

# STEM

Skill Training in Educational Institutions for Employment  
under



## **A. Introduction**

Of late, employability of graduates coming out of our educational system is becoming a matter of great concern. It has also been observed over a period of time that the incidence of unemployment and underemployment among university graduates is increasing. The over supply of graduates, competition for the jobs earlier performed by less qualified persons grew. In particular, employment possibilities of graduates and post-graduates of general subjects are becoming increasingly limited. The kind of education offered also is not oriented to employment. Most Educational institutions are not equipped to visualise precisely, and provide for, training in required traits. Moreover, skill requirements of occupations change continually in response to technological changes.

Meghalaya is a young State with about 74% of its population under the age of 35. It is essential that sufficient skill training is provided to this age group to make them productive.

According to Planning Commission's Report in 2008, only 10 percent of the workforce in India received skill training as opposed to 80 percent in Japan and 90 percent in Korea. One of the ways in which we can address this yawning gap is to introduce vocational courses at an early stage so that the right talent can be tapped at the right time. Vocational education will help build an educated and skilled workforce that is direly needed. The industrial and labour market trends clearly indicate the necessity of strengthening of vocational education. Vocational training is therefore the need of the hour to supplement formal education and improve the employability of our youth.

Keeping in view the above facts, the Meghalaya State Skill Development Society (MSSDS) through STEM under Skill Meghalaya intends to provide a one-time grant for CAPEX and Seed Money not exceeding a total of INR.5.0 Lakhs to 12 colleges (one from each district) to introduce one short-term vocational course in their premises with a target to train at least 60 candidates per year for a period of 5 years. The course may also be open to Meghalayan Youth who are not enrolled in the particular college.

A student can choose to gain competency-based skill learning along with general education in order to enhance the skills in the chosen field. These vocational courses will also allow students to explore new avenues available. The introduction of vocational education at colleges will enable us to broaden the vocational education base and prepare university graduates for employment.

## **B. Financial Assistance under the Scheme**

The financial allocation will be made by MSSDS within overall ceiling of Rs.5.0 Lakhs under different heads as given below:

**Start-up assistance:** A one-time start-up assistance setting up of laboratories / workshops facilities, procurement of teaching and learning materials, machineries/equipment and renovation. This shall not include civil works.

**Seed Money:** Assistance to meet the operational costs towards Faculty / Resource Person Costs to be reimbursed on actual basis within the total allocation for a period of one year. The rates for the faculty / resource persons shall be as prescribed by UGC for the B.Voc programme as follows:

Existing Faculty	: Rs.500/- per lecture
Resource Person	: Rs.2000/- per lecture

**Note:** Seed Money shall not exceed Rs.2.0 Lakhs. The whole grant may also be utilized for CAPEX only.

### **C. Eligibility**

This scheme is open to Government Colleges, Private Colleges and Private Universities with at least 5 years standing at the time of applying for this Scheme with not more than 1000 students enrolled per academic year willing to set-up a training centre and provide free short-term vocational course to minimum 60 persons per year for a period of 5 years.

### **D. Preparation of Proposal by the Colleges**

The overall design of the skill development component along with the job role selected should be such that it leads to a comprehensive specialization in one or two domains.

The specialization chosen by the university/college should be based on the existing/forecasted skill gaps in the industry

College should recruit faculty / have existing faculty in the core trade being offered.

### **E. Procedure for Application**

All colleges that meet the eligibility criteria may submit their application in the prescribed format at Annexure 1 – 2 along with a ten page proposal for introduction of vocational course programme to the Executive Director, Meghalaya State Skills Development Society, 3<sup>rd</sup> Floor Grove Site Building, Shillong – 793001, Meghalaya in the prescribed proforma attached as in Annexures 1 to 2. College should also submit a copy of “No Objection Certificate” from the affiliating university.

### **F. Selection Criteria**

The proposals will be evaluated on first-cum-first basis by an Expert Committee notified for the same.

**1. Details of the University / College**

a.	Name of the University / College:					
b.	Full Postal Address					
c.	Name of the Affiliating University					
d.	Type of College (Tick appropriate box)	<input type="checkbox"/> Government College <input type="checkbox"/> Private College <input type="checkbox"/> Private University				
e.	Year of Establishment					
f.	Name of Head of Institution: Designation: Mobile No.: Landline No.: Email: Fax:					
g.	Website / URL of the college					
h.	Enrolments in the past 5-years	2017	2018	2019	2020	2021
g.	List of Courses offered	Arts	Science	Commerce		

**2. Details of the Trade / Job Role proposed**

Name of Trade / Job Role	NSQF Level (if any)	Duration in Hrs / months	Proposed annual intake of students

**3. Basis for choosing the Trade / Job Role (at least one)**

- Skills Gap requirements, to ensure that the program fulfils the skills requirement of industry;
- University / College has expertise in the trade / job role; and
- University / College have one or more committed industry partner(s) for design, delivery, internship and placement.

*Provide detailed basis for the choice of each of the specialisation(s). This would be an important factor during the approval process of this proposal.*

<b>3.a) Skill Gaps Identified(Quantitative, Qualitative, Source,...)</b>
1.
2.
3.

