



Trainee Admission Form

National Certification Programme for Rooftop Solar Photovoltaic Installer

FOR OFFICIAL USE ONLY

Trainee I.D.* :

ATC Code No. :

Date :

Affix passport-size
(37 mm x 37 mm)
photograph with
white background.

1. DETAILS OF AUTHORIZED TRAINING CENTRE (ATC) WHERE TRAINEE IS APPLYING

a. Name of ATC :

b. Branch (if Applicable) :

c. ATC Code Number :

d. City of ATC :

2. PERSONAL DETAILS OF APPLICANT

a. Name of Applicant :

b. Applicant's Mobile Number :

c. Applicant's Email Address :

d. Applicant's Date of Birth :

Day

Month

Year

e. Applicant's Gender (Check one) :

Male

Female

f. Have you previously attended
this Certification Programme?

Yes / No
(Please circle one)

If yes, provide you I.D. No. :

g. Applicant's Mother Tongue :

h. Other Languages Known :

i. Father's Name :

j. Mobile Number of Father :

k. Mother's Name :

l. Permanent Address :



m. Address for Communication :

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n. Reasons for joining this certification course:

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3. ACADEMIC DETAILS OF APPLICANT

	Examination Passed	Degree/ Stream/ Branch	Board/ University	Passing Year	Marks/ Grade/ Percentage	
a.	Last Standard (if not done S.S.C.)				out of	
b.	10 th Standard				out of	
c.	12 th Standard				out of	
d.	Diploma				out of	
e.	Graduation				out of	
f.	Post-Graduation				out of	
g.	Other (Specify)				out of	

4. WORK EXPERIENCE OF APPLICANT (Start with most recent)

	Designation	Organization	From (Date)	To (Date)
a.				
b.				
c.				

5. UNDERTAKING BY THE APPLICANT

I certify that:

- All information provided herein is true to the best of my knowledge, and that any deviation, identified now or later, may result into disqualification of my status as a Certified Technician for the National Certification Programme for Rooftop Solar Photovoltaic Installer (the “Certification Programme”).



- I have read, completely understood and agree to the Terms and Conditions of this Trainee Admission Form for this Certification Programme.

Signature of Applicant :

Name of Applicant :

Place :

Date :

6. TERMS AND CONDITIONS

- The Applicant shall directly submit this Admission Form to the respective Authorized Training Centre (ATC) where he/ she intends to apply for the National Certification Programme for Rooftop Solar Photovoltaic Installer (the "Certification Programme").
- There shall be 3 (three) fees that the Applicant shall have to bear:
 - Application Fee of Rs. 100/- (Rupees One Hundred Only) accompanied with this Trainee Admission Form to be submitted to the respective ATC where the Applicant intends to apply. The Application Fee shall be non-refundable.
 - Registration Fee of the amount determined by the respective ATC for undertaking the Certification Programme to be paid directly to the ATC once the Applicant is admitted to the Certification Programme (i.e. becomes a 'Trainee') by the ATC. The refund policy of the Registration Fee shall be guided by the ATC, which shall be clearly explained to the Applicant, and ATC shall undertake all direct and indirect responsibilities and liabilities towards such refunds.
 - Examination Fee of Rs. 3,000/- (Rupees Three Thousand Only) to be submitted to the ATC, which will be forwarded to GERMI by the ATC, for taking the final certification examination. GERMI shall undertake the final certification examination and provide the certification to successful Trainees.
- The Applicant shall be responsible to inquire about the deadline for a particular Certification Programme run by an ATC and submit his/ her application directly to the ATC before the deadline.
- The Applicant shall apply with the duly filled Trainee Admission Form with all necessary attachments and Application Fees to the ATC. Incomplete application may result into rejection of the application.
- Submission of the application does not automatically qualify the Applicant for the Certification Programme. The Applicant shall have to meet the basic qualification criteria for the Certification Programme as well as undergo the selection process of the ATC.
- The Trainee shall abide by all rules and regulations of the ATC, as amended from time to time, while undertaking the Certification Programme including but not limited to undertaking training whether within the ATC or outside, coursework, lab work, exercises, safety, attendance, examination, decorum and discipline.
- The ATC shall be directly responsible for the Trainee including but not limited to delivery of the training content, training facilities following rules and regulations, and so on. GERMI shall not be liable for any conflict whatsoever between the Trainee and the ATC whether directly or indirectly concerning the Certification Programme.



- h. Any questions or queries by the Applicant should be directly addressed to the respective ATC. In case of any difficulties, the Applicant may also send the query to GERMI.

7. LIST OF ATTACHMENTS

[Note: List of attachments should be clearly indicated below. Additional attachments may be included.]

	Attachment	Attached? (Circle One)	For Official Use Only
0.	Duly filled and signed Trainee Admission Form with this List of Attachments.	Yes / No	
a.	Payment for the Application as indicated in this Trainee Admission Form.	Yes / No	
b.	Self-attested copy of Birth Certificate of Applicant.	Yes / No	
c.	Self-attested copy of Photo Identity Card such as Driving License, Passport, Voter's I.D., PAN Card, Ration Card, etc.	Yes / No	
d.	Self-attested copies of Degree/ Academic Certificates of the Applicant indicated in Section 3.	Yes / No	
e.	Self-attested Copies of Certificates, Letters, Proof, etc. for Work Experience/ Employment of the Applicant as indicated in Section 4.	Yes / No	

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Sr.	Step	Yes / No / (NA)	By / To	Date
1.	Application Forwarded			
2.	Application Admitted			
3.	Application Fee Received			
4.	Trainee Admitted			
5.	Registration Fee Received			
6.	Trainee I.D. (if admitted)*			
7.	Certification Fee Received			
8.	Technician Certified			
9.				
10.				
11.	Other Comments:			