



# OFFICE OF THE PRINCIPAL **SAPATGRAM COLLEGE**

(Affiliated to Gauhati University)

[www.sapatgramcollege.in](http://www.sapatgramcollege.in)

**Dr. Rajeshwar Prasad Singh, M.A., Ph.D**

Principal / Secretary

Ref. No. : .....

Date : .....

## **BEST PRACTICE I FOR THE SESSION 2023-24**

### **BEST PRACTICE I:**

#### **1. TITLE OF THE PRACTICE**

**‘Kaushal Vikash’ through implementation of Skill Hub at Sapatgram College**

#### **2. OBJECTIVES OF THE PRACTICE**

- To provide vocational training to students and the local community, enhancing their employability and entrepreneurial skills.
- To contribute to the national skill development initiative by aligning with the objectives of the Pradhan Mantri Kaushal Vikas Yojana (PMKVY 4.0).
- To bridge the skill gap in key sectors such as tailoring, makeup artistry, electrical technology, and desktop publishing, thereby promoting self-employment and job readiness.

#### **3. THE CONTEXT**

Sapatgram College is the first college in entire Dhubri district to introduce and implement skill development courses in its course curriculum. Recognizing the growing need for skill development in the region, Dr. Jogomaya Paul, Coordinator, IQAC as well as the Single Point of Contact (SPOC) to the National Skill Development Corporation (NSDC), took the initiative to submit the expression of interest form to NSDC for the establishment of a Skill Hub at Sapatgram College. This proposal was submitted to the NSDC in April 2023, with the aim of creating a vocational training center that would cater to the skill development needs of students and the broader community.

#### **4. THE PRACTICE**

Following the submission of the proposal, the project was approved by the NSDC on May 19, 2023. Subsequently, the Skill Hub was formally inaugurated at Sapatgram College. The Skill Hub offers a range of vocational courses, specifically designed to equip learners with job-ready skills in high-demand roles, including:

1. Self-employed Tailoring
2. Professional Makeup Artist
3. Electrical Technician
4. Senior Associate DTP (Desktop Publishing)

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OFFICE OF THE PRINCIPAL

# SAPATGRAM COLLEGE

(Affiliated to Gauhati University)

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**Dr. Rajeshwar Prasad Singh, M.A., Ph.D**

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Till date, the Skill Hub has successfully completed seven batches, with a total of 134 candidates having been awarded certificates. The training programs are structured to provide both theoretical knowledge and practical skills along with On the Job Training (OJT) ensuring that participants are well-prepared for the job market or self-employment. Currently, classes for an additional four batches are ongoing, reflecting the sustained interest and demand for these courses.

## 5. EVIDENCE OF SUCCESS

The Skill Hub's success is demonstrated by the completion of seven training batches and the certification of 134 candidates. The continuous enrollment and ongoing classes for four more batches indicate the effectiveness and relevance of the courses offered. Feedback from participants highlights the value of the training in enhancing their employability and entrepreneurial opportunities. Through the Skill Hub initiative, Sapatgram College has successfully secured funding from the National Skill Development Corporation (NSDC) amounting to **Rs. 2502916**. After completing the assessments and certifications for all batches, the institution has utilized the surplus funds from the Skill Hub to purchase infrastructure for **three smart classrooms** and one **ICT enable classroom**. Most of the Skill Hub certificate holders have been self-employed by starting their own small businesses.

## 6. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

**Challenges:** Initial challenges included securing approval from the NSDC and ensuring the availability of qualified trainers for the specialized courses. Additionally, creating awareness about the program among the target audience required significant outreach efforts.

**Resources Required:** Continued support from the NSDC and the college administration, along with adequate funding and resources for training equipment and materials, are essential for the sustained success of the Skill Hub.

## 7. CONCLUSION:

The establishment of the Skill Hub at Sapatgram College serves as a model for other institutions aiming to integrate skill development into their educational framework. The program not only enhances the employability of students but also contributes to the socio-economic development of the community.

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Dr. Jogomaya Paul &lt;jogomayapaul777@gmail.com&gt;

**Project Sanction Letter| PMKVY 4.0| Special Projects| Skill Hub Initiative**

1 message

Target Allocation PMKVY4.0 &lt;targetallocation\_pmkvy4@nsdcindia.org&gt;

Fri, May 19, 2023 at 4 09 PM

To: "jogomayapaul777@gmail.com" &lt;jogomayapaul777@gmail.com&gt;

Cc: Karthik Nair &lt;karthik.nair@nsdcindia.org&gt;

Dear Sir/Ma'am,

Greetings from the National Skill Development Corporation (NSDC), New Delhi.

The Ministry of Skill Development & Entrepreneurship (MSDE), Govt. of India, is implementing the flagship skill development scheme of Government of India - Pradhan Mantri Kaushal Vikas Yojana 4.0 (PMKVY 4.0).

With the roll-out of the National Education Policy (NEP) in 2020, there has been a renewed focus on vocational skill training imparted by schools and higher education institutes, thus integrating mainstream academics with practical vocational skill training.

NSDC had circulated an online form to aggregate demand, and your institution has expressed interest to participate in PMKVY 4.0. Accordingly, your institute, Sapatgram College been allocated **240 targets** for implementing training under PMKVY4.0.

We are starting handholding initiatives through capacity building workshops in parallel for the benefit of all participants. A schedule of such workshops shall be shared with you upon receiving your willingness and Job Role wise demand. Some key highlights in terms of scheme contours, course offerings, etc. is shared below for your ready reference. You may like to write to @Karthik Nair for any queries.

Regards,

PMKVY 4.0 Target Allocation Team.

**Brief Note on PMKVY 4.0**

Pradhan Mantri Kaushal Vikas Yojana 4.0 (PMKVY 4.0) will be implemented between FY 2022-26 with a strong emphasis on making the programme candidate-centric by creating an enabling ecosystem to meet the emerging sectoral needs. More information on PMKVY can be assessed at [www.pmkvyofficial.org](http://www.pmkvyofficial.org) with guidelines of previous versions of PMKVY. The Guidelines for PMKVY 4.0 will also be placed shortly on this website.

**1. Objective of the Scheme:**

- Promote an enabling ecosystem for the youth to get skilled and choose a career path aligned with their abilities and aspirations.
- Enable the delivery of skill training in a market-oriented and demand-driven manner by making the existing skilling ecosystem more flexible, swift, and geared to meet the emerging demand.
- Process overhauling of the skill ecosystem by leveraging technology, innovative financing, and digitalization.

**2. Implementation through Skill Hubs:**

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**Skill Hubs** can be setup in State and Central Government Schools, Higher Education Institutes (HEIs), Colleges, and Universities (including Skill Universities) with requisite infrastructure for providing Short Term Trainings under PMKVY 4.0. The information on Skill Hub is available on [www.pmkvyofficial.org](http://www.pmkvyofficial.org).

