



इंडो डैनिश टूल रूम , जमशेदपुर INDO DANISH TOOL ROOM, JAMSHEDPUR

सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय, भारत सरकार की सोसाइटी
Ministry of Micro, Small & Medium Enterprises, Government of India Society



ISO 9001, 14001 & 28000
CERTIFIED



▶ WHY WE ARE UNIQUE?

- AN EXPERIENCE OF 34 YEARS IN THE TRAINING
- WE CONDUCT DIPLOMA IN SPECIALIZED TRADES
- OUR CURRICULUM IS 75% HANDS ON MACHINE BASED
- STATE OF ART MACHINES, LABS, LATEST TRAINING & PRODUCTION MACHINES AND HIGH END SOFTWARES
- NO TUTION FEES FOR SC/ST STUDENTS
- GOVT OF INDIA RESERVATION POLICY IS APPLICABLE INCLUDING 10%EWS



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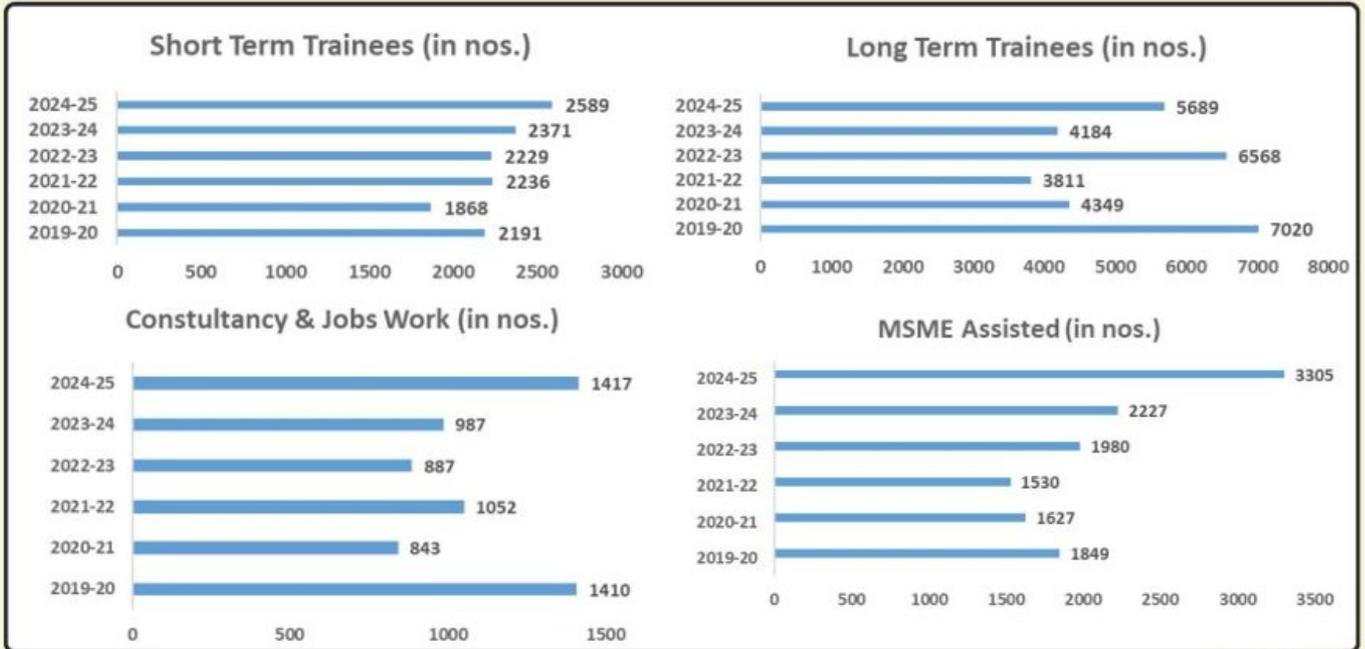
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PERFORMANCE AT A GLANCE



ISO 9001, 14001 & 29990
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Till Feb 2025

▶ HOW TO REACH US?

FROM MANGO BUS STAND - IDTR



FROM TATANAGAR RAILWAY STATION



FROM ADITYAPUR RAILWAY STATION



▶ OUR IMPORTANT CUSTOMERS

GOVT. SECTOR CUSTOMERS



CORPORATE SECTOR CUSTOMERS



PRIVATE SECTOR CUSTOMERS



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Diploma Course Admission Application Form (To be Filled and send to us)

Training Labs in IDTR

Sl. No.	Name of the Lab	No. of Labs
1.	CAD /CAM	01
2.	Delmia	01
3.	Catia	01
4.	Unigraphics	01
5.	Siemens Lab	01
6.	Welding Simulator	01
7.	Mobile Phone Repairing	01
8.	Language Lab	01
9.	Auto CAD	01
10.	CREO	01
11.	Computer Hardware & Networking	01
12.	Welding	01
13.	Simulation Lab for various Controls	01
14.	Ansys	01
15.	3 D Printer Lab	01
16.	Samsung Lab for Room Air Conditioning & Home Appliances, Audio Video & Hand-Held Products	01

Machinery / Infrastructure at IDTR Jamshedpur Training Centre

SI No	Machine Name	Qty.
1.	Band Saw	01
2.	Bench Drill M/c	06
3.	Bench Vice	133
4.	CNC Lathe	14
5.	CNC Milling	12
6.	CNC Machining Centre	02
7.	Cylindrical Grinder	03
8.	Hand Mold M/c	01
9.	Conventional Lathe	17
10.	Milling M/c	28
11.	Pedestal Grinder	06
12.	Pillar Drill M/c	03
13.	Planner	01
14.	Power Press (Mechanical)	01
15.	Power saw	01
16.	Shaper	01
17.	Shearing M/c	01
18.	Surface Grinder	10
19.	Tool & Cutter	02
20.	WEDM	01
21.	EDM	01
22.	Welding Simulator	02
23.	CNC Machine Simulator	22
24.	Computers	280

1. About Indo Danish Tool Room - An Introduction

MSME Tool Room Jamshedpur (Indo Danish Tool Room 'IDTR') is a premier autonomous institution under the Ministry of Micro, Small, and Medium Enterprises (MSME), Government of India. Indo Danish Tool Room, Jamshedpur, has been set up in collaboration with Government of Denmark, Govt. of India and with state Govt. of Bihar in October, 1991.

2. Major Activities of IDTR Jamshedpur

Training Courses: IDTR conducts AICTE approved diploma courses 'Diploma in Advanced Mechatronics and Industrial Applications' (DAMIA) and 4-year 'Diploma in Tool and Die under Mechanical Engineering' (DTDUM), recognized equivalent to a Diploma in Mechanical Engineering by Jharkhand University of Technology (JUT). IDTR also provides NCVT-approved ITI courses in Fitter, Machinist, Turner, Tool and Die Maker, Welder, Electrician, and Computer Hardware & Network Maintenance (CHNM) trades. MSME Tool Room Jamshedpur also conducts short-term and customized training programs to meet industry demands and promotes entrepreneurship viz. MDP, ESDP and EAP programme through its Extension Centres – TRTC Patna, MSME Samsung Technical School Varanasi and MSTC Godda. For more information Institute website can be visited.

Tools, Dies & Product development: Manufactured with using high end software, CNC machines, and cutting-edge CAD/CAM/CAE technology. IDTR is specialized in the development of various new tools, dies, components viz. Plastic Injection Moulds, Pressure Die Casting Dies, Jigs, Fixtures, Gauges, and customized tools.

Consultancy Services: IDTR provides consultancy to the MSME units in tool engineering, PLC programming, TQM, lean, 5S, Six Sigma, and other areas. IDTR offers the tailor made manufacturing solutions and conducts skill based training programmes.

3. About Training & Skill Development Courses:

MSME Tool Room Jamshedpur conducts the industry-aligned, practical-oriented AICTE-approved diploma programmes: 3 Years 'Diploma in Advanced Mechatronics and Industrial Applications' (DAMIA) and the 4-Years 'Diploma in Tool and Die under Mechanical Engineering' (DTDUM), The DTDUM diploma is equivalent to the Mechanical Engineering Diploma recognized by Jharkhand University of Technology (JUT), Government of Jharkhand.

IDTR conducts the NCVT- approved 2 Years ITI courses in Fitter, Machinist, Turner, Tool and Die Maker, Electrician and 1 Year Welder and Computer Hardware & Network Maintenance (CHNM) trades. All courses are having almost 100 percent placement in reputed companies. MSME Tool Room Jamshedpur offers short-term and tailor-made courses to meet industry demands and enhances entrepreneurship through the Entrepreneurship Development Centre for MDP, EAP and ESDP, act as mentor Institutes for promotion of Entrepreneurship.

4. Extension Centres & Collaborations:

IDTR has forged strategic collaborations with industry leaders such as Siemens, Samsung, and PLM Enclave to establish Centres of Excellence (CoE) in Automation and Electronics. The Extension

Centre, which includes the 'Tool Room & Training Centre' in Patna, further strengthens our commitment to skill development. Additionally, IDTR collaborates with Samsung Electronics India through the MSME Samsung School in Varanasi, expanding our efforts to promote the electronics sector and provide valuable training opportunities to the youth in the region. MSME Tool Room Jamshedpur remains dedicated to empowering the MSME sector through innovation, expertise, and comprehensive skill development initiatives.

4.1 Training Facilities: The Training and Production Wings of the Tool Room are equipped with an extensive range of state-of-the-art, indigenous, and imported CNC machines, including CNC Milling, CNC Lathe, CNC EDM, CNC Wire EDM, Jig Grinding, Optical Profile Grinding, Profile Grinding, Water Jet Machine, and a CNC 3D Coordinate Measuring Machine. Additionally, the facility is complemented by advanced equipment such as a 3D Printer and a Vacuum Heat Treatment system.

The Tool Room classrooms are well-furnished with modern teaching aids, including Digital Board, Overhead Projectors (OHP), LCD Projectors, and Simulators. The institution also houses dedicated CAD/CAM laboratories equipped with the latest versions of industry-leading high End softwares such as Pro-E, UG-NX, AutoCAD, Mastercam, Delcam, CATIA, SolidWorks, SCADA, and VLSI, among others.

To support academic and research endeavors, IDTR maintains a well-stocked library with an extensive collection of technical and reference books for the benefit of both staff and students. Additionally, IDTR provides separate hostel accommodations for male and female students, along with mess and canteen facilities. Hostel accommodation is subject to availability.

5. About Placement:

Indo Danish Tool Room (IDTR) Jamshedpur takes immense pride in its unwavering commitment to providing high-quality education and fostering industry-ready professionals. Our strong placement record is a testament to our dedication to excellence in training and skill development. Year after year, our trainees secure prestigious job opportunities both nationally and internationally, reflecting the high standards of technical expertise imparted at our institution.

