

FAQ's on SKILL DEVELOPMENT TRAINING PROGRAMS

1. Who can apply for the Skill Development Training Programme (SDTP)?

- Educationally disadvantaged candidates who are school drop outs, academically less oriented, undergraduates with need for skill enhancement & skill up-gradation.
- Unemployed youth
- Economically weaker section of society
- Women candidates

Interested candidates can submit the application forms for joining the courses by referring the advertisement released in leading National / Regional Newspapers, PSDM website, Electronic Media, etc. Candidates can also directly approach the nearest Training centres. The list of DPMU staff is attached at annexure.

2. Training is provided under which all schemes?

PSDM is successfully running various training programs under PMKVY 03, DAY-NULM, DDUGKY, etc

2. What is the minimum age limit for getting admission in Training Program?

The minimum age limit starts from 15 yrs.

3. What is the selection criterion?

Selection of candidates is done as per the guidelines of applicable scheme.

4. What are the Infrastructure facilities available?

All Training Centres are equipped with excellent infrastructure facilities to complete teaching learning process and are continuously upgraded and modernized in tune with needs of industries.

5. What is the course fee?

Course fee is not charged from student.

6. Whether boarding & lodging is provided for trainees and what is the cost?

The boarding & lodging to the candidates undergoing Residential Skill Development Training Programme at free of cost.

7. Whether any Stipend is provided during course duration?

Student support is provided in various schemes.

8. Do I need to purchase course materials, uniform, shoes, etc.,?

No, candidates need not to purchase above items. PSDM with the support of Govt. Schemes provides course material, tool kit and uniform etc.

9. Whether Training Centres are approved?

Yes, the entire skill development training programme conducted at PSDM centres are NSQF aligned and approved.

10. How are the assessment & certification done?

Continuous assessment is being done. On successfully completion of the course, assessment & certification is done by the concerned sector skill council and certificates are issued to the passed out candidates.

11. Whether PSDM training centres offer any placement assistance?

Yes, PSDM in association with industries offers placement assurance to the successfully passed out candidates.

12. Why do I need skill training?

As per National Policy for Skill Development and Entrepreneurship 2015, the skill demand in India is 109.73 million. This translates to over 16 million each year from now, of whom 3 million are already being trained in Universities / Colleges. Out of the balance 13 million, close to 50% need to be trained in Modular Employable Skills (MES). By 2020, India is also expected to have a surplus of 56 million youth while the rest of the world faces a shortage of 47 million. Moreover, in a fast changing industrial environment, it is recognised that skill building is not a static process and that individual's skills needs to be upgraded continuously if the workforce is to remain relevant and employable. Hence looking at the current and the upcoming demand of skilled force in India and abroad, you should get skilled trained to start earning, become eligible for better jobs, build a career and improve your current lifestyle.

Which all skill schemes are ongoing?

- i) Deen Dayal Upadhyay (DDUGKY)
- ii) Pradhan Mantri Kaushal Vikas Yojna
- iii) National Urban Livelihood Mission (ESTP component)
- iv) Punjab Heritage Tourism Promotion Board
- v) Skill and Knowledge Awareness for livelihood promotion scheme(a support scheme for other schemes)

13. What are the eligibility criteria under DDUGKY ?

Rural youth from poor families in the age group of 15 to 35 years.

14. Are there any exceptions to the eligibility criteria under DDUGKY?

Yes, the upper-age limit for women candidates, and candidates belonging to Particularly Vulnerable Tribal Groups (PVTGs), Persons with Disabilities (PwDs), Transgender and other Special Groups like rehabilitated bonded labour, victims of trafficking, manual scavengers, trans-genders, HIV positive persons, etc. shall be extended by 10 years to 45 years

15. Would I be required to furnish any documents for getting enrolled?

Yes, you would be required to furnish any of the following documents as your identity proof:

Birth Certificate

BPL Card of self or your household (where your name is also mentioned)

MGNREGA worker card of any member of your household, with a minimum of 15 days of completed work in the last 12 months

Rashtriya Swasthya Bima Yojana (RSBY) card of your household

Antyodaya Anna Yojana (AAY) card of your household

BPL PDS card of your household

NRLM-Self Help Group identification or certificate for any member of your household

Apart from the above, the reserved category would need to furnish any of the following proofs:

SC/ST Certificate issued by competent authority

Disability Certificate issued by competent authority

Self-certification by the candidate for his/her status as minority community

15. I have not completed primary school (below class 5). Can I join training under DDU-GKY?

Each sector skill council has defined a minimum qualification for their job roles. There may be certain courses which have a minimum eligibility of 5th standard. For further details of courses, you may contact DPMU staff as well.

