राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
National Institute of **Open Schooling**
(The Largest Open Schooling System in the World) ISO 9001:2008 CERTIFIED

NORMS AND PROCEDURE
FOR ACCREDITATION OF
SPECIAL ACCREDITED INSTITUTIONS FOR ACADEMIC AND SKILL DEVELOPMENT (**SAIASD**),

{ITIs AFFILIATED TO NCVT}

WITH APPLICATION PERFORMAS FOR ACCREDITATION

National Institute of Open Schooling (NIOS)
A-24/25, Sector-62, Institutional Area, NOIDA,
U.P. – 201 309
Visit http://www.nios.ac.in
Contact : Toll Free LSC (18001809393)

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1. The NIOS

In pursuance of the provisos of the National Policy on Education (NPE-1986), the Government of India, Ministry of Human Resource Development (MHRD), setup on November, 1989 the National Open School (NOS) as an autonomous institution. NIOS is providing a number of Vocational, Life Enrichment and community oriented courses besides General and Academic Courses at Secondary and Senior Secondary Level. It also offers Elementary level Courses through its Open Basic Education Programmes (OBE). Government of India through a gazette notification vested NIOS with the authority to examine and certify learners registered with it up to pre degree level in the Area of Academic, Technical or Vocational education. Association of Indian Universities, vide letter No. EV/11(354)/91/ 25 July, 1991 issued Equivalence of Senior Secondary Certificate Examination of NIOS.

Vision

Sustainable inclusive learning with universal and flexible access to quality school education and skill development.

Mission

➢ Providing relevant, continuing and holistic education up to pre-degree level through Open and Distance Learning System.

➢ Contributing to the Universalisation of School Education.

➢ Catering to the educational needs of the prioritized target groups for equity and social justice

Quality Policy

We at National Institute of Open Schooling (NIOS) are committed to provide Excellent, Sustainable, Inclusive and Flexible Education upto Pre-Degree level through Open & Distance Learning (ODL) mode & Compliance of requirements to ensure satisfaction of Learners and continual improvement of our Quality Management System.

1.1 Objectives:

The major objectives of NIOS are to:

- Provide opportunities for continuing and developmental education at the school stage;

- As an apex institution in the field of Open Schooling, provide consultancy services to the Government of India and States of India;

- Serve as an agency for effective dissemination of information related to distance education and open learning;

- Identify and promote standards of learning in distance education system and state open schools and

- Exercise normative and coordinating functions while promoting standards in distance and open learning system in the country.

1.2 Target Group of NIOS:

Any person irrespective of caste, creed and location can seek enrolment in the courses/programmes offered by NIOS. However, the prioritized client groups are:

- Rural people/urban poor
- Girls and women
- Underprivileged section of society;- (e.g.,SC/ST)
- Disadvantaged persons of minority communities
- Unemployed and part employed
- School dropouts
- People with special needs i.e. physically and mentally challenged persons.

1.3 The Memorandum of Understanding between NIOS and Directorate General of Training DGT, MSDE, Govt. of India.

National Institute of Open Schooling (NIOS), has Signed a Memorandum of Understanding with Directorate General of Training (DGT) under Ministry of Skill Development and Entrepreneurship (MSDE), Govt. of India.

Signing of this unique MoU, will not only break barriers between school education and skill development, it will also open path ways for ITI students, enhance their employability and education progress and enable NCVT certified, ITI students to earn 10th/12th qualification.

The MoU has been signed to offer Courses through Distance Learning mode to attain the following objectives:

- Break the barriers between school education and skill development;
- Open pathways for ITI pass outs (from regular course of Craftsmen Training Scheme (CTS) under NCVT, for horizontal and vertical mobility;
- Enhance employability of NCVT certified, ITI pass outs;
- Enhance NCVT certified, ITI pass outs to move to appropriate academic courses/programmes (Senior Secondary/ Degree Courses);
- Accept subjects taught under CTS of NCVT at ITI for academic equivalence under credit transfer; and
- Enable NCVT certified, ITI learners to earn Secondary/ Senior secondary qualification.

