

Based On the Concept of “SKILL INDIA” Program of Ministry of Skill Development & Entrepreneurship “SWAYAM” Program of MHRD, Government of India For “SKILLING INDIA”

Research & Innovation in Generating Job Opportunities in All Specialties

**ONE PERSON: ONE SKILL CAN EARN LIVELIHOOD FOR LIFE
GENERATING CRORES OF JOB OPPORTUNITIES**

JOB-READY SKILLED QUALIFIED PERSONNEL



VOC-VARSITY

Universal Campus of Learning to Generate Employment

**Autonomous, Enterprising, Self-Financed, Self-Reliant Vocational
Varsity For Diploma Training Program to Generate & Recruitment of
Skilled Workers, Experts, Specialists & Innovators**

CHARTER-BOOKLET

2025-2026

RULES & REGULATIONS OF AFFILIATION

A Project of A NGO Parent Organization Registered Under Niti Ayog
Legacy of Trust Since 1968

Incorporated Under LLP Rules 2009, Ministry of Corporate Affairs,
Government of India

**Generating Trained & Qualified Skilled Work-Force Through Vocational &
Professional Diploma Training Program According to New Innovative Android
Curriculum In Various Field of Specializations and Trades.**

Corporate Office

TDI City, Kundli, Haryana-131028 (Delhi-NCR)

9810252209, 9891173891

E.Mail: vocationalvarsity@gmail.com

Website: www.vocationalvarsity.org

Incorporation of Limited Liability Partnership (LLP)



VOC-VARSITY

1. Name of LLP

2. Objective of the LLP

- 1. Implementation of All Skill Development Program of VOC- VARSITY and Various Ministries of Government of India.**
- 2. Conducting Trade, Service, Professional Diploma Program with With Job- Ready Skilled Work Innovative Android Curriculum For Freshers & In-Service, Skilled Personnel.**
- 3. Promoting SKILLING INDIA Project Based on “SWAYAM” MHRD INITIATIVE, Government of India.**
- 4. Honouring Diploma to Doctorate on the basis of Outstanding & Tremendous Work in the Specialization of Competent Aspirants To Encourage Under Self-Assessment Declaration.**
- 5. Collaboration of other all types of organizations for exchange of All Program including Training, Job Placement, Running Vocational & Professional Program, Standardization of Products, Quality Awards, Women Empowerment, Child Welfare and All National Social Uplift Program.**

ALL SERVICES & ALL FEE WILL BE CHARGED 18% GST EXTRA

**VOC-VARSITY_LL
AFFILIATION CHARTER-BOOKLET**

1. ELIGIBILITY

An Institution or Individual Registered under any Act of Government of India and rendering conspicuous services to the people of India by way of Motivating, Encouraging, Promoting, Developing and Inspiring Self-Employment and Generating Job Opportunities through Innovations in different fields of Specializations and Trades, directly or indirectly and conducting Training Courses and Career & Vocational Guidance, is Eligible for Affiliation to the World's Unique, Autonomous, Self-Reliant, Enterprising, Unconventional, Vocational and Professional **Voc-Varsity** with distinguished features, where Age, Sex Education - No Bar, only Research, invention Innovations, Skills, Talents needed to Develop for Mankind and their livelihood.

2. AFFILIATION PROCEDURE

An Eligible Institution or Individual may E.Mail the scanned copies for Fresh Affiliation on the Prescribed Performa attached With this Charter-Booklet along with Bank Transfer Slip with Reference No. for Rs.80,000/- (Rs. Eighty Thousand only)+ 18% GST, as Applicable, First Affiliation Fee in favour of "VOC VARSITY LLP".

**You can Deposit the Amount Directly in Any Branch of "INDIAN BANK"
or through Bank Money Transfer Mode, Online NEFT/RTGS/ IMPS/ UPI in favour
of "VOC-VARSITY LLP", Current A/C No.7958925563, Indian Bank, Kundli,
IFSC Code IDIB000K273, TDI City (Branch Code: 02642),Kundli-131028**