16. What kinds of jobs are provided under DDU-GKY?

DDU-GKY's current training partners offer training programs in over 82 sectors, covering over 450 job-roles or trades. Candidates can only choose from job-roles under skills offered in their vicinity/ assigned projects in their district.

17. What type of skills can I get trained on?

From a welder making the Maruti car to an Entrepreneur in the Agriculture sector to an X-Ray machine assistant in a Super Speciality Hospital to a Sales Person selling premium shirts to a Back-Office professional working on computers, DDU-GKY's current training partners offer training programs in over 82 sectors, covering over 450 job-roles or trades. Candidates can only choose from job-roles under skills offered in their vicinity/ assigned projects in their district.

18. I am confused about which skill to choose? Is there any guidance provided to help me select the right skill?

Yes the best thing for you is to be chosen for the training of a skill you are already good at. You can get in touch with our nearest training provider and take an aptitude test conducted by them. This will tell you what you are good at and which skill to choose.

19. Will the government or corporates provide the training?

Under DDU-GKY, several educational institutions of repute, corporate training houses and NGOs have been sanctioned projects. The DDU-GKY is the first skill training initiative in the country to have set benchmarks for minimum standards and quality benchmarks in service delivery through its framework of Guidelines and Standard Operating Procedures (SOPs), and all its sanctioned projects implemented by its partners (PIAs) need to comply with all applicable standards. DDU-GKY approves training programs with curriculum as recommended by NCVT (National Council for Vocational Training) or as identified in the Qualification Packs (QPs) based on NOS (National Occupational Standards) by the respective SSCs (Sector Skills Council) of NSDC (National Skill Development Council).

20. What would be the duration of the training?

DDU-GKY offers three-month, six-month, nine-month and twelve-month training courses, the duration for which are 576 hours, 1152 hours, 1728 hours and 2304 hours respectively. OJT (On-the-Job Training) is also a part of these trainings, with 30 days for a 576 hours (three-month) course, 60 days for a 1152 hours (six-months) course and 90 days for a 1728 hours (nine-months) course and 120 days for a 2304 hours (twelve-month) course.

21. Is there a training fee?

No. DDU-GKY subsidizes 100% cost of skill training of candidates at its approved training centres implemented by its PIAs in sanctioned projects. There are no fees. There are no registration charges. There are no examination or certification charges. There are no placement charges. However, candidates are required to attend all classes and OJT, put in hard work and effort to learn a trade and achieve a minimum of 70% marks in the final exam to pass.

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23. Are the classes full-time or part-time?

Currently, most of the training projects are full-time. However basis the need of the project, the following training provisions have been made:

A continuous period (six day week)

Weekends (training projects for those with some employment including unskilled employment)

Part time (training projects for those who wish to undergo training outside of normal working hours)

24. What if my attendance is lower than 50%?

If your attendance is lower than 50%, then you will not be eligible to appear for the final assessment and certification. Therefore it is essential that you attend all classes and work hard to get your certificate and placement offer. This certificate is recognized by the government and will be useful for all subsequent job applications you make.

25. Will I receive a certificate on completion of the training? Who will be the accreditation authority?

Yes, you will be provided a government recognized certificate upon successful completion of the training. In the case of training programs implemented under NCVT curricula, NCVT through its accredited assessors will perform the external assessment on completion of the duration of the course and provide the necessary co-branded certification upon passing. In case of QP-NOS, accredited third-party assessors appointed by SSCs of NSDC will perform the external assessment upon completion of the duration of the course or minimum hours as identified by DDU-GKY and provide successful candidates with co-branded certification. Most employers recognize the Certificate as a symbol of learning and achievement, which will get you a job with higher salary. It will also be recognized when applying for Government jobs (if advertised and relevant for the position offered).

