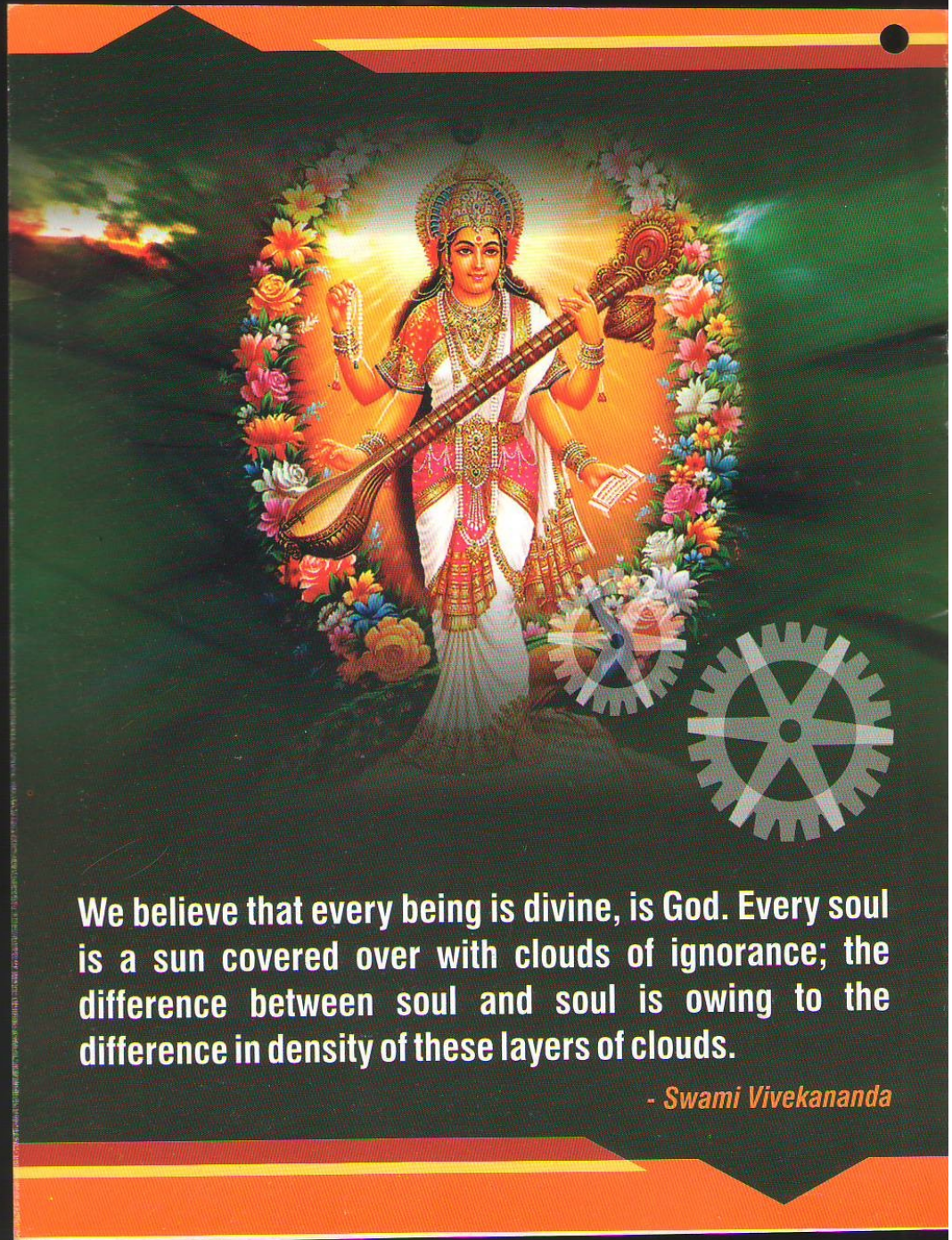


Information Brochure



MINARANI ITC

• We Make You Self Sufficient •
Soro, Balasore

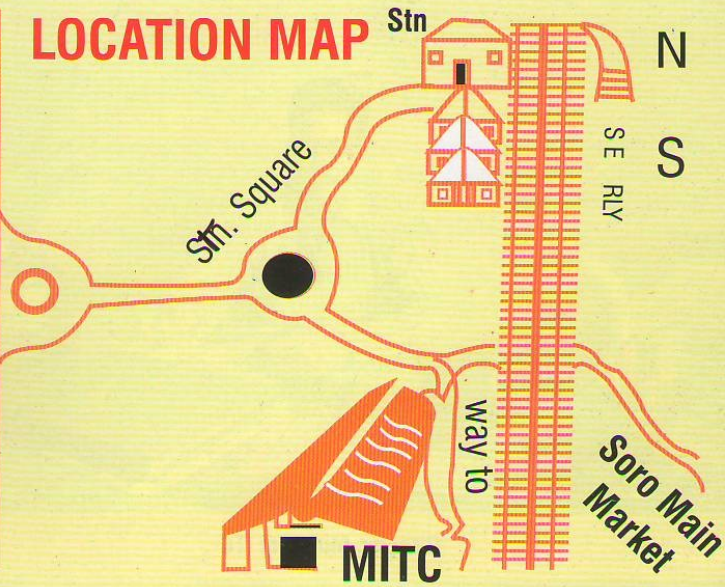


We believe that every being is divine, is God. Every soul is a sun covered over with clouds of ignorance; the difference between soul and soul is owing to the difference in density of these layers of clouds.

- Swami Vivekananda

BBSR to BLS → N.H. 5

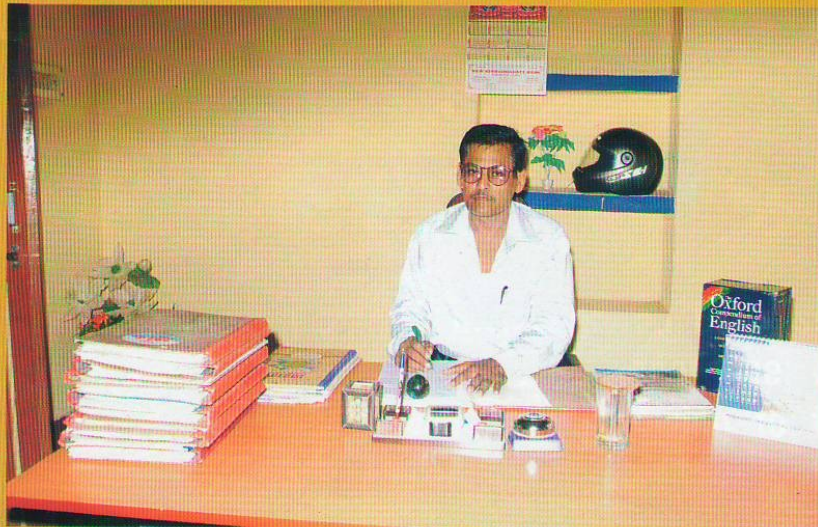
LOCATION MAP



Special Computer Analysis Lab



Director, Minarani ITC



Principal, Minarani Industrial Training Centre.

THE INSTITUTE

THE MINARANI INDUSTRIAL TRAINING CENTRE has been established by some dignified persons of Soro, Balasore and managed by a competent registered governing body. The Institute situated at Soro, Balasore.

It is registered under Societies Registration Act and is affiliated to **N.C.V.T.** (National Council for Vocational Training), **Govt. of India**, New Delhi, **Ministry of Labour** under **DGET** through State Council of Vocational Training, **Directorate of Technical Education and Training, Govt. of Orissa.**

THE AIM & OBJECTIVE

The aim and objective of the Institute is to impart quality training to the educated unemployed youths through N.C.V.T. approved I.T.I. courses to make them suitable for industrial employment, particularly, keeping in view the coming of some big plants, like steel plant industrial Units in Orissa and also opportunities from Ministry of Defence, Ministry of Railway & other Govt. and private sectors.

The Institute has its own hostel, well equipped workshop facilities with all types of machinery & tools etc. as per N.C.V.T. norms.

LOCATION

The Institute is Centrally located at Soro which is a prominent town of Balasore District. Our Campus is situated within a short walk-able (5 minutes) distance from both Soro Railway Station & Bus Stop.

COURSE SCHEDULE

It offers training in different N.C.V.T. approved I.T.I. traders for admission in the current year.

Sl.	Name of the Trade	Duration of Course	Min. Qualification
1.	Fitter	2 Years	H.S.C. pass or above
2.	Electrician	2 Years	H.S.C. pass or above
3.	Computer Hardware Mech.	2 Years	+2 or above

N.B.: The age of the applicant should not above 40 years at the time of admission.