IDTR has established a strong industry network, with leading companies consistently recruiting our students. Some of the prominent organizations that have offered placements to our trainees include.

Automobile & Manufacturing:

Maruti Suzuki India Limited, Honda Cars India Limited, Tata Motors, Force Motors Ltd., Tata Cummins Technologies India Pvt. Ltd., Hero MotoCorp Ltd., Mahindra CIE Automotive Limited (Bill Forge Division), Minda Corporation Limited, Varroc Engineering Ltd., Paco Allen Auto Pvt. Ltd., JOST India, Auto Profiles Ltd., Hyva (India) Pvt. Ltd., ZF Wabco, Apex Auto Limited, Lohia Corp Limited, Metalsa India Private Limited and Krishna Maruti Limited – Plastic Division-III,

Engineering & Steel:

Tata Steel Ltd., Jindal Steel & Power Ltd., Tata BlueScope Steel Pvt. Ltd., RKFL Plant-3,4,5,7, TRL Krosaki Ltd., Brakes India Ltd., Steel Strips Wheels Ltd., Viraj Profiles Limited.

Aerospace & Technology:

TATA Boeing Aerospace Limited, Tata Advanced Systems Limited, Tata Electronics, Tata Autocomp Hendrickson Suspensions Pvt. Ltd., Addverb Technologies Bot Valley, Makino India Pvt Ltd.

Tooling & Automation:

Innovative Toolings and Automation Solutions, Jyoti CNC Automation Ltd., Takahata Precision India Pvt. Ltd., ETCS Engineering Pvt. Ltd., CTM India Ltd., PMT Machines Ltd.

Others:

Hawkins Cooker Pvt. Ltd., Tata Technology, Rasandik Engineering Industries India Ltd., Orbit Bearing India Pvt. Ltd., Mikuni India Ltd., Nalin Rubber (P) Ltd., Sudisa Foundry Pvt. Ltd., Jabil India Manufacturing Pvt. Ltd., Ahresty India Pvt. Ltd.

At IDTR, we remain dedicated to bridging the gap between academia and industries, ensuring our trainees are equipped with the skills and expertise required to thrive in the ever-evolving industrial landscape.

6. How to Apply for Diploma Courses

- i. The Prospectus with Application Form available at institution main gate one can get it through on online payment of Rs.700/- for General/OBC/EWS (Rs.350/- in case of SC/ST/PH candidates) through SBI ONLINE COLLECT, the link is available in our website.
- ii. Candidates can also download the Application Form from website and return the filled Application Form and online payment receipt with the category certificate (if applicable).
- iii. All candidates have to submit a copy of their Aadhaar card compulsorily at the time of admission.
- iv. SC/ST/OBC/EWS candidates have to submit an online caste/category certificate issued by Competent Authority with their application form online. Physically handicapped candidates have to submit proof of disability. Candidates should not send any original certificate along with the application form.
- v. Candidates have to ensure that their permanent address in the diploma application form as well as address mentioned in the category certificate should be same.
- vi. Physically handicapped candidates should be able to stand without any support and work with both hands freely. They should be capable of wearing safety shoes.
- vii. All applications are to be addressed to The General Manager, duly super scribed on the envelope "Application for Diploma Courses".
- viii. Admit cards will be issued only to the eligible candidates & can be downloaded from Institute website www.idtr.gov.in
- ix. Institute will not be responsible for any postal delay.

7. Number of Seats

The intake capacity in various diploma courses is as given below.

- 4 Years Diploma in Tool & Die under Mechanical Engineering (DTDUM) – 300 seats
- 3 Years Diploma in Advanced Mechatronics & Industrial Automation (DAMIA) – 120 seats

Note: Reservations for SC, ST, OBC, EWS, and Physically Handicapped candidates is applicable as per Govt. of India norms. 5% seats are available for NRIs (Non Residential Indians) under NRI Quota.

8. Method of Selection

Candidates who apply for admission to the course shall be required to appear the Written Test conducted by IDTR. This Test shall be of multiple choice/objective type. Questions shall be of 10th standard and from English, Mathematics, Science, and General Knowledge/Aptitude Tests. Based on the performance of the candidates, a merit list will be prepared and candidates will be selected for admission to the course in order of merit in the test. Selected candidates will have to produce a Medical Certificate of Fitness from a Registered Medical Practitioner on a prescribed form given with this prospectus. Colour Blind Students are not advised to join this course.

Reservation is applicable for candidates belonging to Scheduled Castes/Scheduled Tribes/Other Backward Class / physically handicapped & Economically Weaker Section as per Govt. of India rules. If any SC/ST/OBC/physically handicapped candidate is selected on merit in Un-Reserved Category his name will be published in the Un-reserved Category list. Caste/Category certificate should be submitted with the application form and verified through online.

9. Course Duration

The duration of the Course shall be 4 years and 3 years depending on the course in which the candidate has been selected. The exact date of starting the course shall be decided by General Manager. No trainee shall normally be allowed to join the course late. Under exceptional circumstances, however, General Manager may allow trainee/(s) to join late but not more than 15 days with proper and reasonable justification. The period of delay shall not be compensated by any extra period of working in training. However, the trainee/(s) shall put in extra effort to make up for the time lost by coming regularly.

10. Eligibility for Admission

Candidates having the following qualification shall be eligible for admission to the course.

- (a) Matriculation (10th) or equivalent examination from a recognised Central or State Board with Mathematics and Science (Physics or Chemistry or both) passed and with a minimum of 50% marks in aggregate for General/EWS (40% for candidates belonging to Scheduled Caste / Scheduled Tribe / Other Backward Class / physically handicapped).
- (b) The candidate should have attained the age of 15 years but should not be more than 19 years of age as of 01st July in the year of admission (Relax able up to 22 years in case of candidates belonging to Scheduled Caste / Scheduled Tribe / Other Backward Class / physically handicapped). Once the date on which the age of candidates is counted for determining their eligibility is fixed and notified, it shall not be changed even if the date of starting the course is advanced or deferred for any reason whatsoever.

This is a full time practical oriented course hence trainees are not be allowed to join any other course/studies/work including part-time or evening courses during the duration of course.

11. Course Fee Breakup:

The detail of fees for each semester is given below:

Sl. No	Particulars	Sem -I	Sem-II	Sem -III	Sem-IV	Sem -V	Sem-VI	4 th Year*
1	Tuition fees	23,000/-	23,000/-	23,000/-	23,000/-	23,000/-	23,000/-	46,000/-
2	Sports fees	200/-	----	200/-	----	200/-	----	200/-
3	Convocation fees	----	----	----	----	----	*900/-	900/-
4	Record book fees	200/-	----	200/-	----	200/-	----	200/-
5	Library service fees	200/-	200/-	200/-	200/-	200/-	200/-	400/-
6	Computer lab fees	300/-	300/-	300/-	300/-	300/-	300/-	300/-
7	Insurance fees	200/-	----	200/-	----	200/-	----	200/-
8	Placement cell registration fees	2,000/-	----	----	----	----	----	----
9	Security deposit (Refundable)	2,000/-	----	----	----	----	----	----
10	Library deposit (Refundable)	1,000/-	----	----	----	----	----	----
11	Souvenir fees	200/-	----	200/-	----	200/-	----	200/-
12	Building Establishment charge	5,000/-	----	----	----	----	----	----
Grand Total		34,300/-	23,500/-	24,300/-	23,500/-	24,300/-	24,400/-	48,400/-

3 -Years Diploma in Advanced Mechatronics & Industrial Automation students will pay the fee up to the 6th Semester only along with convocation fee (*900/-).

No Tuition fee for SC/ST Candidates
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Tuition fee should be paid within 10 days from the start of every semester. Candidates have to pay an additional Rs 3200/- for uniform, drawing instruments & Identity Card. The students who fail to deposit the fees within the stipulated time have to pay a fine of Rs. 20/- per day including Sundays and holidays up to another two weeks or the date of submission published through notice on Notice Board after which the trainee will not be allowed in Indo Danish Tool Room Jamshedpur.

Students are advised to purchase Drawing Instruments, laptops for Design, and Auto CAD classes.

12. Hostel Fee

The trainees admitted as boarders shall pay the following fees;

Admission Fee	Rs. 500/- At the time of admission
Hostel Security Deposit	Rs. 1000/- At the time of admission
Mess Security Deposit	Rs. 4000/- At the time of admission
Establishment Charges	Rs. 9000/- Per Semester to be paid at beginning of each semester.
Electricity Charges	Rs. 600/- per semester
Mess Charges	<ul style="list-style-type: none"> i) Mess Advance: Rs. 3400/- to be paid per semester in beginning of Semester. ii) Meal Charges: Meal charges will be calculated every month on actual basis and deposited before 10th of every month.

The Hostel Security & Mess Security Deposits are refundable to the Boarders without any interest, after completion of the course after adjustment of pending dues, if any. The boarders will pay the Establishment charge through online mode in every six-month within 10 days from the start of the next semester. Late fine will charged of Rs. 20/- per day for the next two weeks or as per notice after semester end and after that trainee will not be allowed in the course.

The hostel will be allotted only after receiving a request from the parents / guardians of the trainee in prescribed format. Similarly, the trainee can leave the hostel only after getting consent from the parents/ guardians. The trainee will not get the balance refund of hostel fees if he/she leaves the hostel in between semester. Establishment Charge (i.e. Hostel Fee) and Mess charge will be paid only online through SBI Collect platform available at IDTR website on or before 10th of every month.

13. Course commencement and effective dates

Important dates about session are mentioned in the last page of this Prospectus.