26. How do I locate a training centre in my area?

You can find a training centre near your place from the list of ongoing and upcoming training centres on PSDM's website. In addition to this, you can get yourself registered in the District Bureau of Employment Enterprises (DBEEs) of your district and DPMU will inform you about the new courses on the basis of your eligibility.

27. What are the facilities entitled to a candidate in a training centre?

The following facilities are available at every training centre:

Bank account in your name

Free uniform (1 or 2 sets depending upon location & season), books and learning material

Lab, classroom and IT facilities

Tablet PCs in some training centres to learn at your own pace

Free internet and email access on all IT equipment so that you can check their emails and browse the internet, one computer per person

First aid, hygiene, drinking water, canteen and washroom facilities

Free accommodation and food in residential training programs

Rs. 100/- for every 8 hours of training attended (workday) transferred directly to your bank account towards meal and conveyance allowance in non-residential training programs.

Projection, AV recording & playback and copying equipment, where needed

Fire fighting equipment

Power back up by way of DG set

CCTV recording facilities in classroom, labs and common areas to monitor training quality and ensure safety

Geo-tagged time-stamped Aadhaar linked biometric attendance facility for both trainers and trainees

Certified trainers for domain skills, English, IT skills & soft skills

28. Will there be any financial assistance or accommodation provided in case the training centre is far from my village?

Yes, post placement support is provided to the successfully passed out candidates so that they can adapt to the new environment easily.

29. What if I am not suited for the training or want to join training for another skill?

Before the selection is made, the PIA training centre will test your inherent aptitude and skill. If you are found suitable, then you are inducted into the training batch. If even after induction, you feel you are not suited for the training or jobs that will result from the training, you can meet with the counselor in the training centre and drop from the program before the batch is frozen for the training, within the first 10 days.

30. Is there a placement guarantee?

Under DDU-GKY, the training partners are mandated to place at least 75% of the successful candidates in jobs, offering a minimum salary (CTC) of Rs. 6000 per month. This amount will include any incentive or facility the company will provide you with like transport or meals or accommodation etc. Else, the applicable charge may be deducted from your monthly salary.

31. What if I need to drop-out of training in between dues to personal reasons, will I get the opportunity to continue the training after a brief interval?

If you have to drop-out of training, then you will not get your certificate or placement. However, if there is another such project sanctioned in your district of domicile, then you may get the opportunity again.

32. Will I get industry exposure before being placed?

Yes, most of the skilling courses have provision for providing On-the-Job Training (OJT). The maximum permissible days for OJT are 30 days for three month course, 60 days for six month course, 90 days for a nine month course and 120 days for a 1 year course. In case of courses having duration between three months to 12 months, besides the standard duration of 3, 6, 9 and 12 months, the maximum OJT allowed shall be 1/3rd of the total course duration or 120 days, whichever ever is lower.

33. What are the minimum and the maximum salary mandated?

The minimum salary assured after our training program is Rs. 6000 per month. In case you are placed in a foreign job, the minimum salary would be US\$500 per month (Rs. 30,000/- approximately). The maximum salary would depend upon the job profile and the capability of the candidate.

34. Is there any assistance provided once I am placed?

Yes, under DDU-GKY candidates are also eligible for post-placement support, wherein Rs. 1,000 per month will be transferred directly to your bank account for a period of 2 months in case you are placed within the district of domicile, for 3 months if you are placed within the state of domicile and for 6 months in case the placement happens outside the state of domicile. This is in addition to your salary earned from the employer and is to enable you to focus on the job and settle down at the earliest.

35. What if I am unable to perform at my job? Will I get an additional placement opportunity?

Each training programs empowers you to perform in your job, having trained you with the same equipment that you will find in your everyday job. However, if for some reason, you are unable to

perform at the job, but have the potential and desire to work, the PIA will try to place in another job more suitable to you. In every case, you are expected to work hard and perform in your job.

36. Will I get a Government job after completing the training program?

No. Government sponsors your training at an institute of repute and the PIA will place you in industry.

