

**PRADHAN MANTRI KAUSHAL VIKAS YOJANA (PMKVY)
BY TECHNICAL INSTITUTIONS
(2017-18)**

SCHEME GUIDELINE



MHRD

**DEPARTMENT OF HIGHER EDUCATION
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA**

GUIDELINES FOR IMPLEMENTATION OF PRADHAN MANTRI KAUSHAL VIKAS YOJANA (PMKVY) BY TECHNICAL INSTITUTIONS

1. INTRODUCTION

- 1.1 Skills and knowledge are the driving forces of economic growth and social development for any country. Presently, the country faces a demand-supply mismatch, as the economy needs more 'skilled' workforce due to change in demographic profile of the country, with 54% of its population under 25 years of age, rising aspiration of the youth seeking better jobs and growing expectation of an employer for an efficient, well trained workforce to contribute to the economy of young India.

The 12th Five Year Plan Document of the Planning Commission has laid a special emphasis on expansion of skill-based programmes in higher education. It recommends setting up of Skill Development centre to serve multiple needs, including career oriented education and skills to students interested in directly entering the workforce and general interest courses to the community for personal development and interest. The Plan Document also states that Skill Development centre will be located to afford easy access to underprivileged students. It could be established in their premises of an existing Colleges, Polytechnics or even higher Secondary Schools and they use online training and industry sites, wherever possible.

- 1.2 Ministry of Human Resource Development, Department of Higher Education currently caters to over 3 Crore students, which comes to a Gross Enrolment Ratio of 21.1% and the dropout rate at each level is in higher side. There is a large requirement of skilled persons in the core engineering sectors; and it is possible to train the dropouts from the higher education system in these skills. However, the traditional higher education system in the country is rigid in terms of duration of courses, timings for teaching-learning, place of study and choice of subjects. As a result, this gap in the demand for the highly skilled manpower is getting perpetuated.

Several studies reveal that general education and vocational education & training have been operating as separate verticals, with very little interaction between the two. This has led to hesitation amongst the youth in opting for vocational education and training as it is presumed that this avenue would preclude the concerned individual from being able to acquire higher educational qualifications. In order to facilitate mobility from vocational to general education, and vice-versa, a need of unique qualification framework has been felt.

Accordingly, Government of India has notified the National Skills Qualifications Framework (NSQF) on 27th December 2013. It is a nationally integrated education and competency-based skill framework which provides for multiple pathways, both within vocational education and between general and vocational education, to link one level of learning to another higher level and enables learners to progress to higher levels from any starting point in the education and/or skill system. It permits individuals to accumulate their knowledge and skills and convert them, through testing and certification by the competent authorities, into higher level of certification which could be a certificate, diploma, advanced diploma, a degree or a PG diploma in common parlance. Ministry of Human Resource Development has accepted the NSQF Framework which is to be implemented across all Institutions of Higher Education.

- 1.3 The National Policy for Skill Development and Entrepreneurship, 2015 has projected a shortage of 109 million skilled persons by 2022 and called for an integrated effort to step

up skilling of youth under the Pradhan Mantri Kaushal Vikas Yojana(PMKVY). As per the Make in India Campaign, the Manufacturing Sector requires adequate youth with Engineering Skills.

- 1.4 Keeping in view these National Programmes, it has been decided by the Ministry of Human Resource Development that All India Council for Technical Education, New Delhi will run the Pradhan Mantri Kaushal Vikas Yojana (PMKVY) and applications are invited accordingly from all the Technical Institutions and Polytechnics approved by the AICTE under the Scheme to train the unemployed youth in Engineering skills. The Technical Institutions/Polytechnics have to utilize their existing infrastructure for offering these courses in the off-college hours such that the unemployed youth enrolled for these courses shall acquire adequate skills for certificate under the National Skill Qualification Framework (NSQF) and find placement in suitable private sector jobs. Under this initiative funds would be released covering the cost of teaching/learning activities directly to the Institutions.