### 3. Selection of Job Role for Training:

- a. Under PMKVY 4.0, it is proposed to offer various demand-driven and industry linked skilling courses including new age courses like Drone, 3D Printing, Robotics, AI, etc. An indicative list of Job Roles that can be offered under the scheme can be found on the link: [642 Job roles for PMKVY4.0 and Future Skills Job Roles list.xlsx](#).
- b. Details of the respective Job Role including the infrastructure requirement, trainer qualification, candidate eligibility, etc. is mentioned in the respective Qualification Pack of the Job Role which can be accessed at [www.nqr.gov.in](http://www.nqr.gov.in).

### 4. Pre-Requisites for Training:

#### a. Infrastructure:

- i. Availability of adequate classroom for theory classes and laboratory depending on the Job Role to be opted. (For e.g., Computer Lab in case of Data Entry Operator). More details are available under the "Training Partner and Centre" section of [www.skillindia.gov.in](http://www.skillindia.gov.in).
- ii. Functional Aadhaar Enabled Biometric Attendance System (AEBAS) registered on the NIC platform.

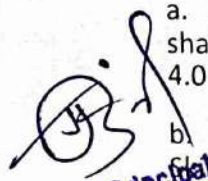
b. **Trainer:** Teacher/Trainer available in the own institution with domain experience or certified trainer (list available on Skill India Portal) can also be engaged.

### 5. Selection of Candidates:

- a. The scheme targets school/college dropouts, out-of-education, and unemployed youths in the age group of 15-45 years.
- b. In case of Schools/Colleges/Universities, students currently studying in these institutions are also permitted to enroll.
- c. Eligibility criteria for selection of candidates is defined in the respective course curriculum of Job Role to be offered.

### 6. Implementation Modalities:

- a. National Skill Development Corporation (NSDC) is the implementing arm of the Ministry and shall provide all required handholding support and technical assistance in implementation of PMKVY 4.0 in Skill Hubs.
- b. The entire training life cycle from enrolment to certification and tracking will be done through Skill India Portal/Digital for which necessary orientation and handholding support will be provided by NSDC ([www.skillindia.gov.in](http://www.skillindia.gov.in)).
- c. On-the-Job Training (OJT) has been mandated under the scheme in applicable Job Roles. It shall be the responsibility of the institutions to arrange for OJT in nearby industry or establishments.
- d. Assessment and certification would be done through the third-party agencies namely, Sector Skill Councils (SSCs) or any other National Council for Vocational Education and Training (NCVET) approved awarding body. The State Education Board/Technical Education Board can also become an awarding body under NCVET.



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- e. Registration of the Skill Hub (institution) on Skill India Portal/Digital with requisite details of available classroom, labs, trainers, etc.
- f. Mandatory daily AEBAS attendance of Candidate, Trainer, and Assessor.
- g. Last date for Candidate Enrolment is 30<sup>th</sup> June 2023.

#### 7. Financial Provisions

- a. The training payout to project implementing agency would be Rs. **6,323** per candidate which includes base training cost (trainer salary, teaching aid, raw material, infrastructure cost), insurance for candidates, and AEBAS transaction fees. However, for higher level skill in Industry 4/ Future Skills etc., in NSQF level 5 and above, the payment will be as per prescribed norms.
- b. The training cost will be paid by NSDC in tranches as per the PMKVY 4.0 guidelines.

**For further information and support, please write at @Karthik Nair**

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**Disclaimer:** The Information contained in this e-mail and/or in any of the attached files is confidential and proprietary information of National Skill Development Corporation (NSDC) and also the subject of privileged Company information. This privilege is not waived or lost by mistaken transmission or receipt. If you are not the intended recipient, any use, disclosure or copying of this mail is unauthorized. If you have received this mail in error, please notify the sender immediately by reply email and destroy the original. NSDC has taken every reasonable precaution to minimize the risk of viruses, but is not liable for any damage you may sustain as a result of any virus in this e-mail.

  
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# Training Provider Preview Report

Training Provider ID: TP166305

Updated On: 22/05/2023 12:17:04 PM

## 1 - General Details

### Training Provider Details

| Details                  | Information Provided by Training Provider |
|--------------------------|-------------------------------------------|
| Name of the Organization | Sapatgram College                         |
| Type of the Organization | Government Institute                      |
| Year of Establishment    | N/A                                       |
| Landline Number          | N/A                                       |
| Website                  | N/A                                       |

### CEO/MD/Head of the Organization Details:

| Details                     | Information Provided by Training Provider |
|-----------------------------|-------------------------------------------|
| CEO/MD/Head's Name          | Dr. Rajeswar Prasad Singh                 |
| CEO/MD/Head's Email Address | principalsapatgramcollege@gmail.com       |
| CEO/MD/Head's Mobile Number | 9435243684                                |
| The above person            | Authorized Signatory                      |



should be considered as

**Authorized Signatory Info :**

| Details                                     | Information Provided by Training Provider |
|---------------------------------------------|-------------------------------------------|
| <b>Authorized Signatory Name 1</b>          | Dr. Rajeswar Prasad Singh                 |
| <b>Authorized Signatory Email Address 1</b> | principalsapatgramcollege@gmail.com       |
| <b>Authorized Signatory Mobile Number 1</b> | 9435243684                                |

|                                             |                                     |
|---------------------------------------------|-------------------------------------|
| <b>Authorized Signatory Name 2</b>          | Dr. Rajeswar Prasad Singh           |
| <b>Authorized Signatory Email Address 2</b> | principalsapatgramcollege@gmail.com |
| <b>Authorized Signatory Mobile Number 2</b> | 9435243684                          |

**Address of the Organization :**

| Details                            | Information Provided by Training Provider                              |
|------------------------------------|------------------------------------------------------------------------|
| <b>Address of the Organization</b> | SAPATGRAM COLLEGE, VILL-SANTIPUR, P.O- SAPATGRAM, DIST.- DHUBRI, ASSAM |
| <b>Nearby Landmark</b>             | SAPATGRAM LILANANDA ASHRAM                                             |
| <b>State/Union Territory</b>       | ASSAM                                                                  |
| <b>District</b>                    | DHUBRI                                                                 |
|                                    |                                                                        |

  
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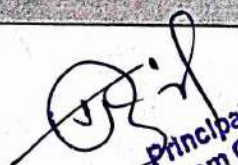
|                                |                                           |
|--------------------------------|-------------------------------------------|
| <b>City/Town/Village</b>       | Santipur                                  |
| <b>Tehsil/Mandal/Block</b>     | Bilasipara Pt                             |
| <b>Parliament Constituency</b> | Dhubri                                    |
| <b>Pincode</b>                 | 783337                                    |
| <b>Address Proof</b>           | Electricity Bill(Not Older than 2 Months) |

**Communication Address of the Organization :**

| <b>Details</b>                     | <b>Information Provided by Training Provider</b>                       |
|------------------------------------|------------------------------------------------------------------------|
| <b>Address of the Organization</b> | SAPATGRAM COLLEGE, VILL-SANTIPUR, P.O- SAPATGRAM, DIST.- DHUBRI, ASSAM |
| <b>Nearby Landmark</b>             | SAPATGRAM LILANANDA ASHRAM                                             |
| <b>State/Union Territory</b>       | ASSAM                                                                  |
| <b>District</b>                    | DHUBRI                                                                 |
| <b>City/Town/Village</b>           | Santipur                                                               |
| <b>Tehsil/Mandal/Block</b>         | Bilasipara Pt                                                          |
| <b>Parliament Constituency</b>     | Dhubri                                                                 |
| <b>Pincode</b>                     | 783337                                                                 |
| <b>Address Proof</b>               | Electricity Bill(Not Older than 2 Months)                              |