37. Often, employers have a hire & fire policy. How will training under DDU-GKY help me in retaining a job?

Training centres under the DDU-GKY offer you courses approved by NCVT or Qualifications Packs for NOS as devised by the Sector Skills Councils of NSDC. In addition, all training centres offer domain labs, which usually have the same equipment as you will find in your job. And you will get additional courses in soft skills, functional English and Computers. You will also get to work and learn from a Tablet PC in some training centres. Most of the DDU-GKY training partners use very innovative teaching techniques that use a lot of videos and employ qualified trainers. As a result, training that you get under this program will make you job-ready and capable of performing in the placement provided.

38. Once placed, will I grow in my job? Or is there a risk that I will remain stuck in the same position and role all my working life?

In all training courses, you will be trained in the skills needed to grow in your job and profile. But you need to work hard and ensure that your superiors and employers find you suitable for promotions from time to time.

39. After the training, can I choose to be self-employed?

All training programs under the DDU-GKY are devised to make you capable for a job. There are no classes or courses for self-employment or starting a business, but if you think are ready and want to start one, the counselors will encourage you and may offer you help from time to time.

40. If I choose to be self-employed or start my own business, how will DDU-GKY and/or MoRD help me?

The Ministry of Rural Development runs several other schemes, one of which is skilling for start-ups and entrepreneurships. Once you complete your course, you can apply under the entrepreneurship and receive necessary support like additional training or small loans to start your own business.

Pradhan Mantri Kaushal Vikas Yojna (PMKVY)

41.What is a PMKVY scheme?

Pradhan Mantri Kaushal Vikas Yojana (PMKVY) is the flagship scheme of the Ministry of Skill Development & Entrepreneurship (MSDE). The objective of this Skill Certification Scheme is to enable a large number of Indian youth to take up industry-relevant skill training that will help them in securing a better livelihood. Individuals with prior learning experience or skills will also be assessed and certified under Recognition of Prior Learning (RPL).

42.What are the key components of PMKVY scheme?

- i) Short Term Training
- ii)Special Projects
- iii)Recognition of Prior Learning

43. What is Short Term training?

The Short Term Training imparted at PMKVY Training Centres (TCs) is expected to benefit candidates of Indian nationality who are either school/college dropouts or unemployed. Apart from providing training according to the National Skills Qualification Framework (NSQF), TCs shall also impart training in Soft Skills, Entrepreneurship, Financial and Digital Literacy. Duration of the training varies per job role, ranging between 150 and 300 hours. Further, Short Term Training (STT) component under Centrally Sponsored Centrally Managed (CSCM) is being implemented through National Skill Development Corporation (NSDC).

44.What is the Recognition of Prior Learning?

Recognition of Prior Learning (RPL) is a platform to assess and certify an individual, already skilled in a particular job role/trade. This skill may have been acquired by the individual via formal/informal or non-formal training and experience in the past.

45.What is the Kaushal & Rozgar Mela ?

Social and community mobilisation is extremely critical for the success of PMKVY. Active participation of the community ensures transparency and accountability and helps in leveraging the cumulative knowledge of the community for better functioning. In line with this, PMKVY assigns special importance to the involvement of the target beneficiaries through a defined mobilisation process. Training Partners shall conduct Kaushal and Rozgar Melas every six months with press/media coverage; they are also required to participate actively in National Career Service Melas and on-ground activities.

46. Who can get skill training under PMKVY scheme?

Any candidate of Indian nationality who:

- Is aged between 15-45 years.
- Possesses an Aadhaar card and an Aadhaar linked bank account.
- Fulfils other criteria for the respective job role as defined by the awarding body.

47.What is the definition of placements under PMKVY?

A candidate is considered to be placed if the candidate fulfils the following conditions:

Candidate is certified and placed

Candidates is placed within 90 days of certification

Candidate is in continuous employment (wage or self-employment) for 3 months

Candidates placed in wage employment are earning atleast equal to or above minimum wages as defined by the state employment guidelines

48.What are candidate level assessments ?

Candidate level assessments are the assessments that are conducted by trained, certified and third party empanelled assessors (through training of assessors -ToA)

49.Who is eligible for assessments under PMKVY 2016-2020 ?

