INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
PRAJO'E TOWERS, VAZHUTHACAUD
THIRUVANANTHAPURAM – 14

CIRCULAR

No.DB1/14543/2017/HRD   *Dated: 20/02/2018*

Sub:- IHRD – Admission in IHRD Courses like PGDCA/DDTOA/DCA/CCLISc –January 2018– reg:-

The Notification for Admission to IHRD Courses (PGDCA/DDTOA/DCA/CCLISc) for January 2018 were announced. It was decided to include names of most institutions in the prospectus of respective courses for augmentation of revenue.. Now all those Head of Institutions are directed to report the status of admission in the enclosed format before 28/02/2018.

All communications in this regard is only to be forwarded <u>via email only</u> <u>(ihrd.acad@gmail.com).</u>

Sd/-
Dr. P. Suresh Kumar
DIRECTOR

To

1) All heads of institutions under IHRD(published through IHRD website)

2) S F/ OC

Approved for issue

Senior Superintendent

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
(Established by Government of Kerala)

Form for registration for the courses conducted by IHRD
(Certificate/Diploma/PG Diploma courses)

1. Name of the Training Centre :				
2. Exam. Centre Code				
3. Month & Year of Admission	January *2018*			
3. Details of Course conducted	*(no. of students on rolls as on* January, 2018 admission*)*			
Name of Course	*Sanctioned intake*	*Minimum Intake*	*Actual no. of students on rolls*	*Remarks*
1. PGDCA S1	40	15		
S2	40	15		
2. DDTOA S1	40	15		
S2	40	15		
3. DCA	40	15		
4 CCLISc	40	15		
Total Students on Rolls	-	-		

Note: Regional Centres/EC/SC will be permitted to conduct a course with less than minimum number of candidates, with prior permission from the Director, on the condition that the course shall be conducted with existing staff only and no additional faculty should be engaged.   All other type of Institutions should not conduct the programme if the no. of students reports for interview is less than the minimum strength specified.

Date: *(Office seal)*   Head of Institution