ADMISSION PROCEDURE

(A) Application in the prescribed forms for admission in to I.T.I., Course are invited from candidates within 15 days from the date of

publication of advertisement admission can available from the institute office on working days on payment of Rs. 50 or on remittance of Rs. 65 by M.O. addressed to. The Principal Minarani Industrial Training Centre with full postal address of the candidate.

- (B) Application complete inn all respect should be deposited in the institute office on or before due date. Applications received after the due date may not be accepted. Incomplete applicants will be rejected by the Principal without assigning any reasons thereof.
- (C) The following documents should be submitted along with applicants.
 - (i) Attested copies of the all certificates and mark lists
 - (ii) Six recent pass port size photographs duly attested.
 - (iii) Attested copies of caste certificate in case of SC/ST/OBC candidates
 - (iv) Attested copies of residential certificate in case of out side the state candidates.
 - (v) Attested copies of certificate and migration certificate in case of sports man, Physically handicapped and children of green card holders.
- (D) All the original certificate along with School or College leaving certificate from the institution last attended most be produced at the time of admission.
- (E) In addition to above information if any required by the principal should be furnished along with the application.
- (F) The admission can not be claimed as a matter of right and may be refused by the principal without assigning any reason thereof.

SELECTION PROCEDURE

- (a) Admission is open to the candidate belonging to all the district of Orissa and outside the state residing in Orissa.
- (i) The candidates for training should be between the age of 14 to 40 years.
- (ii) The candidates should confirm to minimum prescribed physical standard.
- (iii) Additional weight age will be given to the higher qualified candidates.
- (iv) Preference will be given to SC/ST/OBC Physically handicapped and the children of green cards holders.
- (v) The candidates selected by the selection committee of the institute will be intimated by registered post to take admission by due date.
- (vi) The trade of their chose can be allotted subject to availability of seat

in the particular trade.

- (vii) No extension of time can be allowed after the fixed date of admission.
- (viii) Selection of candidates for admission will be made on merit-cum suitability basis.

RULES AND REGULATIONS

In all matters connected with admission training and discipline the decisions of the Principal will be final and legally binding. The Trust Managing Committee of the institute serves the right to amend or alter any rule students are bound to obey the same. Students are required to collect information from the Notice Board of the Institute from time to time.

DISCIPLINE

The institute considers the students joining the institute as adults and mature enough to look after their conduct and personal security.

1. MITC maintains absolute discipline inside its campus and students violating the rules are liable to disciplinary action. Students expelled on ground of indiscipline will not be entitled to any refund of fees and deposits.
2. Students can not take active part in politics or any strike or movement during his stay in the institute. Bullying, ragging of students, hooliganism, misconduct (including drug addiction and immoral trafficking) and indiscipline of any kind will not be tolerated.
3. Any student found guilty for any damage to the institute or hostel building furniture or equipments will be punished severally.
4. Students found to have misbehaved with any members of the staff (teaching or non-teaching) either inside or outside the campus will be punished severally. Such misbehavior may lead to expulsion of the student from the institute. Any complaint against any member of the teaching/non-teaching staff should be intimated in writing to the authority.

NOTE: All students should go through these rules very carefully before joining the institute and they should not afterwards plead ignorance or the rules, and also they should give their undertaking for the same at the time of admission.

ATTENDANCE

1. A student has to secure minimum 80 % attendance (as per D.G.E.T.

- manual) to become eligible for appearing in the Final Examination. More than 7.5 % attendance will be allowed on medical ground.
2. A student who remains absent continuously for 15 days and above without valid reasons shall have his name struck-off the rolls.
 3. Students who absent themselves on medical grounds should produce valid medical certificate immediately on reporting after sickness.

IDENTITY CARD

On joining the institute, each student will be required to obtain an identity card from the institute office. A passport size photograph will be attached to the card which will be attested by the principal of the Institute. The Identity card will have to be produced at the time of using the Library and at other times when the identity of the student is required to be established.

LIBRARY

There is a library in the Institute having a good number of engineering books both on electrical and mechanical and Computer subjects and different trade manuals on practical subject for use of students. The student should go through the library rules and regulations of the institute before receiving the books.

ALL INDIA TRADE TEST

After completion of prescribed period of training, the final All India Trade test is conducted by NCVT, New Delhi and successful trainees are awarded the national trade certificate in the trade concerned. The national trade certificates are recognized for recruitment to the subordinate posts and services under the state Government and Government of India for which a certificate is prescribed as requisite qualifications.

