

APPLICATION FORM FOR SHORT TERM COURSE (for Office Use Only)
 (To be filled in CAPITAL LETTERS Only)

(I) COURSE DETAILS

(a) Name of the Course :	
b) Course Code :	(c) Duration : No. of Weeks From To

(II) CANDIDATE'S PARTICULARS

(a) Name of the Candidate :	
(b) Father's / Husband's Name :	
(c) Date of Birth :	(d) Sex : MALE / FEMALE

(III) CATEGORY (put

GEN	OBC	SC	ST	PWD	√)
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(IV) DETAILS FOR COMMUNICATION

(a) Mailing Address : (with pincode)	
(b) Phone/Mobile No.	E-mail id Fax No.....

(V) ACADEMIC / TECHNICAL QUALIFICATION (B.E. / DIPLOMA / NTC / NAC / B.Sc., etc.)

Sl. No.	Examination Passed	Branch / Trade	% of marks	Issuing Authority	Year

(VI) EXPERIENCE (Including Present Job)

Sl. No.	Name of the Employer	Designation	Nature of Job	From	To

(VII) PARTICULARS OF INDIAN POSTAL ORDER (IPO) / DEMAND DRAFT (DD) ATTACHED

I P O / D D Number	Date	Post Office / Bank	Place	Amount

Place :

Date :

(Signature of the Applicant)

Source of Information : ***THROUGH NEWSPAPERS / EMPLOYMENT NEWS / WEBSITE / FRIENDS / OTHERS***
 (How do you know ATI)

 (for SPONSORED CANDIDATES only)

Certified that the information furnished by the applicant has been verified and found correct. He / She is hereby sponsored for the above Course.

Date:

Office Seal

Signature

Name & Address with Phone No.

(Copy of the SSI Registration Certificate to be attached in the case of sponsorship by Small Scale Industries)

GENERAL INFORMATION

a) **QUALIFICATION**

Engineering Degree / Diploma / NAC / NTC. Etc. / Long Industrial Experience & Graduate in Science with Chemistry as a subject for Industrial Chemistry Courses

b) **TUITION FEE**

Sl. No.	Category	Regular Courses	Tailor-made Courses
i)	Candidates nominated by Govt. Departments such as Railways, Defence, etc.	Rs.1,250/- per week	Rs.2,500/- per week
ii)	Candidates sponsored from Medium & Large Scale Industries, both Public & Private Sector (including autonomous bodies of Govt. department)	Rs.2,000/- per week	Rs.4,000/- per week
iii)	Candidates sponsored from Small Scale Industries and Private Candidates	Rs.1,000/- per week	-
iv)	Candidates sponsored from Educational Institutions - Polytechnic, Engineering Colleges, Technical Institutions, etc.	Rs.1,000/- per week	Rs.2,000/- per week

c) **OTHER CHARGES**

(i) Registration Charges – Rs.100/- to be paid along with the application by IPO / DD drawn in favour of DDO, ATI, Chennai, payable at Chennai

(ii) Gymkhana – Rs.10/- for Regular Courses | to be paid at the time of admission by Cash only
Rs.15/- for Tailor-made Courses |

(iii) Hostel Rent Rs.100/- per day per participant. To be paid at the time of admission, in case hostel accommodation is required

d) **OTHER DETAILS / PARTICULARS**

- Application Form can be downloaded from our websites <http://www.atichennai.org.in> free of cost
- Application / Nomination may be sent so as to reach ATI-Chennai at least 3 weeks prior to the commencement of the course. Seats will be confirmed to selected candidates on-line
- The filled-in application, along with the Registration fee of Rs.100/- by way of either IPO or DD, Xerox Copy of the qualification, sponsorship letter, if any, should be sent to “The Director, Advanced Training Institute, CTI Campus, Guindy, Chennai-600 032:
- Tuition Fee has to be paid on the date of admission by Cash only. For candidates sponsored from Govt. Departments, LSI, MSI, Institutions, etc. payment may be sent in advance by DD.
- Original Certificates have to be produced at the time of admission
- Selection Procedure – Preference will be given to sponsored candidates from Govt. Departments / Industries / Educational Institutions. For private candidates, confirmation will be made on merit basis, subject to availability of seats
- ATI-Chennai is situated in the Guindy Industrial Estate and well connected by local trains and city buses. It is located opp. to Guindy Railway Station / next to Post Office & Bus Terminus / near Police Station
- Working Days – Monday to Friday from 09.00 to 17.30 Hrs. (Saturday & Sunday Holidays). If Monday happens to be a holiday, the scheduled course will commence on the next working day and if Friday happens to be a holiday, the scheduled course will conclude on the previous working day
- Director of the Institute reserves the right to cancel or alter any course / course fee, etc. without assigning any reason / prior notice
- For training enquiries, please contact by e-mail atichn@vsnl.com / atichn@yahoo.com or by phone 044-2250 1211 / 0252

e) **ADDRESS FOR CORRESPONDENCE**

The Director
Advanced Training Institute
Government of India
CTI Campus, Guindy Industrial Estate P.O.
Guindy, Chennai-600 032

**Government of India / Ministry of Skill Development & Entrepreneurship / DGT
ADVANCED TRAINING INSTITUTE
Govindapuram (PO), Calicut-673 016, Kerala State**

Regn. No.-----
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Place :

Date :

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Office Seal

Signature

Name & Address with Phone No.

(Copy of the SSI Registration Certificate to be attached in the case of sponsorship by Small Scale Industries)

1.	Whether Hostel Accommodation required?	Yes/:No
Bank Details:		
1.	Bank Account No.	
2.	Branch Name & Address	
3.	IFS Code	
4.	MICR no.	

Signature of the Candidate

Photograph

Government of India / Ministry of Skill Development & Entrepreneurship / DGT
ADVANCED TRAINING INSTITUTE
Govindapuram (PO), Calicut-673 016, Kerala State

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Sl. No.	Name of the Employer	Designation	Nature of Job	From	To

(VII) Fees: (1) Registration fee :

(2) Tuition fee : (3) Gymkhana Fee :

Place :

Date :

(Signature of the Applicant)

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