All candidates who have successfully enrolled and completed the PMKVY training at the PMKVY training Centre with at least 70% attendance becomes eligible to appear for assessments.

50 .Who conducts assessments ?

The responsibility of assessments lies with the third-party Assessment Agency empanelled by the Sector Skill Council (SSC) which shall provide fair and reliable services in a timely manner.

51.How do I know if I have passed / failed in assessments ?

A candidate can contact their respective training Centre to seek NOS wise detailed marks received. In case the Training Centre/ Training Partner denies provision of results for 15 consecutive days, the candidate may reach out to the concerned Sector Skill Council(details for which are provided in the annexure).

The assessment criteria applicable as per PMKVY 2016-2020 is defined below:

NSQF level	Cut Off (Technical QPs)	Cut Off (Non-Technical QPs)
1,2 and 3	50%	50%
4 and above	70%	70%

52.What happens if I fail in assessment ?

If a candidate fails, the assessment then s/he can reach out to the Training Centre.

The Training Centre can apply for the reassessment within 15 days of the declaration of the results. The Training Centre must ensure conduct of re-assessments within 3 months of the date of declaration of previous results.

The candidate can choose to re-enrol in the same or different job role provided there is a 6 months gap between date of result declaration and batch start date of the new job role.

53.Do I need to pay assessment fees ?

Under PMKVY 2016-2020, the entire training and assessment fees is paid by the Government of India.

54.Who is eligible for certification ?

All the candidates who pass the assessments and/or reassessment for specific job role(s) are eligible for a graded certificate.

NSQF level	Percentage required for passing a QP
1,2 and 3	50%
4 and above	70%

55.What is the process for a candidate to get a certificate ?

The candidate will receive the hard copy of the certificates from their respective Training Centre or Training Partner after the results have been approved by SSC and Certificates are downloaded by the Training Centre or Training partner.

56.Whom do I connect if I don't get a certificate ?

The candidate must connect with the concerned Training Partner or Training Centre for queries related to certificates. However, in case of non-receipt of the Certificates by the Training Centre or Training Partner, the candidate may further connect with the concerned Sector Skill Council.

57. Who approves the results ?

The results are first approved by the Assessment agency and the final approval is accorded by the Sector Skill Council, post which the Certificates can be downloaded after 24 hours of the approval.

58. Is there a reward money that a candidate gets after receiving a certificate? If yes, how much ?

All passed and certified candidates shall be awarded INR 500 under the scheme, however, candidates scoring 30% or less shall only be awarded with a mark sheet.

59. Who is eligible for reassessment ?

A failed or absent candidate is eligible for re-assessments. Dropped out candidates are not eligible.

60. What is the process for reassessment ?

Training Partner/Training Centre can apply for reassessments for a failed/absent candidate within 15 days of result generation and ensure the conduct of re-assessment within 3 months.

Training Partner/Training Centre needs to pay the fees in advance to the concerned Sector Skill Council for a specific job role

After fees is paid, Sector Skill Council will align the batch to assessment agency.

Assessment Agency will assign the same batch to assessor who will then conduct the assessment as per the date mentioned on Skill Development Management System (SDMS).

61. How many times can a candidate apply for reassessment ?

The candidate can apply for re-assessment only once.

Would the candidate who passes re-assessment be eligible for Certificate and pay out of INR 500 ?

Yes, all candidates who pass the reassessment shall receive a graded Certificate and 500 INR.

62. Entitlements of candidates

Sl. No.	Particulars	Coverage	Paid directly to	Amount (in Rs.)	
1	Assessment and Certification	All candidates	SSCs	As per Common Cost Norms/PMKVY 2.0 Norms	
2	One-time incentive for successfully certified candidates	All candidates	Candidate	Rs. 500/- per candidate	
3	Cost for Boarding and Lodging	For Deprived group (D1, D5, D6, D7 category – as mentioned in the Socio Economic and Caste Census 2011)*, Women, PwD, Transgender (Only in the case of the centre for training is outside the district)	Training Provider	As per Common Cost Norms	
4	Conveyance Cost	For Deprived group (D1, D5, D6, D7 category – as mentioned in the Socio Economic and Caste Census 2011)*, Women, PwD, Transgender.	Candidate	For Conveyance outside the Home District (In case of Boarding and Lodging support is not availed)	Rs. 1,500/- per month.
				For conveyance within the home district Candidate	Rs 1,000/- per month.
5	One-time Placement Travel Cost to candidates	For Deprived group (D1, D5, D6, D7 category – as mentioned in the Socio Economic and Caste Census 2011)*,	Candidate	One-time travel cost up to a maximum of Rs. 4,500/- per candidate	

