

प्रशिक्षण विवरणिका  
TRAINING CALENDAR



सत्र - 2016-2017  
SESSION 2016-2017

भारत सरकार/कौशल विकास एवं उद्यमिता मंत्रालय  
Government of India / Ministry of Skill Development & Entrepreneurship  
Directorate General of Training (D. G. T.)

**उच्च प्रशिक्षण संस्थान, कानपुर**

**ADVANCED TRAINING INSTITUTE, KANPUR**

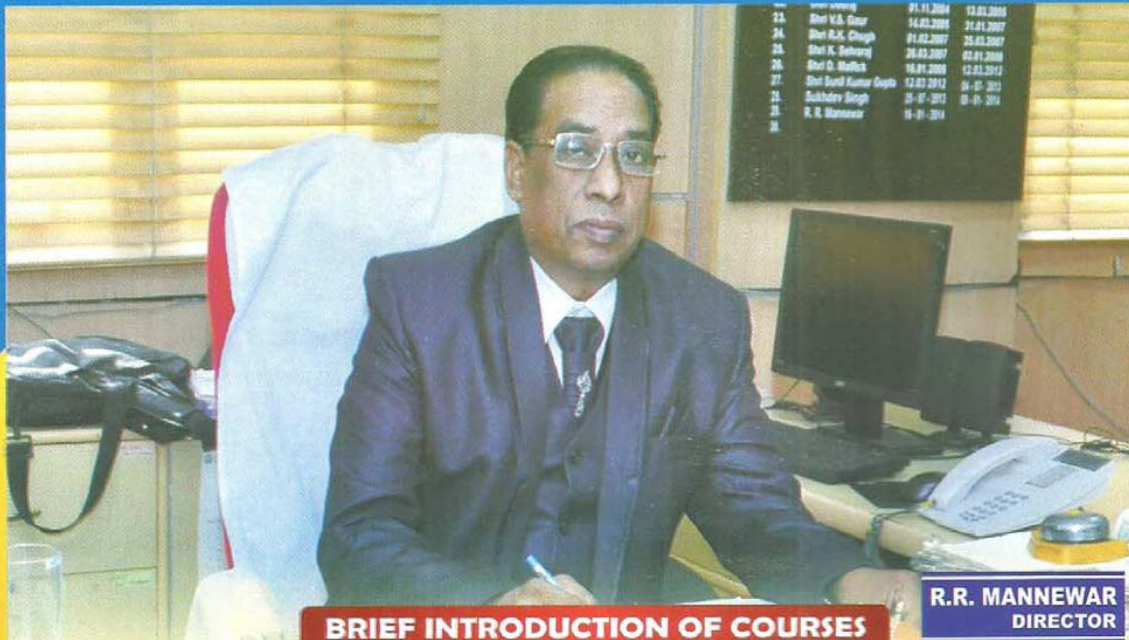


डाकघर-उद्योग नगर (निकट गोविन्द नगर), कानपुर - 208022

P.O. Udyog Nagar, Kanpur-208022

दूरभाष Phone : 0512-2296273 फैक्स Fax : 0512-2225340

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**BRIEF INTRODUCTION OF COURSES**

**R.R. MANNEWAR  
DIRECTOR**

**NC/CNC SECTION :** With the rapid development of Industries in manufacturing process, the area of NC/CNC has assumed significant place. Courses are conducted in the area of CNC Tech. (Turning & Milling), CNC Turning center (Programing).

**ELECTRICAL MAINTENANCE :** The latest machines and equipments are installed and operated with sophisticated electrical and electronic control circuits. The lab is equipped with electrical and electronic control tools like relays, contractors, timers and fault simulators.

**HI-TECH CNC :** Courses are conducted on latest CNC Horizontal and Vertical machining Centre (HMC - 500 & VMC - 500) with Sinumerik 840 D and GE Fanuc (OM) control.

**HI-TECH CAD/CAM :** This section is equipped with latest Softwares on Auto CAD Like Auto CAD Mechanical, Inventor Professional and Master CAM. Latest Audio Visual Aids and learning software are used for effective learning. Emphasis is given on practical training. CAM softwares are available for Simulation of Turning & Milling Operation. CNC turning machine of make HMT with SIEMENS (802DSL) available.