PLACEMENT FACILITY

After completion of prescribed period of training, the institute will provide apprenticeship for successful trainees year wise mark basis of the private & public sector, through the government and own arrangement and also provided the appointment in different company outside of the state. It is stated that the institute is constituting a placement cell committee by the direction of state government.

COURSE FEES

S No.	Trade	Course Duration	Payment of fees
	FITTER	(2 Years)	
(a)	Admission fee	Rs. 1000/- 5100/-	
(b)	Tuition fee	Rs. 13,200 (550x24 Months)	
(c)	Raw material charges	Rs. 2500/- 8600/-	
(d)	Monthly trade test	Rs. 600/-	
(e)	Library fee	Rs. 600/-	
			TOTAL Rs. 28,100/-

	ELECTRICIAN	(2 years)	
(a)	admission fee	Rs. 1000/- 5100/-	
(b)	Tuition fee	Rs. 13,200/- (550x24 Months)	
(c)	Raw material charges	Rs. 2500/- 8600/-	
(d)	Monthly trade test	Rs. 600/-	
(e)	Library fee	Rs. 600/-	
			TOTAL Rs. 28,100/-

	COMPUTER HARDWARE MECH.	(2 years)	
(a)	Admission fee	Rs. 1000/- 4800/-	
(b)	Tuition fee	Rs. 13,200/- (400x24 Months)	
(c)	Raw material charges	Rs. 6000/- 250x24	
(d)	Monthly trade test	Rs. 500/-	
(e)	Library fee	Rs. 500/-	
			TOTAL Rs. 25,000/-

TERMS OF PAYMENT

FITTER / ELECTRICIAN

- Term - 1** Rs. 27, 100 full payment at the time of Admission
- Term - 2** Rs. 28, 100 (Rs. 10,000/- at the time of Admission and rest of dues within 12 months from the Admission with a suitable commitment).

COMPUTER HARDWARE MECH

- Term - 1** Rs. 24,000/- full payment at the time of admission.
- Term - 2** Rs. 25,000/- (Rs. 10,000/- at the time of admission and rest within 12 months from the Admission with a suitable commitment)

HOSTEL ACCOMMODATION

The ITI training is a time bound programme and fully practical oriented special classes are conducted beyond the working hours. As such the trainees should prefer to stay in the institute hostel for better study and to get academic guidance from faculty members. MITC has well furnished hostel where preference of students is given first priority. Through there is the limited seat admission in the hostel will be made first come first service basis.

GENERAL RULES OF THE HOSTEL

1. Strict discipline must be observed by all the boarders inside the hostel.
2. Without permission of the Hostel Incharge, no boarder can remain absent from the hostel for more than 12 hours.
3. No boarder can remain outside the Hostel beyond 11 PM.
4. Lady guests of any boarder can not be allowed to stay in the Hostel in any case.
5. No boarder can take intoxicated thing like cigarette, liquor, ganja, Opium, charas etc. inside the Hostel.
6. Facilities such as super accommodation furniture etc. can not be claimed as a matter of right but the same will be provided as per as possible and practicable.
7. No boarder can use Electrical appliances such as heater, Iron, Music system etc. inside the Hostel.
8. Making any association or unauthorized meeting inside the hostel is strictly prohibited and for violation of this rule, the concerned student(s) will be asked to vacate the Hostel within 24 hours.
9. The Institute shall not be responsible for any theft of the personal belongings of a boarder inside the hostel.
10. The seat allotted to a boarder at the time of admission cannot be changed in case, only boarder vacates the hostel in the middle of the session he cannot claim for readmission as a new boarder.
11. Members shall not allow outsiders to stay, may be his relatives, inside their room without written permission from the Hostel Incharge.
12. Boarders shall not allow outsiders to stay, may be his relatives, inside their room without written permission from the hostel incharge.
13. Sickness of any boarder should be immediately reported to the hostel in-charge for necessary action. For any delayed information regarding illness of boarder which may affect the boarder's life, the

institute will not be responsible.

14. Boarders will not be permitted to leave the middle of session i.e. February 1st July 31st and 1st August – 31st January. However, such permission may be given at the discretion of authorities against proper ground by accepting the full seat rent upto the end of that Session.