		Women, PwD, Transgender			
7	Post Placement Stipend	For Women, PwD, Transgender and Deprived group (D1, D5, D6, D7 category – as mentioned in the Socio Economic and Caste Census 2011)*	Candidate	Rs. 1,500/- per month per candidate.	
				Placement within domicile of district.	Male
					Female
				Placement outside of the domicile of district.	Male
				Female	
8	Career progression support	For Women, PwD, Transgender and Deprived group (D1, D5, D6, D7 category – as mentioned in the Socio Economic and Caste Census 2011)*	Training Provider	Rs. 5,000/- per candidate for every Candidate who gets Rs 15,000/- per month job and holds the job for 3 months within 1 year of training	
9	Special incentive for Foreign	All candidates	Training Provider	Rs. 10,000/- per candidate	

	Placements		er	
10	Additional Support to PwD Candidates	All PwD candidates	Trainin g Provid er	Rs. 5,000/- towards assistive devices, aid and appliances
11	Post Placement Tracking Allowance	All candidates	Trainin g Provid er	Rs. 50/- per candidate
12	Induction Kit, Participant's Handbook	All candidates	Vendor / Trainin g Provide r	As per prevalent rates
13	Accidental Insurance	All candidates	Insuranc e compan y	As per prevalent rates

About DAY-NULM

National Urban Livelihoods Mission (NULM) was launched by the Ministry of Housing and Urban Poverty Alleviation (MHUPA), Government of India in 23rd September, 2013 by replacing the existing Swarna Jayanti Shahari Rozgar Yojana (SJSRY). The NULM will focus on organizing urban poor in their strong grassroots level institutions, creating opportunities for skill development leading to market-based employment and helping them to set up self-employment venture by ensuring easy access to credit.

62. Who can be a trainee

The candidates selected for training under EST&P component of NULM should be from the urban poor households only. Candidate should not have undergone skill development training under the SJSRY / NULM in any other trade during the last 3 years. The candidate can however be provided advanced training on the skills acquired in any previous training.

63. How to register under the Scheme
You can reach out to us in any of the following ways:

Get enrolled with DBEE who in turn will recommend the nearby Training Centre or its mobilization staff to meet you and offer you counselling and guidance.

Find a nearby training centre and contact them directly (List of the training centres is available in the candidate corner section of the website which is being updated time to time). For more details DPMU staff can be contacted. List of DPMU staff is also available on website.

As a follow up measure, Punjab Skill Development Mission makes every effort to contact the candidate through their empanelled training partner, District Program Management Staff, and provide proper counselling both to the candidate and their parents for right selection of the courses.

64. Entitlement of candidates under the scheme

- Free uniform, books and learning material.
- Free access to a computer at the computer lab with working internet, one computer per person.
- Skill Training Certificate from SSC upon successful completion of the training program.
- Job Interviews and placement opportunities at no cost.
- Free counselling and guidance from the training centre or Migration Support Centre.
- For candidates (including PwDs) from special areas, undergoing training outside district of such special areas, to and fro transport cost as per actuals, subject to a maximum of Rs. 5000/- per trainee, may be payable.
- Conveyance cost for BPL, PwDs& Women (hereinafter referred to as "Special Groups"): Upon successful completion of non-residential skill training programmes, and after certification, all Persons (BPL) and women candidates will be reimbursed the cost incurred in travelling to and from the training center (1000/- per month - if distance training center within district of domicile and 1500/- per month if distance training center outside the district of domicile).
- Post placement support of Rs 1500/- for Special Areas/ Groups for Wage employment (men placed within district of domicile will be provided this support for 1 month and for 2 months if placed outside the district of domicile)

(Women placed within district of domicile will be provided this support for 2 months and for 3 months if placed outside the district of domicile).