**ADVANCED ELECTRONICS :** Keeping in view the latest technological developments the courses on digital electronics, Micro processors, Micro controllers are organized. The Most advanced Courses like PLC, SCADA and Transducers add the feather in training.

**CONTROL TECHNOLOGY :** With the industrial automation the use of advanced machinery with hydraulic and pneumatic control has extensively increased. Hence Training on Hydraulic & Pneumatic control and related circuits and Equipments are provided to the trainees. PLC make Festo, Controls Facilities for simulating control circuits on computers are available. Latest teaching aids like LCD projector & Computers are used.

**ADVANCED WELDING :** Beside conventional welding processes viz Gas & Arc Welding, the advanced welding techniques like MIG/MAG and Submerged Arc Welding are available.

**COMPUTER LAB / IT LAB :** The computer lab is equipped with the latest hardware & software of computer to run the various courses of IT. Internet is also accessible to the trainees.

**MEDIA RESOURCE CENTRE :** Exposure to Audio visual aids are given to trainees. Preparation of study & teaching material, effective conduction of class, pedagogy and using Computers in training are performed in class.

**MOTOR MECHANIC VEHICLE :** Motor mechanic vehicle section in workshop consist of variety of Diesel/ Petrol engine of various mfg. Apart from it, the actual demonstration of various parts of motor vehicle are shown in this workshop. The AVTS courses in this section explains the utilization of huge number of parts of motor vehicle.

# TRAINING PROGRAMME FOR SHORT TERM AVTS COURSES YEAR 2016-17

## A - METROLOGY & ENGINEERING INSPECTION SECTION

Sl.No.	Course Code	Course Name	Duration (weeks)	From	To	Mini. Intake
1.	MEI-01	Metrology & Engineering Inspection	02	02.05.2016	13.05.2016	12
				18.07.2016	29.07.2016	
				22.08.2016	02.09.2016	
				05.10.2016	16.10.2016	
				31.10.2016	11.11.2016	
				30.01.2017	10.02.2017	
2.	MEI-02	Quality Control and Engineering Inspection	02	18.04.2016	29.04.2016	12
				16.05.2016	27.05.2016	
				13.06.2016	24.06.2016	
				05.09.2016	16.09.2016	
				19.09.2016	30.09.2016	
				14.11.2016	25.11.2016	
13.03.2017	24.03.2017					



## B- NC/CNC/CAD/CAM SECTION

1.	CNC-01	Programming and Operation of CNC Turning (Sinumerik 802D SL Control)	02	04.04.2016	15.04.2016	12
				18.05.2016	27.05.2016	
				04.07.2016	15.07.2016	
				05.09.2016	16.09.2016	
				02.01.2017	13.01.2017	
				25.04.2016	29.04.2016	
2.	CNC-02	CNC Turning	01	13.06.2016	17.06.2016	12
				08.08.2016	12.08.2016	
				21.11.2016	25.11.2016	
				19.12.2016	23.12.2016	
3.	CNC-03	2D Drafting with Auto CAD	01	18.04.2016	22.04.2016	12
				06.06.2016	10.06.2016	
				22.08.2016	26.08.2016	
				24.10.2016	28.10.2016	
4.	CNC-04	2D & 3D with Auto CAD	02	02.05.2016	13.05.2016	12
				18.07.2016	29.07.2016	
				07.11.2016	18.11.2016	
5.	CNC-05	3D with Auto CAD	01	01.08.2016	05.08.2016	12
				03.10.2016	07.10.2016	
				16.01.2017	20.01.2017	
				20.02.2017	24.02.2017	
6.	CNC-06	CAD/CAM/CNC	02	20.06.2016	01.07.2016	12
				18.09.2016	30.09.2016	
				04.03.2017	15.03.2017	



