DIRECTION

No. 40 /2023 Date : 15/ 09 /2023

Subject : Procedure and Norms for grant of Recognition to Private Skills Education Providers and approval to the courses of the Training Centers u/s 112 of Maharashtra Public Universities Act, 2016 - Direction-2023

Whereas, Section 5(5) of Maharashtra Public Universities Act 2016 prescribes Powers and Duties of the University to develop Procedure and Process for Recognition to Private Skills Education Providers and Section 112 of the Act, has prescribed the Procedure and schedule for grant of recognition,

AND

Whereas, Section 33(1)(o) of the Act 2016 provides Powers and Duties of the Academic Council to accord recognition to various Certificate, Diploma, advance Diploma and degrees programmes run by the Private Skills Education Providers in consonance with the Norms of University Grants Commission and the State Government, as prescribed from time to time.

AND

Whereas, as per Section 112(11) of the Act, the said Provider has to conduct assessment, declare results, recommend to the University for award of Certificate, Diploma, advance Diploma, Degrees. The matter is related to the Ordinance, prescribing Norms therefor by the Academic Council and Management Council,

AND

Whereas, the Board of Deans, in its meeting held on dated 14.7.2020 vide Item No.52 has prepared and recommended the Norms to the Academic Council, to be prescribed in the form of Ordinance.

AND

Whereas, the matter was to be implemented immediately as the last day of September was ahead, the Vice-Chancellor approved the Procedures and Norms u/s 12(7) of the Act, on 22.09.2020 on behalf of Academic Council and the Management Council, so as to issue Direction u/s 12(8) of the Act, as the process of prescribing the Ordinance is time-taking. These actions have been approved by these authorities later on as per Section 12(7) of the Act.

AND

Whereas, matter of prescribing the Ordinance is under process and further processing of applications received, or to be continued. As per Section 12(8) of the Act, the Direction so issued lapses, after a period of 6 months in case the Statute, Ordinance or Regulation is not recent prescribed. Therefore, the Direction No. 14/2020, Direction No.30/2021 Direction No.4/2022, and now Direction No.69/2022 are lapsed, hence, the fresh Direction is to be issued u/s 12(8) of the Act.

AND

Whereas, as per Section 112(1) of Maharashtra Public Universities Act, 2016, the last date for Submission of application is before last day of month of September every year.

Therefore, I, Dr. Pramod Yeole, Vice-Chancellor (I/C) of Sant Gadge Baba Amravati University, in exercise of powers vested in me vide Sub-Section (8) of Section-12 of Maharashtra Public Universities Act, 2016 hereby issue the following Direction.

This Direction may be called “Norms for grant of Recognition to Private Skills Education Providers and approval to the courses of the Training Centers u/s 112 of Maharashtra Public Universities Act, 2016- Direction-2023”.

1. This Direction shall come into force with effect from the date of its issuance.

2. The Procedure and Norms for grant of recognition to Private Skill Education Providers u/s 112 of Maharashtra Public Universities Act, 2016, shall be as per Appendix appended to this Direction.

3.

4. The earlier Directions vide No.14/2020, No.30/2021, No.4/2022 and No.69/2022 stand lapsed after expiry of their respective period of six months.

Sd/-
(Dr. Pramod Yeole)
Vice – Chancellor (I/C)
Sant Gadge Baba Amravati University.

Amravati
Date : 14 /09 /2023

Appendix

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI.

Procedures and Norms for grant of Recognition to Private Skills Education Providers and approval to the courses of the Training Centers u/s 112 of Maharashtra Public Universities Act, 2016

Procedures and Norms for grant of Recognition to Private Skills Education Providers and approval to the courses of the Training Centers shall be as given below :-

