



NOTICE

Profile related correction or Grievance portal has been opened for all pass out certified trainees (from admission session 2014 to 2022). According to this information if any trainees need to apply for correction in the mark sheet, certificate, now he/she can apply for Grievance through NCVT MIS as per Annexure-I

Note: Any Grievance for correction by the trainees in Physical form or through email or letter will not entertained.

Help Desk :

Souvic Roy
70015 75132
Certificate Section
Kaligunj Government ITI, Nadia (GR19000204)

Basu
23/9/2023

Principal

Principal
Kaligunj Government ITI
Operated by 'SWADHIN' in PPP Mode

Annexure-I



सत्यमेव जयते

**GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT
& ENTREPRENEURSHIP**

**DIRECTORATE GENERAL OF TRAINING
(DGT)**

“Grievance User Manual for Trainees”

STEP – 1:-Open NCVT public portal site using the URL,
<https://ncvtmis.gov.in/pages/home.aspx>

The screenshot shows the home page of the Ministry of Skill Development And Entrepreneurship. The header includes the ministry's name and logo, along with navigation links for Home, ITI, Trainee, Verification, Instructor, Examiner, Calendar, Functionalities, Grading, CFI, and Log Complaint. There are also links for Support, Login, FAQ, Help, and SiteMap. The main content area features a welcome message, a central image of a training facility, and portraits of three officials: Shri Narendra Modi (Hon'ble Prime Minister of India), Shri Dharmendra Pradhan (Minister of SDE), and Shri Anant Kumar Hegde (MoS for SDE). A paragraph describes the National Council for Vocational Training (NCVT) and its role. At the bottom, there is a footer with copyright information and a note about the portal being a one-stop information source.

STEP – 2:-Trainee will verify its Marksheet from Marksheet Verification page.

Click On tab Verification→Marksheet Verification

The screenshot shows the 'Trainee MarkSheet' verification page. The header is identical to the home page. The navigation menu includes Home, ITI, Trainee, Verification, Instructor, Examiner, Calendar, Functionalities, Grading, CFI, Dashboard, EDPracticalData, and Grievance. The main content area is titled 'Trainee MarkSheet' and contains a 'Search Criteria' form. The form has two input fields: 'Roll Number / Registration Number*' and 'Exam System*'. Below these are two dropdown menus for 'Semester*' and 'Exam System*'. There are 'Search' and 'Clear' buttons at the bottom of the form. The footer contains copyright information and a note: 'Please enter roll number.'

STEP – 3:-Please fill all the details on search Criteria.

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Trainee MarkSheet

Search Criteria

Roll Number / Registration Number* Exam System*

Year*

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STEP – 4:-After filling the details click on search button, your marksheet will appear and you can either verify your marksheet or you can raise a grievance from the 'raise a grievance' button.

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Search Results

Roll Number : 190813000095 Trainee Name : KHONIMONGKO. Y Academic Session : Aug 2019 (Annual 1)

Trade Name : Carpenter (NSQF) Exam Session : Jul 2020

ITI Code : GU13000004 ITI Name : Govt ITI, Tuensang

Overall Result : Pass

Summative Assessment	Max. Marks	Min. Pass Marks	Marks Secured
Trade Theory	100	33	68
Employability Skills	50	17	40
Workshop Calculation and Science	50	17	43
Engineering Drawing	50	17	31
Trade Practical	250	150	243
Formative Assessment	200	120	162
Total	700		587

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STEP -5: - IF TRAINEE IS SATISFY WITH HIS RESULT, He/ She will accept his result. And click on agree.

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Search Results

Roll Number : 190813000095 Trainee Name : KHONIMONGKO. Y Academic Session : Aug 2019 (Annual 1)

Trade Name : Carpenter (NSQF) Exam Session : Jul 2020

ITI Code : GU13000004 ITI Name : Govt ITI, Tuensang

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Workshop Calculation and Science	50	17	43
Engineering Drawing	50	17	31
Trade Practical	250	150	243
Formative Assessment	200	120	162
Total	700		587

Agree Raise a Grievance

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His result will be accepted and marksheet will be generated by the department

If trainee clicks on “Raise a Grievance”

STEP – 6:-A pop-up will appear asking for confirmation ‘I agree that in case raise I a grievance, the result declared hereby and downloading of Mark-sheet / NTC will be put on hold for approximately 30-45 days till resolution of grievance!...’

stage.ncvtmis.gov.in says

I agree that in case raise I a grievance, the result declared hereby and downloading of Mark-sheet / NTC will be put on hold for approx 30-45 days till resolution of grievance!...