<b>3.b) Existing expertise (Which can be leveraged by the institution)</b>			
1.			
2.			
3.			
<b>3.c) Details of the Industry Partnership(s)</b>			
SN	Name of Organisation and Address	Nature of Partnership / Support (*)	Name, Designation and Contact details of official
1.			
2.			
3.			

(\*)Placement / Internship / financial linkage, etc. Attach MOU(s), if any, signed with the industry Partner(s)

#### 4. Faculty Details

##### a. Available Faculty

<b>Faculty 1</b>
Name:
Designation:
Educational Qualification:
Technical Qualification:
Area of Specialization:
Years of Experience in relevant field / trade:
<b>Faculty 2.....</b>
Name:
Designation:
Educational Qualification:
Technical Qualification:
Area of Specialization:
Years of Experience in relevant field / trade:

##### b. Faculty to be recruited

<b>Faculty 1</b>
Educational Qualification:
Technical Qualification:
Area of Specialization:
Years of Experience in relevant field / trade:
Type of Recruitment: Full Time / Part Time
<b>Faculty 2.....</b>
Educational Qualification:
Technical Qualification:

Area of Specialization: Years of Experience in relevant field / trade: Type of Recruitment: Full Time / Part Time
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c. Guest Faculty

<b>Guest Faculty 1</b>
Educational Qualification: Technical Qualification: Area of Specialization: Years of Experience in relevant field / trade:
<b>Faculty 2.....</b>
Educational Qualification: Technical Qualification: Area of Specialization: Years of Experience in relevant field / trade:

d. Guest Faculty to be provided by Industry Partner

<b>Faculty 1</b>
Name: Designation: Educational Qualification: Technical Qualification: Area of Specialization: Years of Experience in relevant field / trade:
<b>Faculty 2.....</b>
Name: Designation: Educational Qualification: Technical Qualification: Area of Specialization: Years of Experience in relevant field / trade:

5. Details of Infrastructure available for the job role

Infrastructure	Details Available in the College/ University
Classroom	
Workshop / Laboratory	
Others (Please specify)	

**6. Details of Proposed Expenditure**

SN	Component	Estimated Cost	Cost Calculation	Justification
<b>1</b>	<b>Faculty</b>			
	a. Contractual			
	b. Guest			
<b>2.</b>	<b>Tools / Equipment for the Trade / Job Role</b>			
<b>3.</b>	<b>Raw / Training Materials for the Trade / Job Role</b>			
<b>4</b>	<b>Others (Please specify)</b>			

**7. Annual Training Plan for the trade / job role for the 1<sup>st</sup> year**

Year	Batch	Start Date	End Date	Total Intake
<b>2022</b>	<b>1</b>			
	<b>2</b>			
	<b>3</b>			
	<b>...n</b>			

**8. Key Milestones / Plans**

SN	Key Milestones / Plans	Person Responsible	Expected Completion Date
1	(Workshop Readiness)		
2	(Finalization of Curriculum)		
3			
..n			

**BANK DETAILS**

Electronic Clearing Service (Credit Clearing)/ Real Time Gross Settlement (RTGS) facility for receiving payments.

1.	Name of the Account	
2.	Bank Name	
3.	Branch Name With complete address, telephone and email	
4.	Type of Bank Account (Savings / Current / Cash Credit)	
5.	Complete Bank Account Number	
6.	IFS Code of Bank	
7.	MICR Code of Bank	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold MSSDS responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Date:

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Bank Stamp)

Signature of Customer

Note: Please attach cancelled cheque along with the verification obtained from the bank.



**UTILIZATION CERTIFICATE**

It is certified that the total grant of Rs.\_\_\_\_\_ (Rupees .....)  
sanctioned by MSSDS vide letter No. MSSDS/\_\_\_\_\_ dated\_\_\_\_\_ has been utilized by the college/university as per details given in the attached statement (As per Annexure D) in accordance with the terms and conditions laid down by MSSDS vide its letter No MSSDS/\_\_\_\_\_ dated\_\_\_\_\_ and that all the terms and conditions have been fulfilled by the college/university and the grant has been utilized for the purpose for which it was sanctioned.

It is further certified that the inventories of permanent and semi-permanent assets created/acquired wholly or mainly out of the grants given by MSSDS as indicated in the enclosed statement are being maintained in the prescribed form and are being kept up-to-date and these assets have not been disposed off, encumbered or utilized for any other purpose.

If as a result of check or audit objection, some irregularity is noticed at a later stage, the college/university will refund the objected amount.

\_\_\_\_\_  
Signature of Principal / Registrar with Seal

**STATEMENT OF EXPENDITURE INCURRED**

1. Name of the University/ College:
2. Name of the Vocational Course:
3. Period to which the accounts related : w.e.f. \_\_\_\_\_ to \_\_\_\_\_.
4. Details of actual expenditure incurred:

<b>SN</b>	<b>Item of Expenditure</b>	<b>Amount</b>

Signature

Seal

Head of Institution / Principal/Registrar Govt. Auditor/CA

Note:

- List of equipment purchased should be submitted along with copy of invoice.
- Details of periods taken, amount paid to each faculty by name under guest faculty and internal faculty should be submitted