1.4   Admission for Academic Courses under NIOS –ITI Scheme
1.4.1   Eligibility Criteria, Admission Procedure and Examination Schedule

a) Any one, who is either pursuing ITI (regular course of two years Craftsmen Training Scheme (CTS)) under NCVT, or has passed ITI two years Course earlier can undertake NIOS-ITI Education course for completing Secondary or Senior Secondary qualification.

b) The learners who have already completed or pursuing two years NSQF compliant courses from any ITI under CTS of NCVT would be eligible for admission with NIOS for secondary or senior secondary certification.

c) NIOS will accept credit transfer of up to three core subjects successfully completed by a trainee in any of the regular courses under 2 years of Craftsmen Training Scheme (CTS) of NCVT pursued in an ITI and will offer two or more courses in the following groups to complete the requirement for Secondary/Senior Secondary Certification:
- One language subject of NIOS
- Any one of the other academic subjects offered by NIOS.

d) The learners would have to complete minimum five subjects for certification. The subject combination would be in the following manner:

S.No.	Group/Level	Subject combination	Study Hours
1	(A) ITI Trades/Courses	Three Papers (subjects) from a particular NSQF compliant trade of ITI. Marks of all three to be transferred from ITI under Transfer of Credit (TOC).	Minimum 240 Hours per course (Total 720 Hours)
2	(B) Language	Any one language from the group of languages offered by NIOS at Secondary & Senior Secondary level respectively	240 hours
3	(C) Academic subject	Any one academic subject offered by NIOS including course on employability skill and entrepreneurship at Secondary and Senior Secondary level respectively.	240 hours
	1. For certification, five subjects are compulsory (one from Group B, one from Group C and credits of three subjects/papers of ITI under CTS of NCVT (to be transferred to NIOS).		
	2. Learners may take two additional subjects from Group B or C.		

1.4.2 Eligibility Criteria

a) For Secondary (10th) Admission
The learners joining/completed the two year course in ITI under CTS of NCVT after class VIII would be eligible to enroll simultaneously with NIOS for secondary course with one language and one academic subject being offered by NIOS.

Age Requirement	Secondary Course
Admission (a) ITI Stream (Block-I)	14 years as on 31st July 2016 (born on or before 31/07/2002)
(a) ITI Stream (Block-II)	14 years as on 31st January 2017 (born on or before 31/01/2003)

b) For Senior Secondary (12th) Admission
The learners joining/completed the two year course in ITI under CTS of NCVT after class X would be eligible to enroll simultaneously with NIOS for secondary course with one language and one academic subject being offered by NIOS.

Age Requirement	Senior Secondary Course
Admission (b) ITI Stream (Block-I)	15 years as on 31st July 2016 (born on or before 31/07/2001)
(c) ITI Stream (Block-II)	15 years as on 31st January 2017 (born on or before 31/01/2002)

1.4.3 Admission and Examination

a) For ITI Passed Out Learners
The admission for such learners is open round the year online (24x7) at Secondary and Senior Secondary levels through NIOS Accredited Institutions (Study centres) including NIOS Accredited ITIs, known as Special Accredited Institutions for Academic and Skill Development (SAIASD).
These learners are eligible to appear either in NIOS Public examination or through on Demand Examination System (ODES), after confirmation of Admission.

b) For Learners Pursuing ITI
The admission at Secondary and Senior Secondary levels for learners pursuing ITI Course is open round the year online (24x7) through the NIOS Accredited ITIs (SAIASD), from where learners are pursuing ITI with following cut off dates for the Public examination.
- **Ist Block** : 16th March to 15th Sept.   First public examination In April next year
- **IInd block** : 16th Sept. to 15th March   First public examination In October same year

The learners who are pursuing ITI can seek online ODES Registration only after April/ May, 2017 and October/November 2017 Public examinations.

1.4.4 Documents Required for Admission

a. Print out of Application Submitted Online or Filled in Application Form, in case of offline admission.

b. **DOB Proof-**
   Secondary Course
   (i) Attested copy of Birth Certificate issued by the Municipal Authority or District Office of the Registrar of Birth and Deaths for those born on or after 26.01.1989. OR (ii) Attested copy of Passport Issued by Govt. of India OR (iii) Original Transfer Certificate/School Leaving Certificate showing applicant's date of birth, issued by the last school attended by the applicant. In case of Govt. schools, the transfer certificate/school leaving certificate should be signed by the Principal while in the case of Private schools, it should also be countersigned by the competent education authority of State/or District Education Officer.