COURSES CONDUCTED AT MSME TECHNOLOGY CENTER JAMSHEDPUR

Diploma Courses (AICTE Approved)			
• Diploma in Tool & Die Making Under Mechanical Engineering [DTDUM] - (4 Years)			
• Diploma in Advance Mechatronics & Industrial Automation [DAMIA] - (3 Years)			
ITI Courses (NCVT Approved)			
Courses	Qualification	Duration	
• Machinist	10th Pass	2 Years	
• Fitter	10th Pass	2 Years	
• Tool & Die Maker (Press Tools, Jigs & Fixture)	10th Pass	2 Years	
• Turner	10th Pass	2 Years	
• Electrician	10th Pass	2 Years	
• Computer Hardware & Network Maintenance	10th Pass	1 Year	
• Welder	8th / 10th Pass	1 Year	
NSQF (MSDE,GOL) approved courses			
Courses	Qualification	Duration	
• CNC Programmer Tool Room	Diploma in Mechanical/Production/Tool Design/Mould Making/Automobile	600 Hours	
• Junior Designer CAD/CAM	Diploma in Mechanical/Engineering or Equivalent	600 Hours	
• Sr. Technician Machine Maintenance and Automation	Diploma/Degree in Electrical/ECE/Instrumentation Engg.	600 Hours	
• Technician CNC Machining	ITI in Fitter/Machinist or Equivalent	600 Hours	
• Technician Room Air Conditioner & Home Appliances	Intermediate / ITI/Diploma	600 Hours	
• Technician - Hand Held Products	Intermediate / ITI/Diploma	510 Hours	
• Technician Audio Video Systems	Intermediate /ITI/Diploma	510 Hours	
• Jr.Technician Inspection & Quality Control	Graduate in any discipline/Intermediate with science	600 Hours	
• Jr. Technician Tool & Die Maker	10th Pass	1200 Hours	
• Assistant operator CNC Milling Tool Room	10th Pass	600 Hours	
• Assistant operator CNC Turning Tool Room	10th Pass	600 Hours	
• Assistant Operator Conventional Machines	8th Pass	1200 Hours	
NSQF SAMSUNG COURSES (MSME, GOVT. OF INDIA)			
Courses	Qualification	Duration	
• Hand Held Product (HHP)	12th Pass, B.Sc, BA, B.Com, ITI, Diploma, B.Tech	460 Hours	
• Audio Video (AV)		460 Hours	
• Room Air Conditioner & Home Appliances(RACHA)		610 Hours	
Courses Held at MSME MSTC Godda (Free of Cost For SC/ST)		Under PM Vishwakarma	
Courses	Duration	Courses	Duration
• Auto CAD / Master Cam	96 Hours	• Carpenter	1 Week
• Asst. Operator CNC Turning	600 Hours	• Basket Maker	
• Asst. Operator CNC Milling	600 Hours	• Brick Mesion	
• Basic computer Skill	2 Weeks	• Assistant Barber	
• CNC Milling	96 Hours	• Tailor	
• CNC Turning	96 Hours	• Potter	

Tool Room & Training Centre, Patna
(An Extension Centre of Indo Danish Tool Room, Jamshedpur)
Patlipur Industrial Area, Patna - 800013, Bihar
Ph - (0612 2270744 (D))
E-mail : reach@idtrjamshedpur, trtapatna14@gmail.com
Web : www.patna.idtr.gov.in

MSME Multi Skill Technical Centre, Godda
(An Extension Centre of Indo Danish Tool Room, Jamshedpur)
(Ministry of MSME, Govt. India)
PO - Meherma, Village - Dhamri,
Near S.R.T. College, Block - Meherma, Dist - Godda, Jharkhand
Ph : 9263766168, 9263766169
E-mail : mstcgodda@idtrjamshedpur.com

MSME Samsung Technical School Varanasi
(An Extension Centre of Indo Danish Tool Room, Jamshedpur)
Br. MSME Development Institute
(Ministry of MSME, Govt. India)
Industrial Estate, Chandpur
Varanasi - 221106 (UP) / Ph : (0542) 2370621 (D)

IDTR featured in press

IDTR JAMSHEDPUR



पुरस्कार के साथ विजयी प्रतिभागी.

आईडीटीआर

आदित्यपुर, अरका जैन विवि में आयोजित दो दिवसीय टेक्निका में आईडीटीआर की छात्राओं ने विविंग, शॉपिंग व टप ऑफ चार में प्रथम पुरस्कार जीता. सिंगिंग में अंकित चौधरी ने विजयी प्रतिभागी में

रजक, शाकुलला मल्लो, रिधि प्रधान, काजल दास, अविनाश कोर, अर्पिता वर्मा, सलीनी व मानसी ने भाग लिया था. इस अवसर पर संस्थान के ट्रेनिंग हेड राम बबू वर्मा ने छात्राओं का हौसला अफजाई करते हुए कहा कि इस प्रकार के अध्येजन से बच्चों का शारीरिक व मानसिक विकास होता है. अचरों का टेक्निक संभव करता है विविंग

इंडो डैनिश टूल रूम को बेस्ट सैलरी पैकेज अवार्ड वर्ल्ड यूथ स्कील डे : आदित्यपुर औद्योगिक क्षेत्र के उद्यमियों का सराहनीय योगदान

संखर मन्त्र ब्यूरो

जमशेदपुर। झारखंड स्कूल टेक्नोलॉजिस्ट मिशन सोसाइटी के संस्थापक अध्यक्ष डॉ. अरका जैन के अध्यक्ष पर टटा कॉरप्लेज आईआईआर परिसर में एक कार्यक्रम का आयोजन किया गया जिसमें इंडो डैनिश टूल रूम जमशेदपुर को

मंजी झारखंड सरकार का नया वादव द्वारा आईडीटीआर को प्रतिनियुक्तों को पुरस्कार प्रदान कर सम्मानित किया गया। ज्ञातव्य है कि झारखंड सरकार के वीजल विकास प्रविधिया कायदा के तहत राज्य के अनेक संस्थानों में बच्चों के तकनीकी प्रशिक्षण को आवश्यकता को पूरा है। इंडो डैनिश टूल रूम जमशेदपुर में



को सराहना पोस्टमेट गीत का प्रशिक्षण को बेहतरीन पैकेज पर झारखंड एवं देश के अन्य राज्यों में फैलाने उपलब्ध कराया जा रहा है। आदित्यपुर औद्योगिक क्षेत्र के उद्यमियों के सराहनीय योगदान से ही यह संभव हो पाया है। आदित्यपुर औद्योगिक क्षेत्र को बेस्ट सैलरी पैकेज अवार्ड

दैनिक भास्कर जमशेदपुर 27-10-2024

टेक फेस्ट में आईडीटीआर के स्मार्ट विलेज मॉडल को मिला दूसरा स्थान



जमीया एक गैर में एक विद्युत यंत्र। बच्चों लोगों ने इस अवसर पर विविंग में को प्रस्तुत की। प्रथम, 20 विविंग पोस्टमेट के विविंग के अंतर्गत प्रथम स्थान पर आईडीटीआर को मिला। यह प्रथम बार है कि आईडीटीआर को प्रथम स्थान पर मिला है।

Proud moment for idtr and all of us. Our students from advanced diploma in mechatronics and industrial automation had got the first position in tech fest held at NTF Barmamines Jamshedpur 2023

BIT Sindri visited IDTR and IDTR have signed a MOU with the BIT Sindri for exchange the technological support.



IDTR Jamshedpur has won the price of 2nd Runner up in Inter Tech School Project Competition held at Tata Cummins.



IDTR ने साखो युवाओं को हुनरमंद बनाया है-आनंद दयाल (एमडी) MSME टेक्नोलॉजी सेक्टर (एंड्रो टेक्निकल रूम, जमशेदपुर अपने स्थापना वर्ष 1991 से अब तक लाखों युवाओं को प्रशिक्षित कर रोजगार प्राप्त करने में अलग भूमिका निभाता आ रहा है. यहां 1 माहौल के बैलू रूटिन्स कोर्स से लेकर 4 साल तक का डिप्लोमा कोर्स कराया जाता है. तीन दशकों में भारत सरकार के सूक्ष्म, सघु और मध्यम मोटाव के अर्धीन इस सर्वकारी बांडी द्वारा पूरे कोल्लन प्रामुख्य समेत अन्य राज्यों के लाखों युवाओं को हुनरमंद बनाया है और यह शिक्षिला जारी है. संस्थान के प्रबंध निदेशक आनंद दयाल ने बताया कि इस समयावधि में मेकनिकल फील्ड में कई नए देश की आभिनंभरता बढ़ाई है. इसका उद्देश्य जसुरतमंद दृष्टिक युवाओं को अलग-अलग ट्रेड में प्रशिक्षित कर उन्हें कविल बनाया है, जिसमें यह संस्थान पूरी तरह सफल रहा है.

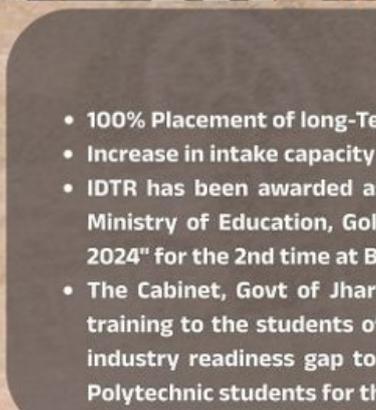
Tata Cummins selects 78 IDTR and TRTC trainees

Jamshedpur and TRTC Patna for 4 year Diploma in Tool & Die Making, 3 year Production Engineering and 3 year Diploma in Mechatronics streams at a drive conducted by Tata Cummins that was organized at Indo Danish Tool Room (IDTR), Jamshedpur. The selected trainees will join in July, 2023. It may be mentioned that earlier, 150 trainees at IDTR had been selected in a campus drive conducted by Tata Advanced Systems Hyderabad, Arestri India

आईडीटीआर जमशेदपुर में दा जाँब के लिए प्रशिक्षण हुआ शुरू 18 पारंपरिक काम को ट्रेनिंग में शामिल किया गया



प्रशिक्षण कार्यक्रम शुरू।



ACHIEVEMENT HIGHLIGHTS - 2024

- 100% Placement of long-Term trainees at IDTR Jamshedpur.
- Increase in intake capacity of AICTE approved diploma program from 300 to 525.
- IDTR has been awarded as the "Institution of the Year 2024" by the Board of Practical Training of Eastern Region, Ministry of Education, Gol. IDTR has received this award in Kolkata on the occasion of Regional Apprenticeship Day 2024" for the 2nd time at BOPT (ER), Kolkata
- The Cabinet, Govt of Jharkhand has approved & notified the proposal of IDTR Jamshedpur to provide value added training to the students of four Polytechnics in the vicinity of IDTR Jamshedpur. This initiative is taken to bridge the industry readiness gap to become employable. The Courses conducted at IDTR Jamshedpur will help to qualify the Polytechnic students for their credit points

14. SYLLABUS:
14.1 4-YEARS DIPLOMA IN TOOL & DIE UNDER MECH. ENGINEERING (DTDUM)

Semester	Subject	Practical
1st	Basic Mathematics	Computer Fundamental
	Engineering Graphics	Bench Work & Fitting
	Manufacturing Technology (Fitting)	Shaping & Turning Exercise
	Manufacturing Technology (Turning)	
	Basic Physics	
	Measurement & Control	
	English - I	
2nd	Engineering Mathematics	Physics Lab Practice
	Mechanical Engineering Drawing	Bench Work & Fitting
	Manufacturing Technology (Milling)	Shaping & Turning Exercise
	Metrology & Quality Control	
	Mechanical Engineering Materials	
	Communication Skill	
3rd	Applied Mathematics	Development of Life Skills (Group Discussion)
	Manufacturing Technology (Grinding)	Milling & Grinding Exercise
	Advance Manufacturing Process	
	Mechanical Engg Materials (Plastics)	
	Theory of Machines & Mechanism	
	Jigs & Fixture (Theory & Design)	
4th	Fluid Mechanics and Machinery	Professional Practices (Group Discussion)
	Power Engineering	Milling & Grinding Exercise
	Applied Science (Mechanical)	CNC
	Press Tool (Theory & Design)	
	Thermal Engineering	
	Auto CAD	
5th	Forging	Development of Life Skills (Group Discussion)
	Strength of Material	Press Tool / Mould-making Exercise
	Industrial Management	
	Mould (Theory & Design)	
	TQM	
	Engineering Mechanics	