OK Cancel

Waiting for stage.ncvtmis.gov.in...

NOTE: - Once you click on ‘OK’ you will be redirected to Log Grievance page. And one can continue with below process also.

STEP – 6:-Click On tab Complaint Tool → Grievance → Log Grievance

The screenshot shows the Ministry of Skill Development And Entrepreneurship website. The header includes the logo, the text "Ministry of Skill Development And Entrepreneurship", and links for "+A", "A", "-A", "Terms & Conditions", and "Privacy Policy". The navigation menu contains "Home", "ITI", "Trainee", "Verification", "Instructor", "Examiner", "Calendar", "Functionalities", "Grading", "CFI", "Help", "Dashboard", and "Complaint Tool". The "Complaint Tool" tab is active. The main content area is titled "Grievance Authenticate" and contains a form with the following fields: "Trainee Name*" (text input), "Grievance Type*" (dropdown menu with "-Select-" selected), and "Registration Number*" (text input). Below the form, it states "All fields marked with * are mandatory." and has "Next" and "Clear" buttons. The footer contains the copyright notice "© 2015 Ministry of Skill Development And Entrepreneurship, Government of India."

Grievance Page

STEP- 7: -Enter Trainee Name, Grievance type and Registration Number.
please note All fields are mandatory to be filled then only You can proceed further.

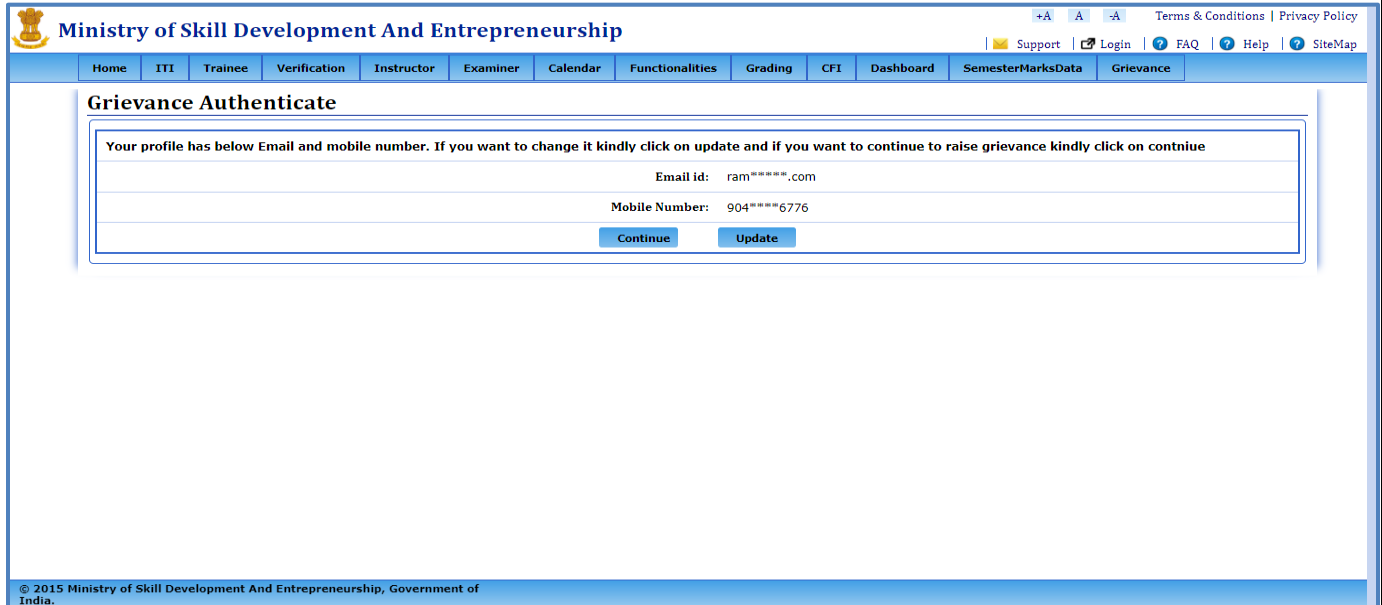
NOTE: - If Grievance Type is selected as