2. OBJECTIVE OF THE SCHEME

The main objective of the Scheme is to impart Technical Skills for 10 Lakh youth in the next three years. It is aimed to:

- (1) Encourage the institutions for making the best use of available infrastructure of higher education system during off hours for skill training.
- (2) Provide employable and certifiable skills based on National Occupational Standards (NOS) with necessary soft skills to the school dropouts who want to pursue/attain higher order skills and living in the vicinity of College.
- (3) Provide for up-gradation and certification of traditional/acquired skills of the learners irrespective of their age;
- (4) Provide opportunities for community-based life-long learning by offering courses of general interest to the community for personal development and interest;
- (5) Offer bridge courses to certificate holder of general/ vocational education, so as to bring them at par with appropriate NSQF level.
- (6) Provide entrepreneurial orientation along with required skills, trained for self-employment and entrepreneurship development.
- (7) Provide Post Placement support, Tracking and Monitoring.

3. ELIGIBILITY OF INSTITUTES

All such existing AICTE approved institutions will be eligible to participate in the scheme, which are into existence for a minimum period of two years from the date of invitation of application for the scheme.

If any institute is already partner of NSDC, such institutes will not be eligible for participating in the scheme.

4. SELECTION OF THE INSTITUTIONS

Online application will be invited from the AICTE approved Technical Institutes/Polytechnics by issuing a Public Notice on the AICTE/ MHRD website. The proposals will be submitted within specified time.

The proposals will be placed before the State Level Steering Committee for evaluation. Based on the merit of the proposal, the State Level Steering Committee will recommend institutions under the Scheme for the approval of National Level Steering Committee in AICTE/ MHRD.

The list of selected institutions along with programmes will be notified on the AICTE/ MHRD websites.

5. ADMISSION

- 5.1 Any person may join such programmes as per the eligibility criteria. For admission to the programmes offered by the Institutions, preference will be given to the learners living in the local community. Reservation to SC, ST, OBC and PWD categories will be available as per the extant National / State policy.
- 5.2 There shall be no age bar for admission under this scheme.
- 5.3 Admission may be done round the year, depending on the duration of the programmes, to facilitate a steady stream of learners joining the college and moving out as trained work force to the job market.
- 5.4 The applicants seeking re-entry into the programme should get preference in admission over the new applicants.
- 5.5 The School dropouts who want to pursue, attain higher order skills and living in the vicinity of College/Polytechnic.
- 5.6 Admission will not be given to such students who have taken similar type of training from some other training organization. The student data will be verified from the data of students undergone training under PMKVY, which is now being compiled by NSDC. This data is being integrated with National Labour Market Information System (NLMIS) by National Skill Development Agency (NSDA).

6. PROGRAMMES, CURRICULAM AND CERTIFICATION

- 6.1 The training under the Scheme shall be, any domain-specific demand-led skill training activity preferably in core engineering sectors leading to employment or self-employment that enables a participant to acquire a Skill, duly assessed and certified by an independent third party agency, and which enables him/her to get wage/self-employment leading to increased earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills and/or moving from informal to formal sector jobs or pursue higher education/training.
- 6.2 The Skills proficiency will be assessed and certified by the respective Sector Skill Councils. In case there is no Sector Skill Council for a specific trade, the assessment may be done by allied Sector Council or the Industry partner.
- 6.3 These Colleges/ Polytechnics will offer credit-based modular programmes, as per the available curriculum of job roles/Qualification Packs prescribed by the respective Sector Skill Council /approved by National Skill Qualification Committee (NSQC). NSQC is the apex body to approve NOSs and QPs as per NSQF Notification.