**SPOC Details :**

| <b>Details</b>         | <b>Information Provided by Training Provider</b> |
|------------------------|--------------------------------------------------|
| <b>SPOC First Name</b> | Dr. Jogomaya Paul                                |

  
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|                           |                           |
|---------------------------|---------------------------|
| <b>SPOC Mobile Number</b> | 8876131828                |
| <b>SPOC Email</b>         | jogomayapaul777@gmail.com |

**Financial Information :**

| <b>Details</b>                  | <b>Information Provided by Training Provider</b> |
|---------------------------------|--------------------------------------------------|
| <b>Permanent Account Number</b> | N/A                                              |

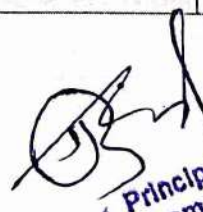
**Process Details:**

| <b>Details</b>          | <b>Information Provided by Training Provider</b> |
|-------------------------|--------------------------------------------------|
| <b>Approval Process</b> | non-A&A                                          |

| <b>Details</b>      | <b>Information Provided by Training Provider</b> |
|---------------------|--------------------------------------------------|
| <b>Scheme/Model</b> | PMKVY_SKILL_HUB                                  |

| <b>Details</b>     | <b>Information Provided by Training Provider</b> |
|--------------------|--------------------------------------------------|
| <b>Proposal ID</b> | TP166305                                         |

**Declaration**

  
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The applicant entity registering as Training Provider shall ensure the veracity of the information being provided through this form. It is attested by the applicant entity that the applicant entity has never been blacklisted or suspended by the Government of India, or any State Government or by any of its agencies, be it affiliated or autonomous. In case the information given here is found to be



correct / misrepresented or misleading in any respect, National Skill Development Corporation (NSDC) shall have the right to initiate appropriate legal proceedings against the applicant entity and its director(s)/ proprietor(s)/ Providers/ members of Managing Committee/officers. In such case, the applicant entity agrees to indemnify NSDC and its directors /officers for the same.

Further, NSDC shall have the authority to suspend or blacklist the applicant entity from participating in Accreditation, Affiliation, Continuous Monitoring and any other process. It is also agreed that the information about the suspension/blacklisting would be made public and provided to all the Ministries implementing the Skill Development Schemes along with other relevant stakeholders.



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Dear Skill Hub,

Greetings from National Skill Development Corporation

This is in continuation to the mail where target has been allocated to your organization as Skill Hub (PMKVY 4.0).

Please follow the below mentioned steps to commence trainings on the Skill India Portal (SIP):

**STEP 1: Institute Account Creation** (in SIP Terminology we call it "Training Provider" TP ID Creation):

(Please skip this step if you are already registered as a Training Provider on SIP)

- **Step 1 :** Go to Skill India portal → click on register on the right top or click on link (<https://www.skillindia.gov.in/direct-registration>) → choose group as Training Provider(TP) → enter the SPOC details and click on register → Verify the OTP trigger on SPOC → User credential shared on SPOC email ID.

Training Partner Registration Form

Organization Info:

TRAINING PARTNER DETAILS

is Govt Entity? ☒ Yes ☐ No

Type:  DAY

Address Line 1:

Address Line 2:

Pincode:

State/Union Territory:

City/Town/Village:

Parliamentary Constituency:

Address Proof:

CEO/MD/Head of the Organization Info:

Name of the Organization:

Year of Establishment:

Select Type of the Organization:

Enter Full Name of Organization:

Select Establishment Year:

Choose File:

Upload File:

DECLARATION & PAYMENT

- **Step 2 :** Log in with TP User ID - Choose organization/ entity type (Govt/Non Govt.) → Choose type of entity → Select the type of organisation → Enter name of Organization → Select year of Establishment and upload relevant document → Mention the CEO/MD/Head of the Organization info → Click on "Save & Next" → Enter Address of the organisation and communication address → Click on "Save & Next" → Accept the disclaimer → Click on Save & Continue

Please Note: Only unique SPOC details are required for registration.

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Previous

Skill Development Management System

### Training Partner Registration Form

**TRAINING PARTNER DETAILS**

☐ PMKVY Scheme  
☐ Non-Accreditation & Affiliation (Non A&A)  
☐ Accreditation & Affiliation (A&A)

**Scheme/Model** : PMKVY\_SKILL\_HUB

**Proposal ID** : Enter TP ID

**Submit**

**ADDRESS**

Name of Training Partner  
 Type of Organisation  
 Name of Establishment  
 Location  
 Name of District  
 State  
 Pin Code  
 City/Town/Village  
 District  
 State  
 Pin Code

- **Step 3:** → Choose type of process as Non- Accreditation & Affiliation (Non A&A) → Select Scheme/Model as "PMKVY\_SKILL\_HUB" (Institutes participating under Skill Hubs are exempted from complete Accreditation & Affiliation process) → Enter TP id under Proposal ID → Click on Submit.

### STEP 2: Share Training Centre Details for Project Implementation

- Share the details of the training centre such as address, SPOC details and details of job roles opted, and the targets required for against each job role through the google link form shared below:

**Form Link:-** PMKVY Skill Hub Initiative- TC Creation Form Phase -2 ( Last Date for Submission- 31st May 2023)

- The Job Roles may be selected from a repository of approved list of courses. Kindly find attached the list of all approved courses with course duration details ("Attached: List of Job Roles- PMKVY 4.0")
- Further if you want to access the detailed curriculum of the courses, kindly use the link (<https://www.skillindia.gov.in/qpListings>) and search the course details by searching for the Job Role Code or QP Code.

  
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### **STEP 3: Commence Candidate Registration:**

- Kindly commence with the candidate's registration process on the Skill India Digital Portal (if not started already). The link to register candidates is given below:

**Candidate registration Link:** <https://www.skillindiadigital.gov.in>

- Please note that at the end of the Candidate Registration process, a unique ID for a Candidate gets generated (Candidate ID). This ID will be important for you to track and find a student on the Skill India Portal and to enroll the candidates in any batch. Please ensure to collect the CAN Id, State and mobile number of the registered candidates to smoothen the candidate enrolment process.

### **STEP 4: Trainer Registration on Skill India Portal:**

- Kindly commence with the Trainer registration process on the Skill India Digital Portal (if not started already). Trainers are to be registered on the Skill India Portal.

