

Instruction for Apprentice Registration

* Please read this Steps before starting Apprentice registration and Step-8 is mandatory

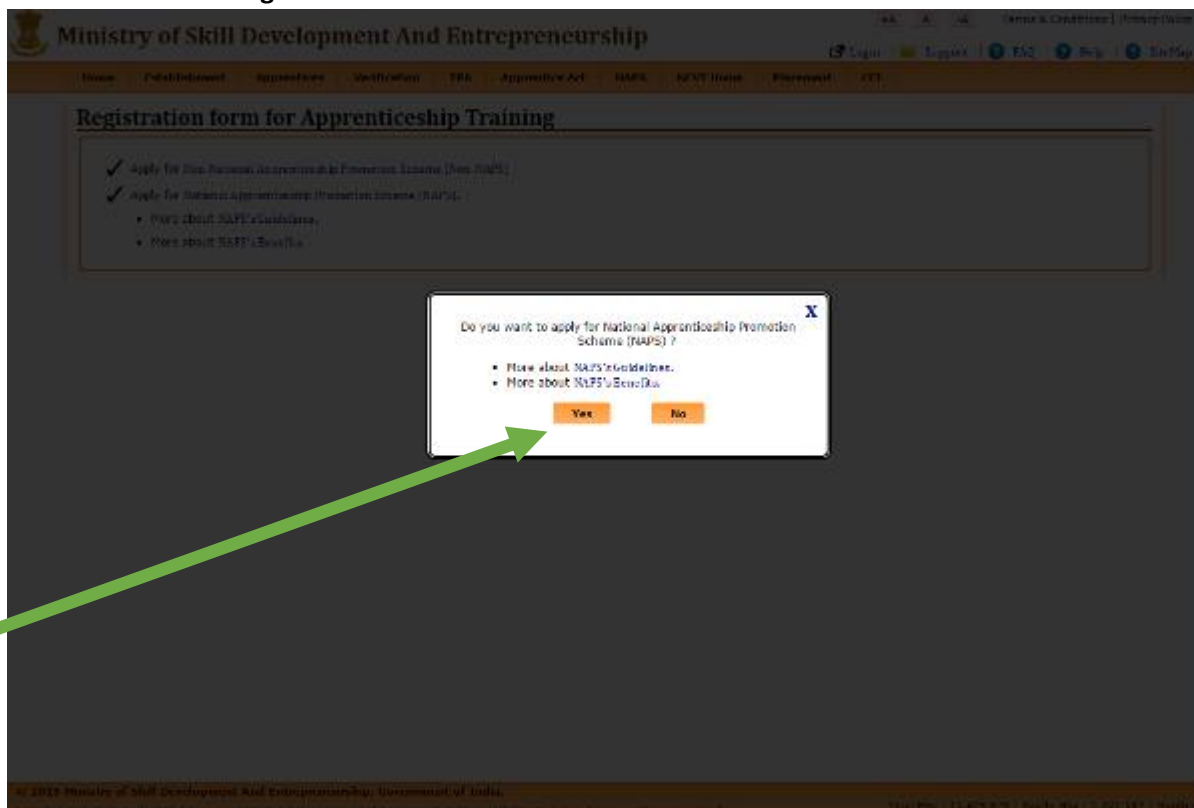
Step 1- Link

1. Link <http://www.apprenticeship.gov.in>
2. Select Apprentices > Apprentice registration

The screenshot shows the homepage of the Ministry of Skill Development and Entrepreneurship. The browser address bar displays www.apprenticeship.gov.in/pages/apprenticeship/home.aspx. The navigation menu includes Home, Establishment, Apprentices, Verification, TPA, Apprentice Act, NAPS, NCVT Home, Placement, and CFT. The 'Apprentices' menu is expanded, showing options: Apprentice Registration, Apprentice Activation, Apprentice Search, Apprentice Profile, Apprentice Verification, and Edit My Profile. A box labeled '1' points to the 'Apprentices' menu, and a box labeled '2' points to the 'Apprentice Registration' option. Below the navigation, there is a 'Welcome to Apprenticeship Portal' section with a quote from Shri. Narendra Modi and a photo of Shri. Rajiv Pratap Rudy. There are also images of a classroom and a car assembly line. At the bottom, there are four columns: Apprentice, Establishment, RDAT/SAA/AAA, and News & Updates. A yellow banner at the bottom contains the text: 'password reset for Apprenticeship Portal pls email to atsportalhelp@gmail.com'.

Step 2- Under NAPS

Click Yes to Register under NAPS



Step 3- Personal Details

1. Candidate type: ITI Passed candidates please select ITI Passed from Drop down menu.
2. Select Date of Birth as per SSLC Mark Sheet.
3. Type Candidate name in CAPITAL letter.
4. Choose Gender
5. Father/Guardian Name in CAPITAL (as per Proof)
6. Mother Name in CAPITAL
7. Type Aadhaar Card No. (UID No.) , **Candidates must have Aadhaar card, should mention own Aadhaar no.**
8. Choose your Category. (Proof required)
9. Is Person with Disability (PwD)*

If you are a person with Disability click **Yes** (Proof required)

If you are not a person with Disability click **No**



Registration form for Apprenticeship Training

Enter Details for Registration

Personal Details

Scheme	NAPS Apply for Non-NAPS	Candidate Type*	-Select-
Date of Birth*	<input type="text"/> dd-mmm-yyyy <small>Minimum age should be 14 years.</small>		
Name *	<input type="text"/>	Gender *	-Select-
Father/Guardian Name *	<input type="text"/>	Mother Name *	<input type="text"/>
Aadhaar Card No. (UID No.) *	<input type="text"/>	Spouse Name	<input type="text"/>
Category*	-Select-	Is Person with Disability (PwD)*	<input checked="" type="radio"/> No <input type="radio"/> Yes

Name, DOB, Father name to be as given in Birth/School/Govt issued Certificate.