Abbreviations

BG	Bank Guarantee
CCTV	Closed Circuit TV Camera
DGT	Directorate General of Training
EOI	Expression of Interest
FD	Fixed Deposit
FY	Financial Year
IEC	Information Education & Communication
IP	Industry Partner
MIS	Management Information System
MSDE	Ministry of Skill Development and Entrepreneurship
NSDC	National Skill Development Corporation
NSQF	National Skill Qualification Framework
OJT	On the job training
PC	Parliamentary Constituency
PMKK	Pradhan Mantri Kaushal Kendra
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMU	Project Management Unit
PPP	Public Private Partnership
PSEP	Private Skill Education Provider
RFP	Request for Proposal
SKC	Sector Skill Council
SKP	Skill Knowledge Provider
SSC	Sector Skill Council
STAR	Standard Training Assessment & Reward
SOP	Standard Operating Procedure
SP	Service Provider
TC	Training Center
TP	Training Provider
TVET	Technical Vocational Educational Training

Preamble

1. Skills and knowledge are the motivating forces of the financial growth and economic development of any country, and India is no exception.

2. As India moves progressively towards becoming a global knowledge economy, it must meet the aspirations of youth and aim towards skilling them with the best possible standards. The skill development of the working age population is currently one of the top priorities for the country. This is evident by the progress India has made in recent years in this sector.

3. The Maharashtra Public University Act 2016 has recognized the need of skill education and made provisions in, Section 5 (5) for recognition of private skills education providers read with Section-2(53), It is necessary to prescribe Conditions and to develop the procedure and process for the same, with reference to Section-112 of the Act.

Objectives

1) To provide an umbrella for all the skilling activities being carried out by private skill providers within the University area, thereby providing quality benchmarks in the concept, establishment and running of the various skilling initiatives.
2) To align various skill development programs to standardized norms and processes.

3) To monitor compliance to standards and norms by all training centers in an objective manner.
4) To increase the capacity and capability of the existing system in order to ensure equitable access.
5) To foster excellence in training centers ensuring effective and competency based training.
6) To enable trainees and other stakeholders to make informed choices with regard to training centre selection, upgrade skills through significant industry involvement and develop necessary frameworks for standards, curriculum and quality assurance.
7) Enhance, support and coordinate private sector initiatives for skill development.
8) Skill Education passing shall be the additional Credit for those who are already possessing Bachelor or Master's Degree of the University or other Statutory University.

(1) Definitions

a) **Cluster:** A cluster typically comprises of 5-6 co-located centers of the same service provider.

b) **Internship or on the job training**: Industry Internship or on the job training (OJT) will serve the same purpose.

c) **Placement:** Employment or self employment of the trainee.

d) **Training Provider (TP)/Service Provider (SP):** Any entity so recognized by Central or State Government/Statutory authorities or councils/sector skill councils or any other legal body.

e) **Training Centre (TC):** An entity registered and created by a TP / SP to conduct training under various NSQF aligned job or identified skills in accordance with the guidelines laid down by the SSC or University.Training Centre is also the proposed Infrastructure to be setup, which should meet either of the following descriptions:
i. Infrastructure that meets the minimum space requirements, as per applicable category of skill, and can be suitably modified to comply with the changes in the norm.
ii. Expansion of existing building/infrastructure to meet the minimum space requirements and comply with infrastructure guidelines.
iii. Prefabricated construction, either in its entirety on unconstructed land or partial addition to an existing permanent constructed area to meet the minimum space requirements and the infrastructure guidelines.

f) **Trainer:** It means someone who trains, instructs, teaches or otherwise enables the learner(s) to acquire the appropriate knowledge and skills.

g) **Skills:** Skill means the ability to apply knowledge and use know-how to complete tasks and solve problems. Skills are described as cognitive (involving the use of logical, intuitive and creative thinking) or practical (involving manual dexterity and the use of methods, materials, tools and instruments).

h) **Skills Programme:** It is occupationally based and when completed will constitute credits towards a qualification registered on the NQF or when completed will qualify for certification by the Sant Gadge Baba Amravati University, Amravati. A skills programme is a type of short learning programme.

i) **Sector:** A sector means a grouping of professional activities on the basis of their main economic function, product, service or technology.

j) **Sector Skill Councils (SSCs):** SSCs are industry-led bodies defining the skilling needs, concept, processes, certification, and accreditation standards of their respective industry sectors. The accreditation standards are a set of practices and concepts laid down by the SSCs pertaining to each job role, that provide guidance to the TCs on all relevant aspects of skilling. The SSCs prescribe the National Occupation Standards (NOS) and Qualification Pack (QP) for the job roles relevant to their industry and ensure that these are in accordance with the National Skill Qualification Framework (NSQF).

