



# GOVT. POLYTECHNIC FOR WOMEN

Lower Shiv Nagar, Near AG's office Jammu-180001

Ph. # 0191-2581189 / 2580721

Fax 0191-2585327

Er. Ritu Jamwal  
Principal

Website: [www.gptwjammu.org](http://www.gptwjammu.org) | Email: [gptwjammu@gmail.com](mailto:gptwjammu@gmail.com) | Facebook: [fb.com/gptwjammu](https://www.facebook.com/gptwjammu)

Joint Director,  
Information Department,  
Jammu.

No: WPJ/F-195/422-24

Dated: 19-11-2020

Sub: Publication of Admission Notice for Skill Development Training Courses under Continuing Education Programme (IRG) Scheme.

Sir,

Kindly find enclosed herewith copy of admission notice for favour of its publication in the local leading English dailies preferably **Daily Excelsior** for its wide publicity.

Yours Faithfully,

Chief Coordinator/Principal  
Govt. Polytechnic for Women,  
Jammu

Copy to the: -

1. Internal Coordinator, IRG for information.
2. I/c Website for uploading on website.
3. Notice Board.



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## NOTICE

Applications on the prescribed format are invited for the following 6/3 month courses under Continuing Education Programme (IRG).

S. No.	Name of the Trade	Gender	Qualification	Duration	Course Fee
1.	Computer Operator	Female/Male	10 <sup>th</sup> Pass	6 Months	Rs. 3000/-
2.	Stenography	Female/Male	10 <sup>th</sup> Pass	6 Months	Rs. 3000/-
3.	Beautician	Female	8 <sup>th</sup> Pass	6 Months	Rs. 3000/-
4.	Cutting & Tailoring	Female	8 <sup>th</sup> Pass	6 Months	Rs. 3000/-
5.	Pathology	Female	10 <sup>th</sup> Pass	6 Months	Rs. 3000/-
6.	Electrician	Male	8 <sup>th</sup> Pass	6 Months	Rs. 3000/-
7.	Plumbing	Male	8 <sup>th</sup> Pass	6 Months	Rs. 3000/-

The admission to the courses shall be purely on merit basis. The batch strength shall be limited to maximum 25. Each training course shall start only with minimum 10 candidates. **Application Form as per Annexure 'A'** shall be deposited along with requisite fee in the shape of **Bank Draft of J&K Bank in favour of Principal, Govt. Polytechnic for Women, Jammu payable at Jammu** with the office clerk of this Institute during the working hours by 05 December 2020. The timing for these courses shall be notified in the Institution as per availability of labs / outsource staff.

**The training in each trade shall tentatively start w.e.f 07 December 2020.**

**Bank Draft shall be returned to the candidate if the minimum candidates in particular trade is not available. However, no Bank Draft shall be returned in case the admission is confirmed. Also, no change of trade shall be allowed after confirmation of admission in one trade.**

**Certificates to be attached with the application form:**

- 1) Two Photographs
- 2) Qualification Certificate
- 3) Address Proof

Sd/-

Chief Coordinator/ Principal  
IRG Scheme

No: WPJ/F-195/422-24

Dated: 19-11-2020

**ANNEXURE-A**

**FORMAT**

**Application for admission in Skill Development Training Courses under Continuing Education Program (IRG Scheme)**

1. Name: \_\_\_\_\_

2. Parentage: \_\_\_\_\_

3. Permanent Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Ph:- \_\_\_\_\_

4. Address for correspondence: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Ph:- \_\_\_\_\_

5. Category \_\_\_\_\_

6. Qualification with attested photocopies:- \_\_\_\_\_

7. Trade in which the admission is sought: \_\_\_\_\_

8. 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**