

Prospectus



TURNING POINT PVT. I.T.I

NCVT, New Delhi Affiliated

Vide No:- DGT-6/25/51/2016-TC

**SUBBECHA BHAVAN, NIMTALA – CHUNAKHALI MORE, P.O-COSSIMBAZAR RAJ,
DIST-MURSHIDABAD, PIN-742102 (W.B)**

Contact No: 8768388446 / 915355270 / 9332074552 / 9681294434

SESSION 2017-19

Run By Bhagirathi Educational Trust

81/35-Old Police Line Road Gorabazar, Berhampore,
Dist-Murshidabad, Pin-742101 (W.B).



About the Institute

Turning Point Pvt. I.T.I is run by Bhagirathi Educational Trust, 81/85-Old Police Line Road, Gorabazar, Berhampore, Dist-Murshidabad, Pin-742101 (W.B). Turning Point Pvt. I.T.I is situated at SUBBECHA BHAVAN, Chunakhali-Nimtala More, P.O-Cossimbazar Raj, Dist-Murshidabad, Pin-742102. Training at Turning Point Pvt. I.T.I is career oriented and industry relevant by combining theory and practice with real life 'hands on' experience throughout the two year course with an overarching aim of empowering its students with knowledge, skills and the exposures that will make them stand-out in life, society and the nation. At Turning Point Pvt. I.T.I, the emphasis is making students learn rather study. We have the teaching and training infrastructure taking a step beyond conventional approaches. It actively enables students to practice innovative thinking. We provide young, inexperienced students with the ideal start to their career by preparing them through an intense period of personal and professional transformation for challenges in any functional area, anywhere in the world.

VISION

“Vision without action is a dream Action without vision is simply passing the time Action with vision is making a positive difference”

Turning Point Pvt. I.T.I envision creating efficient and effective technicians with cutting edge knowledge of electrical applications, problems, solving problems and safety and teaching how to follow our dreams and reach our goals, no matter what anyone else might think.

To bring out the 'best' of an individual from his/ her own inside and develop his potential to its best.

It is our vision to be recognized as a distinctive institution that nurtures dedicated talents and career-dreams within the backdrop of a cosmopolitan learning environment.

Our motto is “To provide quality education“ through well – structured programs that inspire students to transcend from the serene world of academics to the vibrant world of industry.

Mission

Our mission is to give wings to your dream by providing a distinctive approach to the highest quality learning experience in an environment characterized by close interaction among students, faculty, staff and the global community. We will provide our students with the practical knowledge, skills and attributes along with industry based competencies required for success in demanding careers within the global economy.

We will prepare students for successful technical careers by offering high-quality education programs in a student – centered learning environment.

As a teaching institution, Turning Point Pvt. I.T.I seeks to excel in teaching, enriched by scholarship and service.

Courses offered:

(NCVT Affiliation No-DGT-6/25/51/2016-TC)

<u>S.No.</u>	<u>Course Duration</u>	<u>Number of Unit</u>	<u>Seat Capacity per Unit</u>	<u>Total Seat</u>
1. Electrician	2 years	03	16+5	63
2. Fitter	2 years	03	16+5	63

Courses Fees:

<u>Fees Head</u>	<u>Rupees</u>
Admission Fees	20,000/- (One Time)
Semester Fees	10,000/- (Per Sem.)
Examination Fees	6,000/-
TOTAL	66,000/-

A Total of Rs. 66,000/- (Sixty Six Thousand Only)

- Students have to pay Rs. 36,000/- at the time of admission and remaining Rs. 30,000/- will have to pay during first 15 months from the date of start of classes @ 2000/- per month.
- Student's Uniform cost is not included in the above fees structure. Students have to prepare their uniform at their own cost from outside the institute as per the institute selected colour and logo.
- Student's registration fees Rs. 500/- will be collected separately.
- **Fees once paid are nonrefundable:**

Eligibility for Admission:

1. Madhyamik / Secondary pass or 10th standard pass under 10 + 2 system.
2. The candidate should have completed minimum of 16 years and maximum of 40 years of age on the date of Admission i.e. August 1, 2016.

Method of Selection:

1. Basic essential qualification.
2. First- come first- served basis.

Notes: Selected candidates should hand over the following certificates:

- a. Original and a photocopy of the Transfer Certificates from the Institution last attended.
- b. Caste Certificate (for SC/ST/OBC).
- c. Original and a photocopy of 10th class certificate and marks card.
- d. Photocopy of Proof of Address. (Ration Card / Voter ID Card etc.)
- e. A physically fit certificate to admit the ITI course from a registered medical practitioner.
- f. Three copy of colour passport size photographs.

