificate. If the SSC does not agree with the IA recommendation, the case is forwarded to the Accreditation Committee.
- **Step 4: Training Centre (TC) Affiliation:** After getting accredited/conditionally accredited status from SSC, the TC applies for Affiliation for accredited Job Roles and pays the following fees:
 - a) Continuous Monitoring

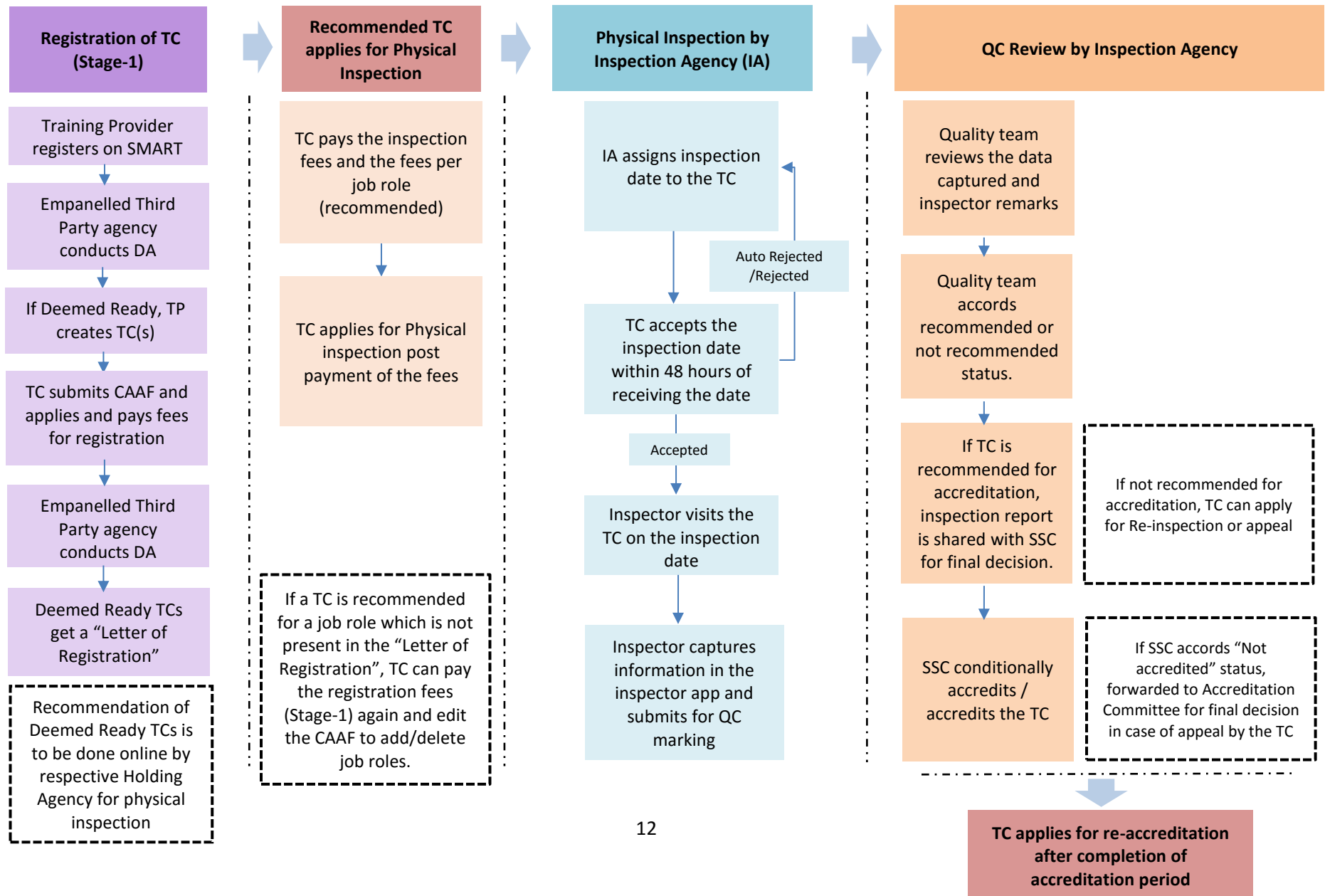
b) Affiliation fees

Affiliation is auto accorded to the TC after payment of affiliation fees.

- **Step 5: Continuous Monitoring of Training Centres (TC):** TC is continuously monitored on SMART as per the process and metrics. The TC shall download the mobile application from Google Playstore. TC will receive quarterly push notification via the mobile application to upload certain images of the TC. Failure to do so will lead to reduction in Accreditation score of the TC. This will impact any future allocations and disbursement of funds to the TC. The TC will then have to re-apply for physical inspection to increase the score.
- **Step 6: Renewal of Accreditation and Affiliation:** Post 1 year from receiving the accreditation status, the TC may re-apply for Accreditation and Affiliation. This process will be available for the TC 3 months prior to expiry of accreditation status. The TP registration will expire 3 years from receiving the DR status. Post 3 years, the TP may apply for renewal of the registration on SMART.

Indicative Timelines for TP Registration	
T	TP submits the Application form
T+4 Days	Desktop Assessment of the TP Application
Indicative Timelines for TC Registration (Stage-1)	
T1	TC submits CAAF for Letter of Registration
T1+4 Days	Desktop Assessment of CAAF
Indicative Timelines for Centre Accreditation (Stage-2)	
T2	TC applies for physical inspection & pays the fees
T2+7 days	Scheduling of Physical Inspection by Inspection Agency
T2+15 days	Physical Inspection of the TC by Inspection Agency
T3+7 days	Conducting Physical Inspection after rejection of the initial inspection date(T3)

Guidelines for Accreditation, Affiliation and Continuous Monitoring of Training Centres



6. Accreditation Standards

The Accreditation Standards are driven by a grading matrix and are related to the operations and services offered by the TC to its trainees. These standards are a set of practices and concepts, as laid down by the SSCs pertaining to each job role, that provide guidance to the TCs on all relevant aspects of skilling.

- The Accreditation Standards applicable to a TC is a combination of Infrastructure, training, health and safety related parameters categorized as Part-A and Part-B standards.
- The standards of the Part-A category are the mandatory indicators to be adhered to. It is necessary that a TC complies with all the Accreditation Standards of Part-A category to become an accredited TC.
- The standards of the Part-B category are the other indicators, on which the TC shall be scored on the predefined points. It is mandatory that the TC achieves a minimum of 40% score with respect to the Accreditation Standards Grading Metrics.
- The Accreditation Standards Grading Metrics is provided in Annexure.

7. Applicable Fees

The fees to be paid by the TPs and TCs at various stages is stated below and is to be paid online:

- Training Provider Registration Fees: INR 10,000
- TC CAAF registration: INR 3,000
- TC CAAF Editing (for addition/ deletion of Job Role(s) or any other changes in CAAF): INR 3,000
- TC Accreditation Fees: INR 10,000 + INR 1,000 per Job Role
- Continuous Monitoring Fees: INR 8,000
- Affiliation Fees: INR 6,000

Apart from the fees mentioned above, the following fees may be applicable under the mentioned scenarios:

- Re-inspection fees - INR 10,000 + INR 1,000 per job role
- TP/TC unfreezing fees - INR 2,000
- TC unblocking fees - INR 2,000
- Appeal fees - INR 10,000

Note: NSDC reserves the right to revise any of the fee components at any point of time, without stating any reasons whatsoever.

8. Acronyms and Abbreviations

AEBAS	Aadhaar Enabled Biometric System
CAAF	Centre Accreditation Application Form
CSR	Corporate Social Responsibility
DA	Desktop Assessment
DR	Deemed Ready
DNR	Deemed Not Ready
IA	Inspection Agency
INR	Indian Rupee
MIS	Management Information System
MoSDE	Ministry of Skill Development and Entrepreneurship
NIESBUD	National Institute for Entrepreneurship and Small Business Development
NOS	National Occupation Standards
NSDC	National Skill Development Corporation
NSQF	National Skills Qualification Framework
PAN	Permanent Account Number
PPP	Public-Private Partnership
QC	Quality Check
QP	Qualification Pack
SMART	Skill Management & Accreditation of Training Centres
SSC	Sector Skill Council
SSDM	State Skill Development Mission
TC	Training Centre
ToT	Training of Trainer
TP	Training Provider

USER MANUAL

TP Registration

List of Figure

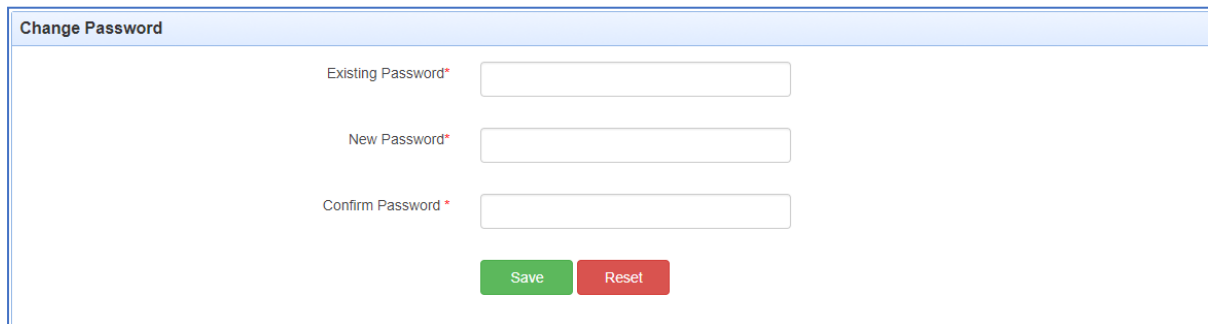
Figure 1 Change password window	3
Figure 2 TP Registration - General details tab	3
Figure 3 TP Registration - Contact details tab.....	4
Figure 4 TP Registration - Financial details tab.....	5
Figure 5 TP Registration - Address details tab	6
Figure 6 TP Registration – Acceptance of Declaration & final submission tab.....	7
Figure 7 TC registration form filled by TP	8

Process

Step 1: Open http://smart.nsdcindia.org/TP_Registration.aspx in browser (Chrome).

Step 2: Login with the TP login credentials sent to Email ID provided during registration.

