

**RAMAKRISHNA MISSION BOYS' HOME
INDUSTRIAL TRAINING CENTRE**

(Govt. Spon. Industrial Training Institute)
P.O. RAHARA, KOLKATA-700118

PROSPECTUS-2021

Online Admission 2021 Portal

<http://www.rkmbhitc.org>

E-mail ID: itcadm1958@gmail.com

Contact No: (033) 2568 0030, 2850,3219 Ext.-230,229

PROSPECTUS

IMPORTANT NOTIFICATION:

All candidates wishing to apply are informed that due to COVID-19 crisis, the start of new session from September 2021 is currently under active consideration of the Directorate General of Training (DGT), New Delhi. Admission process initiated in our ITI will be **strictly provisional** and the timeline for start of the new session and its modalities will be notified in due course, hopefully within July 2021. The ITI will not be responsible for any delay thereof.

Introduction:

Swami Vivekananda stands as the most remarkable philosopher, sage and karma yogi of Modern India, who sailed to the United States of America in 1893 to find means for the *material development* of the Indian masses. During the World Parliament of Religions at Chicago, he electrified America by preaching the message of the Divinity of Man as proclaimed by Vedanta, and heralded the new age of Harmony, Service and Spiritual Realization as taught by his Great Teacher Sri Ramakrishna Paramahansa. When Vivekananda returned to India in 1897, he started the Ramakrishna Mission to consolidate this message.

As a result of his travels across the world, Swami Vivekananda foresaw that new India was rising, based on the development of a new character in its people. The future youth of India would arouse in themselves the intense activity demanded by the challenging modern technological age, and yet drink deep from the fountain of their own spiritual roots, inherited from the ages of experience of their ancient motherland.

The Ramakrishna Mission Boys' Home Industrial Training Centre is a branch of Ramakrishna Mission Boys' Home, Rahara, which is one of the branch centre of Ramakrishna Math & Ramakrishna Mission, Belur, Howrah. The Boys' Home started to serve its activities with 37 orphanage boys, on 16th August, 1944, under the shadow of founder Secretary Monk Late Swami Punyanandaji Maharaj. Beside general stream education, Ashrama has started an Industrial Training Centre (Formerly named Junior Technical School) since 1957 for the benefit of Ashrama boys who are unable to continue their studies in the general stream. The Ramakrishna Mission Boys' Home Industrial Training Centre is situated at Rahara (Khardaha) about 19 Km (30 minute in Train) from Sealdah (Kolkata) Station.

Trades:

Students (male only) who have passed class X examination are trained here in four different trades viz. Electrician, Fitter, Turner and Welder.

Courses of Training, Duration and Entry Qualification:

The academic session generally commences from August every year. **The candidate should be male and age should be at least 14 years as on 1st August 2020. Maximum age limit is preferably not more than 30 years in our institution.** See the institute website for details regarding the course content and industrial job roles in these trades.

Sl No.	Name of The Trade	Duration	Age	Minimum Entry Qualification
1.	Electrician	2 yrs.	14 yr.*	Passed 10th class examination with Science and Mathematics
2.	Fitter	2 yrs.	14 yr.*	Passed 10th class examination with Science and Mathematics
3.	Turner	2 yrs.	14 yr.*	Passed 10th class examination with Science and Mathematics
4.	Welder	1 yr.	14 yr.*	Passed 8th / 10 th class examination with Science and Mathematics

*Age as on 1st August 2021

Admissions:

Eligible male candidates will be shortlisted on the basis of merit of their Class X marks in Mathematics and Physical Science . However, final selection will also take into consideration a personal interview and medical fitness for undergoing the course. The decision of the institute will be final and no objection can be raised on this issue by the applicant.

Before final admission the candidate should carefully consider the following points:

- His **choice of trade** which will demand life -long commitment to his vocation in the industrial setting.
- **Medical fitness** which is important for getting jobs in industrial setting, and the candidate should check if he has ***colour blindness, skin allergy, chronic ailments, cardio-vascular issues, physical deformities/handicaps*** which disqualify one from many job roles.
- The candidate should not have a past history of fits or psychiatric ailments etc.

❖ Preferable physical standards:

The following preferable physical standards are generally sought in many industries employing ITI candidates for Fitter, Turner, Welder & Electrician job roles.

Physical Standard	Minimum requirement
Height	155 cm
Weight	45 Kgs (To be generally proportionate to height)
Chest (Expanded) / Un-expanded*	79 cm / 75 cm
Eye Sight	Normal (with/without glasses); Colour-blindness will be a disqualification
Hearing	Should be Normal

❖ **Who are Not Eligible to Apply:**

- Class X pass **without** Mathematics and Science as subjects **cannot** apply.
- ITI Failed/drop-out/discharged candidates **cannot** apply for admission *in a different ITI before a gap of 2 years.*
- Candidates who have passed Diploma Engg. or B.E./B.Tech Engg. under AICTE **cannot** apply.
- Candidates simultaneously pursuing any other full-time course **cannot** apply.