Photographs and Identity Card:

1. Three Copy Passport size colour photograph, and three copy stamp size colored, photographs are required with the application.
2. Each trainee will be issued an identity card, which must be carried to the Institute every day

Subjects:

1. Trade Theory
2. Trade Practical
3. Employability Skill
4. IT
5. Workshop Calculation & Science
6. Engineering Drawing

(1) For completion of the trade course successfully and passing the final trade test of craftsmen, the trainees should secure marks as specified by DGE&T in their guidelines issued from time to time.

(2) For passing the final trade test of craftsmen the trainees have to pass in the individual subjects conducted at the final examination so also they have to pass in the aggregate marks in the individual subjects calculated together with the sessional marks awarded for the sessional works conducted during the entire period of training in the Institute.

(3) Trainees admitted shall appear for the final Trade Test under the applicable Council they are admitted for.

Quarterly Test :

Quarterly Tests will be conducted at the end of each quarter i.e. 3 months period. However monthly tests will also be conducted and the trainees can improve upon their skills and knowledge on the basis of their performance in the respective tests. Marks obtained in the tests will be considered together with other modalities fixed for awarding the sessional marks for the final examination.

Administrative Staff, Instructional staff & Office Staff

Post / Designation	No. of staff required as per NCVT norms	No. of staff present at I.T.I
Principal / Superintendent	01	01
Additional Superintendent / Training & Placement Officer	--	01
IT Lab Instructor	01	01
Trade Practical (Fitter)	02	02
Trade Theory (Fitter)	01	01
Trade Practical (Electrician)	02	02
Trade Theory (Electrician)	01	01
Employability Skill	01	01
Workshop Calculation & Science	01	01
Engineering Drawing	01	01
Office-in-Charge	01	01
Clerk	01	01

Sports and Extra Curricular Activities:

To maintain a healthy body and holistic development, extracurricular activities and sports will be compulsory.

Training/Industrial Visit:

Visits to selected local concern Industries. 'Hands on' practical training in a local company will be arranged.

Placement Cell

A training & placement cell under supervision of Additional Superintendent / Training & Placement Officer of the I.T.I is formed. The said cell will act for the benefit of the trainees and trainees will be provide with industrial visit / tour, hands on training at industry etc. along with placement assistant from the institute

Weekly hours:

46 hours per week throughout the course as detailed below:

1. Practical instruction **28 hours / week**

2. Theoretical instruction

a) Trade theory 04 hours / week

b) Workshop Science & Calculation 04 hours / week

c) Engineering Drawing 04 hours / week

Total Theoretical instruction **12 hours / week**

3. Employability Skills 02 hour / week

4. Extra-curricular activities

(Library, Physical Training, Audio-Visual, Computer, English etc.) 04 hours / week

Total **46 hours / week**

Attendance:

As per NCVT norms, minimum attendance required is 80% of the training period. Noncompliance will disallow trainees from appearing in the annual examination.

Holidays:

As per ITI norms there are no vacations. The Center will work throughout the year. Holidays will be as permissible by the Technical Education, Training & Skill Development Department, Government of W.B.

Leave Admissible To Trainees:

- 1. Casual leave:** 12 days per year, subject to a maximum of 6 days at a time, excluding the intervening holidays.
- 2. Medical leave:** a) 15 days shall be allowed owing to illness, on submission of a medical certificate from a registered medical practitioner.
b) In case of serious illness, a further period, not exceeding 6 weeks, for the entire period of 2 years is also admissible which, a certificate from the nearest Government Hospital, should support.
- 3. Special leave:** On prior permission 10 days Special leave for private affairs such as birth, marriage and such other social functions is allowed.
4. Students who remain absent for more than 15 days at a stretch without information will automatically be struck off from the rolls/discharge from the course.

Progress card:

Progress card, for every trainee will be maintained from the date of admission to the Institute. Monthly test will be conducted in all the subjects and performance will be recorded on monthly and quarterly basis for awarding the sessional marks.

Following criteria will also form part of regular assessments:

- i. Responsibility towards the Tools, Equipment and allotted work.
- ii. Industry, diligence, accuracy and speed.
- iii. Regularity in attendance and punctuality.
- iv. Cleanliness (Personal, Workplace, Tools and Equipment)
- v. Inter-personal behavior including Curiosity, Obedience, Enthusiasm and Sincerity to learn.

Certificates:

1. Provisional National Trade Certificate (PNTC) will be issued at the end of successful completion of the Course.
2. National Trade Certificate (NTC) will be made available as soon as it is received from NCVT, New Delhi.

Discipline:

All the admitted candidates shall be required to strictly abide by the provisions of rules and regulations prescribed by Institute, as regards to their conduct and discipline.