- **Trainer registration Link:** <https://www.skillindia.gov.in/>

- Kindly watch a short video prepared for carrying out the trainer registration and trainer linking process. Link given below:

➤ **Trainer Registration Process:** [https://www.youtube.com/watch?v=wEHZ8-7H3r8&list=PLtcZlZBjRm825h\\_5DlyvWWLgydVRDKGL](https://www.youtube.com/watch?v=wEHZ8-7H3r8&list=PLtcZlZBjRm825h_5DlyvWWLgydVRDKGL)

➤ **Trainer Linking to Training Centre (TC) Process:**  
[https://www.youtube.com/watch?v=it67ywWtjts&list=PLtcZlZBjRm825h\\_5DlyvWWLgydVRDKGL&index=9](https://www.youtube.com/watch?v=it67ywWtjts&list=PLtcZlZBjRm825h_5DlyvWWLgydVRDKGL&index=9)

### **STEP 5: Candidate Enrollment & Batch Submission on Skill India Portal (SIP):**

- Post creation of your Training Centre Id (TC ID), you will be able to enroll the registered candidates and submit batches on SIP.
- Please note that only batches that are submitted to Awarding Body (AB) on SIP will be considered as valid.
- Kindly watch a short video on candidate enrolment and batch submission process:

**Candidate Enrolment and Batch Submission Process Video:**

Video Link: [Batch Creation.Process-Skill India Portal PMKVY.mp4](#)

  
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### **STEP 6: Training Lifecycle on SIP and Attendance Monitoring:**

- Daily attendance of the candidates is to be marked on the Aadhaar Enabled Biometric Attendance System (AEBAS). Institutes must ensure procurement and installation of AEBAS devices before commencement of training and mark the attendance of the candidates on AEBAS daily.  
*(Process to procure AEBAS devices and the onboarding process is explained in attached document- Annexure 2: AEBAS Onboarding Process)*
- First tranche of 60% amount against the batch shall be initiated on achievement of 70% attendance for a batch on any one day within the first 20 days. *(For example: If the batch size is of 30 candidates, the attendance for 21 candidates should be marked on AEBAS within the first 20 days of training commencement to become eligible for the first tranche amount)*
- The attendance will be monitored against each candidate on an hourly basis. Each candidate should attain 70% of the total training hours to become eligible to appear for final assessment.

### **STEP 7: Assessment & Certification of Candidates:**

- Post completion of training the assessment will be conducted by the respective awarding body on the date of assessment selected by the institute on the Skill India Portal.
- Assessment will be conducted by a third party affiliated assessment agency who will depute an assessor to conduct the assessment of the candidates at the training centre.
- On Completion of assessment, results of the assessment will be uploaded on the Skill India Portal by the Awarding Body. Institutes will be able to view the results of the candidates through the TC Id.
- Once the results are approved by the awarding body on SIP, Institutes will be able to view/download the marksheets and certificates of the candidates by clicking on the "Candidate Marksheet" section available in the TC Id.

Skill India Portal

Dashboard \* Bazaar Mela \* My Schemes \* My Staff \* My Candidates \* Logout

Candidate Marksheet

Batch Id \* All

Candidate Id All

Download

| Sr. No. | Candidate Id | Candidate Name | Batch Name | Batch Id | Attendance | Marksheet | Certificate | Action |
|---------|--------------|----------------|------------|----------|------------|-----------|-------------|--------|
|---------|--------------|----------------|------------|----------|------------|-----------|-------------|--------|

Institutes will be required to download & print the marksheets and certificates of the candidates and hand it over to the respective candidates.

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- 2<sup>nd</sup> Tranche of 40% amount against the successful candidates will be initiated post uploading of results by the awarding body on SIP.

**Please note that the last date for submission of batches under the scheme is 30<sup>th</sup> of June 2023.**

Please get back to us in case any clarification is required, we will be happy to assist you.

  
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Government of India  
National Informatics Centre  
Aadhaar Enabled Biometric Attendance System (PMKVY ) Appendix 'A' – Application  
format for  
Organization On-boarding  
(<https://central.skillattendance.ac.in>)

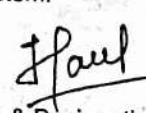
|                                                                                 |                                                 |
|---------------------------------------------------------------------------------|-------------------------------------------------|
| Organization Type                                                               | CSCM                                            |
| Organization Name (Training Center)                                             | Sapatgram College                               |
| *Office (Training Center) Location                                              | VILL-Santipur, P.O- Sapatgram,<br>DIST.- Dhubri |
| TC ID                                                                           | TC210141                                        |
| TP ID                                                                           | TP166305                                        |
| District                                                                        | DHUBRI                                          |
| State                                                                           | ASSAM                                           |
| Pin Code                                                                        | 783337                                          |
| Do you want to auto activate<br>employee/candidate just after<br>registration ? | Yes                                             |
| TC SPOC Name                                                                    | Jogomaya Paul                                   |
| TC SPOC E-Mail                                                                  | jogomayapaul777@gmail.com                       |
| TC SPOC Mobile no.                                                              | 8876131828                                      |

[√] We agree to abide by the policy decisions of Govt. of India for availing the software services and infrastructural facilities provided for Aadhaar Enabled Biometric Attendance System.

  
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Date:

24/06/2023

  
Coordinator, IQAC  
Sapatgram College

Name & Designation (with stamp)

Training Center SPOC (Registered on Skill India Portal)



Dr. Jogomaya Paul.  
Assistant Professor,  
Department of Economics. &  
IQAC Coordinator  
Sapatgram College



## Skill Hub (A Vocational Training Centre), Sapatgram College

Skill Hub, Sapatgram College has four numbers of Labs. Snapshots of all the labs are attached below.