Banking of credits for skill shall be permitted so as to enable mobility of learners as per progressive job roles in skill vertical and further towards higher studies by means of a bridge course to attain general education credits. This would enable the learner to seek employment after any level of Award and join back as and when feasible to upgrade her / his qualification / skill competency either to move higher in her / his job or in the higher

educational system. This will also provide the learner an opportunity for mobility to Community College courses or B.Voc Degree programme based on the skills attained and certified in terms of 'Vocational Skill Certificate or Diploma' at specific level of competencies. This may be achieved by training of full qualification pack to a fresh learner or acquiring certain level of skill credits through Re-skilling, Up-skilling and Recognition of Prior Learning (RPL) or by credit banking for specified NOSs.

7. ASSESSMENT

The Skill component of the course will be assessed by the respective Sector Skill Councils as per the norms which are prescribed by NSDA/ NSQF approved independent third party agency approved by NSDA.

The Institutions should adopt and integrate the guidelines and recommendations of the NSDA for the assessment and evaluation of the skill component, wherever available. Assessment fee will be paid to respective Sector Skill Council by the Institute.

8. CERTIFICATION AND AWARDS

On successful completion of training, the certificate will be awarded by the respective Sector Skill Council OR certifying agencies approved by NSDA.

9. INFRASTRUCTURE AND FACULTY

9.1 The Technical Institutions/Polytechnics approved under the Scheme shall operate in their existing buildings and premises. They may also use industry sites and /or NSDC/AICTE approved training partners/SKPs wherever required for imparting necessary skills. Each institute needs to have adequate laboratory / workshop facilities for face-to-face delivery of skills and hands-on practice either owned, arranged through tie up with the partner industry or NSDC /AICTE approved training partners.

9.2 In the Institutions, the faculty would typically consist of existing faculty with the institution and a pool of guest / visiting / adjunct faculty taken from either industry or open market or NSDC approved training partners or SKPs approved by AICTE for imparting skills. The mix of permanent /guest / visiting /adjunct faculty would be decided by the host institution.

9.3 The Institutions may also have a Part-Time Nodal Officer for overall coordination of all the courses, liaising with the Industry, SSCs and other Stakeholders. The Host Institution may not insist on the prescribed minimum workload for the faculty who will be given the responsibility of a Nodal Officer.

9.4 The standard of knowledge and skills of the faculty also need continuous updating through appropriate training and exposure programmes in collaboration with the University, Technical Education Institutes, SSCs and Industry.

10. FUNDING

10.1 The following expenses would be funded by the Central Government through an online DBT portal:

- a) Cost of the trainers as per the prescribed level.
- b) The recurring cost of maintaining the facilities
- c) Cost of placement and post placement costs as per prescribed norms.

The Base Cost per candidate for different Sectors will be as under:

- i) Rs. 42.50/- per hour of training for trades/sectors listed in Category I of SCHEDULE-II.
- ii) Rs. 36.75 per hour of training trades/sectors listed in Category II of SCHEDULE-II.
- iii) Rs. 30/- per hour of training trades/sectors listed in Category III of SCHEDULE-II.

The training cost includes following components:

1	Mobilization of candidates
2	Post-placement Expenses tracking/monitoring
3	Trainers' training
4	Amortization of Infrastructure costs/Utilities
5	Raw material
6	Teaching Aid
7	Salary of trainers
8	Assessment Fees

Duration and batch size:

No. of Hours of training in each level	As prescribed by respective SSC
No. of students in a batch	25

All selected institution will have to comply with the norms as specified in the scheme and decided by the Government from time to time for implementation of the scheme.

10.2 Pooling of Resources: In case of geographies/sectors and trainee groups where the training cost is significantly higher than the norms specified in this Notification, the Training Providers are free to pool additional funding support from State Governments, Corporate, Employers, Philanthropic Institutions etc. However such dovetailing of funds shall have the approval of the Steering Committee.