MESSING

The messing in the Hostel is proportionate to students contribution and generally an amount per month is fixed for a particular Session i.e., according to the market price as well as payment capacity of a common boarder. The missing of the Hostel follows a principle of No Less No profit basis admission fees Rs. 800/- (Eight Hundred Only)

PAYMENT OF HOSTEL DUES AND DISCIPLINE

1. Hostel rent for the month with messing charges will be collected at a time at the time of admission.
- 2: Any boarder before vacating the hostel has to get a Hostel clearance from the **MITC** office (by clearing his due amounts, if any, including fines) and after that he can leave the hostel.
3. In some special cases (such as in disciplinary ground) on behalf of Management Hostel in-charge has the power to give a hostel vacate notice to any boarder with a demand slip showing the exact amount as fine if any, to be paid to the institute and in that case boarder has to vacate the hostel first according to the notice and after which he to pay the amount mentioned in the demand slip for which the boarder and his guardian will be equally responsible.
4. If any boarder will not vacate the Hostel according to the notice, he has to pay Rs. 100/- for each day as a fine amount for residing in the hostel.
5. Any student will be debar from the hostel on disciplinary ground. He will not get any refund of the caution amount rather he has to pay the seat rent upto the end of session.
6. In case any student leaving the hostel without hostel clearance, management has the right to take and sort of legal / disciplinary action against the student and for which concerned student with his guardian will be jointly responsible.
7. Management has the right to expect any boarder from the hostel by a 7 days notice but in some cases if may be 24 hours (as per the situation) with a telegraphic intimation to his legal guardian. In such cases, dues, if any, will not be refunded to the concerned students.

8. Management is not bound to show the cause or prove to the student / guardian for all the disciplinary actions taken by the management.
9. Students have to bear double the current cost of any damaged or theft appliance or accessories of the hostel used by them.
10. Students leaves the hostel in middle of the session will not get any sorts of dues from the institution.

HOW TO LEAVE HOSTEL

On months prior to end of each session a notice is published regarding invitation of applicants for leaving the Hostel. The application should reach the office within the date and time mentioned in the notice and beyond which no application will be received in any case. After the last date of acceptance of application, students will be issued with their respective accounts in connection with hostel, which would then be made clear within the last week of the same month to enable the students to receive their hostel clearance report, for leaving the hostel. Management has the right to introduce or change or after any clause written above for the benefit of the boarders.

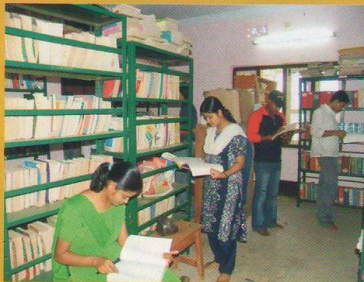
All students should go through these rules very carefully before joining the institute and they should not afterwards plead ignorance of the rules and also they should give their undertaking for the same at the time of admission.

Motto of the management is to maintain proper study atmosphere with cordial relations among all the boarders inside the hostel.

ENTREPRENEURSHIP TRAINING

The Institute is providing entrepreneur training in every year to all the trainees of this institute with help of DIC and small Scale Industries sector. Other is continuing for the period of seven days. Which comes under month of January in every year. It helps to make an entrepreneur to the trainees and also providing non- ITI trades (Video, T.V., Radio, Cutting, Tailoring, Type, Mobile Repair and Computer) Training for self engagement.