1. Ragging in any form is strictly prohibited.
2. Trainees are required to wear institute uniform (If so directed) all the time and workshop clothing during Practical hours.
3. Use of mobile phone is banned for trainees and staff in workshop and classroom.

General Rules:

1. All trainees should aim to conduct themselves according to the highest standards of manners and discipline.
2. Punctual and regular attendance is essential for good progress in studies and conducive to moulding of character.
3. Dignity for Labor is an important aspect of our training. No job is considered below one's dignity. Therefore, all trainees must be ready to work hard, including any type of physical work. This includes cleaning and maintenance of I.T.I premises, gardens, classrooms, workshops, machinery, tools, and materials by the students.
4. No trainee shall leave the classroom or workshop without permission from his / her Instructor.
5. Each trainee must ensure to wear complete neat and clean uniform throughout the course.
6. Trainees are allowed to carry out practical work only as assigned by his / her Instructor.
7. Safety regulations must be followed. Turning Point Pvt. I.T.I will not be responsible for any injury or disablement caused due to non-observance of the prescribed regulations.
8. Each trainee or his / her parents or guardian must meet expenses of damage(s) of Turning Point Pvt. I.T.I's property, due to negligence, willfulness or disobedience of orders or rules. Depending upon the seriousness of the case, this will lead to immediate expulsion from the Center.
9. Any form of leave shall be addressed in advance to the Principal/Superintendent or his representative stating the period and reason for leave applied for. Absence without permission will be treated as misconduct and a fine will be charged. For leave, taken in excess of permissible leave, a fine will be imposed. Any repetition will lead to serious disciplinary action against the trainee.
10. In case of illness, a medical certificate from a recognized medical practitioner is essential.
11. 80% attendance is the minimum for a trainee to be eligible to appear for the All India Trade Test. Non-compliance will disqualify the trainee from appearing in the NCVT examination.
12. The Center will take serious note of willful acts of misbehavior, such as use of obscene words or actions, disobedience, fights in or out of Turning Point Pvt. I.T.I's premises and irregular attendance, which will lead to severe punishment and possible dismissal.
13. In case, any trainee shows unsatisfactory performance or conduct, at the first instance, action will be a verbal reprimand. In spite of this, a warning in writing will be given to him with a copy to his/her parents / guardian. Recurrence of the same or similar offence, will lead to suspension or dismissal from the I.T.I. In such an eventuality, the student will not have any claim for a refund of any fees or amounts paid.
14. Smoking, gambling, alcohol and drugs are strictly prohibited within the premises of the I.T.I.
15. Trainees are not allowed to bring jewelry, motorbikes, mobile phones, transistors, radios, cameras and other such expensive and electronic gadgets to Turning Point Pvt. I.T.I's premises.
16. Time and again, the above-mentioned rules are liable to change. Each trainee will be bound by these rules in force at the time.

Form No.....

ELECTRICIAN TRADE / FITTER TRADE



TURNING POINT PRIVATE I.T.I

“SUBBECHA BHAVAN” CHUNAKHALI NIMTALA MORE, BERHAMPORE, MURSHIDABAD.

Affiliated to N.C.V.T. Govt. of India. Vide No-DGT-6/25/51/2016-TC

APPLICATION FORM FOR ADMISSION TO I.T.I COURSES

(Form to be filled up in English only using Ball Pen in CAPITAL LETTERS)

1. **Applicant's Name** :
(As it appears in school certificate)
2. **Father's Name** :
3. **Mother's Name** :
4. **Postal Address** :
.....
.....
.....
5. **Date of Birth** :
(Enclose self-attested proof)
6. **Applied for – ELECTRICIAN TRADE / FITTER TRADE:**
7. **Mobile No. 1) (Self)..... 2)(Gardian).....**
8. **Category (General / SC / ST/ OBC – A / OBC – B / Other**
9. **Minority (Yes / No)** 10. **Kanyashree (Yes / No).....**
11. **Identification Mark** :

Recent
Passport
Size

12. History of Critical disease if any (give details):

.....
.....

13. Educational Qualification :-

Examination Passed	Board / University	Year	Subjects	Percentage

14. Technical Qualification (if any) :

Note : please attach self attested copies of certificates / marks sheet of all examinations passed as mentioned above.

Declaration by Students :- The information furnished by me as above are true. If any discrepancy is found at any stage. I shall not claim for correction.

Date :

Place :

Full signature of the Applicant.

ACKNOWLEDGEMENT

Form No.

(Name & Trade to be filled by candidate)

Received Application Form from Mr. / Miss Mrs.....

For the Trade

List of selected candidates would be displayed at institute's Notice Board.

Date :-

Signature of the Authorized Person of I.T.I