1. Profile: -

The screenshot shows the Ministry of Skill Development And Entrepreneurship website. The header includes the logo, the text "Ministry of Skill Development And Entrepreneurship", and links for "+A", "A", "-A", "Terms & Conditions", and "Privacy Policy". The navigation menu contains "Home", "ITI", "Trainee", "Verification", "Instructor", "Examiner", "Calendar", "Functionalities", "Grading", "CFI", "Dashboard", "EDPracticalData", and "Grievance". The "Grievance" tab is active. The main content area is titled "Grievance Authenticate" and contains a form with the following fields: "Trainee Name*" (text input with "AZAD NANDAN" entered), "Grievance Type*" (dropdown menu with "Profile Related" selected), and "Registration Number*" (text input with "R190810009139" entered). Below the form, it states "All fields marked with * are mandatory." and has "Next" and "Clear" buttons. The footer contains the copyright notice "© 2015 Ministry of Skill Development And Entrepreneurship, Government of India."

STEP- 1.1: - Click on Next and you will be redirected to new page where you will be asked for the OTP on your Email ID or Mobile Number.

a) If clicked on continue: -



Ministry of Skill Development And Entrepreneurship

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Grievance Authenticate

Your profile has below Email and mobile number. If you want to change it kindly click on update and if you want to continue to raise grievance kindly click on continue

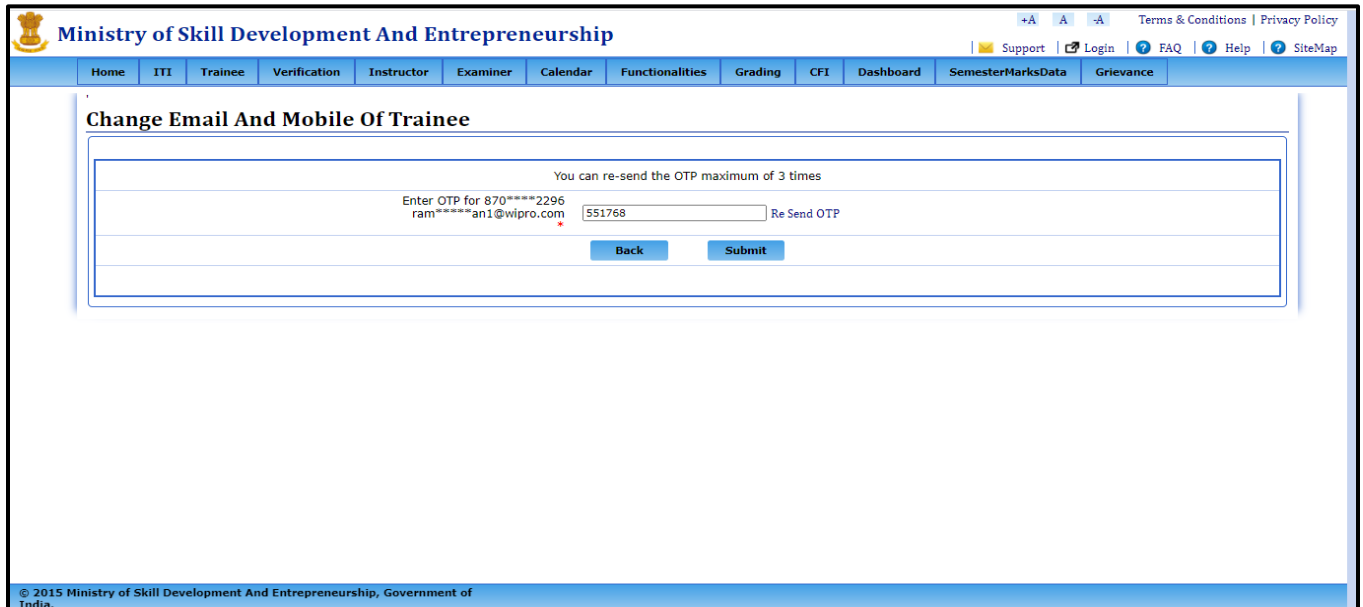
Email id: ram*****.com

Mobile Number: 904*****6776

[Continue](#) [Update](#)

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- After clicking on continue, trainee will be redirected to OTP page.