Semester	Subject	Practical
6th	Mechatronics	Professional Practices (Group
	Basic Chemistry	Discussion)
	Electrical Engineering	Press Tool / Mould-making Exercise
	Die Casting Design	Basic Electrical Lab Practices
	Fundamental of Electronics	Basic Electronics Lab Practices
	Hydraulic & Pneumatic	
7th	Industrial Training	
	Written Test	
8th	Industrial Training	
	Project Work	
	Viva	

14.2 3-YEARS DIPLOMA IN ADVANCED MECHATRONICS & INDUSTRIAL AUTOMATION (DAMIA)

Semester	Subject	Practical
1st	Communicative English	Basic Electrical Engg. Lab Practice
	Engineering Mathematics-I	Basic Electronics Lab Practice
	Engineering Physics	Physics Lab Practice
	Engineering Drawing	Workshop Practice
	Basic Electrical Engineering	Lab Practical
	Basic Electronics	
2nd	Engineering Mathematics-II	Computer Application Lab Practice
	Engineering Chemistry	Workshop Practice
	Computer Application	Lab Practical
	Machine Drawing	
	Engineering Mechanics	
	Professional English & Seminar	
3rd	Applied Mechanics	Analog and Digital Electronics Lab
	Electrical Circuits and Machines	Electrical Circuits and Machines Practical
	Manufacturing Technology	Manufacturing Technology Practical

Semester	Subject	Practical
	Analog & Digital Electronics	Workshop Practice
	Signal and System	
	Control System	
4th	Engineering Metrology	C, C++ Programming
	Strength Of Material	Hydraulics and Pneumatics Practical
	Hydraulic and Pneumatic System	Programmable Logic Controllers Practical
	Measuring Instruments & Sensors	Measuring System Lab Practice
	Programmable Logic Controllers	C, C++ Programming
	Mechatronics System	
5th	Industrial Instrumentation and Automation	Micro-Processor and Micro-controller
	Micro-Processor and Micro-controller	Lab Practical
	Industrial Electronics & VFD	CAD/CAM Lab Practise
	CAD/CAM	CNC Practical
	SCADA & HMI	SCADA & HMI Practical
	Embedded Systems	
6th	Industrial Engineering and Management	Process Control System Practical
	Process Control System	Robotics Practical
	Robotics	Project Work
	Plant Maintenance and Safety	
	Quality Management System	
	Theory Of Machines	

15. Examinations Eligibility and Evaluation Criteria

The minimum attendance necessary for appearing in the semester examination shall be 80%. Attendance provided upon attaining the requisite proficiency. However, it is desired that the students should strive to achieve 100% attendance. No relaxation in the minimum attendance towards eligibility for appearing at the Semester Examination shall be allowed.

15.1 Overall Pass Criteria

SEMESTER EXAM	Theory Minimum Marks		Practical Minimum Marks	
	Sessional Examination	Semester Examination	Sessional Examination	Semester Examination
DTDUM : 1 to 8 & DAMIA : 1 to 6	Minimum 50% in each Subject	Minimum 40% in each Subject	50%	50%
	Aggregate 45% on each subject including both the Sessional and Semester Exam.			

15.2 Promotion under Probation

This shall be considered in the following cases if it is felt that there is a scope for improved performance:

- i If there is a shortfall in the prescribed Sessional requirements during the semesters in practical or both.
- ii If there is a shortfall in the semester-end exam marks prescribed in practical.
- iii If there is a shortfall in the semester-end exam marks in theory subjects.

15.3 Declaration of Probation (D. P.)

- i Trainees failing in four or less than four subjects in any Semester Examination shall be promoted (conditionally) and shall have to appear and pass in the failed subject(s) in subsequent two chances during the course period. Failing to clear the subjects in the given chances the student shall be deemed to be terminated from the course.
- ii Students must attend classes in their assigned shifts as designated by the Batch In charge. Non-compliance may result in disciplinary action.
- iii During the training period, trainees must maintain a professional appearance in the workplace. Male trainees are required to keep their hair well-groomed, while female trainees should tie their hair neatly. Failure to do so may result in disciplinary action, such as a verbal or written warning, or suspension.
- iv Trainees who shall fail in the final semester, have to pass the failed subject(s) in subsequent two consecutive chances, after which they shall not be allowed to appear for the Examination & no Diploma shall be awarded leading to termination of training forthwith.
- v Trainees who fails in more than 4 subjects including both semesters in a particular academic year shall be detained & have to repeat all the papers along with the next batch of trainees.
- vi If a student fails to appear at the semester-end examination due to a shortage of 80% attendance in same academic year, shall be detained and will have to continue with the next Batch.

- vii Students can apply for Re-evaluation of Semester exam papers by submission of fees of Rs.200/- along with the re-evaluation application form.
- viii No trainees shall be allowed to repeat a year more than once or to repeat more than two years during the whole course. In case a trainee fails to pass semester examinations within these rules, the training shall be terminated for his unsatisfactory performance in terms of the agreement/surety bond furnished by the trainee at the time of his / her admission to the course.
- ix To appear back papers (repeat failed subjects) a fee of Rs.500/- per subject shall be charged. However, there will be no fee for regular examinations.

15.4 Trainees who qualify in the Final Examinations shall be placed in three Divisions according to the average marks obtained (1st - 8th Semesters for DTDM & DTDUM and 1st - 6th Semester for DAMIA) as follows:

- i. Trainees who secure equal to & above 75% marks shall be placed in Distinction.
- ii. Trainees who secure equal to & above 60% marks but less than 75% marks shall be placed in the First Division.
- iii. Trainees who secure equal to & above 50% marks but less than 60% marks shall be placed in the Second Division.
- iv. On successful completion of the Diploma Course, the trainees shall be awarded the Diploma Certificate by the Centre.
- v. The examination shall be conducted according to the program as may be notified by the HoD (Training) or any officer designated for the purpose.
- vi. Examiners or a Board of Examiners shall be appointed by General Manager which may include Internal Examiners (Officials of the Tool Room) and External Examiners. Examiners or Board of Examiners shall be assisted by the officials of the Tool Room in the manner to be decided by General Manager.
- vii. Failure to appear in the examinations for reasons whatsoever shall be treated as a failure to qualify (pass) in the final Examination.
- viii. Trainees seeking re-evaluation of theory or practical examination papers must fill the designated Form and pay the charges Rs.200 fee per subject. Each subject's theory and practical components are considered separately, requiring a fee for each. Additionally, applicants must accept to revise marks, even if they decrease. Changes of less than 5% won't be adjusted unless they alter the pass/fail status or division. Requests for re-evaluation must be submitted within 15 days of result declaration, late submissions will not be accepted.
- x. If the trainee fails the internal exam he will not be allowed to appear in the external exam in that particular subject.
- xi. If the trainee fails the internal practical exam he will have to repeat the whole year along with the next batch.

16. Trainees Uniform

- a. The trainees will have to come to the institute in proper uniforms as per the colour and design specified by the Tool Room.
- b. The Trainees have to wear industrial shoes and safety goggles at the workplace.
- c. Trainees shall attend training classes (theory as well as practical) in uniform and shoes as may be prescribed from time to time by the Tool Room.
- d. Trainees shall at their cost, arrange uniforms and shoes and another article of dress (full pants, shirts, etc.) themselves.
- e. Winter season colour of warmer clothes will be in NEVY BLUE full sleeve.
- f. No trainees shall be allowed to attend in chappals, slippers, sandals, or in any loose dress considered to be unsafe by the Batch In-charges and other officers of the Training Department and such trainee shall be sent back from the Tool Room and marked absent on the day.

Note:

- Low waist and narrow trousers are strictly not allowed.
- Boys should come with neatly trimmed hair and beards.
- Girls should come with neatly bun hair style.
- Nail paint, Mehndi and ornaments are strictly not allowed.

17. Local Industrial Tour

The Centre shall arrange Industrial visits to local Industries. Students will have to meet the expenses incurred for this purpose.

18. Leave

- (a) A vacation of 15 days for semester or 30 days per year will be given to the students.
- (b) A trainee who is injured due to an accident during his training at the Tool Room and is unable to attend his training on account of that shall be allowed leave, provided it is certified by such medical authorities as may be specified for this purpose by General Manager that he is unable to attend training on account of that injury.
- (c) No other leave except otherwise provided in this rule shall be permissible, even on sickness, to the trainees during the course. Any other period of absence, including late coming or any other commission, misconduct, or otherwise shall be treated as absence from training for compilation of the requisite percentage of attendance for eligibility for appearing in the Semester Examination / Final Examination.

19. Risks and Hazards

The Tool Room shall take all precautionary measures concerning safety. However, the

Trainees should decide to join the course of their own free will and at their own risk. In case of any injury or any disablement (temporary/permanent) suffered by the trainees during the course due to any accident or otherwise the Tool Room shall not be liable to pay any compensation whatsoever.

Trainees and their guardians (in the case of minors) shall indemnify the Tool Room on this account. Without prejudice to the above condition of engagement of trainees at the Tool Room, the trainees may insure themselves against the risk of accident and/or other industrial hazards for their engagement at the Tool Room as trainees for which insurance premium shall be paid by the trainees themselves. On the specific request of trainees, the Tool Room can arrange Group Insurance subject to the premium for this being paid by the trainees.

20. Agreement

The candidates selected for admission shall have to agree with the Tool Room to abide by the rules and regulations of the course in force from time to time to the satisfaction of General Manager. The parents of the trainee have to enter into an agreement bon of Rupees Fifteen Thousand (Rs 15000/-) with the institute assuring that the trainee shall not withdraw from the course till the completion of the course.

21. IDTR Administrative Rules & Regulations Applicable for Trainees

The Administrative Rules and Regulations, (hereinafter referred to as 'Rules and Regulations for Students – IDTR Jamshedpur) shall be applicable to all students as soon as they are admitted to the training centre of IDTR to any course, till the student graduates and completes the training.