AFFILIATION RULES

- (i) Every Affiliated Institution can conduct its own Examination Independently according to their own Rules and Regulations. **Enrolment Fee be Deposited in the beginning of the Session or within 3 Months of Starting the Session and Informed.**
- (ii) Every Affiliated Institution will get its all the Trainees Enrolled with the "Vishwakarma Voc-Varsity for Self-Employment, India" for the purpose of Awarding Trade Diploma, Post Diploma, Advance Diploma, Master Diploma, Doctorate Diploma, Trade Medals, Trade Trophies and Mark-Sheets as per Performance and Competency Reports sent by the concerned Institution.
- (iii) Every Trainee has to submit a "Declaration of Self-Competency" Achieved Certificate & Mutual Agreement of Approval the Concept of Voc-Varsity and will not claim un-satisfaction or Create Dispute after Declaration as per Prescribed Performa before the closing of the session.
- (iv) Every Affiliated Institution will Display– Affiliated with **Voc-Varsity** in all its Correspondence, Official Documents, Publicity and Advertisements. **Annual Renewal "Voc-Varsity" Affiliation Fee of Rs.50,000/-only+18 % GST as Applicable** must be Deposited in the **Voc-Varsity Account** before its Expiry to continue this Affiliation, otherwise Institution has to Apply with **Fresh Voc-Varsity Affiliation Fee of Rs.80,000/-only+ 18% GST As Applicable**
- (v) All Affiliated Institutions will send their Annual Reports, Achievements, Information of All the activities and other details as required time to time by the "Voc-Varsity" Office

REGULATIONS

(i) Every Trainee admitted to the Affiliated Institution has to be Enrolled Every Year Separately in the **Voc-Varsity** as per Prescribed Performa issued by the Voc-Varsity through the concerned Institution along with Enrolment Fee @ Rs. 2000/- (Rs. Two Thousand only) Per Trainee Per Year. Total Amount payable Money Transfer Directly to INDIAN BANK or through NEFT/ UPI/ QR Code / Money Transfer from any Bank in Favour of VOC VARSITY LLP as directed previously. Enrolment Numbers will be Issued to the Trainees by the Voc-Varsity Office Every Year through the concerned Institution in the Beginning of the Session or Strictly within 3 Months of the Starting of the Session. Group Enrolment No. (s) can also be Issued to the Institution without Names (In Any Number, No Limits) Under Special Circumstances. Unused Remaining Amount will be credited as Advance Money of the Institute in the Voc-Varsity. All Other Cases of Certification will be Treated on Experience Basis Fast Track Under Recognition of Prior Learning (RPL) @ Rs.40000/- Per Year+ 18% GST as Applicable. All Doctorate Level Diploma/ Honour Doctorate on 5 Years Outstanding Experience For In-Service Personnel, Under RPL Byelaw mentioned in the Website, Fast Track Mode @Rs.50000/-+ 18% GST as Applicable

(ii) Trade Certificate/ Trade Diploma/ Trade Mark-Sheet / Trade Performance Report/ Trade Honour/ Trade Trophy/ Trade Medal/ Trade Skills/ Post Diploma/ Advance Diploma/ Master Diploma/ Doctorate Diploma/ Doctorate Honour on Outstanding & Tremendous Work Profile for the last 5 Years in Any Specialty. Grading will be Awarded Finally by the "Voc-Varsity" to the Successful Trainees on the basis of Provisional Mark-Sheets and Performance Reports submitted to the "Voc-Varsity" by the Affiliated Institutions and Self-Competency Certificates of the Trainees. Duplicate Certificates (Diploma or Mark-Sheet or Both as per FIR, In case of (Lost/Misplaced/Mutilation) can be obtained by submitting FIR and Fee of Rs.10000/-+ 18% GST as Applicable Any Recommendation letter For Better Job-Placement & Transcript of Mark-Sheet, can also be issued by the Voc-Varsity on Demand by Payment of Rs.5000/- +18% GST as Applicable in the "Voc-Varsity" Bank Account. Identity Card/ Letter of Authenticity/ Missing Second Courier/ Speed Post can be Issued on Payment of Rs.500/-+ 18 % GST as Applicable..

(iii) The Institutions seeking Affiliation with the "Voc-Varsity" will have to submit Complete Memorandum, By-Laws, Management of the Institution, along with the Curriculum-Syllabi and Prospectus of the Training Courses conducted and details of the Training Faculty which will be screened by the "Voc-Varsity". Only those found satisfactory will be Eligible and Invited for Affiliation. Legal Formalities will be completed by the Affiliating Institution as per Rules and Bye-laws of the "Voc-Varsity".

(iv) If the Voc-Varsity at any later stage comes to know of any irregularity or if not satisfied with the quality of services being imparted or any fraud done with the trainees by the concerned Institution, the "Voc-Varsity" reserves the right to withdraw the Affiliation and in this case VOC-VARSITY will not responsible for any loss to any party . If there arises any dispute between the Institute and the Voc-Varsity, It will be amicably resolved on the table, if not resolved in any manner, it will be legally solved in the Jurisdiction of Haryana Courts only.

(v) If there is any Dispute arises between the Trainees and the Institute Management, **Voc-Varsity** will not involve in any manner, legally or socially and is not responsible for its consequences as the Voc-Varsity does not interact directly with the trainee for any type of commitment.