Ministry of Skill Development And Entrepreneurship

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Change Email And Mobile Of Trainee

You can re-send the OTP maximum of 3 times

Enter OTP for 870*****2296
ram*****an1@wipro.com

551768 Re Send OTP

[Back](#) [Submit](#)

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NOTE: - Trainee will be redirected to OTP page only if Trainee is having Mobile Number or Email ID Correct otherwise Trainee has to use Update Option. If click on submit follow **STEP: -1.2.**

b) If Trainee clicks on Update option: -

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Grievance Authenticate

Your profile has below Email and mobile number. If you want to change it kindly click on update and if you want to continue to raise grievance kindly click on continue

Email id: ram*****.com

Mobile Number: 904*****6776

[Continue](#) [Update](#)

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- After clicking on update, trainee will be redirected to a new page where trainee has to verify its Date of birth to proceed further, Trainee has to enter details correctly.

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Change Email And Mobile Of Trainee

Enter Date of Birth for Verification:

20-oct-1991 dd-mmm-yyyy

[Verify](#)

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- Now after entering correct DOB, Trainee has to click on verify button, a new page will appear with the Trainee details and having option to enter Mobile Number and Email ID.

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Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Change Email And Mobile Of Trainee

Trainee Registration No:	R140802007063	Trainee Name:	DEEPIKA RANA
Father Name:	SH.RAJ KUMAR	Date Of Birth:	20-Oct-1991
Mother Name:	MRS.SUMAN LATA		
Email id: *	<input type="text" value="ramandhiman747@gmail.com"/>		
Mobile Number: *	<input type="text" value="9049906776"/>		
<input type="button" value="Update"/>			

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- Now click on update and trainee will be redirected OTP Page where trainee will receive on new number/ Email ID, after entering correct Details click on update.

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Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Change Email And Mobile Of Trainee

You can re-send OTP in 9 seconds

Enter OTP for 870****2296
ram*****an1@wipro.com

Re Send OTP

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- Now after clicking on submit, search the details again to log the grievance.

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Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Grievance Authenticate

Trainee Name*	DEEPIKA RANA	Grievance Type*	Profile Related
Registration Number*	R140802007063		

All fields marked with * are mandatory.

Next Clear

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NOTE: - After this Please follow step 1.1 (a) part to continue.

STEP- 1.2: -Click on submit and Trainee profile page will get opened.


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Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | EDPracticalData | Grievance

Trainee Grievance

Trainee Profile

Roll Number :	R190810009139	Traine Name :	AZAD NANDAN	Academic Session :	August-2019	
Date Of Birth :	05-Jun-2001	Mother Name :	GITA DEVI	Father Name :	RAM SINGAR PRASAD	
Trade Name :	Electrician (NSQF)	ITI Name :	PR10000088-Gautam Budh Industrail Training Centre At-P.O Karai Par Sarai			

Grievance Sub Type *

Maximum of 3 Grievance subtype can be selected.

- Father Name
- Mother Name
- DOB
- Trainee Name
-

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STEP- 1.3: - From the grievance sub-type option, the user can select Maximum 3 options which he wants to correct. And as a proof he has to upload the documents for verifying the correct details.

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Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Trade Name : Electrician (NSQF) ITI Name : PR10000088-Gautam Budh Industrail Training Centre At-P.O Karai Par Sarai

Grievance Sub Type *
Maximum of 3 Grievance subtype can be selected.

Father Name
 Mother Name
 DOB
 Trainee Name
 Photograph

Correct Date Of Birth * 01-May-2000 dd-mmm-yyyy

Correct Trainee Name *
(No special character or numeric value allowed.) Radhe Shyam

latest Trainee Photograph *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Joker.jpg

10th or 12th Document *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Marksheet.pdf

Affidavit for photograph change *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Joining.jpg

Submit Grievance

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Note: a) If Photograph checkbox is selected then two additional file uploads will be mandatory

1. Latest Trainee Photograph
2. Affidavit for photograph change

b) Textboxes will be displayed for each Sub Types selected to enter correct details

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Trade Name : Electrician (NSQF) ITI Name : PR10000088-Gautam Budh Industrail Training Centre At-P.O Karai Par Sarai

Grievance Sub Type *
Maximum of 3 Grievance subtype can be selected.

Father Name
 Mother Name
 DOB
 Trainee Name
 Photograph

Correct Date Of Birth * 01-May-2000 dd-mmm-yyyy

Correct Trainee Name *
(No special character or numeric value allowed.) Radhe Shyam

latest Trainee Photograph *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Joker.jpg

10th or 12th Document *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Marksheet.pdf

Affidavit for photograph change *
(only jpg ,jpeg,pdf and png files are allowed.) Choose File Joining.jpg

Submit Grievance

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STEP- 1.4: - Click on submit grievance button to submit the details, and a grievance ID will be generated.