21.1 Definitions: These Rules and Regulations for Trainees

- a. "Tool Room" shall mean Indo Danish Tool Room, Jamshedpur.
- b. "Council" shall mean the Governing Council of the Tool Room.
- c. "Chairman" shall mean the Chairman of the Governing Council of the Tool Room.
- d. "General Manager" shall mean the General Manager of the Tool Room.
- e. "HoD (Training)" shall mean the HoD (Training) of the Tool Room or any other officer nominated by General Manager in absence of the HoD (Training) to look after the duties of the HoD (Training).
- f. "Course" shall mean the Training course of the Tool Room leading to "DIPLOMA".
- g. The Administrative Rules and Regulations, (hereinafter referred to as 'Rules and Regulations for Students – IDTR Jamshedpur') shall be applicable to all students as soon as they are admitted to the training centre of IDTR to any course, till the student graduates and completes the training.
- h. A joint undertaking of the student and his/her parent/guardian as given in the

format (Format-1) has to be executed as soon as the student joins the IDTR. The duly filled in undertaking should be personally handed over by the parent / student the Faculty in-charge immediately on joining.

- i. The HoD (Trg.) is authorised to issue standing orders, circulars, notices, memos, guidelines, procedures, etc. for the training centre under his control and those shall be applicable to the students.

21.2 Zero Tolerance for Ragging - IDTR's Anti-Ragging Policy

Ragging in any form is strictly prohibited on the campus and in the hostels. This includes inducing, compelling, or forcing a student, whether through practical jokes or otherwise, to engage in acts that diminish human dignity, exposes them to ridicule, or prevent them from lawful activities by means of intimidation, wrongful confinement, or physical harm. It's important to note that ragging is punishable under various provisions of the State Education Act. Any student found involved in, aiding, or abetting ragging will face disciplinary action determined by IDTR management, including potential legal consequences. Anybody found to indulging himself in ragging activities shall be severely punished to the extent of termination from training.

22. Rules of Academics, Time Keeping & Code of Conducts

22.1 Attendance and Absenteeism Policy:

- a. The students should maintain minimum attendance of 80%. Both student and their parent are advised to plan social and family functions to take place during notified vacations/holidays and refrain from extending vacations/holidays.
- b. No Medical leave or any other ground is taken in to consideration for below 80 percent attendance. However no such provision is available to compensate attendance by doing extra shift for securing minimum attendance required i.e. 80 percent to sit in the semester end examinations.
- c. Students must adhere to IDTR timings, promptly reporting any lateness to the training officer or batch in-charge, or any available management staff, and obtaining endorsement in the attendance record. They are expected to arrive five minutes early to classrooms/workshops/labs, with tardiness taken seriously. In cases of unavoidable lateness, students must submit a written report to the training officer or class coordinator, seeking permission to enter.
- d. This leave cannot be taken for more than 6 days. The leave cannot be claimed as a matter of right and will be granted entirely at the discretion of the HoD (Trg.). A written application from the parent is mandatory for grant of special leave.
- e. Absence without permission is a serious breach of discipline. It is punishable with compensation of double the period of absence. In case of repetition, the students is

liable to be debarred/terminated. Habitual late coming, willful absenteeism, skipping any session in between or abandoning from any group activity or bad behavior shall result in debarring/termination of students from the course.

- f. No late coming shall be allowed. Depending on whether a trainee is late in the forenoon or the afternoon his / her late attendance shall be treated as a half-day absence either in the First half or in the Second half.
- g. In cases of illness beyond 3 days, student or the parent should write to the Unit Head about the health condition, treatment plan and doctor's report on health.
- h. Absent without leave or without information or overstaying the sanctioned leave without reasonable cause or proper or satisfactory explanation of absence from the Training Centre of the trainees without permission or sufficient cause is not permitted.
- i. Habitual absenteeism and habitual late attendance will not be tolerated and serious disciplinary action may be taken against the trainee.
- j. Students should always leave the classrooms or workshop with the permission of their instructor, whether for short duration or long duration during the working hours. Failure to do so will result in marking the student absent for the whole day
- k. Leaving the workplace, classroom, lab or the Institute premises during working hours without permission and leaving the hostel without permission at other times for those who stay in hostel will be treated as indisciplined and due action will be taken against such students.
- l. Every trainee shall take permission from the Concerned Officer to leave his / her place of training.
- m. Students shall wear clean and proper uniform as well as suitable footwear (preferably Industrial Safety Shoes) as prescribed. Students are required to present with proper turnout i.e. proper haircut, shaving, trimming of moustache, polishing of shoes etc.
- n. Trainees shall maintain their uniforms in neat condition. They shall replace the broken buttons etc. and mend the damaged uniform.
- o. Trainees shall arrange at their own cost, all stationery, drawing, and other instruments and books prescribed for the course. Tool Room may, however, at its sole discretion, issue some stationery for the sake of uniformity for which cost shall be payable by trainees.
- p. Trainees may borrow such books from the Tool Room as the Tool Room may earmark for the purpose from time to time.

22.2 Training Ethics & Standards

Trainees shall strictly follow the procedures introduced from time to time and instructions issued by General Manager or any other official of the Tool Room authorized to do so and each trainee is responsible to take care of these concerning points are the following:

- a. Every trainee shall be present at his/ her place of training following the program prepared and notified. He/she shall maintain utmost punctuality in timekeeping. If he/she is not found in his / her place of training without any justification to the satisfaction of his batch In-charge or any other officer or expert of the Tool Room, he/she shall be marked absent for the day, in addition to disciplinary action which might be taken against him/her.
- b. Students shall not be found to be in possession of any unauthorized material, tools, gauges, components, technical literature, electronic gadgets, library books beyond permitted duration or any other property belonging to the training centre or others.
- c. Defacing the premises by writing, drawing, nailing, or sticking pictures on walls or equipment is strictly prohibited. This includes posting bills, posters, or marking structures in any way. Students are not allowed to display obscene photos, cine actors' photographs, or sports personalities' images on the walls of the training center or hostel.
- d. During training the trainees shall strictly abide by the Rules and Regulations of the course and any other instructions issued by the General Manager, HoD (Training), or any other official authorized to issue such instructions from time to time.
- e. Deposit of finished and semi-finished practical exercises jobs timely.
- f. Reporting of breakages and machines damages honestly.
- g. Proper maintenance of machines and other plant and equipment, accessories, etc. Including periodic lubrication.
- h. Disposal of borings and turning and other scraps in ensured place.
- i. Cleanliness of machines including cleaning of shop-floor around machines.
- j. Lights and Fans switching off when these are not required.
- k. Ensure Machines should be turned off in case of emergency or power cuts.
- l. Keeping Tool and material lockers in proper ensured place.
- m. Handing over / taking over machines and other equipment through formal process.
- n. Allotment and operation of machines should be innovative and value adding.
- o. All the fees will be paid through online mode before prescribed date.
- p. Disorderly behavior at the workplace, classroom or hostel or anyplace within the training centre and outside should be prevented.
- q. Leaving or Entering the Training Centre through entrance and exits other than those permitted or on days not authorized.
- r. Undue slowness is not good at workplaces.
- s. Unnecessary waste of material is not tolerated as it is a waste of time, power and money.
- t. Being in the Hostel during working hours without permission may lead to disciplinary action by the authority.

22.3 Communication and Respectful Interaction Guidelines

- a. Any loss or damage to the Tool Room's property arising out of a wilful act of a trainee or due to his negligence or non-compliance with instructions, safety rules shall be recovered from the trainee and his / her surety guardians. The decision of the General Manager as to whether the loss or damage has occurred out of a wilful act or negligence as aforesaid, or not, about the amount of loss/damage, shall be final and binding on the trainee & his surety and guardians.
- b. The Tool Room offers training opportunities to willing trainees under known terms and conditions, subject to amendments. Trainees are prohibited from organizing protests or collective bargaining for changes in admission terms. Any issues should be reported individually to batch in-charges or Tool Room officials as prescribed. Trainees are not permitted to form unions or associations.
- c. During the course, the trainees shall not apply for any employment, scholarship, travel ship, part-time work, or any other training otherwise than through General Manager. They shall apply through a proper channel which will be considered on the merits of each case.
- d. Trainees shall not commercialize any, a discovery made in the course of training in the Tool Room.
- e. The trainees are instructed to collect all the papers and documents submitted at the training centre at the time of admission within 15 days of the completion of the course after clearing their dues from all the departments. The Tool Room shall not be responsible for any papers or documents of the trainees beyond this period.

22.4 Trainee Code of Conduct and Disciplinary Action

The following shall be deemed to constitute misconduct of the trainees (s) punishable under IDTR, training rules as misconduct of the trainee(s):-

- a. Gambling within the Tool Room's premises including any other sub-office, or building of the Tool Room.
- b. Refusal to receive an official document.
- c. Deliberate false statements, falsification of records, impersonation, suppression of facts.
- d. Wilful failure to report occurrences or any information which may endanger other's life or Tool Room's property.
- e. Private or personal work within IDTR premises and with Tool Room's facilities whatsoever.
- f. Students shall not participate in any political agitation or activity. Also, mass representation or signature campaign for seeking favours or defying lawful orders is prohibited

- g. Staying inside Tool Room's premises beyond training hours except when permitted or authorized.
- h. Students shall not loiter in the campus and hostel during training hours. They should maintain at all times and at all places peace, calm and cleanliness.
- i. Violation or non-compliance with any Rules or instructions issued.
- j. Participating in an illegal strike or abetting, inciting, instigating, or acting in furtherance thereof.
- k. Collection or canvassing for collection without the permission of the IDTR/Training Centre of any money except following the rules of IDTR, JSR.
- l. Wilful damage to work in process or to any property of IDTR/ Training Centre.
- m. Intended offences or instigation against instructions given by superiors. Not reporting damages on machine and tools or losses etc.
- n. Damage of machine, tools, equipment and other properties of the training centre due to carelessness.
- o. Intentional waste of material, or money.
- p. Intended waste of time.
- q. Acts of violence against any person in the IDTR premises or outside.
- r. Political propaganda among Trainees and Staff.
- s. Offences against morality within the campus or outside.
- t. To give information about internal affairs of the training centre or working processes to third persons.
- u. Holding meetings inside the premises of the establishment without prior permission of the IDTR.
- v. Hand to hand dispute with other students.

23. Warning / Suspension / Debarring / Termination

Student will be punished seriously such as suspension, debarring, termination, transfer etc., after obtaining a written explanation from the student and after being heard in person by the HoD (Trg.), IDTR, Jamshedpur or an officer nominated by him. Students are cautioned that non- submission of written explanation, when demanded by any staff, is also an offence punishable under the provisions of these rules and regulations.

