CG & AC 27068/2012   Dated: 06.03.2013

Circular

Sub: HSE-Additional Skill Acquisition Programme-Selection of New Schools –reg

Ref: Govt. Letter No. 3083/C1/2013/H. Edn dated 16.02.2013.

Government of Kerala has initiated an ambitious programme, the Additional Skill Acquisition Programme (ASAP) with the objective of tackling the issue of growing unemployment in the State. The programme aims at equipping selected school/college students with skills in communication, IT and selected areas of industry and service sectors. At Level 1, ASAP imparts300 hours of skill training to selected first year students (30 per batch, maximum two batches in an institution) outside the normal working hours. Of this 180 hours will be a foundation module comprising of communication skills and IT skills and the remaining 120 hours will be the module related to the skill sector chosen by the student.

Government has decided to extend ASAP to Aided schools along with Government schools in the next academic year. The classes under ASAP will be engaged by Skill Development Executives identified by the Government/Industry generally for one hour on working days before/after the normal working hours of the institution. Depending on the number of batches started, the institution will have to make available class rooms with computer and LCD facilities (Smart Class Rooms) for the conduct of the classes.

Government and Aided Higher Secondary schools desirous of enrolling in the programme during 2013-14 may forward their application in the attached Proforma duly filled up to reach the Joint Secretary, ASAP, Model Finishing School Campus, PMG Junction, Thiruvananthapuram latest by 15.03.2013. In case of aided institutions, a consent letter of the management concerned should also be enclosed.

The sanctioning of ASAP batches to institutions will be subject to Government decision and availability of SDEs.

Sd/-
KESHVENDRA KUMAR IAS
DIRECTOR

To

1. The Principals

PROFORMA FOR ENROLMENT OF INSTITUTIONS IN ASAP: 2013-14

1.	Name of the Institution	
2.	Full Postal Address with District and Pin code	
3.	Government/Aided	
4.	No. of students (2012-13)	
5.	No. of Teachers (2012-13)	
6.	Number of Smart Class Rooms in the Institution	
7.	Number of batches that the Institution can start (Maximum 2, each with 30 students)	
8.	Whether the Institution will be able to provide Smart Class Rooms (one per batch) for the conduct of the ASAP Classes	
9.	Has the consent letter of the Management been enclosed (Applicable to Aided Institutions only)	
10.	Contact Number of the Institution with STD Code	
11.	e-mail id of the Institution	
12.	Website of the Institution (if any)	
13.	Name of the Principal/Head of the Institution	
14.	Contact Number and e-mail id of the Principal/Head of the Institution	Mobile No. Mail-id
	Declaration	The Institution agrees to provide the facilities for conduct of classes under the ASAP
15.	Signature of the Principal/Head of the Institution with date	