Step 4- Contact Details

1. Type your clear Postal address, select respective State, District & Pin code
2. Please type your correct clear email address. (example: XXX@gmail.com)

Note: Email ID is mandatory, should be active, Activation Link for registration will be sent to the provided email)

3. Type your correct contact no.

Contact Details			
Address *	<input type="text"/>		
State *	<input type="text" value="-Select-"/>	District *	<input type="text" value="-Select State-"/>
Pincode *	<input type="text"/>		
Contact No. *	<input type="text"/>	Email ID *	<input type="text"/> <small>Activation link for registration will be sent on this email.</small>

Step 5- Qualification Details

1. Choose your academic Qualification: 10th or 12th
2. Upload the Mark sheet in PDF or JPG Format below 200 KB

Qualification Details	
Academic Qualification *	<input type="text" value="-Select-"/> Attach Document <input type="button" value="Choose File"/> No file chosen <small>Upload Doc/Docx/PDF/JPG up to 200 KB</small>

Step 6- Technical Qualification

01. Type Your Institute Name
02. Type Your institute comes under which University
03. Type your Trade/course (**Electrician**)
04. Type Course Start date and End Date
05. Click Add (a candidate can add two technical Qualification)

Technical Qualification (Please fill if applicable)

Name of Institute*	<input type="text"/>	Name of Council/University*	<input type="text"/>
Name of Trade/Course*	<input type="text"/>	Course Start Date*	<input type="text"/> dd-mmm-yyyy
Course End Date*	<input type="text"/> dd-mmm-yyyy		
<input type="button" value="Add"/>		<input type="button" value="Clear"/>	

Institute Name	Council/University	Name of Trade	Training Start Date	Training End Date	Is Highest Qualification	Edit	Delete
No records found.							

Click your Highest Qualification

Institute Name	Council/University	Name of Trade	Training Start Date	Training End Date	Is Highest Qualification	Edit	Delete
Govt Ply Tech-Tunkur	Govt	Electrician	02-Apr-2014	10-Jul-2015	<input checked="" type="checkbox"/>	Edit	Delete

Step 6- Trade Preference:

Select your Trade in Appropriate Sector

A Candidate can select 3 Preference.


Trade Preference

Sector*	Trade*		
<input type="text" value="-Select- Agriculture and Allied Services Apparel Automobile Banking Financial Service and Insura"/>	<input type="text" value="-Select Sector-"/>	<input checked="" type="checkbox"/> Select as 1st Preference	<input type="text"/> <input type="button" value="Click to Remove"/>
		<input checked="" type="checkbox"/> Select as 2nd Preference	<input type="text"/> <input type="button" value="Click to Remove"/>
		<input checked="" type="checkbox"/> Select as 3rd Preference	<input type="text"/> <input type="button" value="Click to Remove"/>

Step 7: Upload ITI Mark Sheets

Upload all your ITI Mark Sheets with Good Quality.

Note: Scan Your Mark Sheet in PDF/JPG/JPEG/GIF/ PNG below 200 KB.



The screenshot shows a file upload area with a "Choose File" button and the text "No file chosen". Below the button, it says "Upload Your Passport size Photograph *". To the right, it says "Upload a good quality JPG/JPEG/GIF/PNG up to 200 KB".

Important

Step 8: Print Application

Check once details you entered are correct.

***Before submitting application Print the details (press Ctrl+P Print all the details you filled)**

***Printing the Application is Mandatory and to be submitted during verification of Documents.**

Step 9: Submit

1. Enter the Same Test in the Box
2. After taking Print of the Application, Click on the Declaration and click Submit

Enter Captcha Image*

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Declaration

I hereby declare that the information submitted by me is correct and true to the best of my knowledge. I shall be liable for any disciplinary/punitive action in case any of the details are found to be incorrect.

Submit

Clear

Important Notes:

1. Once submitted the application, the registered ID will be sent to candidate registered email ID.
2. So please check your Mail-Inbox, mail from DGT.
3. Click the activation link to activate your registration.
4. Scan Candidate signature and Father/ Guardian Signature below 200KB, JPEG/GIF format and Upload.
5. Keep a soft copy of your Signature & Father/ Guardian signature in your mail.

Documents to be produced at the time of Verification:

- 1. Print out of online registration (*self-attested and Father/Guardian signature)**
- 2. SSLC Mark Sheet.**
- 3. ITI Marksheet.**
- 4. Copy of Aadhaar card**
- 5. Caste Certificate (if applicable)**
- 6. PH Certificate (if applicable)**

Address:

**Bharat Heavy Electricals Limited,
Electroporcelains Division,
Prof . CNR Rao Circle, PB,No, 1245,
Opposite to Science Institute Post, Malleshwaram
Bangalore-560055.**