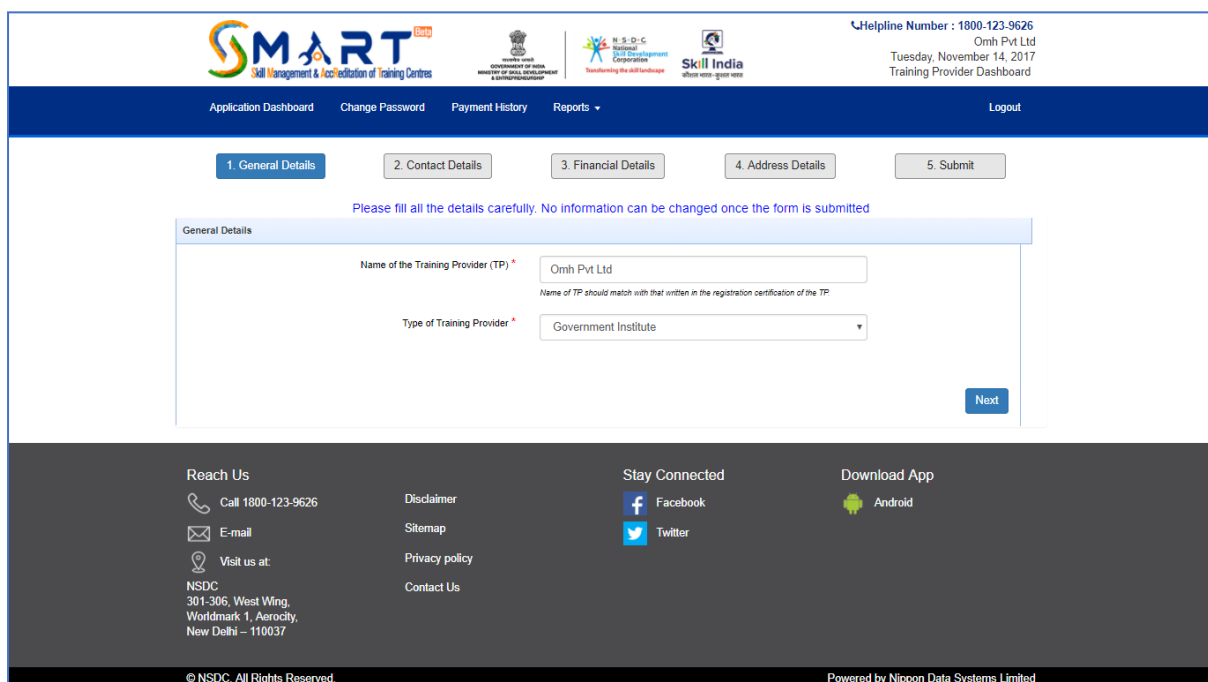
Step 3: System generated password needs to be changed as soon as you login on SMART.



The 'Change Password' window contains three input fields: 'Existing Password*', 'New Password*', and 'Confirm Password *'. Below these fields are two buttons: 'Save' (green) and 'Reset' (red).

Figure 1 Change password window

Step 4: Filling of TP registration form



The 'TP Registration - General details tab' shows a multi-step registration process. The first step, '1. General Details', is active. The form includes a warning: 'Please fill all the details carefully. No information can be changed once the form is submitted'. The 'General Details' section has two fields: 'Name of the Training Provider (TP) *' with the value 'Omni Pvt Ltd' and a note 'Name of TP should match with that written in the registration certification of the TP', and 'Type of Training Provider *' with a dropdown menu showing 'Government Institute'. A 'Next' button is at the bottom right. The footer contains contact information, a disclaimer, social media links, and app download instructions.

Figure 2 TP Registration - General details tab

Step 5: Click on “Contact Details” button.






Helpline Number : 1800-123-9626
 abc
 Wednesday, November 15, 2017
 Training Provider Dashboard

[Application Dashboard](#)
[Change Password](#)
[Payment History](#)
[Reports](#)
[Logout](#)

[1. General Details](#)
[2. Contact Details](#)
[3. Financial Details](#)
[4. Address Details](#)
[5. Submit](#)

Please fill all the details carefully. No information can be changed once the form is submitted

Contact Person Details

Name of CEO / MD / Head *

Email of CEO / MD / Head *

Mobile No. of CEO / MD / Head *

Designation of CEO / MD / Head *

Gender of CEO / MD / Head *

Name of the Authorized Signatory *

 Same as above as CEO / MD / Head

Email ID of the Authorized Signatory *

Mobile Number of Authorized Signatory *

Designation of Authorized Signatory *

Gender of Authorized Signatory *

Name of the Single Point of Contact (SPOC) *

 Same as above as Auth Signatory

Email ID of SPOC *

Mobile number of SPOC *

Designation of SPOC *

Gender of SPOC *

Landline No. of the TP

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Figure 3 TP Registration - Contact details tab

Step 6: Click on “Financial Details” button.






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[1. General Details](#)
[2. Contact Details](#)
[3. Financial Details](#)
[4. Address Details](#)
[5. Submit](#)

Please fill all the details carefully. No information can be changed once the form is submitted

Financial

Year of Incorporation *

--Select Year of Incorporation--

Certificate of Incorporation *

[Choose File](#) | No file chosen
 [View](#)

Please upload the specified document: Allowed File Type .JPG | .JPEG | .PNG | .GIF | BMP | PDF. Allowed File Size 5MB Max.

Permanent Account Number (PAN) of the TP *

(Eg. ABCDR1222J)

PAN Proof *

[Choose File](#) | No file chosen
 [View](#)

Please upload the specified document: Allowed File Type .JPG | .JPEG | .PNG | .GIF | BMP | PDF. Allowed File Size 5MB Max.

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Figure 4 TP Registration - Financial details tab

Step 7: Click on “Address Details” button.






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[Payment History](#)
[Reports](#)
[Logout](#)

[1. General Details](#)
[2. Contact Details](#)
[3. Financial Details](#)
[4. Address Details](#)
[5. Submit](#)

Please fill all the details carefully. No information can be changed once the form is submitted

Address of the Head Office/Registered Office

Address Line 1 *

Address Line 2

Pin code *

State/Union Territory *

District/City *

Sub district (Tehsil/Mandal)

Parliamentary Constituency

Post Office

If Pincode provided is not available then make manual entry of the Post Office

Landmark

Address Proof *

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Figure 5 TP Registration - Address details tab

Step 8: Click on “Submit” button.






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[Payment History](#)
[Reports](#)
[Logout](#)

[1. General Details](#)
[2. Contact Details](#)
[3. Financial Details](#)
[4. Address Details](#)
[5. Submit](#)

Please fill all the details carefully. No information can be changed once the form is submitted

☐

The applicant entity registering as Training Provider shall ensure the veracity of the information being provided through this form. It is attested by the applicant entity that the applicant entity has never been blacklisted or suspended by the Government of India, or any State Government or by any of its agencies, be it affiliated or autonomous. In case the information given here is found to be incorrect / misrepresented or misleading in any respect, National Skill Development Corporation (NSDC) shall have the right to initiate appropriate legal proceedings against the applicant entity and its director(s)/ proprietor(s)/ partners/ members of Managing Committee / officers. In such case, the applicant entity agrees to indemnify NSDC and its directors /officers for the same.

Further, NSDC shall have the authority to suspend or blacklist the applicant entity from participating in Accreditation, Affiliation, Continuous Monitoring and any other process. It is also agreed that the information about the suspension/ blacklisting would be made public and provided to all the Ministries implementing the Skill Development Schemes along with other relevant stakeholders.



Above captcha word is case sensitive.

Enter Text

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Figure 6 TP Registration – Acceptance of Declaration & final submission tab

Step 9: Once registration form is submitted successfully, TP will be assigned to Desktop Agency for DA. If TP got Deemed Ready status, then TP will be able to register new TCs under him by clicking on “Create New TC” tab provided on the TP Dashboard.







Helpline Number : 1800-123-9626

Omh Pvt Ltd

Tuesday, November 14, 2017

Training Provider Dashboard

[Application Dashboard](#)
[Change Password](#)
[Payment History](#)
[Reports](#)
[Logout](#)

Training Centre Details

Parent Training Provider Name *

Omh Pvt Ltd

Scheme *

PMKVY CSSM (State)

Training Centre Name *

Omh Pvt Ltd

Name of Centre SPOC(Single point of contact) *

Landline Number of Centre SPOC(Single point of contact)

STD NO.

Phone Number

Mobile Number of Centre SPOC(Single point of contact) *

3874124567

Validate

Email ID of Centre SPOC(Single point of contact) *

htkahyre8ut@gmail.com

Validate

Address Line 1*

jh 14

Address Line 2

Street Name

Landmark

PinCode *

495115

State/Union Territory *

HIMACHAL PRADESH

Saturation index 0-25% for HIMACHAL PRADESH

District *

UNA

Parliamentary Constituency *

Mandi

Sub district (Tehsil/City)

-SELECT-

Post Office

Name of Centre Head*

Tester Head

Contact Number of Centre Head*

3574673246

Email Address of Centre Head*

teshijkayhtkseuyr@gmail.com

Address Proof*

Telephone Bill

Please upload the specified document.

Choose File

Amazon pdf

Allowed File Type :JPG | JPEG | PNG | GIF | BMP | PDF

View

☒

The Training Provider shall ensure that Training Centre(s) under it , provide(s) correct and accurate information through the Centre Accreditation Application Form and through all stages of the accreditation , affiliation , continuous monitoring or any other process. The Training Provider shall be vicariously liable for the actions of and/or any damage caused by its Training Centre and/or its Training Centre's employees. In such case, a Training Provider shall indemnify NSDC and its directors / officers or any such appropriate authority that suffers such loss. In case the information given here is found to be incorrect/misrepresented or misleading, National Skill Development Corporation (NSDC) shall have the right to initiate appropriate legal proceedings against the Training Provider, Training Centre and their directors/officers/employees. NSDC shall also have the authority to suspend or blacklist the Training Provider and / or Training Centre from participating in this Accreditation, Affiliation, Continuous Monitoring and any other process. It is also agreed that the information about the suspension/ blacklisting would be made public and provided to all the Ministries implementing the Skill Development Schemes along with other relevant stakeholders.