k) **Programme:** It means a coherent set of courses, leading to a certain qualification.

l) **Learning Programme:** It means the sequential learning activities, associated with curriculum implementation, leading to the achievement of a particular qualification or part qualification

m) **Short Learning Programme:** It describes all short programmes, whether credits are awarded or not, and is inclusive of skills programmes, credit-bearing short courses and non-credit-bearing short courses.

n) **Course:** A course refers to the content of the short learning programme whereby learners may progressively attain the applied knowledge as described in unit standards and/or qualifications.

o) **Short Course:** A short course is a type of short learning programme through which a learner may or may not be awarded credits, depending on the purpose of the programme.

p) **Curricula**: A contents of particular course of study.

q) **Credit:** A credit is recognition that a learner has successfully completed a prior course of learning, corresponding to a qualification at a given level.

r) **Credit-bearing short course:** It is a type of short learning programme for which credits, in relation to the course's contribution to a unit standard and/or (part) qualification, are awarded.

s) **Non-credit-bearing short course:** It is a type of short learning programme for which no credits are awarded in relation to unit standards or (part) qualifications depending on the purpose and/or assessment of the programme.

t) **Unit standard :** It is a description of the outcomes of learning for which the learner will receive credits.

u) O**utcome:** It is the demonstrable and assessable end products of a learning process.

v) **Exit-level outcome:** An exit-level outcome has the same meaning, but is expressed as the overall result of learning for a qualification.

w) **Learner :** It refers to an individual undergoing skill development training, whether in a formal or informal setting.

x) **Knowledge :** It means the outcome of the assimilation of information through learning. Knowledge is the body of facts, principles, theories and practices that is related to a field of work or study.

y) **Learning Outcome:** It represent what a learner knows, understands and is able to do on completion of a learning process, and which would be expressed in terms of knowledge, skills and competence.

z) **Competence:** It means the proven ability to use acquired knowledge, skills and personal and social abilities, in discharge of responsibility roles.

za) **Qualification :** It means a formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards.

(2) Eligibility to be a Private Skill Education Provider:-

The Private Skill Education Provider shall be registered / Recognised as a Private Skill Education Provider/ Training Provider/Service Provider/Skill Knowledge Provider by the appropriate State or Central Govt. / Statutory Authorities of Councils / Sector Skill Councils like NSSDC/SSCS or any Legal Body.

(3) Roles and Responsibilities

a) The Training Provider / Service Provider / Private Skill Education Provider needs to perform following roles and responsibilities:

i) Facilitate the establishment of Training Centers.

ii) Fill the Application Form to be notified by the University in the Gazatte as Appendix-I to be amended from time to time if required and submit to the University as per the guidelines.

iii) Ensure compliance with the Guidelines and related processes.

b) **Training Centre (TC)** - The Training Centre needs to perform following roles and responsibilities:

i) Comply with recognition and continuous monitoring process.

ii) Recognition shall be valid for the period of five years. The procedure refered to in Sub-Sections (1) to (8) of Section 112 of Maharashtra Public Universities Act, 2016 shall apply mutatis-mutandis for continuation of such recognition, from time to time.

iii) Conduct the training, assessments, make provisions / arrangement of apprenticeship and/or employment with stipend for minimum period of three months.

iv) Ensure Training Centre's compliance with the Guidelines and related processes.

The Sant Gadge Baba Amravati University, Amravati will not be a party to any dispute arising between the Training Provider and Training Centre.