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Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Trainee Grievance

Your Grievance Id is : GR1908100091390001. Note id down for further reference Click here to view Status

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If Grievance sub type is Examination

2. Examination: -

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Grievance Authenticate

Trainee Name*	<input type="text" value="HELEMONG. L . YIM"/>	Grievance Type*	<input type="text" value="Examination Related"/>
Registration Number*	<input type="text" value="R190813000093"/>	Year	<input type="text" value="Year 1"/>

All fields marked with * are mandatory.

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STEP- 2.1: -Click on Next and you will be redirected to new page where you will be asked for the OTP on your Email ID or Mobile Number.

a) If clicked on continue: -

The screenshot shows the 'Grievance Authenticate' page on the Ministry of Skill Development And Entrepreneurship website. The page header includes the logo and navigation menu. The main content area contains a form with the following text: 'Your profile has below Email and mobile number. If you want to change it kindly click on update and if you want to continue to raise grievance kindly click on continue'. Below this, the user's details are displayed: 'Email id: ram*****.com' and 'Mobile Number: 904*****6776'. There are two buttons: 'Continue' and 'Update'. The footer contains the copyright notice: '© 2015 Ministry of Skill Development And Entrepreneurship, Government of India.'

- After clicking on continue, trainee will be redirected to OTP page.

The screenshot shows the 'Change Email And Mobile Of Trainee' page on the Ministry of Skill Development And Entrepreneurship website. The page header includes the logo and navigation menu. The main content area contains a form with the following text: 'You can re-send the OTP maximum of 3 times'. Below this, the user's details are displayed: 'Enter OTP for 870*****2296' and 'ram*****an1@wipro.com'. There is a text input field containing '551768' and a 'Re Send OTP' button. There are two buttons: 'Back' and 'Submit'. The footer contains the copyright notice: '© 2015 Ministry of Skill Development And Entrepreneurship, Government of India.'

NOTE: - Trainee will be redirected to OTP page only if Trainee is having Mobile Number or Email ID Correct otherwise Trainee has to use Update Option. If click on submit follow STEP: - 2.2.

b) If Trainee clicks on Update option: -

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard SemesterMarksData Grievance

Grievance Authenticate

Your profile has below Email and mobile number. If you want to change it kindly click on update and if you want to continue to raise grievance kindly click on continue

Email id: ram*****.com

Mobile Number: 904*****6776

[Continue](#) [Update](#)

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- After clicking on update, trainee will be redirected to a new page where trainee has to verify its Date of birth to proceed further, Trainee has to enter details correctly.

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard SemesterMarksData Grievance

Change Email And Mobile Of Trainee

Enter Date of Birth for Verification:

20-oct-1991 dd-mmm-yyyy

[Verify](#)

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- Now after entering correct DOB, Trainee has to click on verify button, a new page will appear with the Trainee details and having option to enter Mobile Number and Email ID.

The screenshot displays the website interface for the Ministry of Skill Development and Entrepreneurship. The header includes the ministry's logo and name, along with navigation links for Home, ITI, Trainee, Verification, Instructor, Examiner, Calendar, Functionalities, Grading, CFI, Dashboard, SemesterMarksData, and Grievance. There are also links for Support, Login, FAQ, Help, and SiteMap. The main content area is titled 'Change Email And Mobile Of Trainee' and contains a form with the following details:

Trainee Registration No:	R140802007063	Trainee Name:	DEEPIKA RANA
Father Name:	SH.RAJ KUMAR	Date Of Birth:	20-Oct-1991
Mother Name:	MRS.SUMAN LATA		
Email id:	<input type="text" value="ramandhiman747@gmail.com"/>		
Mobile Number:	<input type="text" value="9049906776"/>		
<input type="button" value="Update"/>			

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- Now click on update and trainee will be redirected OTP Page where trainee will receive on new number/ Email ID, after entering correct Details click on update.

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Change Email And Mobile Of Trainee

You can re-send OTP in 9 seconds

Enter OTP for 870****2296
ram*****an1@wipro.com

Re Send OTP

© 2015 Ministry of Skill Development And Entrepreneurship, Government of India.

- Now after clicking on submit, search the details again to log the grievance.

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | SemesterMarksData | Grievance

Grievance Authenticate

Trainee Name* Grievance Type*

Registration Number*

All fields marked with * are mandatory.