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Figure 7 TC registration form filled by TP

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Accreditation & Affiliation Process for Training Centre

Table of Contents

Table of Figures	3
Chapter 1 First Time Login	4
Chapter 2 Application Dashboard Overview.....	5
Chapter 3 CAAF submission & Desktop Assessment (DA)	7
Chapter 4 Letter of Registration (LOR)	9
Chapter 5 Apply for Job Role Recommendation.....	10
Chapter 6 Changing Scheme for already recommended Job Role	12
Chapter 7 Apply for Physical Inspection	15
Chapter 8 Apply for Re-Desktop Assessment (Re-DA).....	17
Chapter 9 Apply for Re-Accreditation.....	18

Table of Figures

Figure 1 Change default password.....	4
Figure 2 TC Application Dashboard.....	5
Figure 3 View & Edit CAAF	7
Figure 4 CAAF.....	7
Figure 5 Job Role Wise Application Status Tab	9
Figure 6 LOR Tab	9
Figure 7 Apply for Recommendation Tab	10
Figure 8 Scheme Selection Tab	10
Figure 9 Recommended By Selection Tab.....	11
Figure 10 Final Submission for Job Role Recommendation	11
Figure 11 Apply for Recommendation Tab	12
Figure 12 Option to apply for scheme change of a recommended job role.....	12
Figure 13 Page to fill new scheme & recommended by values for approved job role.....	13
Figure 14 Pop-up screen	13
Figure 15 Status of Job Role Recommendation change request	13
Figure 16 Old Scheme Job Role Recommendation details	14
Figure 17 Apply for Physical Inspection Tab	15
Figure 18 Applying for Physical Inspection	15
Figure 19 Declaration before paying Inspection Fees.....	16
Figure 20 Apply for Re-DA Tab.....	17
Figure 21 Confirmation screen during Re-DA	17
Figure 22 Apply for Re-Accreditation Tab.....	18
Figure 23 Message shown to TC to Apply for Re-DA first	18

Chapter 1 First Time Login

1. TC to Login on SMART <http://smart.nsdcindia.org> using credentials shared on SPOC's email ID.
2. TC will be prompted to change the default password on first login, as shown below:

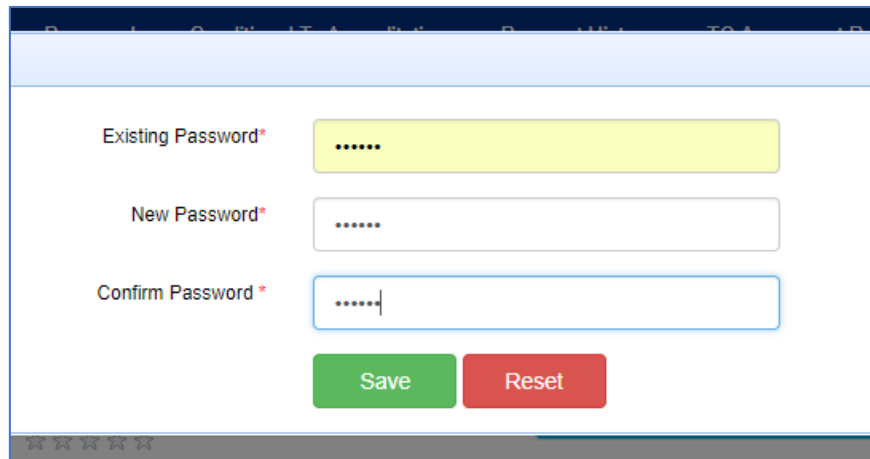
A screenshot of a web form for changing a password. The form has three input fields: 'Existing Password*' with a yellow background, 'New Password*', and 'Confirm Password *'. All fields contain masked text (dots). Below the fields are two buttons: a green 'Save' button and a red 'Reset' button. The form is set against a light blue background with a dark blue header bar. At the bottom, there are five small star icons.

Figure 1 Change default password

3. Once password changes successfully, TC will be asked to login again with new password.

Chapter 2 Application Dashboard Overview

1. After login, Training Centre (TC) will be able to view SMART dashboard and can access following:

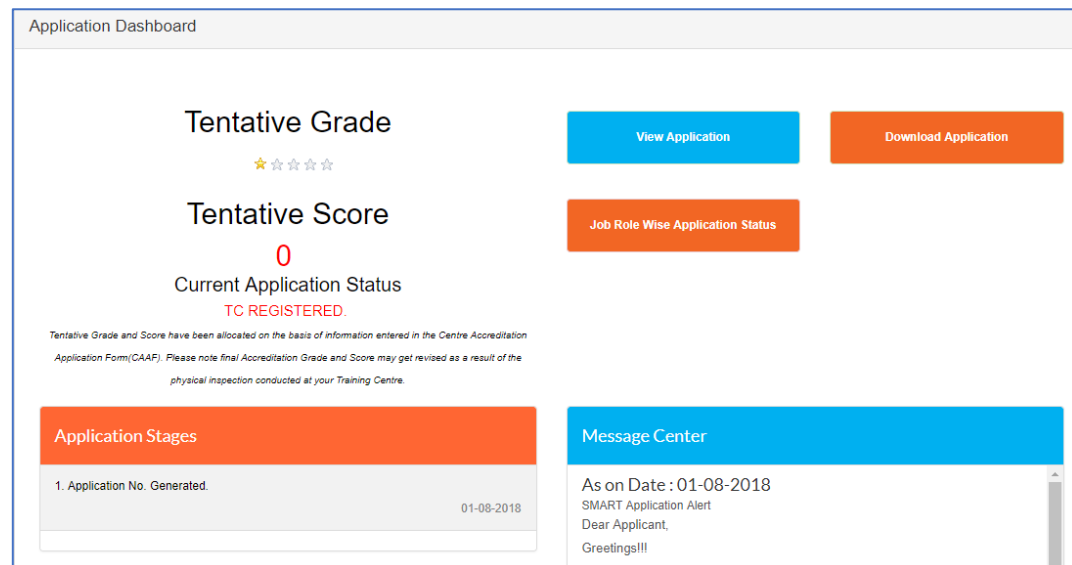


Figure 2 TC Application Dashboard

a. Tentative Grade & Tentative Score:

TC can view Tentative Grade and Tentative Score i.e. Star Rating from 1 to 5 & score from 0 to 50 respectively, based on the information provided in Centre Accreditation Application Form (CAAF).

Please note post inspection grade and score is considered to be final and is subject to change basis the continuous monitoring process.

b. Current Application Status:

TC can view current application status.

c. Application Stages:

Application Stages gives TC brief overview of CAAF stages.

d. Message Centre:

TC can view all email communication received during the Accreditation & Affiliation process.

e. Download Application:

TC can download the PDF application from here after CAAF is submitted.

f. Job Role Wise Application Status:

TC can view the Job Role wise status (Inspection Status/ SSC status/ Affiliation status) from here.

From this tab TC can download the Letter of Registration (LOR) once application is marked deemed ready.

g. Apply for Recommendation:

Centre marked Deemed Ready is eligible for inspection only after recommendation from respective state/scheme.

TC can apply for job role wise recommendation by clicking on 'Apply for Recommendation' Tab. TC to select 'Scheme' and 'Recommended By' against the respective Job Role. Once TC submit the recommendation request, respective recommendation state/scheme approve/disapprove the same.

h. Apply for Inspection:

Once job roles get approved by recommending state/scheme, TC can apply for inspection by clicking on 'Apply for Inspection' Tab. Only approved job roles are eligible for inspection. Requisite fee needs to be paid for physical inspection.

i. Apply for Re-Desktop Assessment (RE-DA):

TC have an option to make changes in CAAF where TC can add, delete, edit any job roles. TC can avail this option by clicking on 'Apply for Re-DA' button. Kindly note this option is available once Desk Assessment is completed and marked as 'Deemed Ready'

j. Apply for Re-Accreditation:

TC can apply for Re-Accreditation in following scenarios:

- Job role is de-accredited
- 3 months prior to de-accreditation date of a Job Role

In both the scenarios TC needs to apply for Re-DA first. Once marked as Deemed Ready, 'Apply for Re-accreditation' tab will be visible on the dashboard where requisite fee needs to be paid. TC needs to follow recommendation process.

Chapter 3 CAAF submission & Desktop Assessment (DA)

1. Click on “View Application” to fill the CAAF:

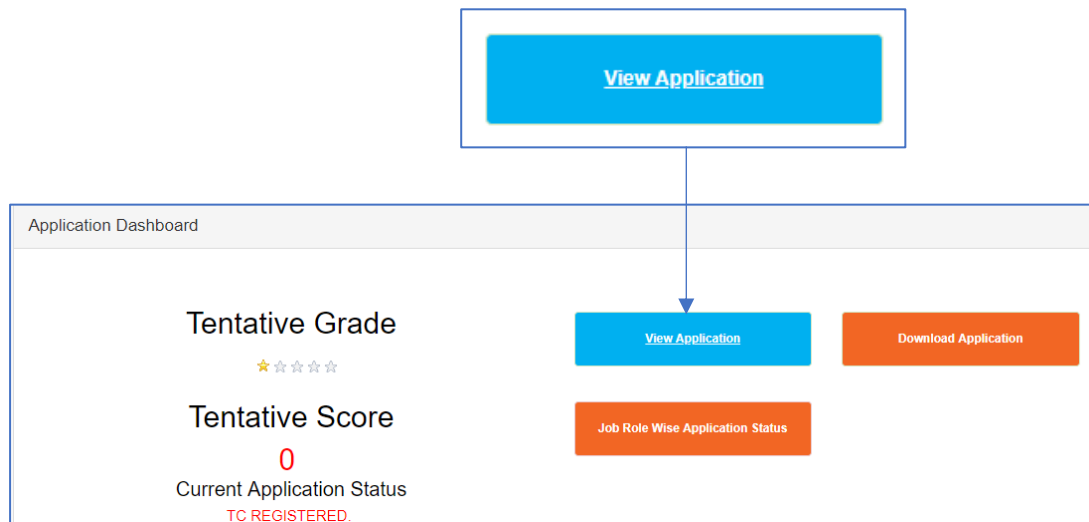


Figure 3 View & Edit CAAF

2. TC fills the CAAF & upload the photographs via [Training Centre Mobile Application](#) and proceed with submission by clicking on ‘Submit the CAAF’.

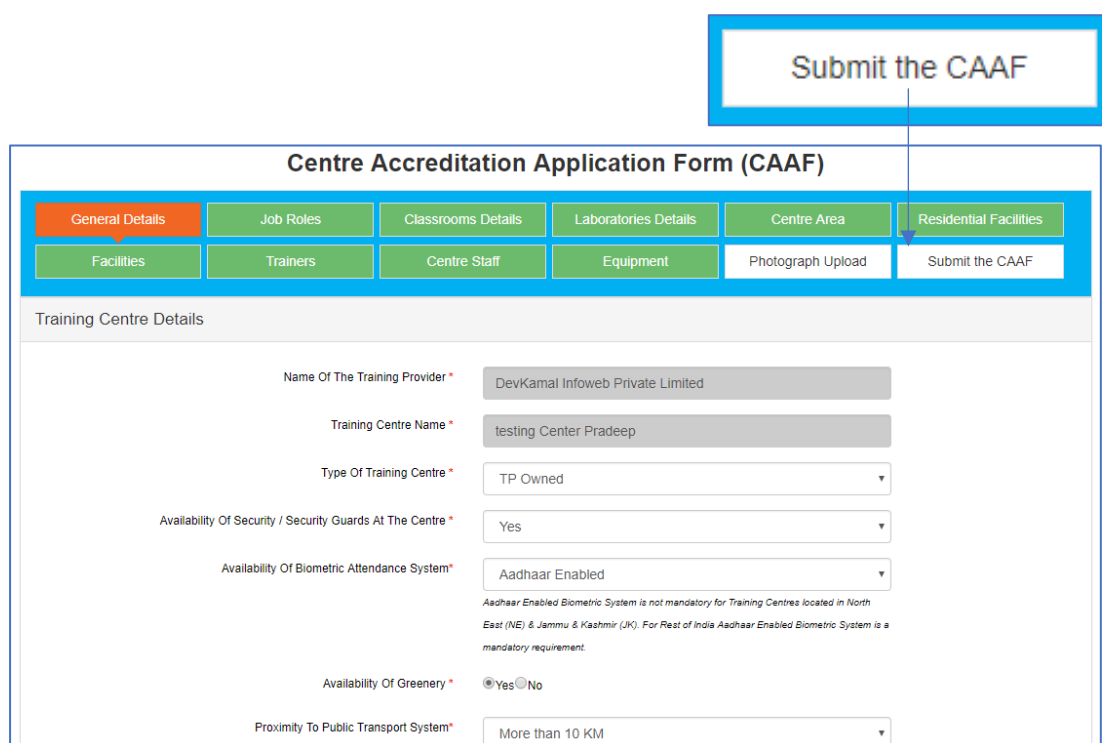


Figure 4 CAAF

3. Before final submission of CAAF a disclaimer will be available to TC which needs to be read thoroughly by the user and give an acceptance if agreed with the conditions.

