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**GOVERNMENT OF TRIPURA
DIRECTORATE TRIBAL WELFARE
AGARTALA, TRIPURA**

**GUIDELINES FOR IMPLEMENTING JOB ORIENTED COACHING
2021-22**

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DIRECTORATE OF TRIBAL WELFARE
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1. BACKGROUND:

In the changing & developing scenario for job requirements in different sector, there is great potential and resource amongst the emerging ST youth of today. However, ST students need to be encouraged to take up Technical/Professional Course of Education and the Government Department shall ensure the adequate numbers of ST candidates are sponsored for such course so that there is no shortage of ST candidates for entry to different post. It is observed that ST candidates cannot occupy every vacant posts even in the state. Similarly, there are many such advertisement from Central Govt. /PSU/PSB/State Govt./Cooperate sectors for recruitment of employees but representation of ST candidates is dismal.

Many ST youths are of Tripura cannot employ themselves in such Govt./Private job such as TCS/TPS Gr-II, IBPS, SSC, Railways, JRBT, TET etc due to lack of confidence, shortage of fund, awareness, proper guidance for recruitment Examination. Besides, other Scheduled Tribe candidates who could not come out successfully in the first attempt aspire to appear recruitment Examination in the next attempt. The aspirants ST candidates often cannot come out successfully in the recruitment Examination due to lack of guidance and proper coaching.

2. OBJECTIVE:

To guide and prepare the ST Youths of the State for appearing in National Level and State Level Competitive Career Examination by providing intensive classroom coaching by Successful Coaching Institutes.

3. SCOPE. METHODOLOGY

3.1 Directorate of Tribal Welfare (DTW), Govt. of Tripura shall empanel interested and reputed Coaching Institute(s) of Tripura for imparting coaching in the following course:

Sl.	Course offered	Duration	Tentative hours of coaching per week
i.	TCS/TPS	12 months	15 hours per week
ii.	Combined Course for SSC/Railway/IBPS/TPSC Combined Examination	6 months	24 hours per week
iii.	Combined Course for JRBT and other Gr-C and Gr-D recruitment Examination	6 months	24 hours per week
iv.	Combined Course for CTET, STPGT, STGT, TET-II, TET-I and other teaching related recruitment Examination	6 months	24 hours per week

- 3.2 The Empanel Institution shall provide classroom coaching in the Course(s) the Institution is Empaneled.
- 3.3 The Tribal Welfare Department, Govt. of Tripura will conduct a Common Entrance Examination for interested candidates.
- 3.4 Based on the Merit List of the result of Common Entrance Test, candidates will be invited to attend a unselling Program. The DTW shall notify the date of Counselling Programme.
- 3.5 The candidates shall be given opportunity (merit wise) to choose the course and the Institution of their choice as per the available seat to floated in the advertisement and the available with the Institution.
- 3.6 The candidates will be enrolled in the Institution on the same day of Counseling by the representative of the Institutions.
- 3.7 The Institution shall declare the date of Commencement of the course. The Commencement date of the course shall be marked as the starting date ofentire duration of the course.

4. The Eligibility Criteria for the ST candidates are as given below:-

- a. Must be domicile of Tripura.
- b. Must belong to ST Community.
- c. Required qualification: -

Sl.	Course offer	Educational Qualification
1	TCS/TPS	Graduation with 50% marks
2	Combined course for SSC/Railway/IBPS/TPSC combined Examination	Graduation with 50% marks
3	Combined course for JRBT and other Gr-C and Gr-D recruitment Examination	1. Must be at least X (Madhyamik) or equivalent passed for Gr-D recruitment Exam. 2. Graduate for remaining
4	Combined Course for CTET, STPGT, STGT, TET-II, TET-I and other teaching related recruitment Examination	1. Graduate with 50% marks 2. B.Ed/D.El..Ed/D.Ed with 50% marks

5. Procedure for selection of candidates :-

- a) Interested students shall submit their application through online the link provided in the Departmental website (www.twcet.tripura.gov.in).
- b) The DTW will prepare the merit list based on marked obtained in class-X.

- c) Mark verification program shall be conducted before publication of final Merit list of the candidates.
- d) Candidates will be given opportunity (merit wise) to choose the course and the Institution of their choice among the Empanelled Institution and course offered.
- e) Based on the eligibility & choice of the candidates 150 numbers of the candidates shall be instantly admitted to the Coaching Centre.

6. COUNSELLING PROGRAMME:

The candidates shall be invited in merit wise to choose their course and Institution of their choice.

7. OBLIGATION OF COACHING CENTER:

7.1 The Empaneled Institute shall conduct coaching as per the duration mentioned at point 3 Scope, Methodology of this Scheme.

7.2 The Empaneled Institutions shall share the attendance of the students on a weekly basis.

7.3 The Empaneled Institutions shall provide all study materials and related materials in soft as well as hard copy shall have to be provided by selected coaching institute to the selected ST students.

7.4 The Institutions shall provide information as and when asked by this Department.

7.5 Institution shall be empaneled for 2 years with duration of each coaching not less than 6(six) months and not more than a year. Institute shall ensure the students take part in all competitive exams during the 18 months succeeding the coaching period.

This shall include:

- Awareness.
- Helping fill up competitive examination forms.
- Confirm admit cards were received and their participation in the exams.
- Post exam prediction of success.

Expenses such as application fee/ examination fee etc. should be out of packaged expenses and the fees may be proposed to be paid by the students, if required.

8. PAYMENT OF COACHING FEE

8.1 The course fee shall be provided to the Beneficiaries in the form of e-coupon system or any other payment method which shall only be redeemable to the account of Institutions.

8.2 Every Empaneled Institution will have to comply with necessary condition for payment methodology selected.

- 8.3 The Institutions shall issue payment receipt in hard/soft copy to the paying beneficiaries and also send copies to DTW.
- 8.4 The payment of Coaching fee will be in 2(two) phases of 50% of coaching fee in each phase. One after 30 days of joining and the other in the ending month of the course.

Remuneration for Institutions on every success student: Shall be sanctioned in favour of concerned Coaching Institution for every successful student amongst the selected on producing copy of offer letter of the students as per the rate mentioned in RFP.

9. PROVISION FOR AMENDMENT

The Provision of this Scheme can be only be changed at any time by authority of the Tribal Welfare Department without changing the final objective of the Scheme. In case of any amendment or modification, all Stakeholders shall be notified about the changes.

VisL D
20/12/21
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