



CAUTION : STC'S SHOULD STRICTLY FOLLOW THE ADMISSION PROCEDURES MENTIONED BELOW, BEFORE CONDUCTING SKILL TEST.

ADMISSION PROCEDURE

STC should thoroughly verify the age & experience of the candidate before skill test.

Before admission the candidate must be fully aware about testing fee, certification fee, skill certificate, skill card, certifying authority and utility of Skill Certificate and Skill Card (Embassy Attestation, Employment Registration and Online Verification etc.)

Do not assure 100% job to the candidate or skill certificate holder .

Admission of candidate must be taken only in the STC ADMISSION FORM (specimen copy attached).

Make them aware about the skill test procedures and allied practicals.

Skill Test date does not exceed 7 days after admission.

STC could only charge an affordable fees for skill Testing, and certification fees will not exceed Rs. 1000/- (One Thousand only).

Documents of candidate needs to be submitted before Skill Test.

1. Skill Test Application Form - It must be filled by the candidate on the test date in the presence of Assessor 1 & 2. (It is compulsory that application form must handle only by centre head).
2. Copy of qualifying certificate (Academic/Technical)
3. Copy of Experience Certificate (Preferred Skill, should be more than 6 months).
4. Copy of Aadhaar Card.

* All copies must verify with original documents and get attested with a gazetted officer.

STC should keep a xerox copy of all the documents under STC custody for a minimum span of 3 years. (ie; Copy of Skill Test Application Form & Assessment Report, all documents submitted by the candidate, Assessor 2's qualifying copies and a copy of candidate Skill Certificate & Card).

Result shall be informed to the candidate within 24 hours after Skill Test.

The candidate can verify their genuinity of certificate through online 7 days after the Skill Test.

Skill Certificate & Skill Card will be delivered to the candidate within 10 days after the Skill Test.
