

## **Quick Guide for Registration**

- ❖ The candidates can register for online admission from any of the internet access points through the portal **<http://www.itidelhiadmissions.nic.in>** select the link for candidate registration.
- ❖ The Registration form should be filled-up carefully in ENGLISH language only as per the instructions.
- ❖ Only one Registration form is to be filled to apply in different trades/ITIs.
- ❖ Mobile number and E-mail ID are compulsory for registration.

## **Documents required at the time of registration**

The following original documents in PDF format (as applicable) must be uploaded at the time of verification. Size of the PDF documents must be greater than 20 kb and less than 300 kb. The documents have to be uploaded as color scan of **original document** only and have to be legible. Scan of copy/photo copy of the document will not be accepted.

- a. **Category Certificate (If Applicable):** SC/ST/OBC/EWS certificate in above PDF format needs to be uploaded.
- b. **Sub Category Certificate (If Applicable):** J&K, NCC, Defense Personnel, Divyang (PWD), Minority Staff Ward, Delhi Government Employee.
- c. **Inmate of Orphanage certificate registered with Delhi Government.** (If applicable).
- d. **Certificate from BDO regarding school and residence of candidate located in rural area of Delhi.** (If Applicable).

**e. Qualifying Certificate:**

- 10<sup>th</sup> Mark Sheet & Certificate showing complete details of All subjects (Including fail and absent subjects), maximum marks/grades, Marks/grades obtained, conversion factor for grades, fail/pass and other applicable details.
- 8<sup>th</sup> Certificate & Mark Sheet showing complete details of All subjects (Including fail and absent subjects), maximum marks/grades, Marks/grades obtained, conversion factor for grades, fail/pass and other applicable details.
- Certificate from Headmaster/ Principal of school in Annexure VIII.

**f. Undertaking by Candidate(Compulsory)**

- Undertaking as per (Annexure XVI) of prospectus is to be submitted in candidates own hand writing and uploaded in the in PDF Format.

## **Photograph**

Scanned image of color photograph in jpg/jpeg format needs to be uploaded. Size of the photo image must be greater than 4 kb and less than 100 kb and Dimension of the photograph image should be 5.5 cm (width) x 7.5 cm (Height) only. The photograph should clearly show face of the candidate in Center and Both Ears should be clearly seen. NO Mask, Cap etc should be worn in the photograph.

## **Instrument for payment of Registration Fee**

**Credit Card/Debit Card/Internet Banking** may be used for making payment of Registration fee of Rs 200/- at the time of registration.

For further information Please see "Online Admission manual" available at portal.