

Certificate in Digital Mitra (632) **(NSQF Level 3)**

The institutions having the following requisite infrastructure, may apply for accreditation:

A. Classroom :

The institute should have two class rooms one for practical and one for theory. Rooms should be well ventilated and properly lighted. The size of practical room should be 225 sq. feet and theory room should be 200 sq. feet.

B. Faculty and Supporting Staff :

At least one permanent faculty is required for taking theory as well as practical classes.

Trainer's Qualification and experience in the relevant sector

- Graduate with 2 years of industry experience in digital business domain

C. List of Tools and Equipments :

1. Hardware Requirements :

- Minimum 15 Computers
- CPU (Intel core i3 or i5 processor or processor of equivalent capacity or higher configuration)
- RAM (8 GB or above)
- Internet connection
- One Printer
- UPS

2. Software Requirements :

Licensed versions of following software

- Microsoft Windows 10 or higher version
- Microsoft office 2019
- AI tools (like ChatGPT, Gemini)
- Cloud storage platforms like Google drive
- Antivirus

D. Physical Facilities :

The institution should have the facilities for drinking water, bathrooms & toilets.

E. Batch Size : A centre can admit 25 students in a batch .

A Study Center can take maximum 4 batches.

Note: Institution should preferably have books related to courses /trades being offered.