## C. HI-TECH SECTION

1.	CNC HT -01	CNC Horizontal Machining Centre HMC-500 Programming & Operation Sinumerik 840 D	01	04.04.2016	08.04.2016	12
				11.04.2016	15.04.2016	
				06.06.2016	10.06.2016	
				04.07.2016	08.07.2016	
				25.07.2016	29.07.2016	
				22.08.2016	26.08.2016	
				05.09.2016	09.09.2016	
				17.10.2016	21.10.2016	
				19.12.2016	23.12.2016	
				02.01.2017	05.01.2017	
				06.02.2017	10.02.2017	
				13.02.2017	17.02.2017	
				20.02.2017	24.02.2017	
				20.03.2017	24.03.2017	
2.	CNC HT -02	CNC Vertical Machining Centre VMC-500 Programming & Operation Fanuc OM	01	02.05.2016	06.05.2016	12
				09.05.2016	13.05.2016	
				16.05.2016	20.05.2016	
				20.06.2016	24.06.2016	
				01.08.2016	05.08.2016	
				26.09.2016	30.09.2016	
				14.11.2016	18.11.2016	
				05.12.2016	09.12.2016	
				12.12.2016	16.12.2016	
				26.12.2016	30.12.2016	
				09.01.2017	13.01.2017	
				16.01.2017	20.01.2017	
				13.02.2017	17.02.2017	
				27.03.2017	31.03.2017	



## D- ELECTRICAL MAINTENANCE SECTION

1.	EM-01	AC/DC Drive and Speed control of Electrical motors	02	09.05.2016	18.05.2016	12
				13.06.2016	26.06.2016	
				12.12.2016	23.12.2016	
2.	EM-02	Maintenance of AC Motors & Transformer	02	20.06.2016	01.07.2016	12
				17.10.2016	28.10.2016	
3.	EM-03	Operation & testing of protection relays	02	22.08.2016	02.09.2016	12
				05.09.2016	16.09.2016	
4.	EM-04	Introduction to PLC & Its Applications	02	20.02.2017	03.03.2017	12
				09.01.2017	13.01.2017	
5.	EM-05	Operation and Maintenance of Circuit Breakers	02	06.01.2017	17.01.2017	12
				21.11.2016	02.12.2016	
6.	EM-06	Auto CAD (Electrical)	02	07.03.2016	18.03.2016	12
				11.01.2017	22.01.2017	
7.	EM-07	Introduction to Transducers and Servo system	02	11.01.2017	22.01.2017	12



## TRAINING PROGRAMME FOR SHORT TERM AVTS COURSES YEAR 2016-17

### E - ADVANCED ELECTRONICS SECTION

Sl.No.	Course Code	Course Name	Duration (weeks)	From	To	Minl. Intake
1.	AE-01	Industrial Automation Using PLC (With GE Fanuc & SIEMENS, S-7, 400 PLC)	02	02.05.2016 05.09.2016 05.12.2016 23.01.2017 27.02.2017 20.03.2017	13.05.2016 16.09.2016 16.12.2016 03.02.2017 10.03.2017 31.03.2017	12
2.	AE-02	SCADA	01	16.05.2016 19.09.2016 19.12.2016 06.02.2017 13.03.2017	20.05.2016 23.09.2016 23.12.2016 10.02.2017 17.03.2017	12
3.	AE-03	8085 Microprocessor & Its Applications	02	06.06.2016 02.01.2017	17.06.2016 13.01.2017	12
4.	AE-04	8051 Micro controller & Its Applications	02	04.07.2016 07.11.2016	15.07.2016 18.11.2016	12
5.	AE-05	Power Electronics & Its Devices	02	04.04.2016 13.02.2017	15.04.2016 24.02.2017	12
6.	AE-06	Sensors, Transducers & Its Application	01	25.04.2016 25.07.2016 09.01.2017	29.04.2016 29.07.2016 13.01.2017	12
7.	AE-07	Basic Electronics & its Devices	01	01.08.2016 02.01.2017	05.08.2016 06.01.2017	12
8.	AE-08	89C51 based Embedded system & Its Application	02	16.08.2016 03.10.2016	26.08.2016 14.10.2016	12