10.3 RELEASE OF FUNDS

On approval of the Project of respective Polytechnics/ Technical Institutes, funds are released for implementation of the Scheme on quarterly bases. The payment will be disbursed directly in the bank accounts of the respective Polytechnics/ Technical Institutes through RTGS. The funds will be released in 4 installments 30:30:20:20 ratio as per the following:

Instalment	Percentage of total Cost	Output Parameter
1st	30% less aggregate amount of refundable security deposit collected from each trainee -if applicable	On Commencement of Training Batch
2nd	30%	On utilisation of 70% of the first instalment and continuation of training with at least 70% of initial trainees continuing
3rd	20% plus aggregate amount of refundable security deposit collected from each certified trainee	On Completion of training and certification of the successful trainees
4th	20%	Outcomes based as under

The 20% of training cost which is linked to outcome (4th instalment) would be released to the Institution subject to the following:

- i). Institute shall be eligible for 100% payment on for outcome achievement under Para 1 (i), (ii) and (iii), 2 and 3 of **Annexure-I**.
- ii). Institute will be paid on pro rata basis on achievement in any of the following:
 - a) 50-69% placement of those who have been certified with at least 50% minimum wage employment of the certified trainees within three months of completion of training in case of fresh entrants.
 - b) 50-69% of certified candidates with increase of at least 3% remuneration within 14 months in case of re skilling and up skilling.
 - c) 50-69% formal recognition and certification of experiential training in vocational trade or craft leading to appropriate increase in wages in the respective skill category of the candidate for immediate and subsequent production cycle or meets the conditions provided under Para 1 (iii) of **Annexure - I** in case of self-employment.
- iii). Institute will be asked to discontinue the training in that particular trade/centre and will be paid only on pro rata basis, if the outcome achievement over the period of one year in case of fresh entrants/ 14 months in case of re-skilling and up-skilling, is unsatisfactory as defined under:
 - a) 49% and below placement of those who have been certified with at least 50% minimum wage employment of the certified trainees within three months of completion of training in case of fresh entrants.
 - b) 49% and below number of certified candidates with increase of at least 3% in remuneration within 14 months in case of re-skilling and up-skilling.
 - c) 49% and below number of formal recognition and certification of experiential training in vocational trade or craft leading to appropriate increase in wages in the respective skill category of the candidate for immediate and subsequent production cycle or meets the conditions provided under Para 1 (iii) of **Annexure - I** in case of self-employment. In the case of such disengagements, the Ministry concerned would take a prompt decision, after careful consideration of all related factors with respect to performance, whether to disengage such Training Provider from implementation of the Scheme/Project. The de-empament by concerned

Ministry would be done for the trade under advice to the Ministry/agency designated by the Ministry for informing all other concerned Ministries. The training provider would get an opportunity to re-apply for empanelment for the training after a gap of at least one year from a date of notification of de-empanelment by the concerned Ministry.

10.4 UTILIZATION OF INTEREST EARNED ON FUNDS RELEASED

The institute will submit Utilization Certificate of Grants released under the scheme in the prescribed Performa (Performa 1) for all instalments. The interest amount accrued on funds released by the AICTE, if any, shall be adjusted against the Scheme cost at the time of release of 2nd and final installment.

10.5 TRANSPARENCY REQUIREMENTS

The Institute will adhere to pro-active disclosure of key information related to the implementation of the concerned Scheme, as per the format prescribed by AICTE from time to time. The Institute will disclose the funds granted to it by the AICTE for the purposes of implementing the said Scheme, in the format prescribed by the AICTE from time to time.

10.6 AUDIT

The All India Council for Technical Education retains the right to carry out internal audit of funds and financial audit of the project, if deemed necessary. Financial audit is to be carried out by the Chartered Accountant of the Technical Institution/Polytechnic or any other authority appointed by the AICTE. The audit report together with action taken on the auditor's observations and physical progress under the project shall be furnished at the time of release of 2nd and final installment of funds released by the AICTE.

11. SUBMISSION OF PROGRESS REPORTS

The implementing Technical Institution/Polytechnic shall submit the quarterly Progress Report of the Scheme on AICTE Portal. Failure to furnish the Progress Report would make the implementing/ coordinating agency i.e. respective Technical Institution/Polytechnic liable to refund of the AICTE funds released for the Scheme along with interest.