   Senior Secondary Course
   Attested copy of the Certificate of Matriculation/ Secondary Examination having a record of the Date of Birth. (No other proof of age will be accepted for Sr. Secondary admission).

c. **Proof of Residence**
   Proof of residential address is essential for all. Attach a copy of any one of the follwing.
   i. Ration Card, or Adhar Card, or appointment letter from the Employer on letter head, or water/telephone/electricity bill/statement of running bank account or income tax assessment order/ Election Commission's Voter Identity Card, Parents Passport in case of minor.
   ii. For applicant living in rented accommodation, any proof of permanent address along with any proof of present rented accommodation will be accepted.
   iii. For applicants belonging to the category of street children/destitute/migrants/slum dwellers/orphans who are without any residential address of their own at present, they will have to furnish a self certificate stating their category (from the above) and certify that they do not have their own residential address and for the purpose of correspondence with NIOS, they would furnish a contact address. This self certificate will have to be countersigned by the sponsoring Guardian including NGO/Orphan Homes and attested by any Govt. Servant/ Panchayat Level Officials/Nagar Nigam Officers/Block Level Officers/District Level Officers or higher level Officers. Both the sponsoring and the attesting authorities are required to furnish their complete name, designation and address with their official stamp.

1.5 Fee Structure and Mode of Payment

a) **Fee Structure for Admission**

Course	Registration Fee	Cost of Course Material for each Subject	Fee for Transfer of Credit (TOC)
Secondary	Rs. 400/- (per subject)	Rs. 300/- (Mandatory)	Rs. 150/-Per Subject
Senior Secondary	Rs. 400/- (per subject)	Rs. 330/- (Mandatory)	Rs. 150/-Per Subject

In addition to above Fee, Rs. 50/- (Rs. Fifty Only) will be added as cost of online application form.

b) **Fee Structure for examination and other miscellaneous fee**

i. For the Secondary and the Senior Secondary On Demand Examination (ODES)	
Examination Fees	Rs.500/- + Rs.200/- extra for subject involving practical
ii. For the Secondary and the Senior Secondary Public Examinations	
Examination fees	Rs. 250/- per subject
Additional fees for Practicals in subjects having both theory and practicals	Rs. 120/- per subject
Late fee for examination (after last date)	Rs. 100/- per subject
Consolidated late fee after the prescribed dates at Regional Centre concerned only	Rs. 1500/- per subject
iii. Other Miscellaneous Fees	
Duplicate copy of the Passing Certificate	Rs. 200/-
Duplicate Provisional Certificate	Rs. 200/-
Duplicate Migration Certificate	Rs. 200/-
Duplicate Marksheet	Rs. 200/-
Duplicate Identity Card	Rs. 100/-
Postal Charges (If the above documents are required by speed post)	Rs. 50/-
Re-checking of Answer Script	Rs. 300/- per subject
Re-evaluation of Answer Script (Senior Secondary Examination)	Rs. 800/- per subject
Re-evaluation of Answer Script (Senior Secondary Examination On Demand Examination)	Rs. 1000/- per subject
Verification of NIOS documents (for Private compaines and individual learners)	Rs. 500/-
Issue of photocopy of Answer scripts to Learner (Secondary and Sr. Secondary or equivalent courses)	Rs. 700/- per Answer script

Transcription/verification for foreign Institutions/ Universities (Abroad) for NIOS certificates	Rs. 5000/-
Mark Statement (Revised)	Rs. 200/-
Provisional Certificate (Revised)	Rs. 200/-
Migration Certificate (Revised)	Rs. 200/-
Pass Certificate (Revised)	Rs. 200/-

I. The revised duplicate documents fees will be charged as mentioned above.
II. The examination fee is required to be paid by all learners.
III. It is same for both the Secondary and the Senior Secondary Courses.
IV. The fee once paid for examinations will not be refunded or adjusted under any circumstances.
V. For obtaining duplicate copy of Marksheet, Certificate and Migration Certificate, download the Application Form from NIOS website or obtain it from concerned Regional Centres/Sub-Centres/AI (Study centre).
VI. The prescribed fee for the issue of Provisional Certificate, Migration Certificate and Duplicate Mark Sheet on urgent basis is Rs. 400/- for each certificate except passing certificate; and these documents will be issued within 48 hours from the date of receipt of application.
VII. In case the duplicate certificate/document/identity card need to be dispatched through speed post, additional charge of Rs. 50/- is to be paid by the learner along with the fee.
VIII. Duplicate I-card will not be issued to certified candidate.
IX. In case of duplicate certificate, affidavit of Ist class magistrate required.