### Sewing Machine Operators' Lab





## Professional make Up Artists' Lab



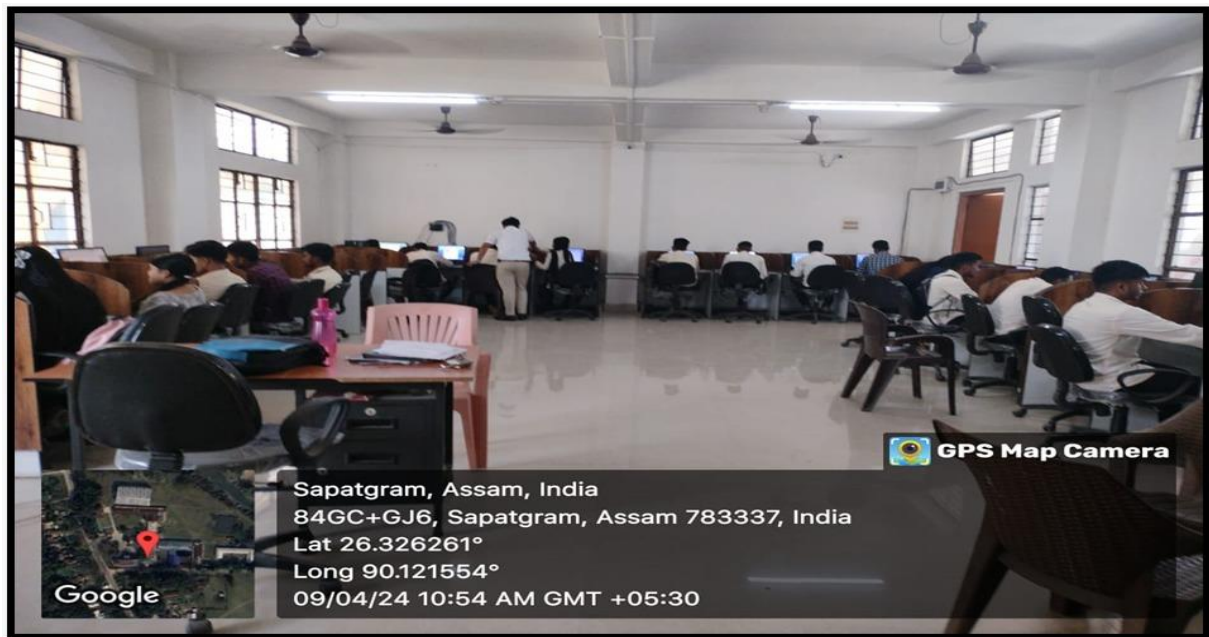


## Electrical Technicians' Lab





## Sr. Associate DTP/Computer Lab



## SNAPSHOTS OF SKILL HUB CLASSES

### Professional Make up Artist Classes at Skill Hub, Sapatgram College



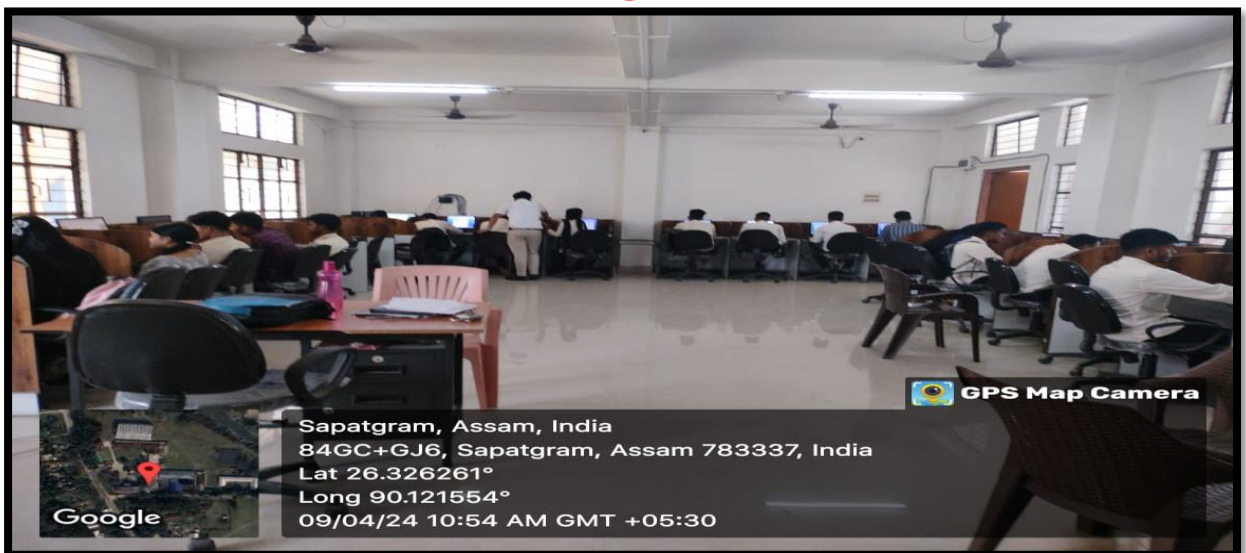
### Self-Employed Tailoring Centre at Skill Hub, Sapatgram College







## Sr. Associate Desktop Publishing Classes at Skill Hub, Sapatgram College



N.S.D.C  
National  
Skill Development  
Corporation



Skill India

Transforming the skill landscape कौशल भारत - कुशल भारत



## Electrical Technicians' Classes at Skill Hub, Sapatgram College



Transforming the skill landscape कौशल भारत - कुशल भारत



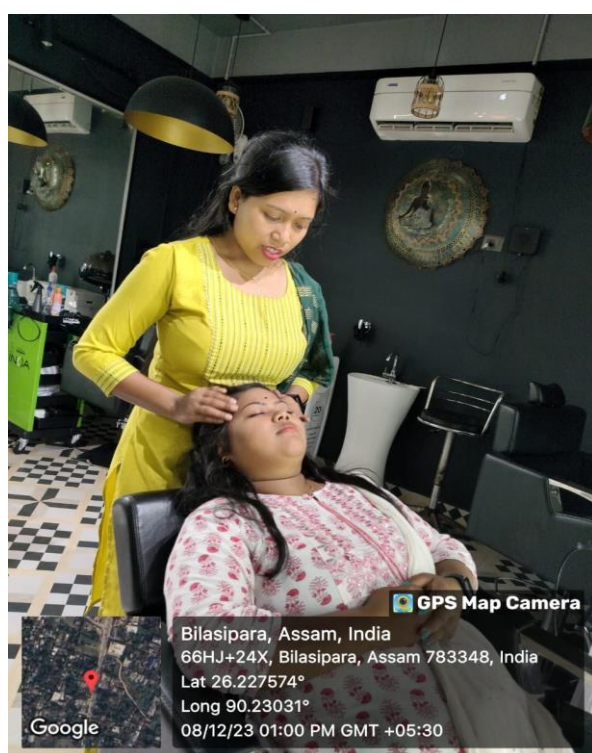
Skill India



## ON THE JOB TRAINING OF SKILL HUB, SAPATGRAM COLLEGE STUDENTS

After training the students at Skill Hub, Sapatgram College, with professional trainers, we have a provision for On-the-Job Training at several sectors, for some job roles as Professional Makeup Artist, Electrical Technician and Senior Associate DTP (Desktop Publishing), where the students gain practical industrial and business knowledge by working with various business units/ employers, which make our trainees confident and employable and develops entrepreneurial mindset among the students. For that, the Skill Hub, Sapatgram College has signed some MoUs with some industries/ business units which are attached herewith in the Appendix I.