Note: After this stage TC will not be able to edit the CAAF till Desk Assessment is completed.

4. Post CAAF submission, TC will be asked to pay requisite fee of INR 3000. Once paid, application can be submitted for desk assessment.

Chapter 4 Letter of Registration (LOR)

1. Once application marked as Deemed Ready, 'Letter of Registration' is available for downloading.
2. To download the LOR, click on "Job Role Wise Application Status" tab, as shown below.

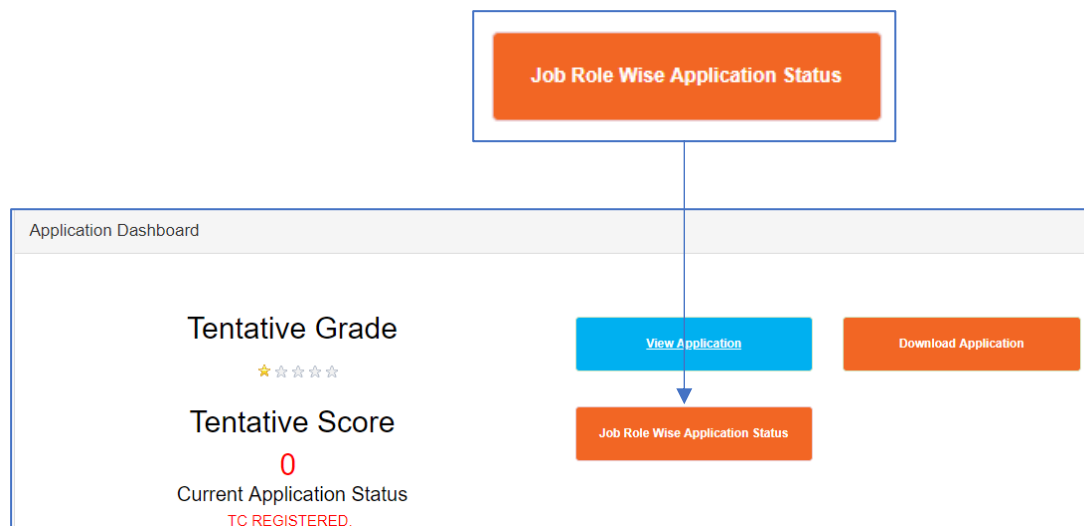


Figure 5 Job Role Wise Application Status Tab

3. Click on "Download Letter of Registration" button, as shown below.

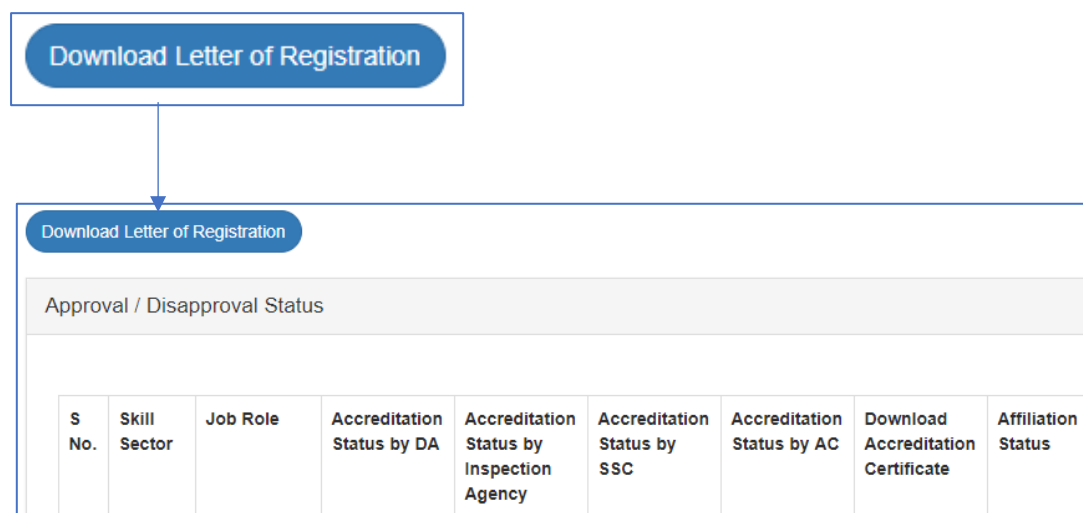
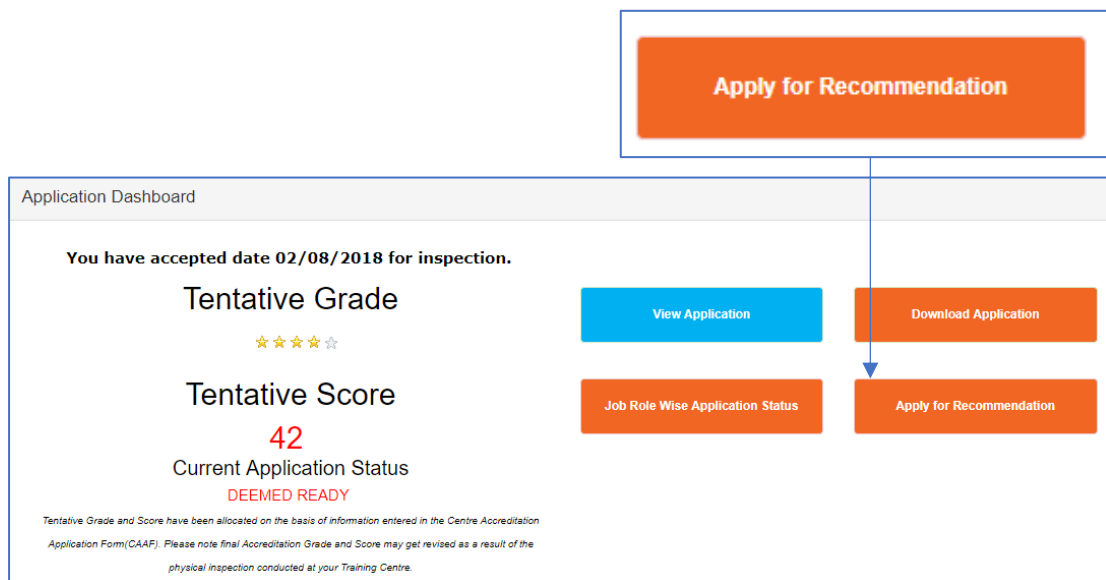


Figure 6 LOR Tab

4. LOR will be valid for a period of 1 year or until TC don't apply for RE-DA, whichever is earlier.
5. In case TC applies for Re-DA & LOR will not be available for downloading.
6. Once TC is marked as Deemed Ready, updated LOR will be generated again in the downloadable form.

Chapter 5 Apply for Job Role Recommendation

1. Once application marked as Deemed Ready, TC becomes eligible to apply for job role wise recommendations.
2. To get eligible for inspection, at-least one job role needs to be recommended by the state/scheme.
3. To apply for job role wise recommendation, click on “Apply for Recommendation” tab provided on TC dashboard, as shown below.



Apply for Recommendation

Application Dashboard

You have accepted date 02/08/2018 for inspection.

Tentative Grade
★★★★☆

Tentative Score
42

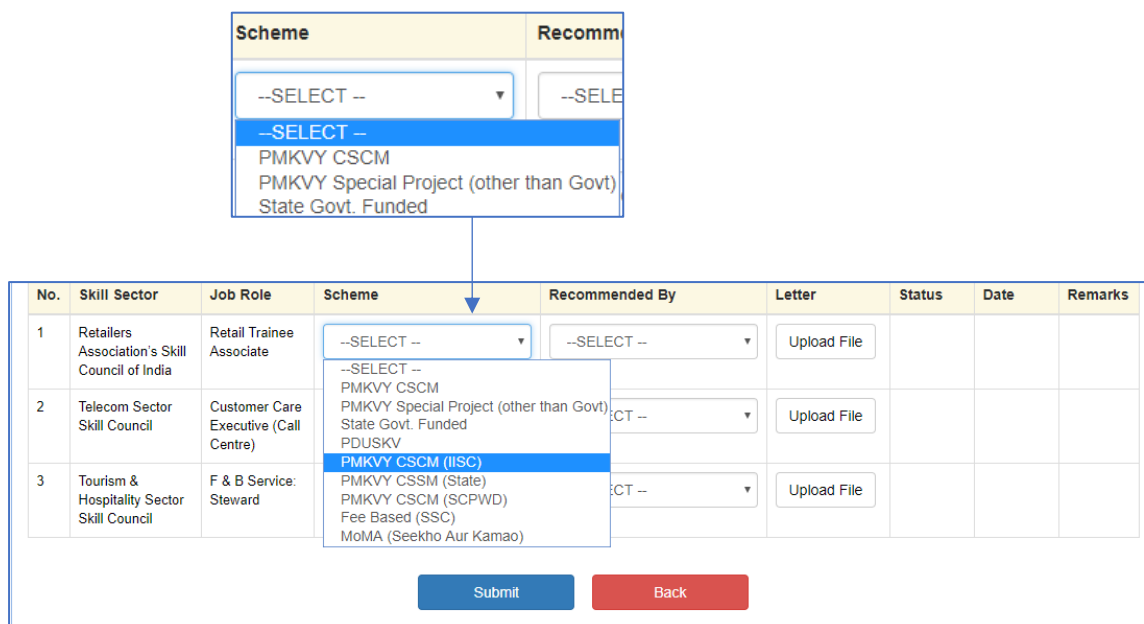
Current Application Status
DEEMED READY

Tentative Grade and Score have been allocated on the basis of information entered in the Centre Accreditation Application Form(CAAF). Please note final Accreditation Grade and Score may get revised as a result of the physical inspection conducted at your Training Centre.