### F - Welding Section

1.	W-1	PIPE WELDING BY ARC	02	09.05.2016 01.08.2016 28.11.2016 02.01.2017	20.05.2016 12.08.2016 09.12.2016 13.01.2017	12
2.	W-2	SUBMERGED ARC WELDING	02	06.06.2016 27.06.2016 29.08.2016 03.10.2016 16.01.2017	17.06.2016 08.07.2016 09.09.2016 14.10.2016 27.01.2017	12
3.	W-3	MIG/MAG WELDING	02	04.04.2016 18.07.2016 19.09.2016 20.02.2017	15.04.2016 29.07.2016 30.09.2016 03.03.2017	12
4.	W-4	TIG WELDING	02	25.04.2016 17.10.2016 06.02.2017 06.03.2017	06.05.2016 28.10.2016 17.02.2017 17.03.2017	12



### G - MEDIA RESOURCE CENTRE

1	MRC 1	Modern Teaching Technique	1	04-04-2016 11-04-2016 18-04-2016 25-04-2016 02-05-2016 09-05-2016 11-07-2016 18-07-2016 25-07-2016 01-08-2016 08-08-2016 15-08-2016 22-08-2016 29-08-2016 05-09-2016 12-09-2016 19-09-2016 26-09-2016 03-10-2016 10-10-2016 17-10-2016 24-10-2016 31-10-2016 07-11-2016 14-11-2016 21-11-2016 28-11-2016 05-12-2016 12-12-2016 19-12-2016	08-04-2016 15-04-2016 22-04-2016 29-04-2016 06-05-2016 13-05-2016 18-07-2016 22-07-2016 29-07-2016 05-08-2016 12-08-2016 19-08-2016 26-08-2016 02-09-2016 09-09-2016 16-09-2016 23-09-2016 30-09-2016 07-10-2016 14-10-2016 21-10-2016 28-10-2016 04-11-2016 11-11-2016 18-11-2016 25-11-2016 02-12-2016 09-12-2016 16-12-2016 23-12-2016	10
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### H - CONTROL TECHNOLOGY SECTION

1.	IP-01	Industrial Pneumatic Control	1	16.05.2016 01.08.2016 31.10.2016 13.02.2017	20.05.2016 05.08.2016 04.11.2016 17.02.2017	10
2.	IH-01	Industrial Hydraulic Control	1	25.04.2016 25.07.2016 17.10.2016 20.02.2017	29.04.2016 29.07.2016 21.10.2016 24.02.2017	10
3.	IM-01	Factory Automation with Mechatronics	1	13.06.2016 15.08.2016 10.10.2016 19.12.2016	17.06.2016 19.08.2016 14.10.2016 23.12.2016	10
4.	IP-02	Electropneumatics	1	27.06.2016 26.12.2016	01.07.2016 30.12.2016	10
5.	IH02	Electrohydraulics	1	25.07.2016 02.01.2017	29.07.2016 06.01.2017	10
6.	IP-03	Advanced Pneumatics	1	01.08.2016 31.10.2016 09.01.2017 06.03.2017	07.08.2016 04.11.2016 13.01.2017 10.03.2017	10
7.	IH-03	Advanced Hydraulics	1	15.08.2016 21.11.2016 16.01.2017	19.08.2016 25.11.2016 20.01.2017	10
8.	IP-04	PLC based Pneumatic Control	1	20.03.2017	24.03.2017	10
9.	IH-04	Proportional Hydraulics	1	07.11.2016 30.01.2017 12.12.2016	11.11.2016 03.02.2017 16.12.2016	10



## TRAINING PROGRAMME FOR SHORT TERM AVTS COURSES YEAR 2016-17

### I - INFORMATION TECHNOLOGY SECTION

1.	IT-01	Basic Computer Application and Office Automation	02	04.04.2016 08.08.2016 05.12.2016	15.04.2016 19.08.2016 16.12.2016	12
2.	IT-02	Basic Computer of Accounting with tally 9.0	02	25.04.2016 29.08.2016 26.12.2016	06.05.2016 09.09.2016 06.01.2017	12
3.	IT-03	Basic Computer Assembly and Maintenance PC	02	16.05.2016 19.09.2016 16.01.2017	27.05.2016 30.09.2016 27.01.2017	12
4.	IT-04	Basic Networking of computer and LAN	02	06.06.2016 03.10.2016 06.02.2017	17.06.2016 14.10.2016 17.02.2017	12
5.	IT-05	Programming in C and C++	02	27.06.2016 24.10.2016 27.02.2017	08.07.2016 04.11.2016 10.03.2017	12
6.	IT-06	Fundamental of DBMS and SQL	02	18.07.2016 14.11.2016 20.03.2017	29.07.2016 25.11.2016 31.03.2017	12