1.6 Mode of Payment

The fee can be deposited On-line through Credit Card /Debit Card/Net Banking, or Through Bank Draft of any nationalised bank only in favour of Secretary, NIOS payable at respective Regional Centre of NIOS as per Annexure I.

1.7 Submission of Admission Application Form along with Document and Fee

Students are required to send the Print out of Online submitted Application Form along with

a. the requisite fee (if not paid online), in form of Bank Draft of any nationalised bank only drawn in favour of Secretary, NIOS payable at respective Regional Centre of NIOS ,and
b. relevant documents as mentioned at 1.4.4 and list of enclosures as mentioned at Back of Application form for Admission for ITI Learners.
c. the learners can also take offline Admission by filling up the Application Form available on the NIOS Website or by obtaining Prospectus for ITIs, and submit it along with requisite document and fee to the concerned NIOS Accredited SAIASDs or concerned NIOS Regional Centre.

2.   ACCREDITED INSTITUTIONS - A NETWORK OF STUDY CENTRES

2.1   The Accredited Institutions

Study Centres are institutions accredited by the NIOS to provide human support to learners who are otherwise left alone to learn from self-learning material. They provide guidance and other support services to the learners.

NIOS has more than 6600 such study centres also known as Accredited Institutions (AIs) all over the country. These AIs are usually recognized formal schools or other reputed agencies involved in educational activities.

2.2   Functions of an Accredited Institution

The Accredited Institution performs the following academic and administrative functions:

2.2.1   Academic Functions

The academic functions of an AI are:

1. to act as Study Centres for the NIOS learners so that the access to study through Open Schooling using distance mode is easy and within their reach.

2. to provide guidance to the learners particularly during the time of admission.

3. to arrange orientation programmes for learners to apprise them of the unique features of NIOS that they can avail of, etc.

4. to inform learners about the important dates like the last date of submission of application forms, with and without late fees, and registration dates for appearing in the examinations etc.

5. to arrange the orientation of teachers and other staff engaged in NIOS activities at the Accredited Institutions, in collaboration with NIOS.

6. to prepare a timetable and organize classes of Personal Contact Programmes as per schedule on Sunday and holidays, in accordance with the curriculum requirement and as per guidelines provided by NIOS by involving available teachers of the Institution as far as possible. Experienced retired teachers, if required, can also be engaged.

7. to organize other types of face-to-face interactive situations on regular basis to retain motivation of the learners.

8. to facilitate and arrange practical classes for subjects involving practical by making laboratory facilities available to the learners.

9. to provide library facilities to the learners for referencing work.

10. to make available the audio-visual aids available in the Institution for learners to use the media support materials supplied by NIOS.

11. to ensure that the subject teachers of the Accredited Institution undergo continuous and comprehensive evaluation of the tutor Marked Assignments (TMAs) regularly on time and provide feedback to the learners.

12. to send the TMA marks/grades to NIOS as per prescribed schedule.

13. to help learners prepare for examinations.

14. to act as examination centre in order to conduct public examinations of NIOS, if required.

15. to provide feedback to NIOS with respect to improvement of the learning materials, learner performance and other related academic matters.

2.2.2 Administrative Functions

The administrative functions of an AI are:

1. to publicise courses/programs offered by the NIOS.

2. to receive the prospectus from NIOS to sell to the prospective learners.

3. to help learners in admission as per the rules/guidelines.

4. to receive prescribed fee for admission by way of Bank Draft.

5. to open a Joint Savings Bank Account in the name of Coordinator and one more signatory of the Accredited Institution in order to remit all receipts therein

6. to maintain complete record of registrants, duplicate copies of the admission form etc., where needed.

7. in case study materials are received then keep a full record of all receipts.

8. to distribute the study materials to the learners, if needed, without any service charges and to ensure that adequate and right type of materials are available at the Study Centre. Also to keep full record of study materials issued to the learners.

9. to receive and issue Identity Cards to the learners.

10. to receive examination fees and send the same through Bank Draft to NIOS.

11. to issue receipt for all payments received from the learners.