### ON THE JOB TRAINING OF SKILL HUB, SAPATGRAM COLLEGE STUDENTS AT PRIYA'S CREATION, SAPATGRAM















## ON THE JOB TRAINING OF SKILL HUB, SAPATGRAM COLLEGE STUDENTS AT SAPATGRAM APDCL















## Two Sample Certificates attached below:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                                                                                                                                                                                                                                                                  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  <p>अपैरल, मेड-अप्स एंड होम फर्निशिंग सेक्टर स्किल काउंसिल<br/>Apparel, Madeups &amp; Home Furnishing Sector Skill Council</p> <p>राष्ट्रीय व्यावसायिक शिक्षा एवं प्रशिक्षण परिषद द्वारा मान्यता प्राप्त<br/>Recognised by NCVET</p> <p>कौशल योग्यता प्रमाणपत्र<br/>Certificate for Skill Competency</p>                                                                                      |  |  <p>प्रमाणपत्र संख्या<br/>Certificate No:<br/>ADASA000206556-000874</p>                                                                                                      |  |
| <p>प्रमाणित किया जाता है कि श्री/सुश्री/एमएस<br/>This is to certify that Mr./Ms./Mx</p> <p>रूपरेखा<br/>Daughter of</p> <p>ने जीवित रोल/अहर्ता का आकलन सफलतापूर्वक<br/>has successfully cleared the assessment in the job role/qualification</p> <p>अवधि<br/>of Duration</p> <p>प्रशिक्षण केंद्र<br/>Training Centre</p> <p>प्रतिष्ठित/शेणी के साथ उत्तीर्ण किया।<br/>with B %/Grade</p> <p>जारी करने का स्थान<br/>Place of Issue</p> <p>जारी करने की तिथि<br/>Date of Issue</p> |  | <p>Ms. Sathi Dev</p> <p>जन्म तिथि<br/>Date of Birth</p> <p>नामांकन संख्या<br/>Enrolment No</p> <p>स्व-रोजगार<br/>Self Employed Tailor</p> <p>क्रेडिट एनसीआरएफ/एनएसक्यूएफ स्तर<br/>Credits at NCrF/NSQF Level</p> <p>जिला<br/>District</p> <p>राज्य<br/>State</p> |  |
| <p>Bomkesh Dev</p> <p>420 Hrs</p> <p>Sepatgram College</p> <p>14</p> <p>3</p> <p>DHUBRI</p> <p>ASSAM</p> <p>06.01.2024</p>                                                                                                                                                                                                                                                                                                                                                      |  | <p>15/04/1985</p> <p>CAN_24933714</p> <p>Self Employed Tailor</p> <p>3</p> <p>DHUBRI</p> <p>ASSAM</p>                                                                                                                                                            |  |
| <p>PMKVY</p> <p>राष्ट्रव्यापी कौशल विकास योजना</p>                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <p>Signature</p>                                                                                                                                                                                                                                                 |  |





**NCVET**  
कौशल गुणवत्ता प्रगति

अपैरल, मेड-अप्स एंड होम फर्निशिंग सेक्टर स्किल  
काउंसिल  
Apparel, Madeups & Home Furnishing Sector Skill  
Council

राष्ट्रीय व्यावसायिक शिक्षा एवं प्रशिक्षण परिषद द्वारा मान्यता प्राप्त  
Recognised by NCVET

कौशल योग्यता प्रमाणपत्र  
Certificate for Skill Competency

प्रमाणपत्र संख्या  
Certificate No:  
ADASA000206556-000907

प्रमाणित किया जाता है कि श्री/सुश्री/एनएस  
This is to certify that Mr./Ms./Mx

सुश्री  
Daughter of

Abul Hussain

जन्म तिथि  
Date of Birth

29/11/2001

नामांकन संख्या  
Enrolment No

CAN\_24959287

ने जोब रोल/अहर्ता का आकलन सफलतापूर्वक  
has successfully cleared the assessment in the job role/qualification

Self Employed Tailor

अधि  
of Duration

420 Hrs

अर्जित किया  
having earned

14

क्रेडिट एनसीआरएफ/एनएसक्यूए स्तर  
Credits at NCrF/NSQF Level

3

प्रशिक्षण केंद्र  
Training Centre

Sapatgram College

जिला  
District

DHUBRI

राज्य  
State

ASSAM

प्रतिष्ठित/श्रेणी के साथ उत्तीर्ण किया।  
with B %/Grade

जारी करने का स्थान  
Place of Issue

Delhi

जारी करने की तिथि  
Date of Issue

05.01.2024

PMKVY  
प्रधानमंत्री कौशल विकास योजना

NSQF - National Credit Framework  
NSQF - National Skills Qualification Framework  
Digitally Generated Certificate

नाम Name  
Dr. A. Sakthivel  
पद Designation  
Chairperson  
हस्ताक्षर Signature

To view all the certificates of Skill Hub students kindly visit the **achievement** section of Skill Hub Sapatgram College. After visiting the Skill Hub, Sapatgram College page by clicking the link below, scroll down and click **achievement**, then click respective batches to view certificates and marksheets of the batches. Click Certificates to see certificates and tap marksheets to see marksheets.

**Links for Supporting Documents are given below:**

|                  | Links                                                                                                     |
|------------------|-----------------------------------------------------------------------------------------------------------|
| <b>Skill Hub</b> | <a href="https://www.sapatgramcollege.in/skill_hub.php">https://www.sapatgramcollege.in/skill_hub.php</a> |



**SOME SNAPSHOTS OF THE STUDENTS WHO STARTED THEIR OWN SELF-EMPLOYMENT BUSINESS UNIT AT THEIR HOME AFTER COURSE COMPLETION AT SKILL HUB, SAPATGRAM COLLEGE**  
**Self-employed tailors**









## SOME SNAPSHOTS OF SKILL HUB CENTRE, TRAINERS AND TRAINEES OF PRESENT BATCHES









**ACKNOWLEDGEMENT:** I express my heartfelt gratitude to National skill development Corporation (NSDC) for sanctioning my Skill Hub Initiative project and giving us the opportunity to introduce vocational courses at Sapatgram College.

Next, I would like to express my sincere gratitude to Dr. Rajeahwar Prasad Singh, Principal, Sapatgram College for taking the risk of investment in this Skill Hub project from college fund in the initial stage and making the project successful.

Also, I would like to thank our Computer Assistant, Shiuli Saha for her overall contribution to Skill Hub. Last but not the least, I would like to thank each and every trainer of Skill Hub for their valuable contributions as teachers.