(vi) If an Applicant Institution / Trainee want to change any Option of Affiliation Fee/ Fee / Subject/ Field of Specialization, can Apply with Proper Payment (+ / -) within One month of the Previous Applied Date.

(vii) Applicant Institution hereby Agrees and Verifies below to the above mentioned Bye-Laws, Rules & Regulations of the Voc-Varsity.

Authorised Signatory/ Name/ Designation/ Seal of the Institution with Date

(Complete Charter-Booklet in Original must be returned to the Voc-Varsity Office after Stamping Seal of the Institution with Signature as directed. Photocopy of the Complete Document must be retained as the Institutional Record.)



FORM:IA(ISF)

Information Submission Form for Institutional Affiliation

1. Name of the Institution _____

2. Full Address _____

3. Electronic Media Contacts/ Phone/ Mobile/ E. Mail/ Website

4. Establishment Year _____

5. Management Structure: Attach Printed Constitution/ Management Body, Society Trust, Proprietorship etc. _____

6. Details of Training Courses Conducted (Or to be Conducted / NewSetup): Attach Prospectus & Form, Curriculum Syllabus, Teaching Method, Examination System and Details of Faculty and Staff

7. Name of the Training Courses Duration Trainees Enrolled (If Applicable)

(Conducting/New & Proposed TrainingProgram) Session:20____-_____

(a) _____

(b) _____

(c) _____

(Authorized Signatory)

Name Designation & Rubber Stamp

New Affiliation No _____

(To be issued by Voc-Varsity Office Only)



FORM:IB(IAF)

Information Submission Form for Voc-Varsity Affiliation

1. Name of the Applicant Institution _____

2. Address _____

3. Contact: Phone/ Mobile/ Fax/ E.Mail /Website _____

**I am here with depositing Fresh Voc-Varsity Affiliation Fee for Rs.80,000/-
(Rs. Eighty Thousand Only) +18% GST as Applicable through NEFT /RTGS / Any Wallet / Bank
Transfer as mentioned Below: Amount Deposited Rs. _____**

Name of the Issuing Bank/Source _____

Issuing Bank Branch/Through _____

Reference No.& Date of Issue _____

**You can Deposit the Amount Directly in Any Branch of “INDIAN BANK”
Or through Bank Money Transfer Mode, Online NEFT/RTGS/ IMPS/ UPI
in favour of “VOC VARSITY LLP”, Current A/C No.7958925563, Indian Bank, Kundli,
IFSC Code IDIB000K273, TDI City (Branch Code: 02642), Kundli-131028**

ForYourInformation

E.Mail the Scanned Forms and Bank Deposit Slip/ Reference No. Slip. Voc-Varsity Affiliation Certificate will be dispatched within seven days of the receipt of the E. Mailed Documents and Bank Receipt and Deposit Reference No.with Forms.

If Opted Other Option of Payment with Detail

Seal of the Institution Authorized Signatory, Designation and Address with Rubber Stamp



VOC-VARSITY

Universal Campus of Learning to Generate Employment

FORM:IB(IRF)

RENEWAL OF VOC-VARSITY AFFILIATION

Information Submission Form for Renewal of Voc-Varsity Affiliation

1. Name of the Applicant Institution_____

2. Address_____

3. Contact: Phone/ Mobile/ E.Mail/ Website_____

**I am herewith depositing Renewal Affiliation Fee with the Voc-Varsity for Rs. 50,000/-
(Rs. Fifty Thousand Only) + 18% GST as Applicable through NEFT/ RTGS/ Any Wallet/
Bank Transfer as mentioned Below:**

Amount Deposited Rs. _____

Name of the Issuing Bank/Source_____

Issuing Bank Branch/Through_____

Reference No. & Date of Issue_____

**You can Deposit the Amount Directly in Any Branch of “INDIAN BANK”
Or through Bank Money Transfer Mode, Online NEFT/RTGS/ IMPS/ UPI
in favour of “VOC VARSITY LLP”, Current A/C No.7958925563, Indian Bank, Kundli,
IFSC Code IDIB000K273, TDI City (Branch Code: 02642), Kundli-131028**

For Your Information

***E. Mail the Scanned Forms and Bank Deposit Slip / Reference No. Slip. Renewal of Voc-Varsity
Affiliation Certificate will be dispatched within seven days of the receipt of the E. Mailed Documents
and Bank Receipt and Deposit Reference No. with Forms.***

If Opted Other Option of Payment with Detail

**Seal of the Institution Authorize Signatory, Designation and Address with Rubber Stamp
Old Voc-Varsity Affiliation No. _____**

New “ Voc-Varsity Affiliation No.” To be Issued by the Voc-Varsity Office with Date