- i Any offence, which the student has been repeated number of times intentionally where earlier warning for improvement is given. In such condition he/she may be suspended, debarred, transferred or terminated.
- ii If he/she has received three warnings for various types of offences, which are misconducts, then he/she shall be liable to be terminated or debarred depending on the gravity of the offence.
- iii Slandering a co-student or staff, involving in argument with the staff both during working and non-working hours.
- iv Speak badly about the Training Centre to third persons or speak badly about the

- IDTR Jamshedpur or any of its staff members to third persons.
- v Using abusive language and misbehave against staff.
 - vi Falsification of lab book, wrong entries in job card, material card, tampering with hostel mess, information slip or misbehaviour in the mess, canteen, library, auditorium and other areas of instructions/ recreations.
 - vii Private work or work for third persons without permission either within the campus or outside.
 - viii IDTR Administration is strict regarding use of intoxicants, trainees if found intoxicated or bring any kind of narcotic drugs, cigarettes, liquor or other such products may lead to his/ her suspension, a heavy penalty and maybe termination.
 - ix Aiding or indulging in malpractices during the course of training or during exams both in theory and Practical.
 - x Unauthorized absence during Semester Exams.
 - xi Misbehaviour by trainees towards staff.
 - xii Involvement in any form of ragging.
 - xiii Pending investigations of allegations against the Student suspected of misconduct, he/she may be suspended for a maximum period of two weeks if the HoD (Trg.) has good and proper reasons. If the trainee is fully exonerated and if his attendance is affected preventing him from writing examinations, the student's shortage of attendance may be condoned.
 - xiv Violation of any Rules and Regulations and/or any instructions by any trainee(s) shall amount to misconduct in terms of the aforesaid Agreement and Surety Bond and the training of trainee(s) may be terminated and the Surety Money shall be realized from the Surety and/or trainee(s) in terms of the Surety bond as aforesaid.
 - xv Any kind of dangerous belongings like any kind of arms is strictly prohibited inside the IDTR premises, if anyone has found such things with his/her may lead to termination.
 - xvi If any time during training, it is observed that the conduct/activity of trainee(s) goes against the smooth conduct of the training programs or any other activity or is otherwise detrimental to the interests of the Tool Room, the training of the trainee(s), may be terminated without notice and without assigning any reason. The decision of the HoD (Training) or any other official looking after his duties in this regard shall be final and binding on the trainee, his Surety, and Guardians.
 - xvii The trainees shall attend practical (basic and shop floor etc.) training and related instruction classes regularly. Irregular attendance or absence from training for more than six working days without authorized permission will be treated as a loss of lien and will be liable for the termination of the training.
 - xviii Not observing the rules or instructions given by Superior (e.g. leave application not submitted in time, no medical certificate /fitness certificate, failure to maintain diary or files etc.), failure to serve timing of the hostel, mess or the canteen.
 - xix If trainee is found to be involved in any act of violence/riot / criminal and any other

such activities, his / her training will be terminated by the centre without assigning any reason(s).

- xx In case, the police detain any trainee for more than 24 hours in custody, his/ her training shall be terminated by the centre. Competent Authority to take action under this rule shall be the HoD (Training) or any other officer looking after his duties. The appellate authority in this case shall be General Manager.

24. Theft from Training Centre, Hostel premises, etc.

IDTR Jamshedpur aims at producing very honest manpower to the requirement of industries and hence expects high level of integrity from its students. In the unlikely event of a theft committed by a student, he/she will be **debarred for one year**. On humanitarian grounds, the student may be re-admitted to the same semester next year on payment of stipulated fine, to pay full semester fee at the applicable highest fee for the relevant course. In case of recurrence of theft, his/her studentship will be terminated forthwith and will be liable for penal action.

- i Action with intention to defraud/cheat/ swindle the Training Centre, co-trainees and staff.
- ii Acts of subversion. (Destruction, ruin, something that bring out an overthrowing a rule or law).

25. Power to Amend & Relax the Rules

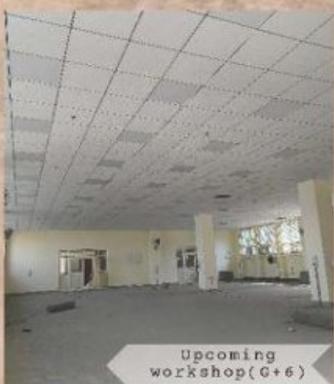
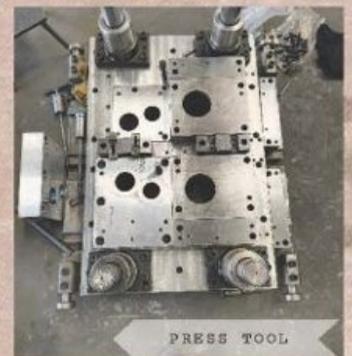
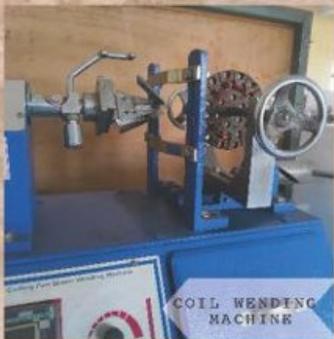
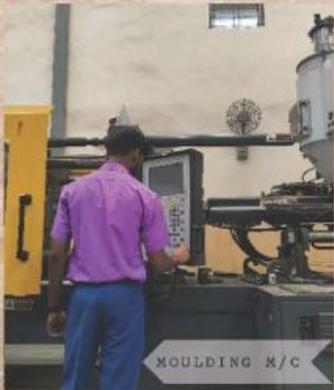
These Rules including fee structure are subject to change and Amendment & Relaxation in the Rule (s) can be made by the Governing Council or its Chairman or any of its delegated authority at any point in time.

26. Application of Other Rules

Such of the rules and regulations which have not been referred herein or other decisions of the Governing Council of the Tool Room shall apply to trainees of the course except where said provisions have become repugnant due to any provision laid down in these Rules and Regulations.

27. Grievances Redressal & Repeal

Any rules and regulations corresponding to these rules and regulations in force immediately before the commencement of these rules & regulations and applicable to trainees to whom these Rules and Regulations apply are hereby repealed, provided that any order made or action taken under the rules and regulations so repealed shall be deemed to have been made or taken under the corresponding provisions of these Rules and Regulations. All admissions made before coming into force of these Rules and Regulations shall be deemed to have been made under these Rules and Regulations and all the present Trainees shall be governed by these Rules and Regulations.

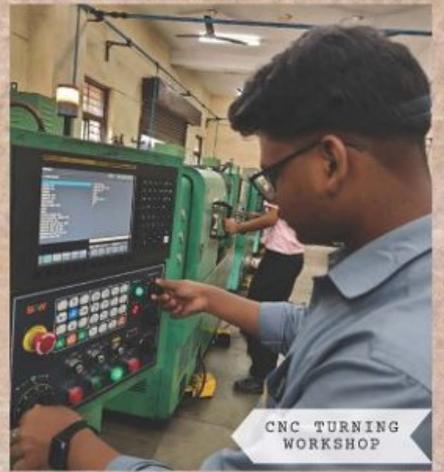




3D PRINTER



WATER JET MACHINE



CNC TURNING WORKSHOP



SPORTS DAY



ELECTRONICS SECTION



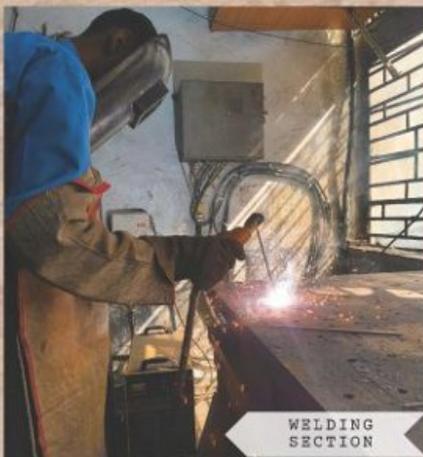
LIBRARY



CNC MILLING WORKSHOP



INSPECTION DEPARTMENT



WELDING SECTION



CNC 5 AXIS

[Format -1]

Parents / Guardian Consent Form

Date:

I/ We, Smt..... Mother and Shri Father having residential address atbeing the legal guardian and parent of (name of the student) are giving consent to abide with administrative rule and regulations of training centre.

Name

Signature:

i) Mother:

ii) Father:

iii) Guardian:

Trainee Undertaking

I.....(Name of trainee) of..... Course here by agree to abide by the Administrative Rules and Regulations, standing orders etc. of the IDTR Jamshedpur which I have read and / or have been explained to me and are fully understood by me. One copy of the Rules and Regulations is in my possession.

Date:

Mobile No.:

Roll No..... Batch..... Course.....

Name & Signature of the Father / Mother / Guardian.....

Signature of Trainee:

[Format -2]

(Non –Judicial stamp paper any amount and signed by the parents & notaries on all pages)

AGREEMENT BOND TO BE SIGNED BY THE GUARDIAN

The agreement made this (present date).....day of (month)..... two thousand..... between Indo Danish Tool Room, Jamshedpur, A Government of India Society, registered under the Society Registration Act, 1860 and having its Training Centre at Gamharia, Jamshedpur, (hereinafter referred to as training Centre) and the trainee (trainee's name)..... (hereinafter referred to as trainee) and (father's name)guardian of the said trainee who is aged about (age)..... years (herein after referred to as the confirming part)

Whereas the Indo Danish Tool Room in the course of its rendering professional service made agreements for admission to Diploma Course at the Indo Danish Tool Room, Gamharia Jamshedpur, and for such purpose as per the Rules and Regulation made by the Indo Danish Tool Room, Jamshedpur made agreements for selection of suitable trainees to undergo the said course on the terms & conditions of such training notified to all the prospective trainees intending to undergo the said "course".

And whereas (students name)..... was selected for admission to the said "course" at the said training centre on the term and conditions of the prospectus, the guardian of the said trainee agrees to furnish a surety bond for the sum of Rs.15,000/- (Rupees Fifteen Thousand only).

And whereas agrees to fully comply with the term and conditions referred to in the letter of appointment for his training in the said course. NOW THIS AGREEMENT WITNESS AS UNDER

1. Indo Danish Tool Room agrees to admit the trainee in its Diploma Course on due fulfilment on his part of the obligation mentioned issued vide the letter of appointment issued by the Indo Danish Tool Room, Jamshedpur, to the trainee.
2. Indo Danish Tool Room, Jamshedpur on the admission of the said trainees will allow the trainee to learn both theoretical and practical matters specified in the syllabus meant for the Training course for Diploma Course (herein after referred to as "Course") with its amendments and/or.
3. Modification, If any, and trainee agrees to devote his whole time and energy to get benefits while undergoing the said training for specified Four years and undertakes not to accept any jobs whether on a part-time or full-time basis anywhere and /or not to devote his time for any financial gains or otherwise while undergoing his training in the said course.
4. That the trainee agrees and understands that if he is not interested to continue his course of training, he/she should intimate in writing to the management requesting for the termination of his training trial period and the same shall be made within one month of joining the course.