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NOTE: - After this Please follow STEP: - 2.1 (a) part to continue.

STEP- 2.2: -After Submitting OTP, a page will open with all your examination Marks.



Trainee Grievance

Trainee Results

Roll Number : 190813000093 Trainee Name : HELEMONG. L . YIM Academic Session : Aug 2019 Semester/Year 1

Trade Name : Carpenter (NSQF) Exam Session : Jul 2020

ITI Code : GU13000004 ITI Name : GU13000004-Govt ITI, Tuensang

Overall Result : Fail in Engineering Drawing, Trade Practical, Trade Theory

Summative Assessment	Max. Marks	Min. Pass Marks	Marks Secured
Trade Theory	100	33	Ab
Employability Skills	50	17	40.00
Workshop Calculation and Science	50	17	40.00
Engineering Drawing	50	17	Ab
Trade Practical	250	150	Ab
Formative Assessment	200	120	138
Total	700		218

Supporting Document(s):

STEP- 2.3: -Trainee can select grievance sub-type as: -

- Main Marks:** when user will select main Subjects, the subject's column will automatically get all main subjects and user can select from options for which he wants to log grievance. User can select one subject or all at a time, but its mandatory to select at least one subject.



Workshop Calculation and Science	50	17	40.00
Engineering Drawing	50	17	Ab
Trade Practical	250	150	Ab
Formative Assessment	200	120	138
Total	700		218

Supporting Document(s):

(This is not Mandatory Fields.)

(only jpg ,jpeg, pdf and png files are allowed.)

[Add File](#)

Grievance Sub Type *

-Select-
Main Subjects (Trade Theory, Employability Skills, Workshop Calculation and Practical Subjects (Engineering Drawing, Trade Practical, Formative Assessment)

Subjects*

-Select-
Trade Theory
Employability Skills
Workshop Calculation and Science

Description :

(This not mandatory field.)

(No special character are allowed.)

(Length should be less tha 100 characters.)

[Submit Grievance](#)

2. **Practical Marks:** - when user will select practical, the subject's column will automatically get all Practical subjects and user can select from options for which he wants to log grievance. User can select one subject or all at a time, but its mandatory to select at least one subject.

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | EDPracticalData | Grievance

workshop Calculation and Science	50	17	40.00
Engineering Drawing	50	17	Ab
Trade Practical	250	150	Ab
Formative Assessment	200	120	138
Total	700		218

Supporting Document(s):
(This is not Mandatory Fields.)
(only jpg ,jpeg,pdf and png files are allowed.) **Add File**

Grievance Sub Type *
-Select-
Main Subjects (Trade Theory, Employability Skills, Workshop Calculation and Practical Subjects (Engineering Drawing, Trade Practical, Formative Assessment)

Subjects*
-Select-
Engineering Drawing
Trade Practical
Engineering Drawing

Description :
(This not mandatory field.)
(No special character are allowed.)
(Length should be less tha 100 characters.)

Submit Grievance

© 2015 Ministry of Skill Development And Entrepreneurship, Government of India. Result

NOTE: - For Both ED and Practical subjects Grievance should be raised separately.

STEP- 2.4: -Now click on submit Grievance button to submit the details.

Ministry of Skill Development And Entrepreneurship

Support | Login | FAQ | Help | SiteMap

Home | ITI | Trainee | Verification | Instructor | Examiner | Calendar | Functionalities | Grading | CFI | Dashboard | EDPracticalData | Grievance

stage.nvctmis.gov.in says
I agree that in case raise a grievance, the result declared hereby and downloading of Mark - sheet / NTC shall be put on hold for approx 30 - 45 days till resolution of grievance.

workshop Calculation and Science	50	17	40.00
Engineering Drawing	50	17	Ab
Trade Practical	250	150	Ab
Formative Assessment	200	120	138
Total	700		218

Supporting Document(s):
(This is not Mandatory Fields.)
(only jpg ,jpeg,pdf and png files are allowed.) **Add File** Choose File Joker.jpg **Remove**

Grievance Sub Type *
-Select-
Main Subjects (Trade Theory, Employability Skills, Workshop Calculation and Practical Subjects (Engineering Drawing, Trade Practical, Formative Assessment)

Subjects*
-Select-
Engineering Drawing
Trade Practical

Description :
(This not mandatory field.)
(No special character are allowed.)
(Length should be less tha 100 characters.)
Testing is being done

Submit Grievance

© 2015 Ministry of Skill Development And Entrepreneurship, Government of India. Result

A popup will appear 'I agree that in case raise a grievance, the result declared hereby and downloading of marksheet/ NTC shall be put on hold for approx. 30- 45 days till resolution of grievance.' Click on Ok to submit the details.

