

Government of West Bengal
Technical Education, Training & Skill Development Department
Directorate of Industrial Training
Karigari Bhawan , 2nd Floor, B/7, Action Area -III,
Rajarhat, New Town, Kolkata-700160

No:1T-325/Pt/2025/ 203(320)

Dated: 02 /09/25.

-: Circular :-

Subject: Schedule for counselling and admission to the ITIs-2025

All the head of the Institutes are hereby advised to follow the schedule of counselling for seat allotment in connection with admission in Govt. ITIs/Govt. ITIs running under PTP/Pvt. ITIs-2025 given below.

Sl. No.	Date	Event	Applicant's Role
01.	02.09.2025	Publication of 1 st round seat allotment.	Candidate can view allotment of seat at their log in.
02.	02.09.2025 to 05.09.2025	Admission by the candidates.	<p><u>A. For admission in Govt. ITI/Govt. ITI running under PTP:</u></p> <p>Step 1: Candidates have to pay requisite admission fees, registration fee, caution money & 06 month tuition fees as applicable through <u>online GRIPS portal i.e</u> <u>https://www.wbifms.gov.in/GRIPS/v2/#/</u> and get a print out of the payment receipt.</p> <p>Step 2: Candidates have to upload the receipt to the WBSCVT portal through his/her log in.</p> <p>Step 3: After that candidates have to physically visit any of the nearest Govt./PTP ITIs/ Govt. Polytechnics with all of his documents (including payment receipt) for verification. After physical verification institute will approve his/her admission on the portal and subsequently the candidates will be admitted.</p> <p><u>B. For admission in IMC quota seats of the Govt. ITI :</u></p> <p>Candidates have to follow two steps:</p> <p>Step 1: Candidates have to pay requisite admission fees, registration fee, caution money & 01 month tuition fees as</p>

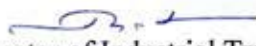
			<p>applicable through <u>online payment mode (Not through GRIPS portal)</u></p> <p>Step 2: After that candidates have to physically visit any of the nearest Govt./PTP ITIs/ Govt. Polytechnics with all of his documents for verification. After physical verification institute will approve his/her admission on the portal and subsequently the candidates will be admitted.</p> <p><u>C. For admission in the Pvt. ITI & Management quota seats of PTP ITIs:</u></p> <p>Step 1: Candidates have to pay requisite admission fees, registration fee, caution money through <u>online payment mode (Not through GRIPS portal)</u>.</p> <p>Step 2: Candidate has to physically visit along with all documents at the ITI where his /her seat was allotted and has to pay 01 month tuition fees as applicable to the concerned institute and get admitted. The admission process will be completed once the candidate will deposit requisite fees at the ITI end physically.</p>
			<p>Candidates have to take admission mandatorily in the allotted trade after making necessary payment. If the candidates fail to get admitted in due time he/she will be excluded from the counselling. Candidates, willing for up gradation also need to be mandatorily admitted in the allotted trade.</p>
			<p>Candidates, who will be allotted the 1st choice seat, will not get any opportunity of up- gradation.</p>
03.	06.09.2025	Publication of 2 nd round seat allotment.	<p>Candidate can view allotment of seat at their log in.</p>
04.	06.09.2025 to 09.09..2025 (excluding Sunday)	Admission by the candidates.	<p>Same procedure as 1st round (As mentioned in Sl. No.02) should be followed.</p>
05.	10.09.2025	Vacancy declaration	

06.	10.09.2025 to 12.09.2025	2 nd phase On-line Choice filling	Any merit listed candidates, including already admitted candidates can participate in this phase of counseling. If already admitted candidates, is up-graded to new seat then their base seat will be cancelled. However, their base seat is confirmed if candidate is not upgraded.
07.	13.09.2025	Publication of 3 rd round seat allotment	Candidate can view allotment of seat at their log in.
08.	14.09.2025 to 15.09.2025	Admission by the candidates.	Same procedure as 1 st round (As mentioned in Sl. No.02) should be followed.


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Copy forwarded for information and necessary action to:

1. The Joint Director of Industrial Training - Durgapur / Siliguri region,----He is advised to closely monitor the counseling/admission work of the ITI/ITC under his region.
2. The Deputy Director of Industrial Training – In charge of ITI Tollygunje/Gariahat/Howrah Homes,
3. The Asst. Director of Industrial Training In charge of Govt. ITI/WITI _____
4. The Principal/Superintendent ,ITI/ ITC/Jr.Polytechnic _____
5. The Principal, Govt. ITI _____ running under PTP
6. The Principal / Superintendent / Secretary _____ Private ITI


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