12. to maintain stock of materials, equipment and other items supplied by NIOS or purchased/acquired by the study centre out of funds authorised by NIOS.

13. to issue date sheets, mark-sheets and certificates to the learners and maintain their complete record.

14. to maintain attendance, register of teachers and learners attending PCPs with photograps.

15. to function as examination centre of NIOS for its examinations as and when required.

16. to provide a separate Notice Board for learners where the timetable, date-sheet and other important information pertaining to NIOS could be displayed.

17. to put up a board outside the institution, displaying it as a study centre of the NIOS with the Code Number of Accreditation for the information of the public.

18. to maintain liaison between NIOS and learners necessary for the proper functioning of the Study Centre.

3.   Norms and Procedure for Accreditation

3.1   Application for Accreditation under ITI Scheme

ITIs affiliated by National Council for Vocational Training (NCVT), offering two years National Skills Qualifications Framework (NSQF) compliant course with industry apprenticeship under Craftsmen Training Scheme (CTS) may apply for Accreditation as SAIASD under ITI Scheme.

The eligible ITIs may submit the application for the Accreditation up to Secondary or Senior Secondary level or both,

3.2   Criteria for Accreditation

ITIs applying for accreditation as SAIASD should be affiliated by National Council for Vocational Training (NCVT), offering National Skills Qualifications Framework (NSQF) compliant course with industry apprenticeship under Craftsmen Training Scheme (CTS).

Infrastructure Facilities: The ITI seeking accreditation with NIOS is required to have sufficient infrastructure facilities for NIOS Courses as mentioned below:

Essential

i. Building and Land: The ITI would require to have ownership or lease of requisite land in the name of the ITI or Society/Trust running the institution.
ii. Class Rooms: The ITI would require to have properly ventilated and lighted class rooms to conduct contact sessions and examinations (if needed).
iii. Teaching Staff: The ITI can have its own Teaching Staff or can arrange the services of experienced and retired teachers in the subjects offered to its learners to organize Personal Contact Programmes and Practicals as per schedule.
iv. Laboratories: (Applicable to ITI offering Science subjects to its learners)
   - One multipurpose Science Laboratory to conduct practical work in Science at Secondary level.
   - Separate laboratories for Physics, Chemistry, Biology and Computer Science, respectively with appropriate apparatus and instruments for accreditation in all subjects at Sr. Secondary level.
v. Library Facilities: The ITI would also have a separate library room having at least 2000 books in different school subjects.

Desirable

i.   Audio/Video and internet facilities: The ITI would have sufficient audio-video facilities like one colour Television, one CD/audio player, one video CD player and internet facilities.
ii. Geography and Home Science Laboratories; The ITI would have laboratories for Geography and Home Science.
iii. Furniture: Sufficient and suitable furniture would be available in all classrooms.

3.3   Number of Learners and the Category of the SAIASD

It is found that the feasibility and viability of the establishment as a SAIASD depends on the number of learners at the SAIASD, which is neither too small nor too large. The following number has been fixed:

i)   At least 50 learners in each session in each academic course permitted by NIOS at the SAIASD.
ii) Depending upon the status of the institution, available facilities and its location, a SAIASD of NIOS is categorized into three types viz. A, B and C as given below:

S.No.	Category	Type A	Type B	Type C
1.	Max. No. of learners allowed to enroll	500	300	150
2.	No. of classrooms	15	10	05

4 General Instructions for Applying for Accreditation

4.1 An ITI would require to apply for accreditation to function as a study centre (SAIASD), of NIOS on a prescribed Application Form to respective Regional Center of NIOS (please refer to list given on annexure I). This form is also available on the NIOS website www.nios.ac.in. Typed or photocopies Application form are not accepted.

Government ITIs, ATIs, FTIs can send their Application for Accreditation to NIOS Headquarters, Noida at the given address:-
Director, Student Support Services
National Institute Of Open Schooling,
A-24/25,
Institutional Area,
Sector – 62,
NOIDA
District – Gautam Buddha Nagar, Uttar Pradesh - 201309
An ITI can apply for accreditation to function as a study centre of NIOS in the following two ways:

(i)   On line application for accreditation. – Through E-Accreditation Link on NIOS Website.

(ii)   Off line application on the Application form for accreditation.

1. For Off line application, download Accreditation Application form from the NIOS website. Application Form duly filled in, providing correct information and substantiated by necessary attested documents as stipulated in the form would need to be submitted to ensure acceptance.

