

QMR/7.2.1-01



Ministry of Micro, Small and Medium Enterprises,  
Government of India

Sl. No.....

# TOOL ROOM & TRAINING CENTRE, GUWAHATI

Government of India Society

Ministry of Micro, Small & Medium Enterprises

Amingaon Industrial Area, North Guwahati Road, **Amingaon, Guwahati - 781 031**



## APPLICATION FORM FOR LONG TERM COURSE IN **MACHINIST** AFFILIATED BY SCVT (CCMT-19)

*\*To be filled up in block letter only.*

Name : .....

Father's Name : .....

Mother's Name : .....

Recent  
Passport size  
Photograph

Permanent Address : Vill/Town .....

P.S.....P.O.....Dist.....

State .....Pin Code..... Ph. No. ....

Email : .....

Address for Communication : .....

.....Nationality.....

Date of Birth :       CASTE\* : SC  ST  OBC  General  SEX\* : Male  Female

*\*Tick (✓) Mark only*

Minority

*\*Tick (✓) Mark only*

Qualification Details

Examination Passed	Board / University	Year of Passing	% of Marks	Division

Date :

Place :

\_\_\_\_\_  
(Signature of the Applicant)

## TOOL ROOM & TRAINING CENTRE, GUWAHATI

### ADMIT CARD for CCMT-19

Sl. No.

(\*TO BE FILLED BY THE CANDIDATE)

Name of the Candidate : .....

Address : .....

Phone No. : .....

Email : .....

\_\_\_\_\_  
(Signature of the TRTC Official with Seal)

**FOR OFFICE USE ONLY**

Date of Test : 15/06/2019

Time : 8-00 A.M.

Venue : Tool Room & Training Centre, Amingaon Industrial Area,  
North Guwahati Road, Guwahati - 781 031

Check List : (a) Qualification  
(b) Age  
(c) Caste Certificate

Eligible : Yes / No

Dispatch No. :

Date :

\_\_\_\_\_  
*Signature of the TRTC Official*

**FOR OFFICE USE ONLY**

Date of Test : 15/06/2019

Time : 8-00 A.M.

Venue : Tool Room & Training Centre,  
Amingaon Industrial Area,  
Guwahati - 781 031



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*(Signature of the TRTC Official with Seal)*

**TOOL ROOM & TRAINING CENTRE, GUWAHATI**  
**General information about the course CCMT-19**

Name of the course	: Certificate Course in Machinist (CCMT-19) affiliated by SCVT
Date of Commencement	: 01-08-2019
Duration of the Course	: 2 years
Intake	: 32 Nos.
Eligible Criteria	: a. 10th pass before Commencement of Course b. Age 15 - 25 Years
Date of Birth	: Born in between 01-08-1994 to 31-07-2004
Course Fees	: Rs. 2,500/- per month (Nil for SC/ST candidates).
Application fees	: Rs. 250/- (Rs. 300/- for those who seeks by posts).
Selling of "Form" on office hrs.	: 29-04-2019 to 08-06-2019
Last date of submission of "Form"	: 08-06-2019
Entrance examination for eligible candidate	: 15-06-2019 at 8:00 A.M. at Amingaon, Guwahati - 31
Declaration of Merit list on	: 15-06-2019 at 4:00 P.M.
Admission for successful candidates on	: 06-07-2019
Admission for wait listed candidates	: 13-07-2019
Method of Selection	: Written test / Counselling on 10th standard basis.
Fees at the time of Admission	: Tuition Fees Rs. 15000/- (per semester) (Nil for ST/SC candidate) : Security Deposits Rs. 5000/- (Rs. 9000/- for ST/SC candidates) : Registration fees Rs. 1000/- : Administrative fees Rs. 3000/- Total Rs.24,000/- (Rs. 13,000/- for ST/SC candidates)
Examination Fees	: Rs. 500/- per semester examination
Hostel Charges	: Rs. 1500/- per month for boarding charge only. Fooding charges extra as applicable and refer the rules & regulations of the hostel
Implant Training	: 1 year compulsory implant training in any Industries or TRTC, Guwahati after completion the course

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Full Signature of the Parents/Guardian

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Full Signature of the Applicant

## **BASIC RULES & REGULATIONS**

- ◆ Confirmation of the admission subject to rule of affiliated Body.
- ◆ Prescribed Application Form must be filled up, signed & submitted by the applicant along with 4 copies recent coloured passport size photographs, certificate of age, qualification and caste.
- ◆ Course fees once deposited will not be refunded.
- ◆ Applicant should attend the training course in time fixed by TRTC, Guwahati.
- ◆ Applicant should maintain discipline during his /her staying in the TRTC, Guwahati.
- ◆ Holiday will be as per TRTC holiday list & the specific holidays for specific courses.
- ◆ For any clarification on any matter applicant should report to the Batch-in-charge.
- ◆ TRTC, Guwahati reserves the right to terminate any trainee during training course for any acts of the trainee, which may cause damage to TRTC's image.
- ◆ **TRTC, Guwahati has the right to introduce new rules or modify/amend the existing rules at any time, which are to followed by the trainees.**
- ◆ Trainees should wear their uniform & shoes in all Training Days. Black leather hard shoes are required during the training period.
- ◆ **Attendance of class should be maintained at least 85% in average.**
- ◆ Trainees, who are willing to accommodation, they should follow general rules of the hostel.
- ◆ During training period, trainees are not allowed **Pan, Pan Masala, Gutkha, Cigarette, Biri, Wine** or any other types of unhygienic addictions etc.
- ◆ Trainees should maintain cleanness of the campus
- ◆ If any item / property of TRTC will be damaged by the trainees, they have to replace the same within a week.
- ◆ Trainees are not allowed to bring Camera, CD, Pen Drive, Mobile phone etc. to the campus.
- ◆ No guarantee for placement. However 100% placement assistance to be provided for successful trainees.
- ◆ Payment will be made by Online payment / Debit Card / Credit Card / POS Machine or Demand Draft in favour of **"Tool Room & Training Centre, Guwahati"** payable at Guwahati.
- ◆ Security deposit will be refunded only after successful completion of the course.
- ◆ Selected SC/ST student will deposit one original certificate, either caste certificate or marksheet of 10<sup>th</sup> std for security of their completion the course, if they obtained free course. The certificate will be returned after completion of the course.
- ◆ Stipend will be provided during implant training.

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Full Signature of the Parents/Guardian

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Full Signature of the Applicant