(4) Centre Recognition Process :-

a) Private Skill Education Provider shall apply as per application form to be notified by the University in Gazette, as Appendix-I to be amended from time to time if required, to the Registrar, Sant Gadge Baba Amravati University, Amravati with non refundable prescribed application fees and prescribed inspection fees, in favour of Finance and Accounts Officer of the University as per Section 112(1) of the Act. The details and documents regarding the name of place with facilities there at etc. should also be submitted alongwith application for approval to the Training Centre. Section-112 of the Act shall be followed for Recognition purpose.

b) After getting recognition status from University, the TC will have to pay the Recognition fees for each five years term and shall also have to pay annual fees as prescribed by Sant Gadge Baba Amravati University, Amravati from time to time.

c) Courses / Batch size / No of divisions will be as permitted and approved by Sant Gadge Baba Amravati University, Amravati from time to time.

d) Recognition shall be valid for a period of 5 years. However in case of irregularity, the recognition can be withdrawn at any time, by the Management Council.

(5) The University shall provide the manual regarding the procedure and process for providing Skills Education, as per Section-112 (1) of the Act. Programmes/Courses shall be subject to prior approval by Boards of Studies u/s 41(l) of the Maharashtra Public Universities Act.

(6) Training Delivery

a. **Trainee eligibility**

The center shall accept a trainee who meets eligibility criteria of the minimum H.S.S.C (10+2) pass, or an examination recognised equivalent there to .

b. **Duration of course**

There can be courses of 3/6/12 months with minimum one batch in one calendar year. The Training Centre will be allowed to enroll the trainees twice a year for 3 months duration course and once a year for 6/12 months course.

c. **Trainer eligibility and specifications**

Every trainer engaged for a particular course shall have minimum academic qualification as well as minimum experience, as notified by the University, from time to time as per requirement of the course. The total number of trainers in a centre should be sufficient to ensure trainer-trainee minimum ratio of 1:40 and every laboratory has to be have a demonstrator/trainer to manage practical training.

d. **Course Content Specifications**
TP has to ensure that all courses being offered are aligned to NSQF or Govt. / University guidelines issued from time to time. The medium of instructions and examination /evaluation shall be in Marathi or Hindi or English as per the requirment of the course.

e. Assessment & Certification
Assessment & Certification shall be as per section 112(11) of the Act. The foils / counter foils of result , tabulation register, Record, shall be maintained & preserved by the PSEP on permanent basis out of which its foils shall be sent to University for record purpose.

f) **Training fees**: As decided by Sant Gadge Baba Amravati University, Amravati from time to time.

g) **Infrastructure Norms**: - As per Sant Gadge Baba Amravati University, Amravati from time to time.Centre is desired to have provision for soft Skills, Employment Preparedness and IT training.

(7) Support for Industry Internships & On the Job Training (OJT)

On the Job Training is an integral part of the training program. The M.O.U or collaboration for practicals or internship or apprenticeship and employment with Industry or with Government recognized organization is desirable.

All matter not otherwise provided for in this these norms shall be determined by the Management Council and its decision thereon shall be final.

The Private Skills Education Providers will have to give notarized undertaking on Rs. 100/- stamp paper in the format to be notified in Gazette by the University as Appendix-II, and as amended from time to in future, if required.

(8) There shall be no any sort of financial burden now and also in future, on the University or the Government on enforcement of these norms.

******

Appendix-I

Application Form

Recognition to Private Skill Education Provider (PSEP) and

Approval to the courses of Training Center (TC) of Private Skill Provider

Type of application:- First time recognition **OR** continuation of recognition

Name of the Skill Education Provider(TP): _____

Address: _____

Mobile/Phone No.: ---------- e-mail : ---------- Web site :----------

Name of Contact Person: _____

Mobile No. ---------- e-mail : ----------

Type of statutory Registration : As Private Skill education Provider or training provider or skill provider or skill knowledge partner with Central or State Govt./sector skill council like NSDC/SSDC/any other legal body (please specify)

_____

Registration No._____

Year of Registration / Establishment (Attach copy of registration certificate): _____

Validity of Registration _____

Name of President / Owner / Partner / Any Other (Specify): _____

_____**(Enclose proof)**

Financial Position of Applicant (Attach Balance sheet of list financial year.)