Buttons: View Application, Download Application, Job Role Wise Application Status, **Apply for Recommendation**

Figure 7 Apply for Recommendation Tab

4. TC will be able to view all the job roles entered available in the CAAF.
5. TC to select appropriate scheme from the dropdown against the job role for which TC seeking recommendation, as shown below.



Scheme | **Recomm**

--SELECT -- | --SELE

--SELECT --
PMKVY CSCM
PMKVY Special Project (other than Govt)
State Govt. Funded

No.	Skill Sector	Job Role	Scheme	Recommended By	Letter	Status	Date	Remarks
1	Retailers Association's Skill Council of India	Retail Trainee Associate	--SELECT --	--SELECT --	Upload File			
2	Telecom Sector Skill Council	Customer Care Executive (Call Centre)	--SELECT -- PMKVY CSCM PMKVY Special Project (other than Govt) State Govt. Funded PDUSKV	CT --	Upload File			
3	Tourism & Hospitality Sector Skill Council	F & B Service: Steward	PMKVY CSCM (IISC) PMKVY CSSM (State) PMKVY CSCM (SCPWD) Fee Based (SSC) MoMA (Seekho Aur Kamao)	CT --	Upload File			

Buttons: Submit, Back

Figure 8 Scheme Selection Tab

- TC to select 'Recommended By' from the dropdown against the selected scheme, as shown below.

Recommended By

--SELECT --
--SELECT --
Other Team

Apply for Recommendation

S No.	Skill Sector	Job Role	Scheme	Recommended By	Recommended. Letter	Recomm. Status	Recomm. Date	Remarks
1	Furniture & Fittings Sector Skill Council	Carpenter - Wooden Furniture	PMKVY CSCM	--SELECT -- --SELECT -- Other Team	Choose File View	Rejected	06/08/2018	qwd
2	Indian Iron and Steel Sector Skill Council	Rigger - Rigging of Heavy Material	PMKVY CSCM (SCPWC)	PwD Sector Skill Council	Choose File View	Approved	06/08/2018	test approval

Figure 9 Recommended By Selection Tab

Note: Based on scheme, recommended by value gets changed.

- TC to upload the recommendation Letter.

Apply for Recommendation

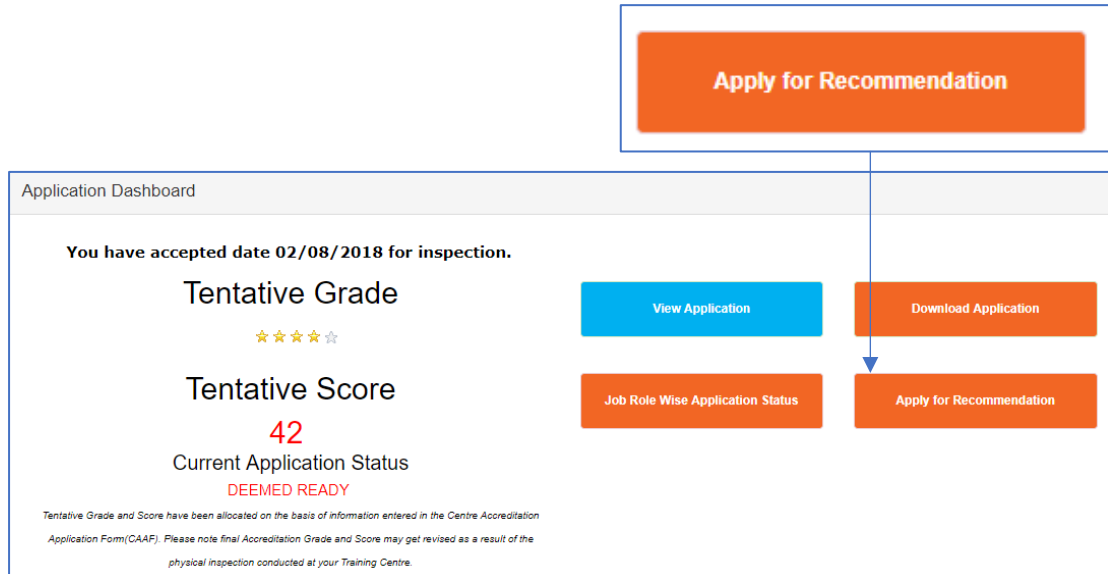
S No.	Skill Sector	Job Role	Scheme	Recommended By	Recommended. Letter	Recomm. Status	Recomm. Date	Remarks
1	Furniture & Fittings Sector Skill Council	Carpenter - Wooden Furniture	PMKVY CSCM	Other Team	Choose File View	Rejected	06/08/2018	qwd
2	Indian Iron and Steel Sector Skill Council	Rigger - Rigging of Heavy Material	PMKVY CSCM (SCPWC)	PwD Sector Skill Council	Choose File View	Approved	06/08/2018	test approval

Figure 10 Final Submission for Job Role Recommendation

- TC can view the Status, Date & Remarks of Recommendation on the same page.
- In case any of TC recommendation request gets rejected, TC can re-apply for recommendation again by following the same procedure.

Chapter 6 Changing Scheme for already recommended Job Role

1. TC is applicable to change the scheme of an already “Approved/Rejected” job role. Click on the “Apply for Recommendation” tab, as shown below.



Apply for Recommendation

Application Dashboard

You have accepted date 02/08/2018 for inspection.

Tentative Grade
☆☆☆☆☆

Tentative Score
42

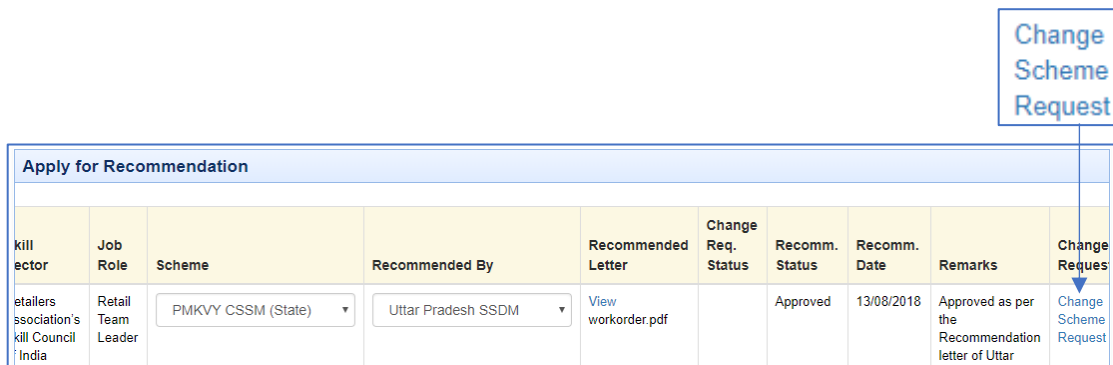
Current Application Status
DEEMED READY

Tentative Grade and Score have been allocated on the basis of information entered in the Centre Accreditation Application Form(CAAF). Please note final Accreditation Grade and Score may get revised as a result of the physical inspection conducted at your Training Centre.

Buttons: View Application, Download Application, Job Role Wise Application Status, **Apply for Recommendation**

Figure 11 Apply for Recommendation Tab

2. TC will be able to view all the job roles with their current Scheme, Recommendation name & Recommendation status on this dashboard. Click on “Change Request” link provided on the dashboard, as shown below.



kill ector	Job Role	Scheme	Recommended By	Recommended Letter	Change Req. Status	Recomm. Status	Recomm. Date	Remarks	Change Request
etailers ssociation's kill Council India	Retail Team Leader	PMKVY CSSM (State)	Uttar Pradesh SSDM	View workorder.pdf		Approved	13/08/2018	Approved as per the Recommendation letter of Uttar	Change Scheme Request

Figure 12 Option to apply for scheme change of a recommended job role

- Fill the necessary information on the page visible on the screen, upload the Recommendation Letter provided by new scheme & click on “Save” button, as shown below.

Change Scheme Recommended by

Job Role: **Retail Team Leader**

Scheme: PMKVY CSSM (State) ▼

Recommended By: Uttar Pradesh SSDM ▼

Recommended Letter: Upload File

Save
Cancel

Figure 13 Page to fill new scheme & recommended by values for approved job role

- Click ‘Ok’ on the pop-up appeared on the screen, as shown below.

Alert Message

You have applied for recommendation Job role change scheme. Please wait for the response from the respective agency.

OK

Figure 14 Pop-up screen

- Now, your request for JR change will be sent to the old scheme first to get approved. On approval, new scheme will be able to approve/reject your already approved Job Role. The “Change Request Status” column will show the remarks provided by old scheme for scheme change & “Recommendation Status” column will show the status provided by new scheme. Refer the dashboard below.

Apply for Recommendation									
S No.	Skill Sector	Job Role	Scheme	Recommended By	Recommended Letter	Change Req. Status	Recomm. Status	Recomm. Date	Remarks
1	Retailers Association's Skill Council of India	Retail Team Leader	PDUSKV ▼	Department of Telecom (▼	View PMKK_Existing_Proces..	Pending	Pending		

Figure 15 Status of Job Role Recommendation change request

6. To view the history of job role recommendations. It will be visible on the same Job Role Recommendation page only. Refer the dashboard below.