❖ **Following Candidates are Not Encouraged to Apply:**

- Class X pass from a school located outside West Bengal.
- Over-aged candidates – since finding Apprenticeship and jobs is difficult.
- Candidates with medical issues which may create complication in future.

❖ **Reservation:**

One seat in each trade is reserved for fresh pass out students of RKM Boys Home, Rahara & one seat in each trade is reserved for Higher Secondary Vocational pass students of Ramakrishna Mission Boys Home Industrial Training Centre & rest is as per Gov. norms for reserved category.

❖ **How to Apply:**

All information will be displayed in the official website of Ramakrishna Mission Boys' Home Industrial Training Centre (RKMBH ITC) www.rkmbhitec.org

The following three-step process should be followed in order:

- **Step – (1) : CHECK YOUR ELIGIBILITY BEFORE PAYMENT OF APPLICATION FORM FEE** after CAREFULLY reading ALL INSTRUCTIONS on ELIGIBILITY CRITERIA in this PROSPECTUS and ADMISSIONS PAGE in the website of ITC. Fees once paid cannot be reimbursed.
- **Step – (2) : Go to the online payment gateway** as mentioned in the Admissions page and submit the Application Form Fee of Rs.200/- only.
Follow the step-by-step instruction given in Admissions Page of website.
- **Step – (3) : Online Application Form** is a Google Form link provide in the Admissions page. AFTER PAYMENT, keep ready the Fee Payment Transaction Reference number and necessary documents before starting Form fill -up. It should be duly filled in, documents uploaded and submitted online within the specified last date.

Detailed instructions on online FORM FILL -UP are provided in the website in Admissions page.

❖ **Applicants are requested to note the following points for applying online:**

- Applicant should **provide his valid and personal Mobile Number, own Email id and Aadhaar Card Number** for validations and future correspondence.
- Applicant can **submit only one** application form for admission.
- Applicant can **give choice in order of preference for three trades** in one application form, including Welder trade.
- **Documents for submission** required along with Admission Form can be self - attested & uploaded. Originals need be shown only during document verification during interview.
- **Fresh Madhyamik students** who have not received their result should wait till their result before filling up form. Ten days' time after publication of Class X Board result will be given for form fill-up.
- **Application form by hand is not available at present nor can it be submitted by hand or post.** Please follow the website for updates.

❖ **Admission Schedule (Tentative) - see notices in website for updates:**

Particulars	Date
Start of Online Application Form Process	17.5.2021
Last date of submission of Online Application Form*	17.7.2021
Declaration of interview schedule for the 1 st listed candidates	14/15 th June 2021
Interview of first list of selected candidates	18/19 th June 2021
Declaration of interview schedule for the 2 nd listed candidates	28/29 June 2021
Interview of 2 nd list of selected candidates	2/3 rd July 2021
Declaration of interview schedule for the 3 rd listed candidates	19/20 July 2021
Interview of 3 rd list of selected candidates	23/24 July 2021
Declaration of selected candidates will be informed through email	After 3days of Interview
Last day for admission for selected candidates	Within 7 days of receiving email from Institute
Start of academic session (pending the Department's guideline)	To be informed latter

*Dates are likely to be extended.

Fees:

Rs. 16,000/- (Sixteen Thousand Only) for two years NCVT Trades and **Rs. 8000/- (Eight Thousand Only)** for one-year NCVT Trades.

Account head	1 st Year	2 nd Year
Session Fee	6810	7240
Caution Money Deposit*	300	
Admission Fee	100	
Registration Fee	30	
Tuition Fee	360	360
Exam. Fee	400	400
Total	Rs. 8000.00	Rs. 8000.00

The total fee for one year is payable at the time of admission Fees once paid are not refundable. Caution Money Deposit is refundable after completion of the course but will be forfeited if not taken back within one year from the date of completion of the course. Any student disqualified for appearing at the final examination owing to lack of required percentage / disciplinary action/ for any other reason, or, is discharged from the institute for any reason, or if he discontinues his studies on his own, will not be entitled to get either course completion certificate or refund of any fees whatsoever excepting caution money deposit.

N.B. - The Institute reserves the right to change the fee as indicated above at any time without prior notice, as may be considered necessary due to unforeseen expenses.

❖ Technical Scholarship / Fees Exemption:

Up to 25 scholarships can be provided to support financially weak students, on completion of first year of training, after considering their academic performance in the first year, regular attendance, good behavior and discipline.

Uniform:

Steel colour full pant and sky-blue shirt along with safety shoes (Black). The students are not allowed to attend their classes without proper uniform. Sober dressing, proper hair style etc. and good behavior are essential.