STEP- 2.5: -Once the grievance is submitted, a grievance number will be generated.

NOTE: -Please note it down for further use.



The screenshot shows the website interface for the Ministry of Skill Development And Entrepreneurship. The header includes the ministry's name and logo, along with navigation links for Support, Login, FAQ, Help, and SiteMap. A blue navigation bar contains menu items: Home, ITI, Trainee, Verification, Instructor, Examiner, Calendar, Functionalities, Grading, CFI, Dashboard, EDPracticalData, and Grievance. The main content area displays the 'Trainee Grievance' section with the text: 'Your Grievance Id is : GR1908130000930002. Note id down for further reference Click here to view Status'. The footer contains the copyright information: '© 2015 Ministry of Skill Development And Entrepreneurship, Government of India.'

VIEW GRIEVANCE

STEP – 1:-Open NCVT public portal using the URL, <https://ncvtmis.gov.in/pages/home.aspx>

Ministry of Skill Development And Entrepreneurship


Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Log Complaint

Welcome to NCVT-Management Information System



Shri Narendra Modi
Honble Prime Minister of India





Shri Dharmendra Pradhan
Minister of SDE



Shri Anant Kumar Hegde
MoS for SDE

The National Council for Vocational Training, an advisory body, was set up by the Government of India in 1956 (the then National Council of Training in Vocational Trades—NCTVT). The Council has been entrusted with the responsibilities of prescribing standards and curricula for craftsmen training, advising the Government of India on the overall policy and programs, conducting All India Trade Tests and awarding National Trade Certificates.

This portal is a one-stop information source for all Institutes and courses under the purview of the National Council of Vocational Training (NCVT). The links in the

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 Last Updated: 15th April 2016 | Server: WEB-ST | Recommended browser: IE 8 (Compatibility Mode) and above, Chrome or Firefox
 Total Hits : 3,388,785 | Yearly Hits : 24,281 | Monthly Hits : 248,989

STEP – 2:-Click On tab Complaint Tool → Grievance → Grievance View

Ministry of Skill Development And Entrepreneurship

Home ITI Trainee Verification Instructor Examiner Calendar Functionalities Grading CFI Dashboard EDPracticalData Grievance

Grievance Details

View Grievance Details

Grievance ID

[Go](#)

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STEP –3:-Enter Grievance ID and then click on GO Button.



Grievance Details

View Grievance Details

Grievance ID

Go

Grievance Info

Trainee Registration Number	Trainee Name	father Name	Date Of Birth	Grievance Type	GrievanceSubType	Status	GRievance View
R190813000093	HELEMONG. L. YIM	LUNTSUBA	4/17/1997	Examination Related	Practical Subjects (Engineering Drawing, Trade Practical, Formative Assessment)	Open	GR1908130000930002

STEP -4: -To view the details of the raised grievance, click on grievance view link, a page will open with the details.

Grievance Details

Grievance Code	GR1908130000930002	Grievance type	Examination Related
Grievance Sub Type	Practical Subjects (Engineering Drawing, Trade Practical, Formative Assessment)	Trainee Registration Number	R190813000093
Semester/Year	1		
Description	Testing is being done		

File Name	Download File
Joker_01062021_151246.jpg	Download File

Approval Status: Pending with approving authority(Nodal officer or Spiu(when no nodal officer present in your district)).

Approval Remarks:

Profile Grievance



Grievance Details

Grievance Code	GR1908100091390001	Grievance type	Profile Related
Grievance Sub Type	DOB,Photograph,Trainee Name	Trainee Registration Number	R190810009139
Current Trainee Name	AZAD NANDAN	Correct Trainee Name	Radhe Shyam
Current Date Of Birth	6/5/2001	Correct Date Of Birth	5/1/2000
10th or 12th Documnet	Marksheet_20210517_09_59_57.pdf		
Affidavit for photograph change	Joining_20210517_09_59_57.jpg		
Latest Trainee Photograph	Joker_20210517_09_59_57.jpg		

NOTE- By viewing grievance you can check the status of the grievance raised.