5. Trainee further agrees and undertakes that subsequent to the final confirmation of the satisfactory initial trial training period of one months from the date of the commencement of the course i.e. in the event the trainee of his own abandonee or cause cessation and/ or termination in any manner for any reason to continue his training and / or causes termination of his training for any reason whatsoever whether on health ground or otherwise prior to the-completion of 4 years the trainee and surety will be jointly and / or severally liable to refund the aggregate amount of the liquidated damage of Rs. 15,000/- (Rupees Fifteen Thousand) only due to the expenses etc. incurred by the Indo- Danish Tool Room, Jamshedpur for the training of the trainee as well as loss or opportunity caused to the prospective of other trainees to whom admission was not granted earlier due to the admission of the trainee's view of his trade categorical assurance as well as undertaking not to cause cessation of his training till the expiry of four-fixed year of training of trainee.
6. The parties agree that during the initial trial period of training of one and half months, the trainee shall have the right to terminate the present agreement including the termination of the continuance of the trainee of the training by giving in writing and for such termination of training period there will be no finical obligation of the trainee to pay liquidated damages to the Indo-Danish Tool Room, Jamshedpur and however, in the event of said trial training period of one and half months the Indo –Danish Tool Room, Jamshedpur shall have the right to terminate the training period of the student if not found suitable.
7. The trainee agrees and confirms that given his admission to the said course, the relation between the Indo Danish Tool Room, Jamshedpur, and the trainee shall be strictly the relation between a practical educational Institution and its pupil and shall not in any way be construed as a relation between employer and employees and/or between master and servant. The trainee while undergoing the training shall attend with their risks as well as hazards and Indo Danish Tool Room, Jamshedpur will not be in any manner held responsible or liable financially or otherwise in the event of an accident or accidental injuries caused to the trainee.
8. The trainee agrees and confirms that due to his admission in the said course and his successful completion of Four years training period, it shall not at all be obligatory for the Indo Danish Tool Room, Jamshedpur to offer any employment to the said trainee after completion of such Four years.
9. The trainee further agrees that besides the provisions mentioned earlier, the trainee shall have the following obligation, which he agrees to and confirms for its due fulfilment.
10. The trainee shall conduct himself as a trainee learning the matters prescribed for the said course and not treated as an industrial worker, learn consciously as well as

diligently, and endeavour to qualify himself as a skilled tool maker before the expiry of the said course.

11. The trainee shall attend practical (basic and shop floor etc.) training and related instruction classes regularly. Irregular attendance or absence from training for more than six days without authorized permission will make him liable for the termination of the training.
12. The trainee will not be allowed to sit for the Semester End examination if he/she fails to attain 80% attendance criteria till the start of the semester examination of that particular semester. Shortage of attendance for reasons whatsoever (including on medical grounds) will not be considered a ground to relax the 80% minimum attendance criteria requirement to sit for the semester-end examination.
13. The trainee will accept without any objection termination of his training after the completion of the said initial one and half months trial training period in the event the Indo Danish Tool Room, Jamshedpur at its sole discretion terminates the present agreement due to unsatisfactory progress of the training of the trainee or due to any misconduct committed by the trainee or due to subversive activities and/or acts of indiscipline on the part of the training under such circumstances will be deemed to have caused his termination of training and shall be liable to make payment of the liquidated damages mentioned in clause 5 of the present agreement.
14. The trainee shall appear for periodical tests that may be conducted from time to time by the Indo Danish Tool Room, Jamshedpur.
15. The trainee during the continuance of his four years training course which will be deemed to be completed on ----- will not enter into any contractor agreement for his training and/or employment in any manner with any neither concern nor enter into any correspondence in this behalf.
16. The trainee in case of any report against him received by any Indo Danish Tool Room, Jamshedpur will face the consequence of acts subversive of discipline and/or loss of reputation of the Indo Danish Tool Room Jamshedpur and under such circumstances, the Indo Danish Tool Room, Jamshedpur shall be entitled to take appropriate action against the trainee in the manner steps are ordinarily to be taken against any pupil attending the training institution.
17. 9 The trainee further agrees that besides the provisions mentioned earlier the Indo Danish Tool Room, Jamshedpur shall have the following obligation which it agrees to and confirms.
18. The Indo Danish Tool Room, Jamshedpur will make efforts for suitable training for the said course Diploma in _____.
19. The Indo Danish Tool Room, Jamshedpur has no financial obligation for making any payment for the training.
20. The Indo Danish Tool Room, Jamshedpur shall have no obligation for providing

accommodation or residential purposes of the training and/or to provide any quarter or if provided a nominal amount may be charged from the trainee being the administrative expenses.

21. The weekly days of the training of the trainee will be as follows provided that the training centre shall have the right to make alternations and the modification of the same.
22. The centre will observe fixed days per week during the course. The weekly off may be on any day as per the decision of the Indo Danish Tool Room, Jamshedpur.
23. The Indo Danish Tool Room, Jamshedpur at the discretion notifies the holidays in a calendar year when the trainee need not attend the training, and the decision of the Indo Danish Tool Room, Jamshedpur shall be final and binding.
24. The Indo-Danish Tool Room Jamshedpur from time to time notifies the trainees undergoing the said course of the hours of attendance for the training and its decision on this behalf shall be final.

Signed and delivered by the said (trainee) -----

In the presence

1)

2)

Signed & delivered by the said (Parents)-----

In the presence of

1)

2)

Signed & delivered by the said Indo Danish Tool Room, Jamshedpur in the presence of

1)

2)

[Format -3]

(Non –Judicial stamp paper any amount and signed by the parents & notaries on all pages)

SURETY BOND TO BE SIGNED BY THE GUARDIAN & SURETY

Known all me by those present that we (father's name)..... son/daughter of (grand father's name of the candidate)..... (Hereinafter called the guardian) Guardian of (student name)..... son of (father's name)... resident (address)..... and (surety's name)..... son of (father's name of the surety)..... hereinafter called the surety do hereby bind ourselves and our respective heirs, executors, and administrators to pay to the Indo Danish Tool Room; Jamshedpur (hereinafter called the Centre) on demand the sum of Rs. 15,000/- (Rupees Fifteen Thousand) only whereas the above (student name).....of the bounded (father's name)..... is admitted to the Diploma(hereinafter referred to as COURSE) in the Indo Danish Tool Room on.....(present date).

AND WHEREAS it shall not be obligatory on the part of the Indo Danish Tool Room, Jamshedpur to offer any employment to the trainee on completion of neither this training nor it shall be obligatory on the part of the trainee to accept any employment under the centre.

THIS CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT IN THE EVENT OF THE ABOVE (student name)..... Son/ daughter of the above bounded (father's name).....

- a) Not conforming to the rules and Regulations of the course and any other instructions regarding the training of studies conveyed to him/her by an authorized official of the Indo Danish Tool Room, Jamshedpur.
OR
- b) Failing to intimate to the centre the amount and other particulars in respect of any stipend or other money earned or received by him/ her during the period of his/ her studies at the centre.
OR
- c) Refusing to hand over or surrender to the Indo Danish Tool Room, Jamshedpur the whole or part such stipend or other amounts of money received by him/her as aforesaid, if and when required to do so by the Indo Danish Tool Room, Jamshedpur
OR
- d) Getting adverse reports regarding the progress of his/ her training or studies or regarding his/ her conduct or the failure to refund to the Indo Danish Tool Room, Jamshedpur, any overpayment made to him/ her during his / her training at the Indo Danish Tool Room, Jamshedpur.
- e) Leaving the training course before its completion or being absent from training without information is deemed to be treated as leaving without completion of the course.

- f) Failing to observe the terms and conditions of the agreement executed for admission to the course the training of the trainee will be liable to be terminated and the above (student name).Bounded (fathers name).....
Forthwith refund to the centre on demand, the liquidated damage of Rs. 15,000/- (Rupees Fifteen Thousand only) and upon his / her making such refund the above-written obligation shall be void and have no effect; otherwise, it shall be and remain in full force and virtue.

Provided Always That The liability of the surety (other than own relative)..... hereunder shall not be impaired or discharged because of time being granted or for any foregone act, or commissions/commission of the Indo Danish Tool Room, Jamshedpur, or any person authorized by them whether with or without the consent or knowledge of the said surety (other than own relative). Before using the surety (other than own relative)for amounts due.

Signed and delivered by the above bounded

Signature of the parents

With full postal address

In the presence of (witness with name and full postal address)

1.

2.

Signed and delivered by the surety (other than own relative) In the presence of (witness with name and full postal address)

1.

2.

Signature and Seal of the Attesting Officer
Place

General Manager:

Date:

Indo Danish Tool Room, Jamshedpur

[Format - 4]

INDO DANISH TOOL ROOM, JAMSHEDPUR
CERTIFICATE FOR MEDICAL FITNESS

(For Admission to Diploma Course: Session 2025-26)

I examined and do hereby certify that Mr. / Ms. _____
 S/o / D/o _____ is a candidate for
 admission to the Diploma course of IDTR Jamshedpur. His / Her age by his / her statement
 is _____ years. He / She has been examined on the following grounds:
 General confirmation is as below.

a)	Vision: Normal/both eyes:	Right	Left
b)	Height (Without shoes):	_____ cms.	
c)	Weight:	_____ kgs	
d)	Chest:	Normal	_____ cms.
		Expanded	_____ cms.
e)	Student observed any physical deformity/abnormaly/asthma/Epilepsy :		
f)	Identification marks	1. _____	
		2. _____	

Vaccinated of followings: Please mention in Yes/No

1. Tetanus: 2. Typhoid: 3. Chickenpox: 4. Colour Blindness:

On the above ground, I consider that he/she has sound health and a good physique and is capable of bearing fatigue and exposure and that he is fit to join the training of Diploma in Diploma Course of IDTR, Jamshedpur.

Name of the Doctor:

Signature:

Registration / Employee No.

Designation:

Name of the Hospital:

Hospital Seal:

Date:

Place:

[Format -5]

INDO DANISH TOOL ROOM JAMSHEDPUR

To,
 The HoD Training,
 IDTR, Jamshedpur,
 Sub: - Request for Hostel Allotment

Sir,

My Son/ Daughter.....Regn. No.....has got the admission in the.....Course in Session: 2025-26 in your institute. As we are residents of.....and not having our arrangement of accommodation in Jamshedpur nearer to the institute, I request you to provide the hostel accommodation for my son/ daughter.

