



**GOVERNMENT OF JAMMU AND KASHMIR UT**  
**OFFICE OF THE PRINCIPAL**  
**GOVERNMENT POLYTECHNIC JAMMU**

Opposite Kala Kendra, Bikram Chowk, Jammu (J&K)-180004

Website:- [www.govtpolytechnicjammu.edu.in](http://www.govtpolytechnicjammu.edu.in)

e-mail:- [govtpolyjammu@gmail.com](mailto:govtpolyjammu@gmail.com)

Er. Arun Bangotra  
Principal

**ADMISSION NOTICE FOR JOB ORIENTED SKILL COURSES**

Applications on the prescribed format accompanied by Bank Draft are invited from the desirous candidates of J&K UT seeking admission in Short Term Vocational Job Oriented Skill Courses under continuing Education Programme (IRG) scheme. The Bank Draft for the course fee shall be in favour of the **Principal, Government Polytechnic Jammu** from **J&K Bank** payable at Jammu. The Admission Form is available in the office of the undersigned and can also be downloaded from [www.govtpolytechnicjammu.edu.in](http://www.govtpolytechnicjammu.edu.in) The last date for receipt of the application forms is **30.11.2022**.

Documents required with the Application Form:-

1. Demand Draft
2. Mark Sheet
3. Aadhaar Card
4. Domicile Certificate
5. Two passport size photographs

The classes shall commence from **01.12.2022**.

S.No	Name of trade/course	Qualification	Course Fee	Duration
1.	Computer Operator	10 <sup>th</sup> Pass	Rs 3500/-	06 Months
2.	Computer Application	10 <sup>th</sup> Pass	Rs 3500/-	06 Months
3.	Accounting/Tally (ERP-9)	10 <sup>th</sup> Pass	Rs 3500/-	06 Months
4.	Computer Aided Drafting 'CAD'	12 <sup>th</sup> /Engg.Diploma	Rs 3500/-	03 Months
5.	Stenography	10 <sup>th</sup> Pass	Rs 3500/-	06 Months
6.	Composite Electrician	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
7.	Plumbing & Sanitary Fitting	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
8.	AC & Refrigeration	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
9.	Motor Mechanic	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
10.	Motor Winding	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
11.	Fitter/ Welder/ Machinist	8 <sup>th</sup> Pass	Rs 3500/-	06 Months
12.	Fashion Designing	8 <sup>th</sup> Pass	Rs 3000/-	06 Months
13.	Beautician	8 <sup>th</sup> Pass	Rs 3000/-	06 Months

**(Er. Arun Bangotra)**

Chief Coordinator

Continuing Education Program  
(IRG Scheme)/Principal

Government Polytechnic Jammu

No: GPJ/F-640/2589-91

Dated: 11-11-2022

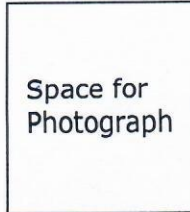
Copy to the:-

1. Director Skill Development Department, J&K Jammu for information.
2. Joint Director, Information Department J&K, Jammu with the request to publish the notification in at least three leading newspapers for 2-3 days for its wide publicity.
3. Incharge IRG scheme for information and necessary action.

## FORMAT

### Application for the admission in Vocational Trade under Continuing Education Program (IRG)

1. Name: \_\_\_\_\_
2. Parentage: \_\_\_\_\_
3. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Ph:- \_\_\_\_\_
4. Address for correspondence: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Ph:- \_\_\_\_\_
4. Qualification with attested photocopies:- \_\_\_\_\_
5. Trade in which the admission is sought: \_\_\_\_\_
6. Course Fee:- \_\_\_\_\_ Name of the Bank \_\_\_\_\_  
Bank Draft No:- \_\_\_\_\_ Date:- \_\_\_\_\_



#### Declaration:-

I hereby declare that I will abide all the rules and regulation of this institution and adhere the timings as per institution schedule.

Signature of Father / Guardian

Signature of Candidate

#### Documents to be attached

1. Academic Qualification
2. Address Proof
3. 2 coloured Photograph
4. Demand Draft mentioning name and trade in which admission is sought on the back side of the DD.

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#### For Office Use Only

Received Application form of Mr/Ms \_\_\_\_\_ S/o D/o of Sh \_\_\_\_\_  
in \_\_\_\_\_ Trade under Continuing Education Scheme with Draft No:-  
\_\_\_\_\_ Dated:- \_\_\_\_\_.

**Sig of Recipient**