INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

*(Established by Government of Kerala)*

Form for registration for the courses conducted by IHRD

(Certificate / Diploma/ PG Diploma courses)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Course Registration No. (for office use only) | | | | |  | | | | | | | | |
| 1.Name of the Training Centre: |  | | | | | | | | | | | | |
| 2. Exam. Centre Code |  | | | | | | | | | | | | |
| 3.Month & Year of Admission |  | | | | | | | | | | | | |
| 4. Date of Commencement of Classes |  | | | | | | | | | | | | |
| 3. Details of Course conducted | (no. of students on rolls as on ---------------) | | | | | | | | | | | | |
| Name of Course | Sanctioned intake | Minimum Intake | Actual no. of students on rolls | | | | | | | | | | Remarks |
| S1 | | | | | S2 | | | | |
| *General* | *SC/ST* | | *OEC* | *TOTAL* | | *General* | *SC/ST* | *OEC* | *TOTAL* |
| 1. PGDCA S1  S2 | 40  40 | 15  15 | - | - | | - | - | | - | - | - |  |  |
| 2. DDTOA S1  S2 | 40  40 | 15  15 | - | - | | - | - | | - | - | - |  |  |
| 3.DCA | 40 | 15 | - | - | | - | - | | - | - | - |  |  |
| 4. CCLISc | 40 | 15 | - | - | | - | - | | - | - | - |  |  |
| 5. DCFA | 40 | 15 | - | - | | - | - | | - | - | - |  |  |
| Total Students on  Rolls | - | - | - | - | | - | - | | - | - | - |  |  |
| Details of registration  fee forwarded | DD/ Bank transfer |  | | | | | | | | | | |  |

Note : Regional centers /EC/SC will be permitted to conduct a course with less than minimum number of candidates, with prior permission from the Director, on the condition that the course shall be conducted with existing staff only and no additional faculty should be engaged. All other type of institutions should not conduct the programme if the no. of students reported for interview is less than the minimum strength specified.

Date : (Office Seal) Head of Institution