I assure you that my ward will maintain the utmost discipline in the institute. We have read and understood the rules & regulations of the hostel and abide to agree by me and by my ward.

Thanking you.

For the communication I am furnishing my address and details as given below:

Student's Name.....	Father's Name.....
Student's Aadhaar No.....	Father's Aadhaar No.....
Vill./House No.	P.O.....
P.S.....	District.....
State.....	Pin Code.....

Student's Signature..... Student's Mobile No.....

Father's Signature Parent's Mobile No.....

Date:

Place:

INSTRUCTIONS FOR MARKING THE ANSWER SHEET

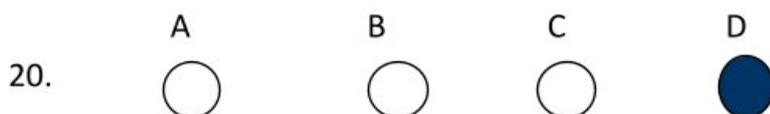
1. The candidates are provided with one question and one answer sheet containing a total of 90 questions. Write correctly your ROLL NO, DATE, QB.NO, and put your signature on the answer sheet in the provided space using ball point pen only.
2. Each question carries equal marks.
3. Questions are of multiple-choice type. There are four options for each question. In the answer sheet, there is 4 answer circle marked A, B, C & D at the top. These ovals are to be darkened as per the following instructions.
4. The time duration for answering questions will be of 1 ½ hours only
5. Candidates are required to report as per the reporting time mentioned in the hall ticket at their respective centres.

CORRECT METHOD OF MARKING ANSWERS

Use only a Black ballpoint pen to circle your answers. Circle mark will be darken properly and should be within the circle. The computer will read such markings as two answers and will give no marks for that answer.

The use of a Pencil for marking the answers is not acceptable.

For example, if the answer to question number 20 is D, you should mark it as follows:

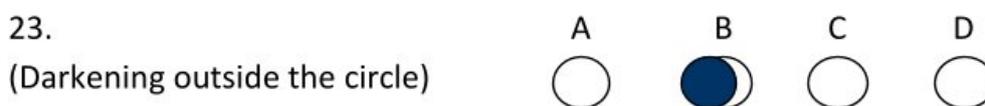


completely.

Please note that the circle should be dark and should be filled in completely

1.1 WRONG METHODS OF MARKING ANSWERS

Some incorrect method of marking answers is shown below:



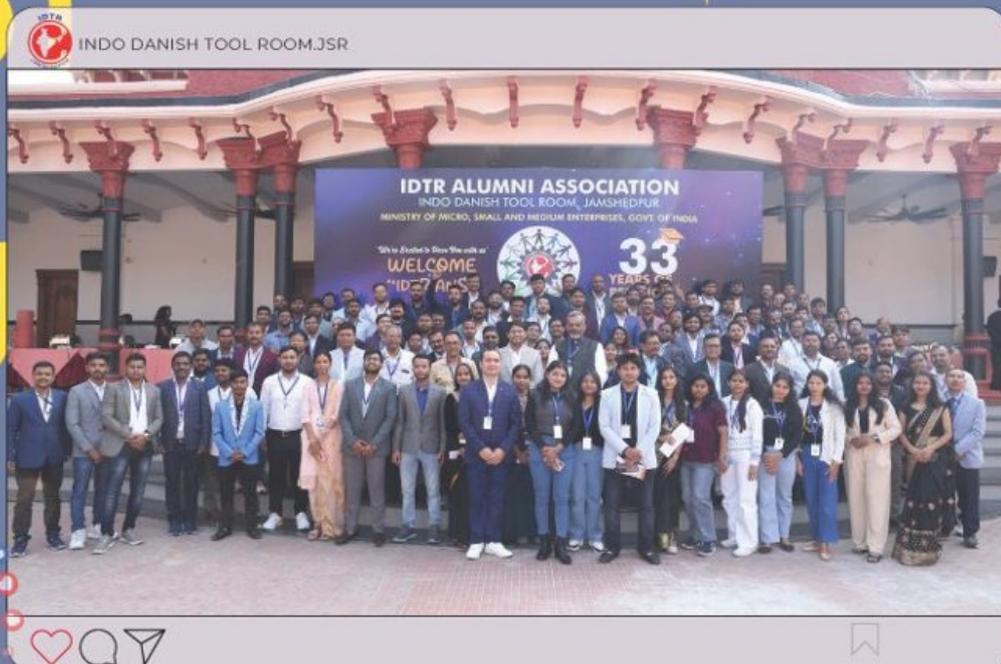
Important Dates to Remember

Sl. No.	Admission Activity	Date
1	Sale of Application Form	23rd March to 12th July, 2025
2	Last date of receipt of the filled-in Application Form	14.07.2025
3	Download Admit card (www.idtr.gov.in)	15.07.2025
4	Date of entrance exams	20.07.2025
5	Dates of Counselling	UR/EWS : 28 - 30.07.2025 OBC : 31.07.2025 - 01.08.2025 SC/ST & PH : 02.08.2025 W/L SC,ST,OBC ; 04.08.2025 W/L UR, EWS : 05.08.2025
6	Dates of Commencement of the Course	11.08.2025

For more information & ease in access scan with Google lens / QR Scanner

IDTR JAMSHEDPUR MAP	IDTR WEBSITE	SBI COLLECT
		
https://goo.gl/maps/G8YF2oVA7xaWNbCt8	https://www.idtr.gov.in/	https://www.onlinesbi.sbi/sbicollect/icollecthome.htm

Network of over more than 3000+ Alumni



आईडीटीआर जमशेदपुर में मारुति सुजुकी ने चलाया कैंपस ड्राइव पांच लाख बीस हजार के पैकेज पर 43 को किया लॉक

गम्हरिया, 15 फरवरी (विपोर्ट) : आईडीटीआर जमशेदपुर में मारुती सुजुकी ने चार वर्षीय टूल एंड ड्राई मेकिंग, तीन वर्षीय मेकाट्रॉनिक्स एवं तीन वर्षीय प्रोडक्शन इंजीनियरिंग के पास आउट छात्र-छात्राओं के लिए कैम्पस ड्राइव चलाया. इस दौरान पांच लाख बीस हजार रूपय के पैकेज के साथ मारुती सुजुकी ने आईडीटीआर एवं टीआरटीसी पटना के कुल 43 छात्र-छात्राओं को जॉब ऑफर किया

देखते हुए लगातार चौथी बार मारुती सुजुकी ने आईडीटीआर जमशेदपुर में कैम्पस ड्राइव चलाया है.

इस संदर्भ में आईडीटीआर के प्लेसमेंट इंचार्ज सुमीत सिंह ने बताया कि प्रत्येक वर्ष जुलाई माह में बच्चों का सेशन समाप्त होने के बाद प्लेसमेंट की प्रक्रिया प्रारंभ होती है. इस बार कंपनियों के आग्रह पर यह प्रक्रिया थोड़ा पहले प्रारंभ की गई है. श्री सिंह ने बताया कि



जमशेदपुर के 28 छात्र-छात्राओं का चयन हुआ है जिसमें टूल एंड ड्राई मेकिंग के 16 तथा मेकाट्रॉनिक्स के 12 छात्र-छात्राओं का चयन हुआ है. जबकि टीआरटीसी पटना के टूल एंड ड्राई मेकिंग के 9, मेकाट्रॉनिक्स के 4 एवं प्रोडक्शन इंजीनियरिंग के 2 छात्रों का चयन हुआ है. उन्होंने बताया कि आईडीटीआर जमशेदपुर में तीन वर्षीय मेकाट्रॉनिक्स का यह पहला बैच है. मारुती सुजुकी के बाल जीव शी आर्यानी कंपनी का

RECRUITMENT PARTNERS

NURTURING BRILLIANCE
CUMMINS SCHOLARSHIP
FOR ALL CATEGORY
STUDENTS
(ON TEST BASIS)

MINISTRY OF MSME
GOVERNMENT OF INDIA
PROVIDES SCHOLARSHIP FOR
SC/ST STUDENTS
(NO TUITION FEE)

STATE GOVERNMENT
WELFARE DEPARTMENT
JHARKHAND OFFERS
E-KALYAN SCHOLARSHIP
FOR OBC STUDENTS.

**INDO DANISH TOOL ROOM (IDTR) JAMSHEDPUR**

Diploma Course Admission Application Form

Application No.: 25/DIPLOMA/.....

Name (in Capital letters)											
Father's / Guardian's Name											
Mother's Name											
Date of Birth											
Sex (Please Tick)		Male		Female		Others					
Present Address		Village / House No.				Post:					
		P.S.:				Dist:					
		State:				Pin:					
Candidate E Mail ID											
Candidate Mobile No.											
Parent E Mail ID											
Parent Mobile No.											
Candidate Aadhar No:											
Nominee Name (for Insurance)											
Nominee Aadhaar No.						Nominee D.O.B.					
Category Belongs to (Please tick):		Gen		EWS		SC		ST		OBC	
Physically Handicapped (Please tick):		Yes	No	(If yes, attach Certificate)							
Non Residential Indian		Yes	No	(If yes, attach Details)							
Identification Marks:											
Permanent Address: (should be same in caste / category certificate in case SC / ST / OBC / EWS)		Village / House No.				Post:					
		P.S.:				Dist:					
		State:				Pin:					
Nearest Railway Station:											
Educational Qualification:											
Examination	Year of Appearing	Name of the School/Institute	Name of Board/University	Division	Total marks Secured	% of Marks					
Matric / Equivalent											

I do hereby declare that the information given above is true and correct to the best of my knowledge and belief. In the event, if any suppression of information/fact or misinterpretation is detected later on, my candidature will automatically be made rejected before/after my admission without any notice. Hence, I do promise to abide by the rules and regulations decided by the Centre.

Signature of Father/ Guardian:

Place:

Date:

Signature of the Candidate

Candidate's left thumb impression

Important Instructions:

Before submitting the application form, please check the followings.

1. Candidate should attach his/her latest clear, colour photograph on the application; it should not be older than 6 months. Black & White Photo will be treated as rejected.
2. After receipt of Admit Card, Candidate has to paste his/her photo in the provided space. Otherwise he/she will not be allowed to enter the examination hall.
3. Guardian signature in the application will be considered only if the parents are not alive.
4. Applications and admit cards without identification marks and left-hand thumb impressions will not be considered.
5. The application should be strictly filled-in by the candidate.
6. Do not sign on the photo; paste it onto the application form and avoid stapling.
7. Candidate must download his/her admit card from the official website after the given date.
8. Candidate has to ensure that his/her mentioned permanent address in the diploma application form as well as address mentioned in the caste/category certificate should be same.

Signature of Candidate