Old JobRole Scheme Details												
S No.	Job Role	Old Scheme	Old Recommended by	Old Scheme Rec. Letter	Old Scheme NOC	Old Status	Old Status Date	Old Status Remarks	NOC Status	NOC Status Date	NOC Remarks	Change Request date
1	Retail Team Leader	PMKVY CSSM (State)	Uttar Pradesh SSDM	view		Approved	13/08/2018	Approved as per the Recommendation letter of Uttar Pradesh Skill Development Mission under PMKVY CSSM (State) scheme				11/12/2018

Figure 16 Old Scheme Job Role Recommendation details

Chapter 7 Apply for Physical Inspection

1. Once a Job Role gets approved by the Recommendation Agency, TC becomes eligible to apply for Inspection.
2. TC needs to click on apply for inspection tab and view job roles wise status of approval or rejection given by recommendation state/ scheme:

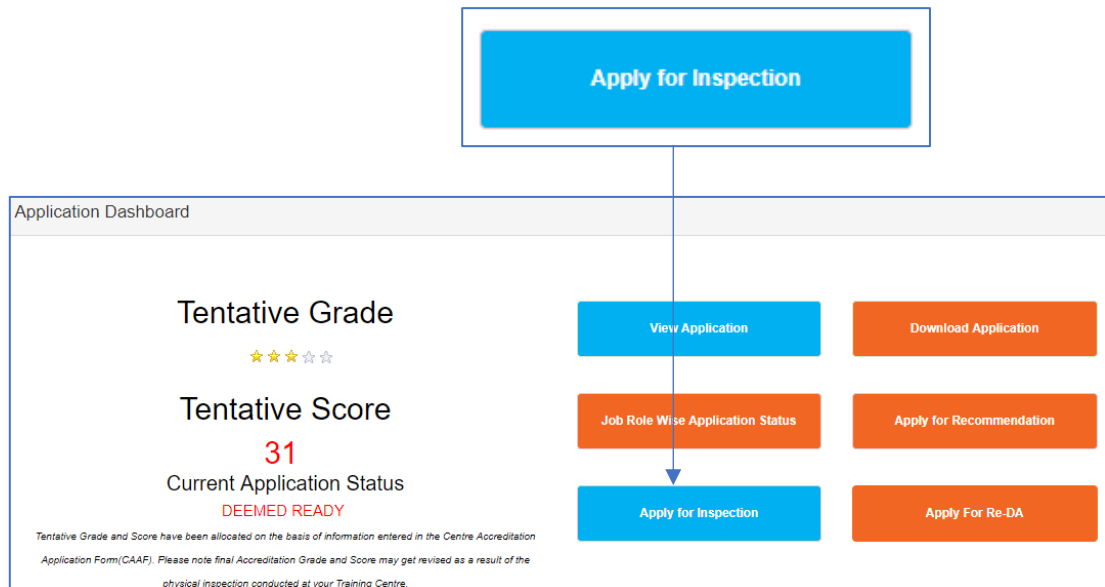


Figure 17 Apply for Physical Inspection Tab

3. TC can see status of job roles applied for recommendation.
4. All the job roles which are approved now or before (already inspected or accredited & affiliated) will be inspected by Inspection agency if TC clicks on “Pay here” button, as shown below.

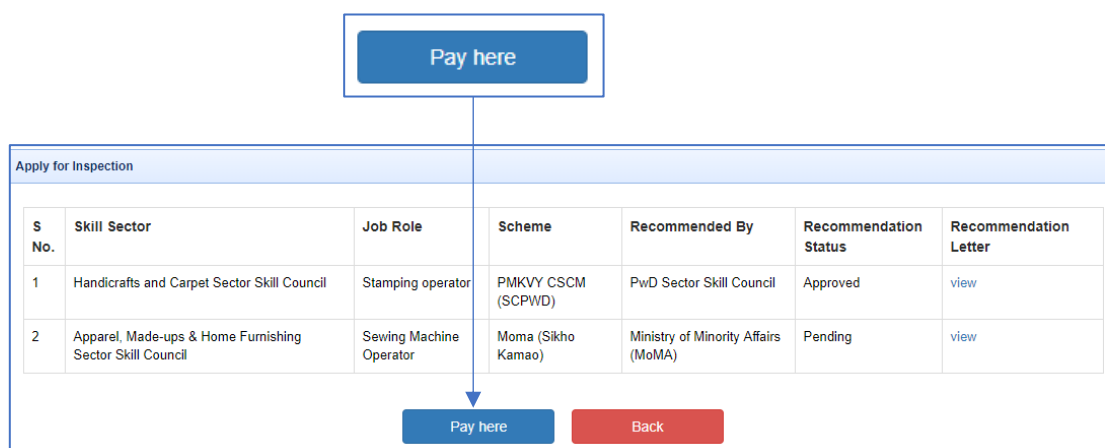


Figure 18 Applying for Physical Inspection

5. TC to pay the inspection fees of INR 10000 + INR 1000 (per job role approved by the scheme).
6. You need to select “I Agree” option provided in the Declaration to go ahead on the payment page, to successfully apply for physical inspection, as shown below.

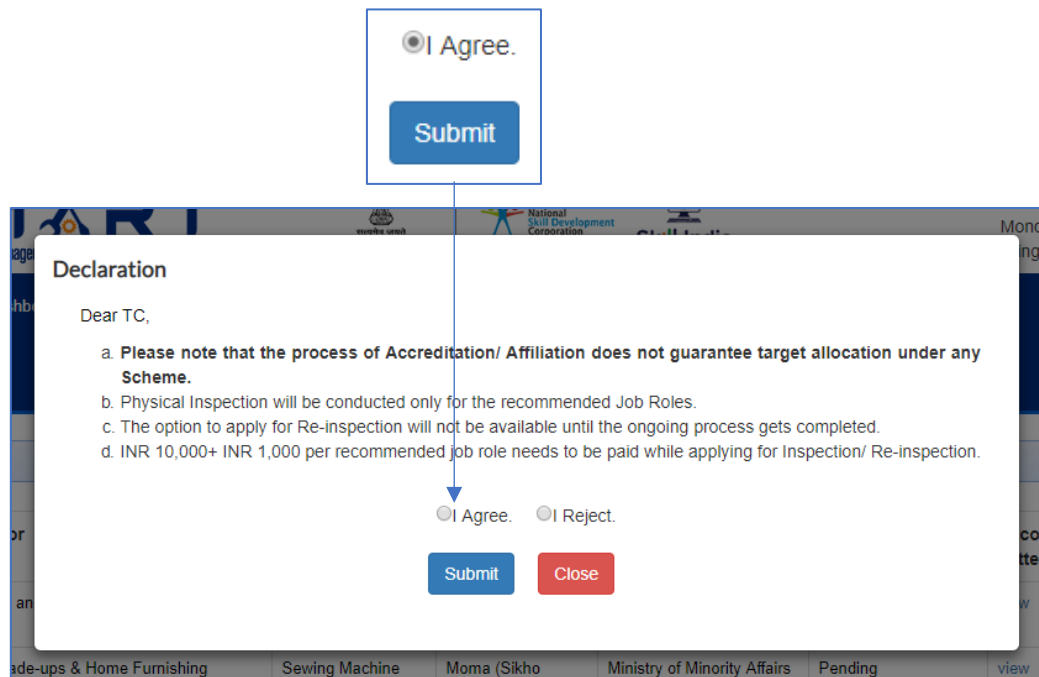


Figure 19 Declaration before paying Inspection Fees

7. If TC clicks on 'I Reject' screen will be routed to previous page. If TC want to apply for physical inspection, acceptance of disclaimer is required by clicking on "I Agree" Tab.
8. After acceptance of disclaimer & successful payments, inspection will be aligned for TC as per the process.
9. Rest of the process remains same as it was before 5th August 2018.

Important Note:

1. Once TC have applied for Physical Inspection, they cannot apply for Re-DA & vice-versa.
2. Use Case:
On day 1, if TC have applied for job role recommendation for 3 job roles and got approval in 2 job roles only on day 5 & apply for inspection (after paying fees of 10000 + 2000 INR) on day 5 only.
Before the inspection gets started i.e. somewhere on day 8, TC receive approval for 3rd job role also.

Comments:

Now, if TC wish to apply for inspection for 3rd job role also, TC need to wait till previous inspection gets completed & SSC completes the marking on the same.

Once SSC marking gets completed or any of the job role gets Not Recommended or Centre gets dis-qualified; if TC wished to apply for inspection, then TC have to again pay 10,000 INR + 2,000 INR (for previously approved Job Roles) + 1,000 INR (for newly approved job role).

Chapter 8 Apply for Re-Desktop Assessment (Re-DA)

1. If TC wish to make any required changes in the CAAF or wanted to add new job roles, then TC can do the same by clicking on “Apply for Re-DA”, as shown below.

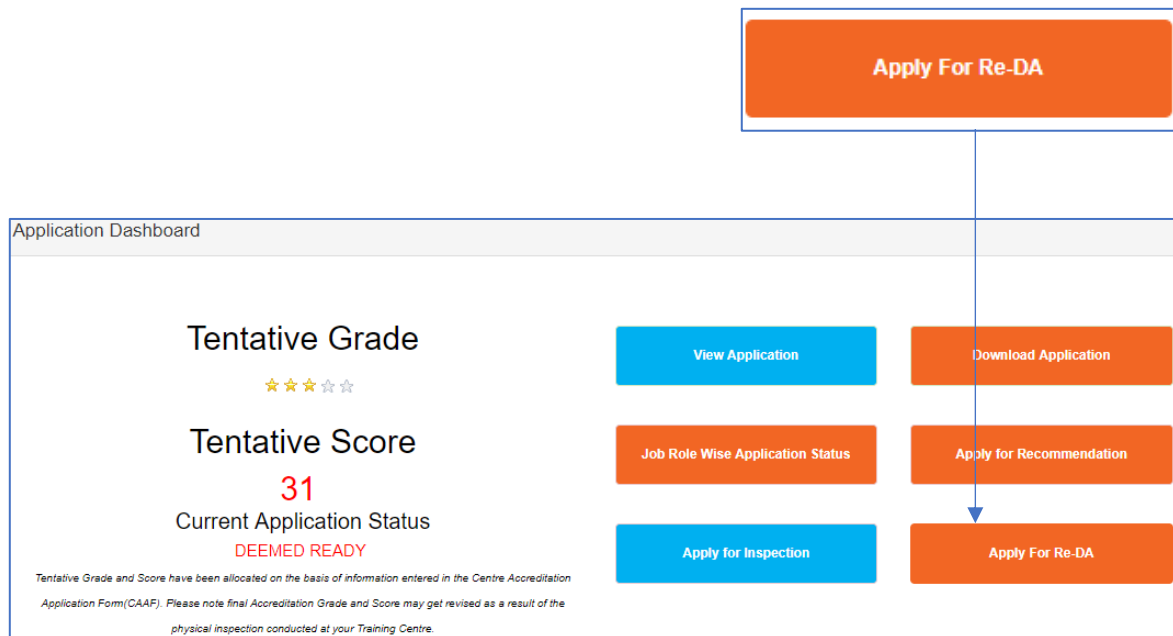


Figure 20 Apply for Re-DA Tab

2. A Confirmation will be taken from you that TC whether centre wants to apply for Re-DA or not. On the top of the page, if TC click on “OK”, CAAF will be opened for editing & if “Cancel” Tab is opted TC will have routed to home page only, as shown below.