MITC AT A GLANCE



Library



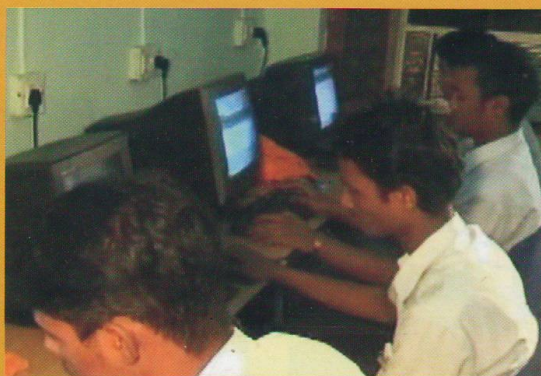
Classroom



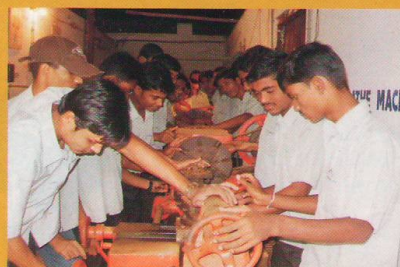
Hostel Building



Electrician Work Shop




Computer Lab



Fitter Work Shop



Electrician Work Shop



Information Brochure



MINARANI INDUSTRIAL TRAINING CENTRE

Govt. Regd.I No. 5896 / 210 / 96-97

TeleFax : 06788- 221457 (O), 9337267574, 9437191890/ 9438145675

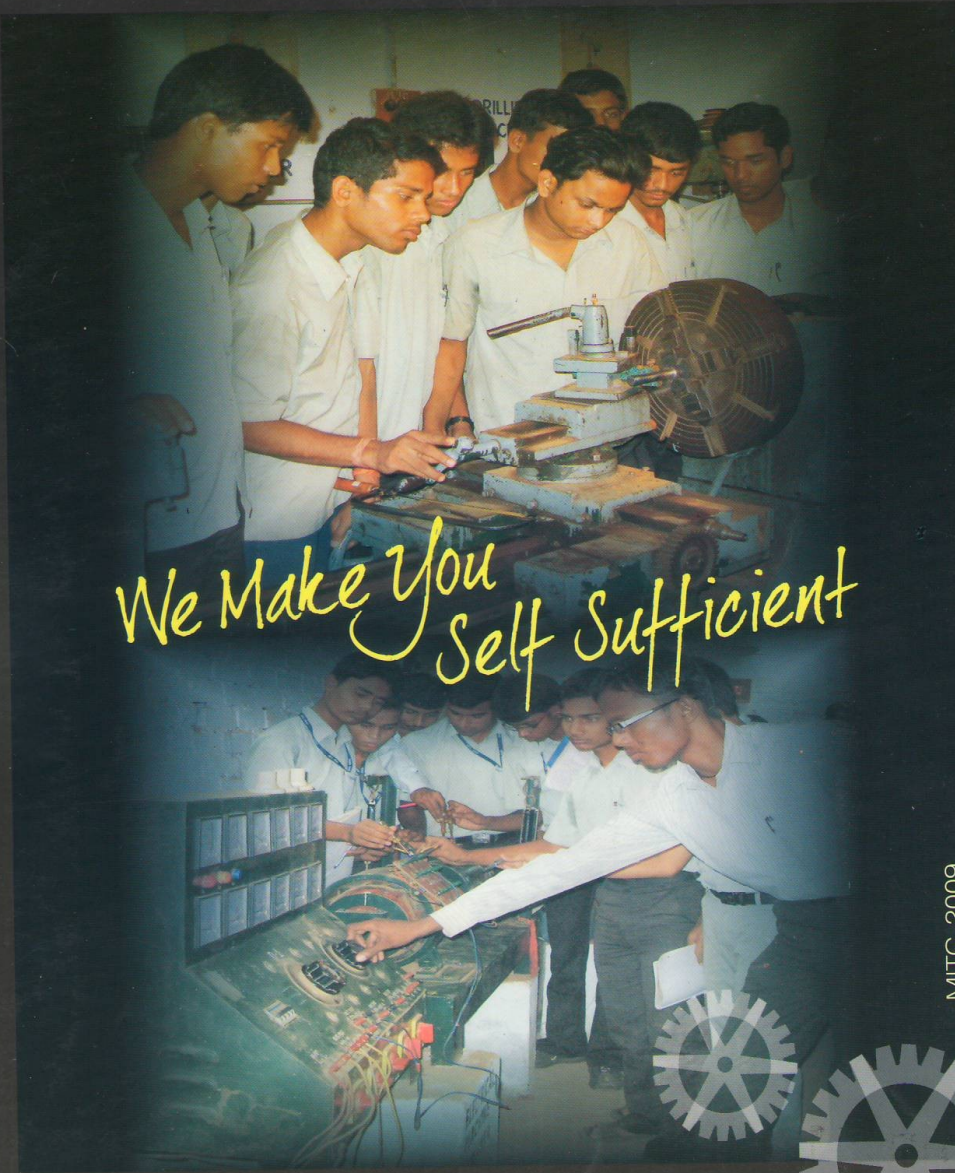
Affiliated to N.C.V.T., New Delhi, Govt. of India, Ministry of Labour

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Self Sufficient*

MITC-2009

