## **Procedure to Apply**

- 1. Register on www.goaonline.gov.in by providing email id, mobile no, name, address and date of birth along with OTP authentication.
- 2. On successful registration, login using credentials and click on Services Menu --> All Services --> Directorate of skill Development and Entrepreneurship -- > Application for ITI Admission .
- 3. Enter Personal Information & Educational Details.
- 4. Upload Self attested mandatory documents in JPEG/PDF format with size less than 2MB and greater than 10KB.
- 5. In case of more than one Residence proof / Bonafide certificate,multiple documents can be uploaded.
- 6. Click on the submit application button and proceed to fee Payment. Note: Fees once paid will not be refunded.
- 7. On successful Payment applicant can download the filled Application Form by clicking download link from the inbox.
- 8. Applicant can also submit the trade preferences by clicking on submit trade preferences link from the inbox.
- 9. Once the application is Verified(approved/Incomplete), the status will be communicated via SMS/EMail.
- 10. Note:In case of any issues in filling up form, Kindly contact 9225905914,(services.goa[at]gov.in) or any of the following ITIs:-1.Pernem Govt.ITI-9923144341, 9923530751/ 2.Bicholim Govt.ITI-9764237045, 9673741226/ 3.Mapusa Govt.ITI-9823061826, 8390854763 / 4.Sattari Govt.ITI-9637084864, 9923245442/ 5.Panaji Govt.ITI-08322226333/ 6.Farmagudi Govt.ITI-9881284567, 9405117300/ 7.Vasco Govt.ITI-9421257847, 9960495464/ 8.Cacora Govt.ITI-9422635514, 9673168555/ 9.Canacona Govt.ITI-9423315693, 7820957534/ 10.Margao Govt.ITI-9823854242, 9850457438 For more contact details, go to Download forms.

## **Documents required**

- 1. a) Leaving Certificate of the last School/ College / Institute attended by the candidate [self attested] OR
- b) Bonafide certificate of the last School/ College / Institute attended by the candidate mentioning that the candidate was a student of the particular school / college during the Last academic year [self attested]
- 2. Statement of marks obtained in VIII std/ SSC as applicable [self attested]
- 3.a) Residence Certificate from the Mamlatdar proving continuous period of residence of last 10 years in Goa on the date of application [self attested] OR
- b) Residence proof (Other than residence certificate) such as School /Institute /College Leaving Certificate/Bonafide certificate/Transfer certificate etc. proving last 10 years continuous domicile /residence in Goa, preceding the date of the application. (any one) [self attested]
- 4. Birth Certificate [self attested]
- 5. Certificate that the candidate belongs to Scheduled Caste/Scheduled Tribe/ Other Backward Classes issued by competent authority of Govt. of Goa (If applicable) [self attested]
- 6. Certificate regarding candidate being Person with Disability (If applicable) [self attested]
- 7. Certificate that the candidate belongs to Economically Weaker Section (EWS) (If applicable) [self attested]
- 8. Certificate that the candidate's father or mother is an employee of Govt. /Govt. undertaking. (If applicable) [self attested]
- 9. Certificate that the candidate's father or mother is a freedom fighter.(If applicable) [self attested]
- 10. Certificate that the candidate's father or mother is Defense Personnel or Ex-Servicemen.(If applicable) [self attested]
- 11. Children of the African Repatriates (CAR) of Goan origin, a certificate to that effect from the Home Department of Government of Goa. (If applicable) [self attested]
- 12. a) Income Certificate from competent authority proving that annual family income less than Rs 3,00,000/- p.a (If applicable) [self attested] OR
- b) BPL / ANTODAY Ration Card (If applicable) [self attested]
- 13. Aadhaar Card [self attested]