### J - AUTOMOBILE ENGINEERING (MMV)

1.	MMV-01	Basics of Automotive Vehicles	02	04.04.2016 06.06.2016 05.09.2016 07.11.2016 09.01.2017	15.04.2016 17.06.2016 16.09.2016 18.11.2016 20.01.2016	12
2.	MMV-02	Basics of Brakes Transmission	02	18.04.2016 20.06.2016 19.09.2016 21.11.2016 13.02.2017	29.04.2016 01.07.2016 30.09.2016 02.12.2016 24.02.2017	12
3.	MMV-03	Vehicle Steering & Transmission	02	02.05.2016 04.07.2016 03.10.2016 05.12.2016 27.02.2017	13.05.2016 15.07.2016 14.10.2016 16.12.2016 10.03.2017	12
4.	MMV-04	Maintenance, Servicing & Overhauling of Automotive Petrol Engine	02	16.05.2016 15.08.2016 17.10.2016 19.12.2016 13.03.2017	27.05.2016 26.08.2016 28.10.2016 30.12.2016 24.03.2017	12
5.	MMV-05	Overhauling and Testing of Fuel Injection Pump	01	30.05.2016 29.08.2016 31.10.2016 02.01.2017 27.03.2017	03.06.2016 02.09.2016 04.11.2016 06.01.2017 31.03.2017	12



## TRAINING PROGRAMME FOR CoE INSTRUCTOR TRAINING YEAR 2016-2017

### A-CoE ADVANCE MODULE COURSES

Sl.No.	Sector	Course Code	Course Name	Duration (weeks)	From	To	Mini. Intake
a.	Electrical	EAT - 02	Repair & Maintenance of Instruments in Electrical Engineering	10	04.04.2016	10.06.2016	20
b.	Electrical	EAT - 01	Repair and Maintenance of Domestic Appliances	10	04.07.2016	09.09.2016	20
c.	Electrical	EAT - 03	Operation and Maintenance of Equipments used in HT, LT, sub Station and Cable Jointing	10	26.09.2016	25.11.2016	20
d.	Electrical	EAT - 04	Repair and Maintenance of Electrical Machines & Power Supply	10	09.01.2017	17.03.2017	20



### B- COE BBT MAINTENANCE SECTION

#### 1- ELECTRICAL MAINTENANCE SECTION

a.	Electrical	ECBT- 02	Basic Electrical Engineering	02	04.04.2016	15.04.2016	20
b.	Electrical	ECBT- 04	Basic Electrical Wiring & Winding	02	11.07.2016	22.07.2016	20
c.	Electrical	ECBT- 05	Basic Power Generation Transmission & Distribution	02	19.09.2016	30.09.2016	20

#### 2- ADVANCED ELECTRONICS SECTION-

a.	Electronics	EBT- 02	Basic Electrical & Electronics	01	26.12.2016	30.12.2016	12
b.	Electronics	EBT- 04	Basic Digital Electronics	02	20.03.2017	31.03.2017	12
c.	Electronics	EBT- 05	Basic Measuring Instruments	02	21.11.2016	02.12.2016	12

#### 3- CONTROL TECHNOLOGY SECTION-

a.	Mechanical	BTIA-6	Pneumatic & Hydraulic Control	02	04.04.2016 30.05.2016	15.04.2016 10.06.2016	10
b.	Mechanical	BTIA-7	Electro Hydraulic & Pneumatic Control	02	30.05.2016 28.11.2016	10.06.2016 09.12.2016	10
c.	Mechanical	BTIA-6	Factory Automation with Mechatronics	02	29.08.2016 06.03.2017	09.09.2016 17.03.2017	10



# TRAINING PROGRAMME FOR CoE INSTRUCTOR TRAINING YEAR 2016-2017

## 4- METROLOGY SECTION-

a.	Mechanical	MEIBT-02	Metrology & Engineering Inspection	02	05.12.2016 19.12.2016 09.01.2017	16.12.2016 30.12.2016 20.01.2017	12
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## C- CoE REFRESHER COURSES