Working Hours & Holidays: (* Subject to changes due to Corona Virus pandemic)

- Working hours will be Monday to Friday 9:45 a.m. to 5.00 p.m. and Saturday 9:45 a.m. to 2:30 p.m (2nd & 4th Saturday holiday).
- Daily from 9:50am onwards, prayer session and readings on the lives and teachings of Sri Sri Ramakrishna Deva, Sri Sri Ma Sarada Devi and Swami Vivekananda and other

great spiritual teachers of the world are held before the start of classes. Prayer attendance is compulsory.

- For any absence on the institute's working days, students must write in "Parichay Patra/Regularity Dairy" duly signed by their respective guardians. For long absence prior permission from the Superintendent is necessary.
- **There is no Hostel facility at the Institute.**

Subjects of Study:

The stress in ITI is on cultivating practical skills. The ITI courses cover many similar areas of study as in B.Tech and Polytechnic Diploma courses but differ in terms of ratio of practical versus theory training, which is 70:30 in ITI, 50:50 in a Diploma course & 30:70 in B.Tech in general. In ITI courses, the following slots are allotted per 40-hour week :

1. Trade Theory (1st yr - 7 hrs; 2nd yr - 9 hrs)
2. Trade Practical (25 hrs)
3. Workshop Calculation and Science (2 hrs)
4. Engineering Drawing* (2 hrs)
5. Employability Skills (1st yr - 4 hrs; 2nd yr - 2 hrs)
6. Spiritual & Cultural Heritage of India (1 hr)
7. Other extra-curricular activities (1 hr)

Instruction:

Instruction is imparted both through theoretical sessions and practical assignments. The theoretical instruction is imparted in the form of lectures, classwork and discussions. The Practical training comprises of hands-on practical workshop tasks as per syllabi and visits to industrial establishments for field experience by the students. Each student is required to maintain a Daily Dairy where in daily performance of the student is to be noted down counter-signed by the respective Trade Instructor.

Classroom medium of instruction is Bengali & English but the textbooks are in English and EXAM will also be conducted in ENGLISH.

A Monthly Progress Card based on Learning Outcomes and marks obtained in the class tests & sessional works is maintained for each student. See the section on Examination below for details of assessment criteria in Formative Assessment.

Library & ICT infrastructure:

There is a library for the use of the students and staff. Classes are equipped with projectors and computers for use of modern technology for imparting training through blended learning methodology.

Attendance:

A minimum of 80 percent attendance is compulsory. Any student falling short of this minimum attendance is liable to be barred from appearing for the final examination of each semester as per NCVT/Institute norms.

Examination:

Annual Examinations (All India Trade Test) will be conducted by Directorate General of Training, Government of India. For two-year courses there will be two AITTs annual.

Assessment is divided into two categories:

1. Formative Assessment – This is a year-long continuous evaluation graded on the basis of learning outcomes and is based on skill, efficiency, quality, punctuality, safety consciousness, workplace hygiene, ability to follow instructions etc.
2. Summative Assessment – End-of-year assessment by All India Trade Test (AITT).

❖ Formative Assessment:

Year	Maximum marks	Pass mark
1 st year	200	120
2 nd year	250	150

Formative Assessment marks will be included in the Statement of Marks for the AITT.

❖ Summative Assessment (AITT):

The total maximum marks and the minimum marks required for a pass for the different subjects in the A.I.T.T. will be as follows:

Sl No.	Subject for the trade test	Max Marks	Pass Marks
1.	Trade Theory	100	33
2.	Trade Practical	250	150 (60%)
3.	Workshop Calculation	50	17
4.	Engineering Drawing	50	17
5.	Employability Skills	50	17

Trainees will be allowed to appear in AITT for a maximum of 3 attempts after the first regular attempt. Supplementary Exams are held after every six months. Candidate registration will expire after three extra attempts or one and a half years of completion of course, whichever is earlier.

Award of Certificate:

A convocation is held every year, where student passing the Final A.I.T.T are awarded the National Trade Certificate (N.T.C.) by the N.C.V.T., Ministry of Skill Development and Entrepreneurship, Govt. of India.

Training & Placement:

Although providing of apprenticeship training of job placement is not guaranteed, efforts are made by the Institute to provide the same to the passed-out trainees as per merit & opportunities available. After passing out many of our students have secured suitable employment over the years. **For details see the placement section of the ITI website.**

Prizes:

At the Annual Prize Distribution Ceremony, held every year, prizes are awarded to the students for their academic excellence and co-curricular activities.

Games & Sports:

Students participate in different games like Football, Cricket, Volley Ball etc. in the playground attached to the Institute building in their weekly games period. Annual competitions in all the above games and also annual sports are held in the same ground.

Puja & Voluntary services:

All staff and student actively participate in the Vishwakarma pujas which are held in the Institution every year. Students and staff of ITC often get the opportunity to render their voluntary services in different occasions in our Ashrama.

Magazine, Cultural Competitions and educational visit to holy places:

A wall magazine with artistic look in nice hand writing and sketches by interested students and staff is also published periodically. Occasional competitions are held for Speech, Essay, and Recitation, Quiz etc. on the lives & teachings of the Holy trinity (Sri Sri Ramakrishna Deva, Sri Sri Ma Sarada Devi & Swami Vivekananda) and on General Knowledge which infuse great enthusiasm amongst the students and staff.

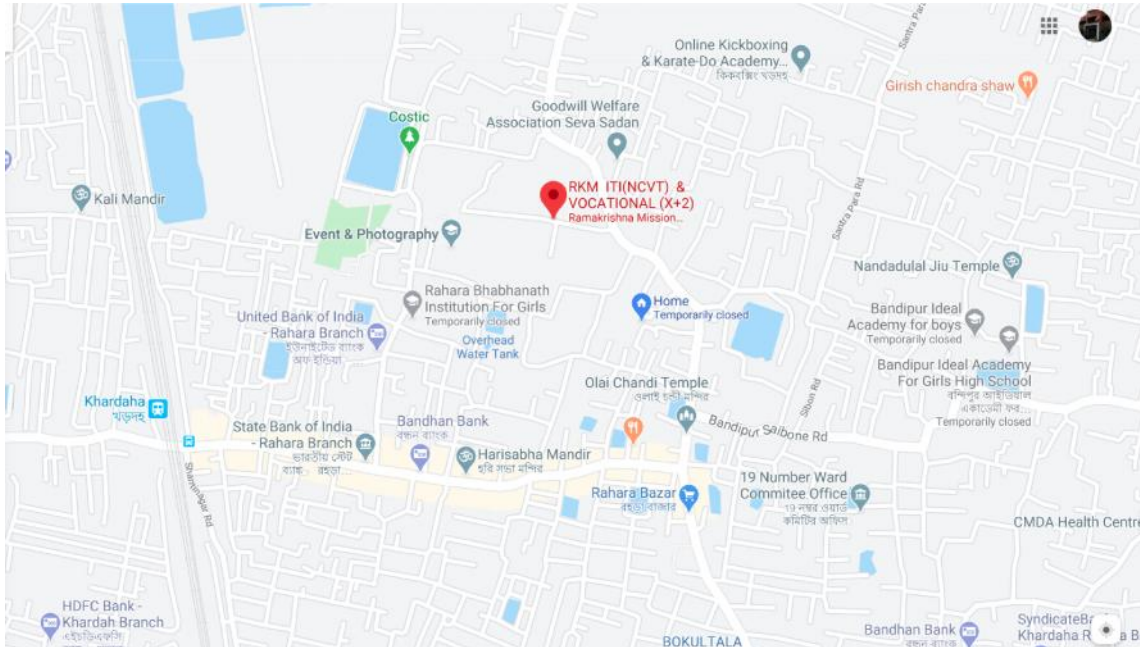
Rules and Regulations:

1. Students must maintain a high standard of discipline befitting the idealism of the Institute and should refrain from any such activities, which may taint the good name of the Ramakrishna Mission.
2. Students must refrain from any political activities directly or indirectly.
3. Students must have a cordial relation combined with deep respect for the Instructors and other staff in the institute.
4. Use of equipment and all facilities in the premises should be done with deep care to avoid loss or damage. Any such damage may have to be compensated by the concerned student.
5. Guardians are required to be aware of their ward's progress & attend meeting call by the Superintendent as & when required. Guardians' co-operation is essential for their ward's benefit.
6. Students will be required to participate in all the religious, cultural, social & any other philanthropic activities organized by the institute. Developing an attitude of service through regular activities inside the ITI premises for maintenance of campus is also compulsory.

Location of the Institute:

Industrial Training Institute is situated inside the main campus of Ramakrishna Mission Boys Home Rahara. We can reach to Ashram via Eastern Railway Sealdah Main Line division from Sealdah to Ranaghat section line to Khardaha station. By road we can come by Bus No. 78/1 to Rahara Bazar, from here walkable distance of 10 minutes to main gate

of Ramakrishna Mission Boys Home, Mandir Gate. From Dunlop Barrackpore to Khardaha Station road & from here by Rickshaw to Ashram main-gate 15 minutes.



- ❖ *Education is the manifestation of the perfection already in man.*
- ❖ *Arise, awake, and stop not until the goal is achieved.*
- ❖ *Take up one idea. Make that one idea your life — think of it, dream of it, live on that idea. Let the brain, muscles, nerves, every part of your body, be full of that idea, and just leave every other idea alone. This is the way to success.*

- Swami Vivekananda