2. Incomplete application forms can lead to rejection.

3. The Application Form requires to be endorsed and certified by the Management of the Applying Institution and to be submitted with the following documents
    a. Proforma for Appointing the Co-ordinator and second Signatory
    b. Affidavit
    c. Memorandum of Understanding (MoU)
    d. Performa for tutors for PCP

4. Depending on the nature of the institution, the following need to be provided along with the application;
    a) For Private/Non Government ITIs, the Resolution of the concerned Organisation Management to run NIOS courses.
    b) For Government ITIs, approval of Controlling Department of Concerned State Govt.

5. The Application Form needs to be accompanied with and processing fee of an amount of Rs. 20,000/- (Rupees five thousand only). The processing fee is to be paid through Demand Draft drawn in favour of the Secretary, NIOS, payable at Regional Centre of NIOS. Application forms without the processing fee will not be accepted.

4.2   Procedure for Accreditation

The basic procedure for accreditation includes the following steps:

1. After receiving the application for accreditations, a preliminary screening is done to ensure eligibility of the ITI for accreditation and the presence of the necessary documents.

2. The eligible ITI are allotted a Consideration Number for future correspondence.

3. All short listed applications for accreditation are scruitinised by the Screening Board (SB) as per the laid down criteria for accreditation.

4. The Institutions found suitable by the Screening Board are short listed for inspection by an Inspection Team constituted by the competent authority of NIOS.

5. The recommendation of the Inspection Report is considered by a committee (Accreditation Advisory Committee) in NIOS and if the recommendations are found suitable, the committee approves and grants accreditation to the applicant institution.

6. After accreditation, the Institution is granted a special code number, which is used for all correspondence with NIOS and this is informed accordingly to the ITI.

7. If accreditation is granted, the Institution is required to enter into a Memorandum of Understanding (MoU) with NIOS. The Memorandum of Understanding spells out the conditions for working as an Accredited Institution on the part of the institution and the NIOS. These are are obligations on the part of the Accredited Institution of NIOS to follow the functions and activities stated in accordance to the mission of NIOS.

8. If accreditation is granted, the Institution is also requested to provide signatories who would jointly operate a Bank Account that has to be opened by the institution to undergo all financial transactions in order to function on behalf of NIOS.

For any Guidance, the Accreditation Bye-Laws will be applicable for SAIASDs.

3.4 Assistance Provided to a SAIASD

The ITI accredited with NIOS as SAIASD will associate the following personal for administrative and academic work on behalf of NIOS.

i) Principal/Vice-Principal	Coordinator
ii) Senior Teacher	Assistant Coordinator
iii) Office Assistant	Assistant
iv) Peon	Helper
v) Respective Subject Teachers	PCP Teachers

NIOS will provide academic as well as administrative assistance to the Accredited Institutes in the following way:

a) Academic Assistance will be provided through:

- Attachment of an Academic Facilitator who is an educationist with sufficient experience in the field.
- Training of the Coordinators about the open schooling system and working of NIOS
- Training of PCP teachers in different subjects on conducting PCPs.
- Providing print as well as non-print resource material.

b) Financial Assistance

For certain essential services provided to the learners like sale of prospectus for admission, conduct of Personal Contract Programme (PCPs) etc. payment as per NIOS criteria will be made to the SAIASD, which includes honorarium for core staff, PCP teachers and contingent expenditure. Once an institution is accredited, it is obliged to follow the norms and criterion laid down by NIOS for utilizing this.

3.5 Procedure for Withdrawal of Accreditation

NIOS may initiate proceedings for withdrawal of accreditation in case, an Accredited Institution is found indulging in any of the following improprieties:

1. Failure to provide necessary academic and administrative support to the learner as per schedule/norms fixed by NIOS.

2. Overcharging the learners beyond the amount prescribed for fees by NIOS, like accepting extra money from the students towards service charges or for any other reasons.

3. Financial irregularities relating to NIOS funds for purposes other than those laid down by NIOS.

4. Refusal to provide building and staff for the conduct of NIOS Examinations.

5. Inadequate supervision of the Examination Centre enabling learners to use unfair means/mass-copying during the examination at the center.