### 1- METROLOGY SECTION-

a.	Mech	RMEI-01	Refresher course on Quality Control and Engineering Inspection	02	30.05.2016 18.03.2016 17.10.2016	10.05.2016 08.07.2016 28.10.2016	12
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### 2- NC/CNC/CAD/CAM SECTION

a.	Mech	RPM-01	Refresher Course on CNC Turning	01	05.12.2016 23.01.2017 18.03.2017	09.12.2016 27.01.2017 22.03.2017	12
b.	Mech	RPM-02	Refresher Course on CAD	01	12.12.2016 27.02.2017 25.03.2017	16.12.2016 01.03.2017 29.03.2017	12

### 3- CUTTING & SEWING/ DRESS MAKING SECTION

a.	Mech	RAP-01	Refresher course on Cutting & Sewing Dress Making in Pattern Designing System -11	02	04.04.2016 02.05.2016 30.05.2016 04.07.2016 29.07.2016 12.09.2016 31.10.2016 05.12.2016 02.01.2017 06.02.2017 20.03.2017	15.04.2016 13.05.2016 10.06.2016 15.07.2016 09.08.2016 23.09.2016 11.11.2016 16.12.2016 13.01.2017 17.02.2017 31.03.2017	12
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### 4- ELECTRICAL MAINTENANCE SECTION

a.	Electrical	REF-02	Refresher course on repair and Maintenance of Instruments used in Electrical Engineering	02	25.04.2016	05.05.2016	12
b.	Electrical	REF-01	Refresher course on Basic Electronics	02	09.05.2016	20.05.2016	12
c.	Electrical	REF-06	Refresher course on AC/DC Drive and Speed control of Electrical Motors	02	06.06.2016	17.06.2016	12
d.	Electrical	REF-03	Refresher course on Repair and Maintenance of Domestic Appliances	02	07.11.2016	18.11.2016	12
e.	Electrical	REF-04	Refresher course on Non Conventional Power Generation, Battery and Inverter	02	20.06.2016 06.02.2017	01.07.2016 17.02.2017	12
f.	Electrical	REF-05	Refresher course on Electrical Motors	02	09.01.2017	20.01.2017	12

### 5- ADVANCED ELECTRONICS SECTION

a.	Electronics	RAE-01	Refresher course on PLC Automation	02	17.10.2016	28.10.2016	12
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### 6- MEDIA RESOURSE CENTRE SECTION

a.	Audio Visual AIDS	RMRC1	Refresher course on audio visual aids	01	23.01.2017 30.01.2017 06.02.2017 13.02.2017 20.02.2017 27.02.2017 06.03.2017 13.03.2017 20.03.2017 27.03.2017	27.01.2017 03.02.2017 10.02.2017 17.02.2017 24.02.2017 03.03.2017 10.03.2017 17.03.2017 24.03.2017 31.03.2017	12
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### 7- CONTROL TECHNOLOGY SECTION

a.	Mechanical	RIA-01	Refresher Course on PLC based Hydraulic & Pneumatic Control	02	04.07.2016	15.07.2016	12
b.	Mechanical	RIA-02	Refresher Course on Industrial Hydraulic & Pneumatic Control	02	02.05.2016	13.05.2016	12
c.	Mechanical	RIA-03	Refresher Course on Factory Automation with Mechatronics	02	19.09.2016	30.09.2016	12



## ADVANCED TRAINING INSTITUTE, KANPUR AT A GLANCE

- The Advanced Training Institute, Kanpur formerly known as central Training Institute (C.T.I.) was established in December 1960 by the directorate of Employment & Training. Govt. of India, Ministry of Labour & employment in collaboration with UNDP/ILO.
- It is a prestigious Institute, in the northern region functioning with the objective to meet the training demands of industries/Institutions in the country.
- The Institute campus have well equipped workshop, laboratories, administrative building, audiovisual section, Hostel for trainees, dispensary, staff quarters etc.
- Long term (CITS), Short term (AVTS) courses and special tailor-made courses on request of industries are conducted in various trades, skill areas of different levels.