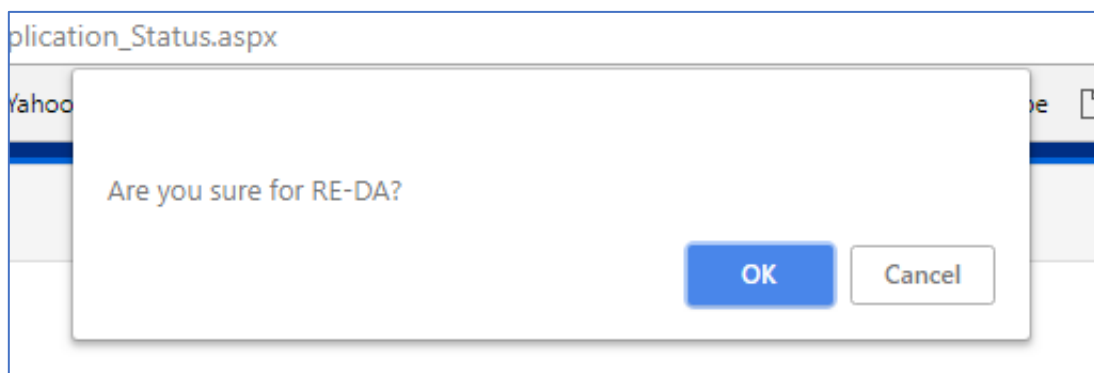


Figure 21 Confirmation screen during Re-DA

3. Once TC click “Ok”, then page will be directed to CAAF page where one can add relevant information or add/delete job roles. After the required changes, TC to submit the CAAF.
4. After submission, TC will be asked to pay Re-DA fees i.e. INR 3000, after which CAAF can be submitted & will be sent to inspection agency for Desktop Assessment.

Note: Once TC have applied for Re-DA, TC will not be allowed to apply for job role recommendation or physical inspection.

Chapter 9 Apply for Re-Accreditation

1. Any TC whose even one job role gets De-accredited or going to De-accredit in next 3 months will be able to see “Apply for Re-Accreditation” tab on his/her dashboard.
2. It is mandatory for every such TC to first apply for Re-DA before applying for Re-Accreditation, as Desk Assessment is the first phase of the process and then inspection.
3. Once TC clicks on “Apply for Re-accreditation” tab without applying for Re-DA, they will be asked to apply for Re-DA first, as shown below.

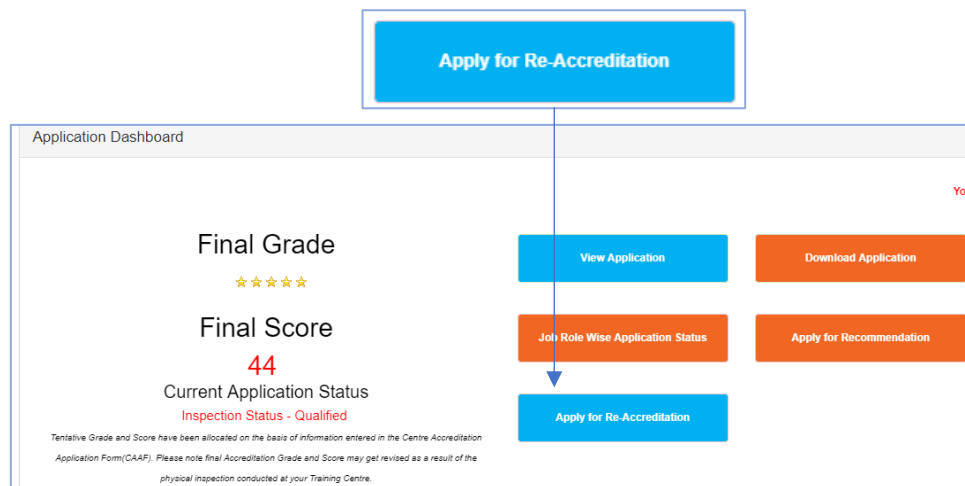


Figure 22 Apply for Re-Accreditation Tab

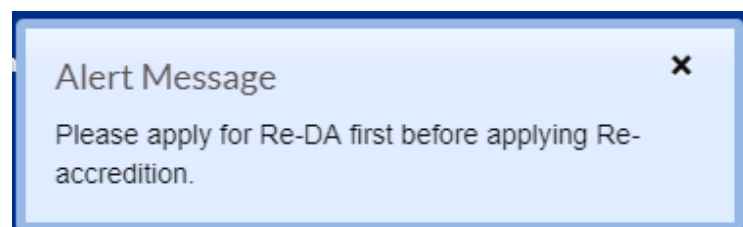


Figure 23 Message shown to TC to Apply for Re-DA first

4. Once TC gets Deemed Ready, TC gets eligible for Re-accreditation.
5. As next step, TC needs to get job roles recommended by scheme first.
6. Once any of the job role gets recommended by scheme & TC clicks on Re-Accreditation button and will be able to see all his approved job roles.
7. Now TC needs to click on ‘Pay here’ to pay Re-accreditation fees i.e. INR 10,000 + INR 1,000 (per approved job role).
8. Once payments get successful, application is visible to inspection agency for physical inspection.
9. Further process remains same as it was earlier.

महाविद्यालयांमध्ये कौशल्य विकास केंद्र कार्यक्रम (MKVK)

संदर्भ :

१. शासन निर्णय क्र. कौविउ-२०२१/प्र.क्र.४८/कौशल्य-१, दि. ०२ सप्टेंबर २०१५.
२. मा. मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता यांच्या अध्यक्षतेखालील दि. २७ डिसेंबर २०२३ रोजीच्या बैठकीमधील निर्देश
३. सोसायटी कार्यालयाचे पत्र क्र. MSSDS/२०२३-२४/१५६१, दि. २८ डिसेंबर, २०२३
४. कौशल्य विकास, रोजगार व उद्योजकता विभाग यांचे पत्र क्र.कौरोउ-२०२३/प्र.क्र.१५७, दि.०१ जानेवारी, २०२४
५. महाविद्यालयांची इच्छुकता नोंदविण्यासाठी तयार करण्यात आलेला गुगलफॉर्म
६. सोसायटी कार्यालयामार्फत प्राचार्यांना निर्गमित करण्यात आलेले पत्र क्र. MSSDS/२०२३-२४/११, दि.०१ जानेवारी, २०२४
७. मा. मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता यांचे मार्फत प्राचार्यांना निर्गमित करण्यात आलेले पत्र क्र. मंत्री कौ.उदयो.रोज.नावि./टिप्पणी/०३९/२०२४ दि.०९ जानेवारी, २०२४
८. मा. मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता यांचे मार्फत कुलगुरूंना निर्गमित करण्यात आलेले पत्र क्र. मंत्री कौ.उदयो.रोज.नावि./टिप्पणी/४६-६०/२०२४ दि.११ जानेवारी, २०२४
९. कौशल्य विकास, रोजगार व उद्योजकता विभाग यांचे पत्र क्र.कौविउ-२०१५/प्र.क्र.१२२ /रोस्वरो.१(कौ.१) दि.१७ जानेवारी, २०२४.

कौशल्य विकास या संकल्पनेचा अधिकाधिक फायदा राज्यातील युवक युवतींना व्हावा, या दृष्टिकोनातून राज्यामधील नामांकित महाविद्यालयांमध्ये कौशल्य विकास केंद्र स्थापन करून महाविद्यालयीन युवक युवतींना रोजगारक्षम बनविण्याच्या दृष्टीने प्रयत्न करण्यात यावेत, असे निर्देश मा.मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता यांनी दि. २७ डिसेंबर २०२३ रोजीच्या बैठकीमध्ये दिले. सदर निदेशास अनुसरून राज्यात संदर्भ क्र.१ अन्वये राबविण्यात येत असलेल्या “प्रमोद महाजन कौशल्य व उद्योजकता विकास अभियान” योजनेच्या धर्तीवर राज्यातील महाविद्यालयांमध्ये कौशल्य विकास केंद्रांची स्थापना करणेबाबत प्रस्ताव महाराष्ट्र राज्य कौशल्य विकास सोसायटी मार्फत संदर्भ क्र. ३ अन्वये शासनास सादर करण्यात आला.

२. सदर प्रस्तावामध्ये राज्यातील महाविद्यालयाकडून कौशल्य विकास केंद्र स्थापन करावयाची इच्छुकता नोंदविण्याकरिता गुगल फॉर्मच्या माध्यमातून कार्यवाही सोसायटी कार्यालयामार्फत करण्यात येईल. तथापि, महाविद्यालयीन युवक-युवतींना आवश्यक कौशल्य प्रशिक्षणाकरिता आवश्यक अभ्यासक्रमांची निवड संबंधित महाविद्यालयात मार्फत करण्यात येईल. महाविद्यालयांमध्ये विहित कार्यपद्धतीने कौशल्य विकास केंद्र स्थापन करून National Skills Qualification Framework (NSQF) सुसंगत असलेल्या अभ्यासक्रमाचे कौशल्य प्रशिक्षण केंद्र शासनाच्या मार्फत निश्चित करण्यात आलेल्या करीता केंद्र शासनमार्फत निश्चित केलेल्या Common Cost Norms नुसार प्रशिक्षण शुल्क अदा करण्यात येईल, असे नमूद करण्यात आले.

३. संदर्भ क्र अन्वये ४ .कौशल्य विकास, रोजगार व उद्योजकता विभाग यांचेमार्फत खालील बाबींच्या अधीन राहून राज्यातील १०० महाविद्यालयांमध्ये कौशल्य विकास केंद्रांची स्थापना करणेबाबत मान्यता प्रदान करण्यात आली आहे.
- ३.१. राज्यातील १०० महाविद्यालयाकडून कौशल्य केंद्र स्थापन करण्याची आवश्यक ती कार्यवाही सोसायटीमार्फत करण्यास तसेच, आवश्यक कौशल्य प्रशिक्षणाकरिता अभ्यासक्रमांची निवड संबंधित महाविद्यालयामार्फत करणे .याकरिता सोसायटीच्या सर्वसाधारण परिषदेच्या तसेच, नियामक परिषदेच्या बैठकीमध्ये मान्यता घेणे.
- ३.२. सदर १०० महाविद्यालयांमध्ये कौशल्य विकास केंद्र स्थापन करतांना प्रमोद महाजन कौशल्य विकास व उद्योजकता अभियान तसेच केंद्र व राज्य शासनाच्या कौशल्य विकास प्रशिक्षण विषयक अटी व शर्तीचे पालन करण्यात यावे.
४. शासनाकडून प्राप्त मान्यतेच्या अधीन राहून महाराष्ट्र राज्य कौशल्य विकास सोसायटी मार्फत कौशल्य विकास केंद्र स्थापन करण्यासाठी महाविद्यालयांची इच्छुकता नोंदविण्यासाठी गुगलफॉर्म तयार करण्यात आला .महाराष्ट्र राज्यातील प्रपत्र मध्ये १-३५०० हून जास्त महाविद्यालयाकडून कौशल्य विकास केंद्र स्थापन करावयाची इच्छुकता गुगल फॉर्मच्या माध्यमातून नोंदविण्याकरिता महाविद्यालयांना ईमेलद्वारे पाठविण्यात आला या सर्व .महाविद्यालयांच्या प्राचार्यांना मुख्य कार्यकारी अधिकारी यांच्या स्वाक्षरीचे पत्र पाठवून आवाहन करण्यात आले.
५. याबाबत संदर्भ क्र ७ अन्वये मा. मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता यांचेमार्फत सुद्धा प्राचार्यांना कौशल्य विकास केंद्र स्थापन करण्यासाठी महाविद्यालयांची इच्छुकता नोंदविण्यासाठी पत्र निर्गमित करण्यात आलेअन्वये राज्यातील सर्व विद्यापीठांच्या कुलगुरूंनाही ८.या समवेतच संदर्भ क्र . महाविद्यालयांकडून या मोहिमेमध्ये सहभागी होण्यासाठी आवाहन करणेबाबत पत्र निर्गमित करण्यात आले.
६. महाराष्ट्र राज्यातील प्रपत्रहून जास्त ३५०० मध्ये १- महाविद्यालयांकडून कौशल्य विकास केंद्र स्थापन करावयाची इच्छुकता गुगल फॉर्मच्या माध्यमातून नोंदविण्याकरिता महाविद्यालयांना ईमेलद्वारे पाठविण्यात आलेल्या इमेल आणि पत्रांच्या अनुषंगाने दिपर्यंत २०२४.०२.०५. राज्यातील ४७४ महाविद्यालयांकडून कौशल्य विकास केंद्र स्थापन करण्याची इच्छुकता दर्शविलेली आहे . महाविद्यालयांकडून प्राप्त इच्छुकतांची छाननी करून जिल्हानिहाय अहवाल प्रपत्रप्रमाणे तयार २- करण्यात आला.
७. जिल्हानिहाय लोकसंख्येचा निकष लक्षात घेऊन प्रति १२ लाख लोकसंख्येमागे महाविद्यालयांमध्ये १ कौशल्य विकास केंद्र मात्र प्रत्येक जिल्ह्यात किमान १ याप्रमाणे प्राप्त ४७४ महाविद्यालयांपैकी कौशल्य