6. Non-fulfilment of conditions of partnership as spelled out in Memorandum of Understanding (MoU).

7. Any other misconducts in connection with the admission/Examination/any other area, which in the opinion of NIOS warrants withdrawal of accreditation of the Institution.

8. NIOS shall provide adequate time the opportunity to the SAIASD served with a "Show Cause Notice" up to a maximum period of three months for adequate compliance/removal of defects failing which NIOS will declare the Institution disaccredited. Such a decision by NIOS shall be final and binding.

List of Regional Centres

Regional Centre	State Covered/Jurisdiction
Regional Director, Regional Centre-Delhi, A 31,Institutional Area,NH 24,Sector-62, NOIDA District- Gautam Budh Nagar, Uttar Pradesh.	East Delhi, North Delhi, North East Delhi, North West Delhi, South Delhi, West Delhi, South West Delhi, Central Delhi, New Delhi, Gurgaon, Faridabad, Jhajjar, Gautam Budh Nagar, Ghaziabad
Regional Director, Regional Centre-Hyderabad, IV Floor, Sri Krishna Devaraya, Telugu Basha Nilayam, Trust, No 4-4-8, Sultan Bazar, Hyderabad - 500095.	Telangana
Regional Director, Regional Centre - Vishakhapatnam 5th Floor, B Block, VUDA Complex, Siripuram, Visakhapatnam, Andhra Pradesh.	Andhrapradesh
Regional Director, Regional Centre-Guwahati, Building of Assam Publication Board, I Floor,Near Board of Secondary Education Assam,Bamunimaidam, Guwahati- 781021(Assam)	Nagaland, Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram and Tripura
Regional Director, Regional Centre-Pune C/o.Indian Institute of Education, 128/2,J.P.Naik Road,Kothrud, Pune- 411029(Maharashtra)	Maharashtra, Goa Daman & Diu
Regional Director, Regional Centre -Chandigarh YMCA Complex,Sector-11C, Chandigarh-160011	Haryana (excluding Faridabad, Gurgaon & Jhajjar), Punjab, Jammu and Kashmir and Chandigarh
Regional Director, Regional Centre-Kolkata 10/1/H, Diamond Harbour Road, Kolkata- 700027(WB)	Sikkim, West Bengal and Andaman & Nicobar Islands
Regional Director, Regional Centre- Bhubaneswar ELTI Campus, Maitri Vihar, Chandrashekharpur,	Odisha

Bhubaneswar -751 023,(Odisha)	
Regional Director, Regional Centre-Patna Lalit Bhawan,Ground Floor, Patna-800001(Bihar)	Bihar
Regional Director, Regional Centre- Kochi 6th Floor, Kerala State Housing Board Building, Panampilly Nagar, Kochi- 682036, (Kerala)	Kerala
Regional Director, Regional Centre - Jaipur D-11,12, Roop Vihar colony, Mohan Marg, Opp. Karali Garden, New Sangner Road, Sodala, Jaipur, Rajasthan - 302006	Rajasthan
Regional Director, Regional Centre- Bhopal Manas Bhavan,Shymla Hills, Bhopal,Madhya Pradesh	Madhya Pradesh
Regional Director, Regional Centre- Allahabad, 19/17 Kasturba Gandhi Marg,(Opp.) Mary Lucas School & College Lane, Kutchery road, Allahabad- 211002 (UP)	Uttar Pradesh
Regional Director, Regional Centre- Dehradun, 69/106, Niranjanpur,Opp.I.T.I, Dehradun- 248001	Uttrakhand, Meerut, Bagpat, Saharanpur, Muzzafarnagar, Moradabad & JP Nagar (Amroha), distt. of UP
Regional Director, Regional Centre- Gandhi Nagar M.S. Building; 'D' Block, 7th Floor, Near Pathikashram Sector 11, Gandhi Nagar-382011,Gujarat	Gujarat
Regional Director, Regional Centre- Bengaluru, Office of the Director(Vocational Education),3rd Floor, PUE Bhawan,18th Cross,Sampige Road,Malleswaram, Bengaluru,Karnataka -560012	Karnataka
Regional Director,	Chhatisgarh