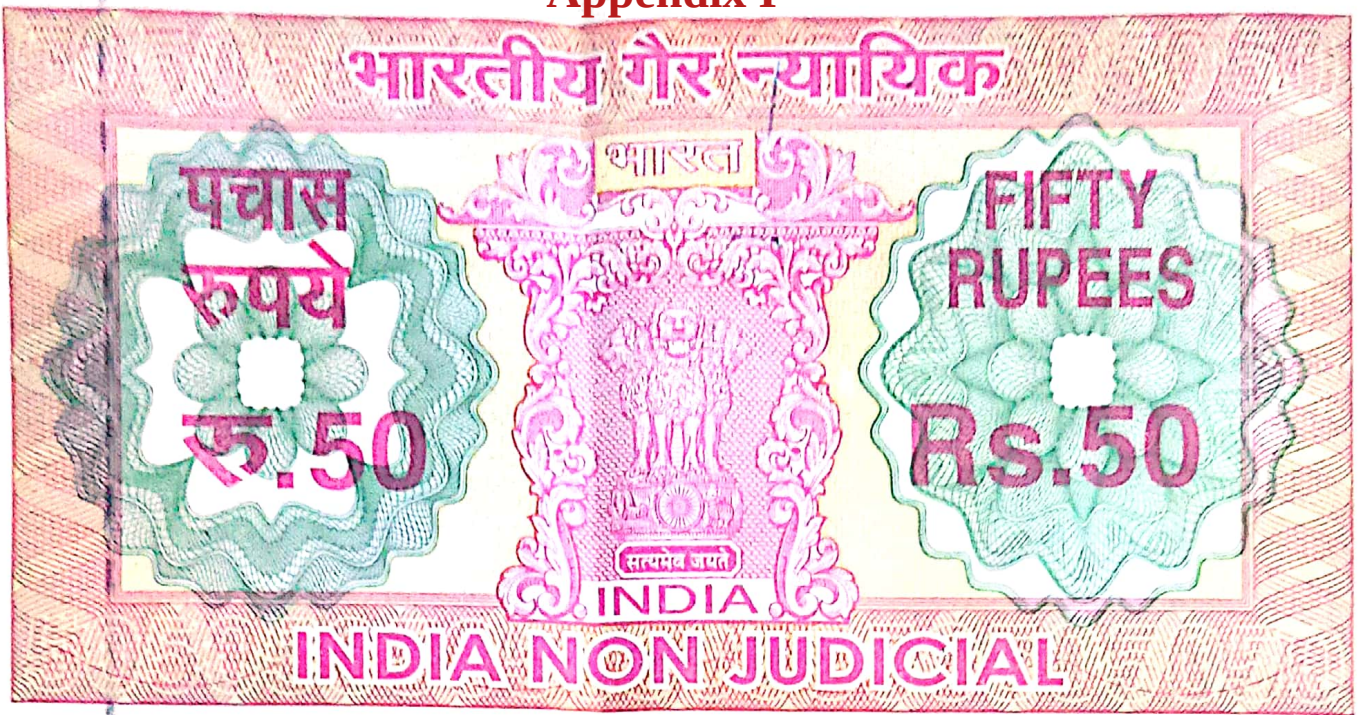
*Haul*

Dr. Jogomaya Paul  
IQAC Coordinator &  
SPOC, skill Hub  
Sapatgram College  
TP166305  
TC210141





## Appendix I



असम ASSAM

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## MEMORANDUM OF UNDERSTANDING

Between

**SKILL HUB, SAPATGRAM COLLEGE**  
Sapatgram, Dist- Dhubri, Assam- 783337

And

**PRIYA'S CREATION**

An ISO 9001:2015 Certified Institute  
REGD. NO. : U80904AS2021NPL022245  
Ward no-5, Lakkhibhandar, Sapatgram,  
Dist- Dhubri, Assam- 783337

### Introduction

This Memorandum of Understanding (MoU) sets forth the terms and understanding between Skill Hub, Sapatgram College, Sapatgram, Assam and Priya's Creation, Lakkhibhandar, Sapatgram, Assam regarding the On-The-Job Training and placement of students from Skill Hub, Sapatgram College at Priya's Creation.

### Scope of MoU

The purpose of this MoU is to provide On-The-Job Training and placement opportunities for students of Skill Hub, Sapatgram College in the beauty and wellness sector at Priya's Creation.



## Terms and Conditions

### 1. Duration

This MoU is effective for a definite period of five years i.e., w.e.f. 09/08/2023 to 09/08/2028. It can be renewed or terminated with mutual consent.

### 2. Responsibilities of Skill Hub, Sapatgram College

- To provide a list of students eligible for On-The-Job Training.
- To coordinate with Priya's Creation regarding the schedule and other logistics.

### 3. Responsibilities of Priya's Creation

- To provide hands-on training to the students in various beauty and wellness procedures.
- To offer a safe and conducive environment for learning.
- To consider qualified students for placement opportunities based on their performance during the training period.

### 4. Training and Placement Process

The training schedule and curriculum will be mutually decided by both parties.

Upon successful completion of training, students will be offered placement opportunities based on the needs and discretion of Priya's Creation.

### 5. Confidentiality

Both parties agree to maintain the confidentiality of any proprietary information shared during the course of this MoU.

### 6. Validity

This MoU may be terminated by either party after giving 30 days notice of its intension to so terminate the MOU. However, notwithstanding the termination of the MOU, both the parties shall continue to remain responsible for their respective obligation in respect of all the activities which might have already been undertaken prior to termination or then going on.

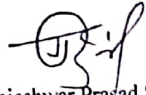
### 7. Amendments

Any amendments to this MoU must be made in writing and signed by both parties.

### Signatories

For Skill Hub, Sapatgram College

For Priya's Creation



Dr. Rajeshwar Prasad Singh  
Principal  
Sapatgram College



Mrs. Priya Saha  
Proprietor  
Priya's Creation



Dr. Jogomaya Paul  
Nodal Officer, Skill Hub  
Sapatgram College

This MoU is signed in good faith and with the full understanding and consent of both parties. This document represents the full understanding between Skill Hub, Sapatgram College, and Priya's Creation and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter hereof.

### Witnessed by

Name: Babunan Barman

Signature: 

Date:

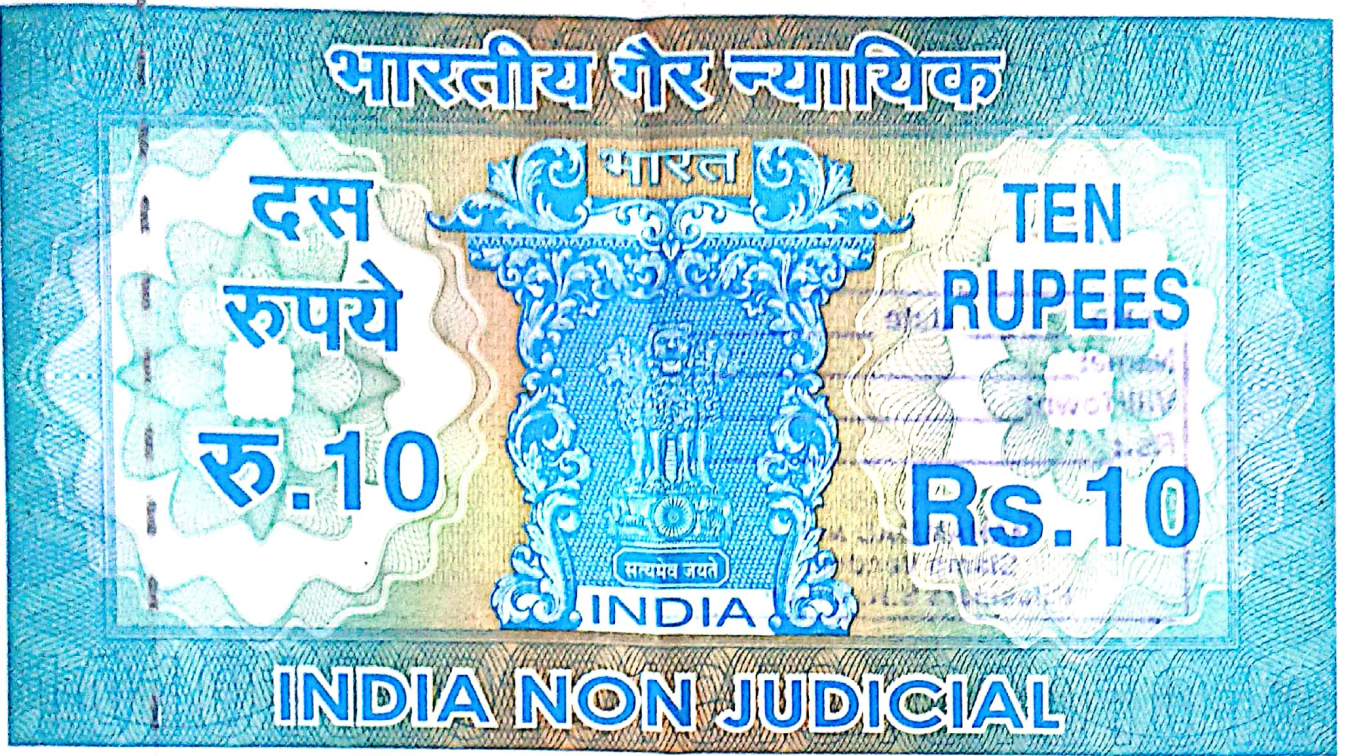
### Witnessed by

Name: Babunan Barman

Signature: 