It shall be open to the AICTE to prescribe such conditions, as it may deem fit, from time to time to ensure proper execution of the Scheme.

12. MONITORING & TRACKING

12.1 Different skill training schemes shall have access to an open, common and extensible data standard to ensure that their IT systems can share data and do transactions in a scalable way. Standardized Application Program Interface (API) will also be defined for use in the Management Information System (MIS) of various skills training programs. Also, the MIS shall facilitate the development of an integrated and interactive MIS based on the above standards and APIS which should thereafter be available for use by AICTE and MHRD. This integrated MIS should serve as an aggregator from the MIS solutions of Institutions of specific programmes.

12.2 All the trainees trained under a project will be tracked for a period of one year in case of fresh entrants/14 months in case of re-skilling and up-skilling from the date of

completion/certification of training with respect to their career progression, retention and other parameters. All Technical Institutions implementing the scheme will have to fill all required information on the AICTE Portal.

- 12.3 Each candidate would be tracked once every month for a period of one year in case of fresh entrants/ 14 months in case of re-skilling and up-skilling after she/he completes her/his training. The parameters on to be tracked would be as under:
- a) Placement should be within 3 months of completion of training
 - b) Once placed, remuneration/incremental remuneration per month
 - c) Whether continues to work in the same or higher job role till end of the tracking period (whether with same or different employer)
 - d) If there are periods of unemployment between different jobs, duration of such gaps and reason for leaving earlier job without having a job in hand.
- 12.4 The Scheme will be evaluated every three years by the AICTE/MHRD or any agency designated by the AICTE/MHRD and continuance of Scheme not achieving the Outcomes shall be reviewed. Performance here would be defined in both quantitative (Outcomes met) as well as qualitative terms (feedback from candidates/training providers, degree of NSQF compliance, etc.)

13. PLACEMENT AND POST-PLACEMENT SUPPORT

Placement assistance and counselling will be offered to all candidates and placement as far as possible should be made with minimum dislocation. The Placement and information sector should be considered only if the following conditions are made:

- a) An offer letter assuring the minimum wages of the state.
- b) Certificate from the employer that wages have been paid as per the minimum wages; and
- c) The job should not be purely temporary and must have stability that which means termination of job will be done with proper notice period.

One of the following documents would be treated as proof of placement:

- a) Salary slips issued by employer.
- b) Statement of bank account of candidate with credits of salary.
- c) Letter with name of candidate and salary details.

PMU has to ensure Post placement tracking and monitoring, the extent of retention in the new jobs for a period of one year. The PMU should provide Post Placement Support to the candidates in settling down and taking care of their needs in the initial stage of their employment.

14. MANAGEMENT INFORMATION SYSTEM (MIS)

A Web-based Management Information Online System (MIS) will be developed by the AICTE consisting of several details such as:

- 1) Student Enrolments Records
- 2) Trainers Profile
- 3) Monthly Attendance records
- 4) Dropouts and Reasons

- 5) Assessment Reports for monthly tests
- 6) Re-Enrolment of Students, if any
- 7) Placement Tracking DATA
- 8) Issues identified during monitoring Receipts and their rectification
- 9) Any other Items

All institutions registered under the scheme will be responsible for furnishing the records as required by the MIS in appropriate electronic and/or hardcopies format on a periodic basis and comply by all requirements as may be set therein. The regulatory and quality of entry of information will be prescribed by the AICTE. The PMU would maintain tracking data for one year after completion of training and would maintain the same on the MIS to monitor the progress of trainees. The MIS should be aligned to the NLMIS being developed for the PMKY Scheme by the MSE and it must be seeded with the Aadhar Number to avoid any duplicity of training.