1.Balance amount in Bank(s) on date of application

2.Fixed Deposits amount

3.Any Other

Ownership of Land / Building: Owned/Leased (Enclose Proof)

Experience as Training Provider / Service Provider: _____

Sr. No.	Type of Skill Training Center	Period	
		From	To

Details of training center applied for:

1. Number of training centers applied: _____

2. Give following details for each center:

Name of Training Center : _____

Address / Location: _____

Type of Skill Course: _____

Duration of Course: _____

Level of Programme: _____

Copy of course contents: Yes/No (Please Enclose)

Infrastructure:

No. of Class room(s): _____

Size per room: _____

No. of Smart Classroom(s): --------
Room for counseling, mobilization and placement cell: Yes/No
Amenities – Separate wash rooms for Boys/Girls: Yes/No
Drinking water facility: Yes/No
CCTV: Yes/No
Fire safety measures: Yes/No
Hostel facilities: Yes/No
Biometric Attendance facility: Yes/No
Adequate parking area: Yes/No
Computer/I.C.T facilities with Internet connectivity: Yes/No
Laboratory or Practical session facilities as per relevant skills: Yes/No (if yes, give details)
Library – Audio-video, C.D.s. & facilities: Yes/No
Skill specific Books/Periodicals/Literature: Yes/No
Details of Trainer/Experts/Instructors:

Sr. No.	Name	Qualification	Experience

Collaboration for practical, Internship, Apprenticeship & employment with Industry: Give details.
Provision for On the Job Training (OJT): Yes/No (Please Enclose details)
Provision for Apprenticeship: Yes/No (Please Enclose details)

A. Fee details :
Application Fee _____ Receipt No. _____ Date _____
Registration fee _____ Receipt No. _____ Date _____
Application and Inspection Fee: Rs._____ Receipt No. _____ Date _____

Date: ___/____/____ Signature and Name
Place:_____ of Applicant

Name of the Organization: _____

_____
Seal/Stamp

For Office use

For inspection team:
1. Date of visit: _____
2. Observations:

_____
_____

3. Recommendations and remarks:
i) For registration as TP / SP
_____
_____
ii) About recognition of TC

SN	Name of Training Center	Type of Skill courses	Level	Intake per batch	No. of divisions	Duration of the course

Name & Signature of Inspecting Team:
1)

2)

For Concerned Section of University

_____
_____
_____
_____

To be notified in Gazette

APPENDIX_II
NOTARIZED UNDERTAKING

I/We, Name:_____, Chairman/Secretary, Name of the Trust / Society/ Company:_____, son of _____, aged_____ Years, resident of_____, in connection with our application submitted online dated_____made to Sant Gadge Baba Amravati, Amravati for Private Skill Education Provider.

Do here by solemny affirm state and declare as under:

(a) that the provisions of the Act and Statutes, Ordinances, and Regulations made thereunder and the standing orders and directions of the university and State Government shall be complied with;

(b) that the number of students admitted for courses of study shall not exceed the limits prescribed by the university, from time to time;

(c) that there shall be suitable and adequate physical facilities such as building, laboratories, libraries, books, equipment required for teaching and training hostels, etc. as may be prescribed;

(d) that the financial resources of the centre shall be such as to make due provision for its continued maintenance and working;

(e) that the strength and qualification of trainers and non-teaching employees of the centre and the emoluments and the terms and conditions of service of the staff of recognized centre shall be such as may be specified by the university and the State Government if any and which shall be sufficient to make due provision for courses of study, teaching or training efficiently;

(f) that the services of all trainers and non-teaching employees and the facilities of the centre to be recognized shall be made available for conducting examinations and evaluation and for promoting other activities of the university;

(g) that the directions and orders issued by the Chancellor, Vice-Chancellor and other officers of the university in exercise of the powers conferred on them under the provisions of this Act, Statutes, Ordinances and Regulations shall be mandatorily complies with;

(h) that there shall be no change or transfer of the management or shifting of location of centre, without prior permission of the university;

(i) that the centre shall not be closed without prior permission of the university;

(j) that in the event of de-recognition or closure of the centre under section 121, the management shall abide by and execute the decision of Academic Council regarding the damages or compensation to be recovers from management.

(Name of the authorized person executing the undertaking along with his/her official designation)
(SEAL)
Deponent(s)