

**Following Supportive Documents should be Submitted Along with the
Duly Filled Application Form**

- (01) Sketch of the training center.
- (02) Location indicating the distance from nearest town/city and access road to the Institute.
- (03) List of training equipment.
- (04) For Computer Training Institutes, a list should be submitted indicating Hardware & Software facilities and number of computers and other accessories. (Annexure 4)
- (05) Summary of the curriculum for each course (Use the format given, Annexure 2)
- (06) Detailed curriculum for each course.(Use format given, Annexure 1)
- (07) Time table covering full length of curriculum. (Practical/Theory)
- (08) A copy of the Business Registration Certificate.
(Only for private Institutes)
- (09) Bio-data of instructors and copies of certificates to support their Educational and Vocational Qualifications.
- (10) Progress Report indicating enrolments during last 6 months and no of students passed out or number of students in training at the time you fill this form (use format given, Annexure 3)

Annexure 1

(ഫലരേഖ)
(Format)

വിവരഗുണിത വിജയ മൂലമ (Detailed Curriculum)

പാഠ്യമൂലമേ തമ :-

Course Name :-

(1)മൂലമുറ നംകമ Module No:	(2)നവരണമ മത സമത മതനമ Main topic covered under the module	കാലമ (Time)	
		തതാമക (സമ) Theory hours	സ്രാണമക (സമ) Practical hours
1	1.1		
	1.2		
	1.3		
	1.4		
2	2.1		
	2.2		
	2.3		
	2.4		
	2.5		
3	3.1		
	3.2		
	3.3		
	3.4		
	3.5		
4	4.1		
	4.2		
	4.3		
	4.4		
	4.5		

Annexure 2

(ආදර්ශය)
(Format)

විෂය මාලා සාරාංශය (Summary of Curriculum)

පාඨමාලාවේ නම :-

Course Name :-

මොඩියුල් අංකය Module No:	මොඩියුලය Module	කාලය (Time)	
		තනාභික (පැය) Theory hours	ප්‍රායෝගික (පැය) Practical hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

Annexure 3

Student Progress Report *

ශිෂ්‍ය ප්‍රගති වාර්තාව *

Serial No. අනු අංකය	Course Name පාඨමාලාවේ නම	Duration (hrs) පාඨමාලාවේ කාලසීමාව (පැය)	Period කාලපරිච්ඡේදය		Intake Capacity පාඨමාලාව සඳහා බඳවා ගත හැකි සංඛ්‍යාව	Number Passed out පුහුණුව අවසන් කළ සංඛ්‍යාව
			From සිට	To දක්වා		
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

* Please send at least 6 months Students Progress Reports

* කරුණාකර අඩු තරමින් පසුගිය මාස 6 ක ශිෂ්‍ය ප්‍රගති වාර්තා අප වෙත ලැබීමට සලස්වන්න.