15. STEERING COMMITTEE

15.1 National Steering Committee:

The Project will be guided by the National Steering Committee which will be setup at the Ministry for all key decisions related to scheme implementation. The Committee will be chaired by the Secretary (TE), Ministry of HRD and will have the following composition:

- a. Secretary, MHRD- Chairperson
- b. Additional Secretary (TE)
- c. Chairman, AICTE
- d. DG NSDA
- e. CEO, NSDC
- f. JS, Ministry of Skill Development and Entrepreneurship
- g. JS&FA, MHRD
- h. Head of Project Monitoring Unit (PMU)
- i. Director- in-Charge of the scheme in MHRD
- j. Director-in-Charge of scheme in AICTE - Convenor

The National Steering Committee will discharge the following functions:

- Guiding the work of the PMU
- Reviewing and approving the Work Plan and Budget;
- Reviewing implementation progress periodically;
- Approving any additional guidelines, changes, and modifications with respect to scheme implementation including beneficiary identification, training delivery;
- Take decision on any other matter escalated by the PMU.

The National Steering Committee will meet twice a year, although ad hoc meetings may be convened by the Chairperson based on needs.

15.2 State Steering Committee:

The State Steering Committee will be chaired by the Principal Secretary of State **DTE** and will have the following composition:

- a. The Principal Secretary/HE/TE or Director Technical Education/Vice Chancellor of Technical University
- b. Project Director of State Skill Development Agency/Mission
- c. Representative NSDC/SSC
- d. Representative from MHRD
- e. Director in-charge of PMU/or officer from AICTE
- f. Regional Officer, AICTE or its representative – Convenor

The State Steering Committee will discharge the following functions:

- Selection of Institutes under the scheme
- Reviewing implementation progress periodically.
- Recommendation of any additional guidelines, changes, and modifications with respect to scheme implementation including beneficiary identification, training delivery to the National Steering Committee.
- State Steering Committee will meet quarterly once.
- The proposals will be placed before the State level Steering Committee for evaluation. Based on the merit of the proposal, the State level Steering Committee will recommend institutions under the Scheme to the approval of National level Steering Committee in AICTE/ MHRD.
- State Steering Committee will monitor the Technical Institutions/Polytechnics regarding implementation of the scheme at State Level.

16. PROJECT MONITORING UNIT (PMU)

This Unit will co-ordinate with MHRD and the Institutions running the programme for smooth implementation. This Unit will be headed by the Vice Chairman/Member Secretary of AICTE and will be assisted by a Project-Co-ordinator.

The PMU will:

- (a) Supervision of the implementation of the scheme.
- (b) Updation of MIS data.
- (c) Preparation of report for Steering Committee.
- (d) Preparation of Steering Committee related work.
- (e) Release of funds based on the approval of Steering Committee.

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
NEW DELHI**

OUTCOME OF SKILL DEVELOPMENT

- I. For training of fresh entrants to the workforce, outcome shall be defined to include all of the following:
- a) Employment (both wage and self) on an annual basis of at least 70% of the successfully certified trainees within three months of completion of training, with at least 50% of the trainees passing out being placed in wage employment.
 - b) In case of wage employment and recognition of prior learning, candidates shall be placed in jobs that provide wages at least equal to minimum wages prescribed and such candidates should continue to be in jobs for a minimum period of three months, from the date of placement in the same or a higher level with the same or any other employer.
 - c) In case of self-employment, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group or proof of additional earnings (bank statement) or securing a relevant enterprise development loan or any other suitable and verifiable document as prescribed by the respective Ministry/Department.
- II. In case of re-skilling or skill up-gradation of persons already engaged in an occupation, at least 70% of such persons shall have an increase of at least 3% in remuneration within 14 months of completion of the skill development training.
- III. In case of persons who have acquired skills, through informal, non-formal or experiential training in any vocational trade or craft, the formal recognition and certification of such skills, (after imparting bridge courses if necessary) that provide appropriate increase in wages in the skill category of the candidate for immediate and subsequent production cycle in case of wage employment or self-employment will be treated as the outcome of this effort.