Regional Centre- Raipur BTI Ground,DIET Campus, Shankar Nagar, Raipur, Chhattisgarh -492007	
Regional Director, Regional Centre- Ranchi Hostel Premises,Amar Sahid Thakur Vishvanath Shahdev Zila School, Zill School Parishad, Ranchi, Jharkhand	Jharkhand
Regional Director, Regional Centre- Chennai Govt. Model Higher Sec. School, Lady Wellington Campus Triplicane, Chennai - 5, Tamil Nadu	Tamil Nadu & Union Territory Puducherry
Regional Director, Regional Centre- Dharamshala 2nd Floor, Chamunda Complex (Near Income Tax Office), Dari Road, Dharamshala, Distt - Kangra, Himachal Pradesh - 176057	State of Himachal Pradesh

Subject Codes for Learners of Academic Courses under NIOS – ITI Scheme

Group A		
ITI Trades/Courses		
List of NSQF compliant ITI courses with code for Transfer of Credit in NIOS		
S.No.	ITI Trade	Component of the trade	Code
For Secondary Course		
1	Wireman	Theory and Practical	101
		Workshop Calculation and Science	102
		Engineering Drawing	103
For Senior Secondary Course		
1	Electrician	Theory and Practical	104
		Workshop Calculation and Science	105
		Engineering Drawing	106
2	Electronic Mechanic	Theory and Practical	107
		Workshop Calculation and Science	108
		Engineering Drawing	109
3	Fitter	Theory and Practical	110
		Workshop Calculation and Science	111
		Engineering Drawing	112
4	Turner	Theory and Practical	113
		Workshop Calculation and Science	114
		Engineering Drawing	115
5	Mechanic Motor Vehicle	Theory and Practical	116
		Workshop Calculation and Science	117
		Engineering Drawing	118

Note: The table header row shows "S.No. | ITI Trade | Component of the trade | Code" as column headers.

6	Mechanic Agricultural Machinery	Theory and Practical	119
		Workshop Calculation and Science	120
		Engineering Drawing	121
7	Draughtsman(Mechanical)	Theory	122
		Workshop Calculation and Science	123
		Practical	124
8	Machinist	Theory and Practical	125
		Workshop Calculation and Science	126
		Engineering Drawing	127
9	Machinist (Grinder)	Theory and Practical	128
		Workshop Calculation and Science	129
		Engineering Drawing	130
10	Mechanic Machine Tool Maintenance	Theory and Practical	131
		Workshop Calculation and Science	132
		Engineering Drawing	133
11	Tool And Die Maker(Dies And Moulds)	Theory and Practical	134
		Workshop Calculation and Science	135
		Engineering Drawing	136
12	Tool And Die Maker(Press Tools And Jigs & Fixtures)	Theory and Practical	137
		Workshop Calculation and Science	138
		Engineering Drawing	139

Group B			Group C		
Language			**Academic Subject**		
S.No.	**Code**	**Subject**	**S.No.**	**Code**	**Subject**
For Secondary Examination			**For Secondary Examination**		
1	201	Hindi	1	211	Mathematics
2	202	English	2	212	Science and Technology
3	203	Bengali	3	213	Social Science
4	204	Marathi	4	214	Economics
5	205	Telugu	5	215	Business Studies
6	206	Urdu	6	216	Home Science
7	207	Gujarati	7	222	Psychology
8	208	Kannada	8	223	Indian Culture and Heritage
9	209	Sanskrit	9	224	Accountancy
10	210	Punjabi	10	225	Painting
11	228	Assamese	11	229	Data Entry Operations
12	231	Nepali	12	250	Employability Skills
13	232	Malayalam	**For Senior Secondary Examination**		
14	233	Odia	1	311	Mathematics
15	235	Arabic	2	312	Physics
16	236	Persian	3	313	Chemistry
17	237	Tamil	4	314	Biology
For Senior Secondary Examination			5	315	History
1	301	Hindi	6	316	Geography
2	302	English	7	317	Political Science

3	303	Bengali	8	318	Economics
4	304	Tamil	9	319	Commerce/ Business Studies
5	305	Odia	10	320	Accountancy
6	306	Urdu	11	321	Home Science
7	309	Sanskrit	12	328	Psychology
8	307	Gujarati	13	330	Computer Science
9	310	Punjabi	14	331	Sociology
			15	332	Painting
			16	333	Environmental Science
			17	335	Mass Communication
			18	336	Data Entry Operations
			19	338	Introduction to Law
			20	339	Library and Information Science
			21	350	Employability Skills and Entrepreneurship