## OBJECTIVE

**Development of skill and training methodology to trainers from I.T. Is and Industries who in turn will train and make available skilled manpower for industries.**

- To ensure steady flow of skilled worker to the industries in different trades.
- To raise the quality and quantity of the industrial production by systematic training of potential workers.
- To enhance employability of educated youth for skilled and supervisory jobs through training.
- To upgrade and update the skills of technical personnel of industries, Govt. Departments and Organizations for diversification in production and keeping them abreast with the technological advancement.
- To conduct need based training Programme for industries, departments and organizations in the form of tailor made Programmes.
- Rendering consultancy in training/ production techniques.

## COURSE PROFILE

The institute conduct the following long term & short term courses asper the details given below.

## LONG TERM COURSES

Craft Instructor Training - 1 Year (Two Semester) duration starting from 1st August every year in the following trades on the basis of entrance exam Conducted by D.G.T., New Delhi every year in month May-June :

- |                  |                             |                     |
|------------------|-----------------------------|---------------------|
| 1. Fitter        | 2. Electrician              | 3. Electronic Mech  |
| 4. Turner        | 5. Wire man                 | 6. Cutting & Sewing |
| 7. Machinist     | 8. Mech. Motor Vehicle(MMV) | 9. Welder           |
| 10. Dress Making | 11. COPA                    |                     |

## SHORT TERM COURSES

The institute conducts short term AVTS Courses of 1 to 3 weeks duration depending on the present need of Industries. Short term courses are being conducted in the following disciplines:

- |                                  |                                       |
|----------------------------------|---------------------------------------|
| 1. NC/CNC & CAD/CAM              | 2. Cutting & Sewing                   |
| 3. Hi-Tech CNC                   | 4. Advanced Welding                   |
| 5. Electrical Maintenance        | 6. Advanced Electronics & PLC         |
| 7. Media resource Center (MRC)   | 8. Metrology & Engineering Inspection |
| 9. Information Technology (I.T.) | 10. Control Technology                |
| 11. Mech. Motor Vehicle (M.M.V.) |                                       |

## FEE STRUCTURE

CATEGORY	Rate of Tuition Fee Per Trainee Per Week	
	Regular Schedule	Tailor Made
1. Nominees from Govt. Dept. viz. Railway, Defence etc.	Rs. 1250.00	Rs. 2500.00
2. Nominees from medium and Large scale Industries both public and private sector.	Rs. 2000.00	Rs. 4000.00
3. Nominees from small scale Industries and Pvt. candidates.	Rs. 1000.00	Not Applicable
4. Nominees from Institute like polytechnic Engg. Colleges & Other related Tech. Institute etc.	Rs. 1000.00	Rs. 2000.00
5. Nominees from State Directorates.	NIL	Not Applicable

Application form fee & registration fee Rs. 100/- per participant per course, and Gymkhana fee @ Rs. 10/- per month or part there of per participant is payable in cash at the time of admission. Hostel facilities (For Male only) are also available on payment @ Rs.100/- per day/participant subject to availability of rooms. Participants should bring winter clothing between November to March as atmospheric temperature drops up to one degree centigrade in Kanpur during winter.

### GENERAL

1. Nominations should reach the institute in advance at least 15 days before the commencement of each course.
2. Payment of tuition fee is to be made on the date of commencement of the course itself by Demand Draft/Cheque duly crossed in favour of **Drawing & Disbursing Officer, ATI Kanpur**, payable at Kanpur on receipt of confirmation letter from the institute. Cash payment is also acceptable at the time of admission against TR-5 receipts in cash counter.
3. Saturday and Sunday are holidays. Working hours are from 09.00 hrs. to 17.30 hrs.
4. If Monday is a holiday, the scheduled course will commence on next working day and if Friday is a holiday, the course will conclude on the previous working day.
5. To reach the institute : From Kanpur Railway Station (City Side) approx 10Kms. Bus/Tampo and Auto Rickshaw are available to C.T.I. Chauraha (Govind Nagar), Kanpur.
6. All correspondence should be addressed to **Director, Advance Training Institute, Udyog Nagar, Kanpur 208022.**

### NOTE

D. G. T. / Director of Institute reserves the right to cancel or alter any course without assigning any reason.

### LOCATION MAP OF A.T.I., KANPUR