Date:





असम असम ASSAM

37AA 985366



## Memorandum of Understanding

Between

**SKILL HUB, SAPATGRAM COLLEGE**

Sapatgram, Dist- Dhubri, Assam- 783337

Website: [www.sapatgramcollege.in](http://www.sapatgramcollege.in)

Email ID : [principalsapatgramcollege@gmail.com](mailto:principalsapatgramcollege@gmail.com)

And

**FUTURE DREAM INSTITUTE OF TECHNOLOGY**

Tulshibil, P.O- Tulshibil, Dist.- Kokrajhar

Assam, Pin- 783337

GST No: 18BPWPD7495A2ZF

REGD. NO. : AS19D0000020

Website : [www.fditindia.ac.in](http://www.fditindia.ac.in)

Email ID : [fdittulshibil@gmail.com](mailto:fdittulshibil@gmail.com)

THIS AGREEMENT MADE at Sapatgram College on 10/08/2023

### Introduction

This Memorandum of Understanding (MoU) sets forth the terms and understanding between Skill Hub, Sapatgram College, Sapatgram, Assam and Future Dream Institute of Technology, Tulshibil, Kokrajhar, Assam regarding the On-The-Job Training of students from Skill Hub, Sapatgram College at Future Dream Institute of Technology.



## **Scope of MoU**

The purpose of this MoU is to provide On-The-Job Training and placement opportunities for students of Skill Hub, Sapatgram College in the IT-ITes sector at Future Dream Institute of Technology.

## **Terms and Conditions**

### **1. Duration**

This MoU is effective for a definite period of five years i.e., w.e.f. 10/08/2023 to 10/08/2028. It can be renewed or terminated with mutual consent.

### **2. Responsibilities of Skill Hub, Sapatgram College**

- To provide a list of students eligible for On-The-Job Training.
- To coordinate with Future Dream Institute of Technology regarding the schedule and other logistics.

### **3. Responsibilities of Future Dream Institute of Technology**

- To provide hands-on training to the students of IT-ITes sector of Skill Hub, Sapatgram College.
- To offer a safe and conducive environment for learning.

### **4. Training and Placement Process**

The training schedule and curriculum will be mutually decided by both parties.

Upon successful completion of On The Job training, certificates will be provided to all the students by Future Dream Institute of Technology.

### **5. Confidentiality**

Both parties agree to maintain the confidentiality of any proprietary information shared during the course of this MoU.

### **6. Validity**

This MoU may be terminated by either party after giving 10 days notice of its intension to so terminate the MOU. However, notwithstanding the termination of the MOU, both the parties shall continue to remain responsible for their respective obligation in respect of all the activities which might have already been undertaken prior to termination or then going on.

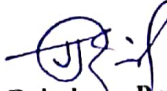
### **7. Amendments**

Any amendments to this MoU must be made in writing and signed by both parties.



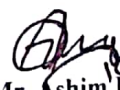
## Signatories

For Skill Hub, Sapatgram College

  
Dr. Rajeshwar Prasad Singh  
Principal  
Sapatgram College

  
Dr. Jogomaya Paul  
Nodal Officer, Skill Hub  
Sapatgram College

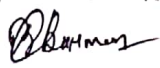
For Future Dream Institute of Technology

  
Mr. Ashim Dey  
Proprietor  
Future Dream Institute of Technology

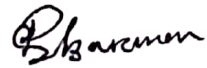
This MoU is signed in good faith and with the full understanding and consent of both parties.

This document represents the full understanding between Skill Hub, Sapatgram College, and Future Dream Institute of Technology and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter hereof.

### Witnessed by

Name: Bapukan Barman.  
Signature:   
Date: 10-08-2023

### Witnessed by

Name: Rakesh Barman  
Signature:   
Date: 10-08-2023

भारतीय गैर न्यायिक

बीस रुपये

रु.20



Rs.20

TWENTY  
RUPEES

INDIA NON JUDICIAL

অজম অসম ASSAM

30AA 346302

### MEMORANDUM OF UNDERSTANDING

The memorandum of Understanding (hereinafter referred to as the MoU) on this 23rd day of the month of March, 2023.

#### BETWEEN

Sapatgram College, a provincialised institution of Assam and affiliated to Gauhati University, Assam, represented by the Principal, Assam -783337 (hereinafter referred to as the First Party)

#### AND

Shree Gautam Construction Co. Ltd, 412, Amaze Shopping Mall, A.T. Road, Guwahati - 781001, (Assam) represented by the authorized representative Dr. Binod Singhi, (hereinafter referred to as the second Party).

The terms first party and Second Party, unless repugnant to the context shall include the respective successors-in-Office, Representatives, assigns etc, of the First Party and the Second Party.

WHEREAS, to develop an industry Institute relationship, the students enrolled at the First Party, are required to gain practical knowledge in the field of Civil Engineering, in addition to acquiring theoretical knowledge, as part of the curriculum, at the Institution level.

Principal  
Sapatgram College

Dr. Binod Singhi



**AND WHEREAS**, the Second Party is in the sector of Civil Engg. Construction work, and has the requisite infrastructure to provide opportunities for training of students.

Now, therefore, in recognition of the aforesaid agreement, which will be purely academic in nature, the parties hereto agree to achieve the aforesaid objective of both the parties, with the following terms and conditions; That the present MoU shall be valid for a period of three years, with effect from the date signing of this MoU.

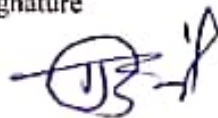
1. That the First Party will organize, on a mutually agreed date and time, Industrial visits by students and faculty to the manufacturing units and construction sites of the Second Party.
2. That the First Party will invite, from time to time, Guest lectures by experts/interactions/promotional activities/ demonstrations/ product launches, etc from the Second Party, at the premises of the First Party.
3. The expenses incurred for the Industrial visits as well as invitation of Guest Lectures will be borne entirely by the First Party.

This MoU is being printed in two original copies- one original shall be put in the custody of the First Party and the other original in the custody of the second.

**IN WITNESS WHEREOF**, the First Party and the Second Party have their respective hands on the day, month and year first above written at Sapatgram College.

**FOR FIRST PARTY**

Signature

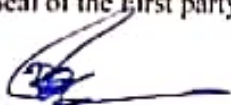


Name: Dr. R.P. Singh

Designation: Principal

**Principal**  
**Sapatgram College**

Seal of the First party



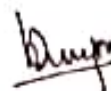
Witness:

Signature:

Name:

Designation:

**FOR SECOND PARTY**



Signature

Name: Dr. Binod Singhi

Designation: C.T.O



Seal of the Second party

Witness:

Signature:

Name:

Designation: