

**GOVERNMENT OF INDIA, MINISTRY OF LABOUR AND EMPLOYMENT, DGE&T  
ADVANCED TRAINING INSTITUTE, C.T.I. CAMPUS, GUINDY, CHENNAI - 600 032**

**APPLICATION FORM  
(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 :	.....

## III. WHETHER

SC	ST	PH	OTHERS
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## IV. DETAILS FOR COMMUNICATION

a) MAILING ADDRESS : ( with pin code)	..... ..... .....
b) PHONE NO: .....	FAX NO: ..... e-mail ID .....

## V) ACADEMIC/TECHNICAL QUALIFICATIONS (B.E. / DIPLOMA / NTC / NAC/B.Sc etc)

S.NO.	EXAMINATION PASSED	BRANCH / TRADE	% OF MARKS	ISSUING AUTHORITY	YEAR

## VI) EXPERIENCE (INCLUDING PRESENT JOB)

S.NO.	NAME OF THE EMPLOYER	NATURE OF JOB	FROM	TO	DESIGNATION

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

IPO / DD NUMBER	DATE	POST OFFICE / BANK	PLACE	AMOUNT

PLACE:

DATE :

(SIGNATURE OF THE APPLICANT)

**( For Sponsored Candidates only )**

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

Date &amp; Office Seal

Signature  
Name & Address with Phone No.**Copy of SSI Registration Certificate to be attached in case of sponsored through 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

b) **TUITION FEE :**

CATEGORY	TAILOR-MADE COURSES	REGULAR & OTHER COURSES
i) Candidates from Govt. Depts. Viz., Defence, Railways, etc. / Technical Institute & Colleges	Rs. 1300/- Per week	Rs. 650/- Per week
ii) Candidates from Autonomous bodies, PSU Large / Medium Scale Industries	Rs. 2500/- Per week	Rs. 1250/- Per week
iii) Candidates from Small Scale Industries & Private candidates	-----	Rs. 350/- Per week

c) **OTHER CHARGES:**

(a) APPLICATION CUM REGISTRATION CHARGES: Rs: 100/- PAYABLE WITH APPLICATION / NOMINATION

(b) GYMKHANA RS.5/- PER COURSE; AT THE TIME OF ADMISSION BY CASH ONLY

(c) HOSTEL SEAT RENT Rs.50/- PER DAY PER PARTICIPANT, AT THE TIME OF ADMISSION IN CASE HOSTEL ACCOMMODATION IS REQUIRED

d) **OTHER DETAILS / PARTICULARS**

- Applications/Nominations which are not in the prescribed format is liable to be rejected.
- Applications/Nominations received without prescribed application cum registration charges will be summarily rejected.
- Xerox copies of qualification, experience should be attached with the application.
- Sponsorship if any, in original should be enclosed with application.
- Applications / Nominations should reach this institute at least 3 weeks prior to the date of commencement of course. Seats will be confirmed to selected candidates only.
- Tuition Fee has to be remitted in advance, on confirmation of seat.
- Payments should be made by way of crossed INDIAN POSTAL ORDER (IPO) / DEMAND DRAFT ( DD ) in favour of DDO, ATI, Chennai payable at Chennai only.
- The institute is situated in Guindy Industrial Estate and well connected by local trains and city buses. It is located opposite to Guindy Railway Station next to Canara Bank / Post Office / Police Station / Guindy Bus Terminus.
- Working Hours: 09.00 Hrs. to 17.30 Hrs Monday to Friday.
- The Director of the Institute / DGET reserves the right to cancel or alter any course / course fee, etc. without assigning any reason / notice.

e) **ADDRESS FOR CORRESPONDENCE :**

**The Director,  
Advanced Training Institute,  
Government of India,  
CTI Campus, Guindy,  
Chennai 600 032.**

**PH : Director ( 044 ) 2250 1460  
Off/Training ( 044 ) 2250 0252, ( 044 ) 2250 1211  
Hostel ( 044 ) 2225 4797  
FAX : ( 044 ) 2250 1460  
Email : [atichn@vsnl.com](mailto:atichn@vsnl.com)  
Website : <http://atichennai.org.in>**