विकास केंद्र सुरु करणे करीता महाविद्यालयांची निवड करण्यात आली असून प्रपत्र-३ अन्वये निवड करण्यात आलेल्या महाविद्यालयांची यादी सादर करण्यात आली आहे. सदर यादीस मा. मंत्री, कौशल्य, रोजगार, उद्योजकता व नाविन्यता मान्यता प्रदान करणेच्या मान्यतेस्तव प्रस्ताव सादर करण्यात येत आहे.

८. संदर्भ क्र योजनेच्या धर्तीवर ०.४ अन्वये राज्यात प्रधानमंत्री कौशल्य विकास योजना ९ .“प्रमोद महाजन कौशल्य व उद्योजकता विकास अभियान” योजनेच्या कार्यपद्धतीमध्ये करण्यात आलेल्या बदलांच्या अनुषंगाने महाविद्यालयांमध्ये “कौशल्य विकास केंद्र” (MKVK) कार्यक्रमाची अंमलबजावणी जिल्हा स्तरावरून करण्यात येणार असून सदर कार्यक्रम राबविण्याची कार्यपद्धती पुढीलप्रमाणे आहे.

८.१. प्रशिक्षण संस्थांची निवड:

- ८.१.१. निवड केलेल्या महाविद्यालयांमध्ये पात्र MKVK व सहायक आयुक्त ,कौशल्य ,जिल्हा , रोजगार व उद्योजकता मार्गदर्शन केंद्र यांच्यामध्ये करार करण्यात यावा.
- ८.१.२. निवड केलेल्या पात्र महाविद्यालयांना सहायक आयुक्त ,कौशल्य ,जिल्हा ,रोजगार व उद्योजकता मार्गदर्शन केंद्र यांच्यामार्फत सविस्तर कार्यादेश निर्गमित करण्यात येईल.
- ८.१.३. महाविद्यालयांनी कौशल्य विकास प्रशिक्षण केंद्राची नोंदणी पोर्टलवर करणे बंधनकारक SIP आहे.

८.२. अभ्यासक्रम:

- ८.२.१. कौशल्य विकास प्रशिक्षण कार्यक्रम राबविण्यासाठी NSQF संलग्नित रोजगार/स्वयंरोजगारक्षम अभ्यासक्रमाची निवड करावी.
- ८.२.२. अल्प कालावधीत (साधारणतः ३ महिने) पूर्ण होवू शकणारे (किमान २०० व कमाल ६०० तास प्रशिक्षणाचा कालावधी) अभ्यासक्रमाची निवड जिल्हा, कौशल्य, रोजगार व उद्योजकता मार्गदर्शन केंद्र यांच्यामार्फत करण्यात यावी .
- ८.२.३. महाविद्यालयातील कौशल्य विकास केंद्रामध्ये एकावेळेस जास्तीत जास्त २ जॉब-रोल्सचे प्रशिक्षण प्रदान करण्यात यावे.
- ८.२.४. प्रामुख्याने स्थानिक पातळीवर रोजगार स्वयंरोजगार उपलब्ध होऊ शकेल अश्या/NSQF संलग्नित अभ्यासक्रमाची निवड करणे अपेक्षित आहे .
- ८.२.५. अभ्यासक्रमाची निवड करताना उमेदवारांची आवड व नोकरीची उपलब्धता व स्थानिक उद्योगांची गरज लक्षात घ्यावी.

८.३. उमेदवारांची जमवाजमव व समुपदेशन:

- ८.३.१. MKVK यांनी स्थानिक पातळीवर प्रचार आणि प्रसार करून उमेदवारांची जमवाजमव करावी. उमेदवारांची जमवाजमव करण्यासाठी स्थानिक महानगरपालिका/ नगरपालिका/ ग्रामपंचायत व जिल्हा, कौशल्य, रोजगार व उद्योजकता मार्गदर्शन केंद्र यांची मदत घ्यावी.
- ८.३.२. MKVK यांनी महाविद्यालयांतील आजी-माजी विद्यार्थ्यांच्या सहायाने उमेदवारांची जमवाजमव करावी.
- ८.३.३. महाराष्ट्र राज्य कौशल्य विकास सोसायटीच्या महास्वयम पोर्टलवर उमेदवारांची ऑनलाईन पद्धतीने नोंदणी करण्यात यावी.
- ८.३.४. MKVK यांनी नोंदणी केलेल्या उमेदवारांचे कौशल्यपूर्व मार्गदर्शन व समुपदेशन करावे.

८.४. कार्यादेश आणि प्रशिक्षण तुकडीस मान्यता:

- ८.४.१. सहाय्यक आयुक्त, जिल्हा कौशल्य रोजगार व उद्योजकता मार्गदर्शन केंद्र यांच्यामार्फत MKVK यांना कार्यादेश देण्यात येईल.
- ८.४.२. प्रत्येक MKVK मध्ये कौशल्य विकास केंद्रासाठी प्रथम वर्षासाठी १५० उमेदवारांचे उद्दिष्ट निश्चित केलेले आहे. मात्र, सदरचे उद्दिष्ट बंधनकारक नाही याची महाविद्यालयांनी नोंद घ्यावी. चालू असलेल्या batch चे प्रशिक्षण यशस्वीरित्या पूर्ण केल्यानंतरच उर्वरित उद्दिष्टाचे कार्यादेश देण्यात येतील.
- ८.४.३. प्रशिक्षण तुकडीमध्ये उमेदवारांची संख्या किमान १० व कमाल ३० असावी.
- ८.४.४. कार्यादेशाप्रमाणे महास्वयम पोर्टलवर सहाय्यक आयुक्त जिल्हा कौशल्य रोजगार व उद्योजकता मार्गदर्शन केंद्र हे प्रशिक्षण तुकड्यांची batch Phase मध्ये Yet to start ते Ready to start असा बदल करतील .
- ८.४.५. Ready to start phase असलेल्या प्रशिक्षण तुकड्यांना महाराष्ट्र राज्य कौशल्य विकास सोसायटी मार्फत मान्यता (TBN) देण्यात येईल.

८.५. प्रशिक्षण:

- ८.५.१. MKVK यांनी TBN प्राप्त झाल्यावर प्रशिक्षणाची बॅच विहित कालावधीत पूर्ण करावी.
- ८.५.२. उमेदवारांची दैनंदिन हजेरी AEBAS पद्धतीने नोंदविण्यात यावी.
- ८.५.३. सहाय्यक आयुक्त व इतर संबंधित अधिकारी प्रशिक्षण कालावधीत MKVK यांना आकस्मिक भेट देऊन प्रशिक्षणाची गुणवत्ता व AEBAS (Aadhaar Enabled Biometric attendance System) हजेरीची पडताळणी करतील.

८.६. ऑन जॉब ट्रेनिंग (OJT) :

- ८.६.१. PMKVY ४.० च्या धर्तीवर प्रात्यक्षिक प्रशिक्षण देण्याच्या उद्देशाने OJT आवश्यक आहे. OJT चा कालावधी संबंधित अभ्यासक्रमावर अवलंबून असेल.

८.७. मुल्यांकन व प्रमाणपत्र :

८.७.१. प्रशिक्षण पूर्ण झाल्यानंतर प्रशिक्षण तुकड्यांचे मुल्यांकन SSC/MSBSVET मार्फत करण्यात यावे.

८.७.२. PMKVY ४.० च्या धर्तीवर मुल्यांकन शुल्क प्रति उमेदवार रु.६०० प्रदान करण्यात येईल.

८.८. देयके अदा करण्याचे टप्पे:

प्रशिक्षण शुल्काची निश्चिती केंद्र शासनाने निर्गमित केलेल्या Common Cost Norms (CCN) च्या मार्गदर्शक सुचनांप्रमाणे होईल व प्रशिक्षण शुल्क प्रमोद महाजन कौशल्य विकास व उद्योजकता विकास अभियानाच्या (PMKUVA) मार्गदर्शक सुचनांप्रमाणे MKVK यांना खालीलप्रमाणे अदा करण्यात येईल.

अ.क्र.	प्रशिक्षण खर्चाच्या प्रतीपुर्तीचे टप्पे	प्रतीपुर्तीचे टप्पे
१	प्रशिक्षण सुरु झाल्यावर	३०%
२	५०% प्रशिक्षण पूर्ण झाल्यावर, या ५०% प्रशिक्षण दिवसांमध्ये AEBAS वर ७०% उपस्थिती नोंदविलेल्या उमेदवारांच्या संख्येच्या प्रमाणात.	३०%
३	प्रमाणीकरण झाल्यानंतर (फक्त पास उमेदवारांच्या संख्येच्या प्रमाणात)	४०%
४	पुनर्मूल्यमापनात पास झालेल्या उमेदवारांच्या संख्येच्या प्रमाणात	उर्वरित

- प्रशिक्षण कार्यक्रमाची टप्पेनिहाय प्रशिक्षण शुल्काची प्रतिपुर्ती संबंधित महाविद्यालयाच्या) बँक खात्यात थेट जमा करण्यात येईल.