The prescribed format in which information is to be provided is as under:

No. of Trainees completes the training during the year*	No. and percentage of Trainees passing out being placed in wage employment*	Trainees in wage employment		In case of self-employment, details regarding setting up of enterprise or any other suitable verifiable document *	In case person gets skill up gradation, which is already in occupation, increase in remuneration within 14 months after completion of training. *	Person acquired skills through informal, non-informal training in vocational trade of craft, increase in his wages*
		Date of placement in the same or higher level*	Duration to be in job *			

* Information should be submitted along with the documents as detailed below:

Placement assistance and counselling will be offered to all candidates and placement as far as possible should be made with minimum dislocation.

The Placement and information sector should be considered only if the following conditions are made:

- a) An offer letter assuring the minimum wages of the state.
- b) Certificate from the employer that wages have been paid as per the minimum wages; and
- c) The job should not be purely temporary and must have stability that which means termination of job will be done with proper notice period.

One of the following documents would be treated as proof of placement.

- a) Salary slips issued by employer.
- b) Statement of bank account of candidate with credits of salary.
- c) Letter with name of candidate and salary details.

Project Monitoring Unit (PMU) has to ensure Post placement tracking and monitoring, the extent of retention in the new jobs for a period of one year.

The PMU should provide Post Placement Support to provide the candidates in settling down and taking care of their needs in the initial stage of their employment.

The term and condition will be modified as per the decisions taken by Common Norm Committee from time to time.

Name of the Institute:

UTILISATION CERTIFICATE FOR THE FINANCIAL YEAR

Name of the Scheme under which the amount was sanctioned under the **Pradhan Mantri Kaushal Vikas Vikas Yojana for Technical Institutes (PMKVY-TI) Scheme.**

(to be submitted separately for each sanction order)

Sl. No	AICTE Sanction Order/Letter No. & Date under which the amount was sanctioned	Amount (Rs.)	
		Rs..... (A)* (Rupees.....Only)	Certified that out of Grant-in-Aid of Rs... (A)* (Rupees----- Only) sanctioned by the AICTE during the financial year ----- in favour of as per letter mentioned in column 2 and Rs. _(B)* ___ on account of unspent balance of previous year, Rs. -(C)* ___ has been utilized for the purpose for which it was sanctioned and the balance of Rs. (D)* ___ remained unutilized at the end of the year.

Certified that I have satisfied myself that the conditions on which the amount was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised: -

1. Audited Annual Accounts of the Institute
2. Receipt and Payment account

Signature of Chartered Accountant

Name of Chartered Accountant

Membership No.:

Full Address with Seal

(Mandatory for Self Financing Institutes)

Signature of the Finance Officer

Name & Designation

Name of the Finance Officer

Full Address with Seal

(Govt. Aided/University & wherever applicable)

Place:

Date:

A*: Amount released by the Council under PMKVY-TI

B*: Any unspent balance from the previous Grant released under the Scheme (to be filled at the time of 2nd instalment onward)

C*: Actual amount spent

D*: Unspent balance (including interest earned)

FORMAT FOR RECEIPT AND PAYMENT ACCOUNT

Sl. No.	Receipt	Amount (Rs.)	Sl. No.	Payments	Amount (Rs.)
1	To Opening Balance	A*	1	Expenditure (Head wise)	B*
2					
3					
				Closing Balance	C*
	Grand Total			Grant Total	

Signature of Chartered Accountant

Signature of Head of the Institute

Name of Chartered Accountant

Name & Designation

Membership No.:

Full Address with Seal

Full Address with Seal

(Mandatory for self-Financing Institute)

Signature of the Finance Officer

Name & Designation

Name of Finance Officer:

Full Address with Seal

(Govt. Aided University & wherever applicable)

A: Unspent Balance of previous Grant (if any)*

B: Expenditure incurred on different heads*

C: (A-B)*

