University of Mumbai

Advertisement No.: UoM/HRDC/03/2025

ADVERTISEMENT FOR ENGAGEMENT OF GRADUATE / DIPLOMA APPRENTICES UNDER THE APPREENTICES ACT, 1961 WITH THE APPRENTICESHIP RULES, 1992, AS AMENDED FROM TIME TO TIME

University of Mumbai invites Online Application from eligible Graduate / Diploma holders for undergoing One Year Apprenticeship training under the Apprentices Act, 1961 with the Apprenticeship Rules, 1992, as amended from time to time. This training will be governed by Board of Apprenticeship Training, Western Region (BOAT-WR).

Sr. No.	Name of the Post	No. of post	Stipend per month
1	Finance and Accounts Assistant	15	Rs.9000/- for Graduate & Rs.8000/- for Diploma (**The Honorable Vice Chancellor, University of Mumbai has the authority to increase the stipend of efficient candidates.**)
2	Lower Grade Stenographer	04	
3	Jr. Engineer (Civil)	06	
4	Jr. Engineer (Electrical)	02	
5	Law Assistant	04	
6	Lab Assistant	10	
7	Library Assistant	02	
8	Electrician	05	
9	Carpenter	04	
10	Plumber	03	
11	Mason	10	
12	Driver	04	
13	Multi Task Operator	25	

1)   Minimum Educational Qualification:

Sr. No.	Name of the Post	Minimum Educational Qualification
1	Finance and Accounts Assistant	i) Who possess a degree of any Statutory University in Commerce faculty. ii) Preference will be given to Tally, Typing and MS-CIT Certificate holders.
2	Lower Grade Stenographer	i) Who possess a degree of any Statutory University in any faculty. ii) Preference will be given to Stenography (English & Marathi) Certificate holders.
3	Jr. Engineer (Civil)	Who possess a degree or diploma in Civil Engineering of any Statutory Board or University.
4	Jr. Engineer (Electrical)	Who possess a degree or diploma in Electrical Engineering of any Statutory Board or University.
5	Law Assistant	i) Who possess a degree of any Statutory University in Law faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.
6	Lab Assistant	i) Who possess a degree of any Statutory University in Science faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.
7	Library Assistant	i) Who possess a degree of any Statutory University in Library Science. ii) Preference will be given to Typing and MS-CIT Certificate holders.
8	Electrician	Who possess a Diploma in Electrician
9	Carpenter	Who possess a Diploma in Carpentry
10	Plumber	Who possess a Diploma in Plumbing
11	Mason	Who possess a Diploma in Mason
12	Driver	Who possess a degree of any Statutory University with valid Motor Vehicle driving License
13	Multi Task Operator	i) Who possess a degree of any Statutory University in any faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.

2) **AGE & NATIONALITY :**

Age limit will be followed as per Apprenticeship Rules & "ONLY INDIAN NATIONALS NEED APPLY"

3) **DURATION OF TRAINING:**

The duration of Apprenticeship training will be for a period of one year as per Apprenticeship (Amendment) Act 1973.

4) **PREVIOUS TRAINING & EXPERIENCE:**

Candidates who have already undergone or are currently undergoing apprenticeship under Apprentices Act 1961 with the Apprenticeship Rules, 1992, as amended from time to time in any Government or Public Sector or Private industrial organization are not eligible to apply.

Candidate should not have undergone Apprenticeship Training elsewhere.

Candidate should not have work experience of one year or more.

5) **SELECTION OF PROCEDURE:**

Candidates fulfilling all the above mentioned eligibility criteria will be called for Interview. Shortlisting of candidates will be done based on the percentage of marks obtained in the basic prescribed qualification and Interview.

6) **REGISTRATION AND SUBMISSION OF APPLICATIONS:**

a) Candidates are first required to register in the web portal of NATS 2.0 (National Apprenticeship Training Scheme) using the link given below

> **Student registration url** : https://moenats.aicte-india.org/student_register.php.

b) After completing enrollment / registration as Apprentices, the candidates have to apply to the respective posts through the NATS 2.0 portal against seats notified by University of Mumbai (ID No./Registration Number of University of Mumbai in NATS Portal is **WMHMCS101412**).

Procedure for student enrollment as Apprentice in NATS 2.0 Portal and Procedure to apply for Apprenticeship training in University of Mumbai may be seen at **Annexure-I** given along with this advertisement.

c) In case of any issues / queries related to NATS portal, you may please contract Board of Apprenticeship Training (BOAT) (Western Region), Mumbai, as the NATS portal is instituted by BOAT.

Upon completion of the Apprenticeship period, University of Mumbai shall have no obligation to offer employment to such apprentices nor can an apprentice claim right for employment on the grounds of completion of Apprenticeship

d) University reserves the right to fill up or not to fill the advertised post/s OR to alter, modify, cancel the entire advertisement.

7) **IMPORTANT DATES :**

Commencement of Online Application   :   **29/03/2025**

Last Date of Online Application   :   **17/04/2025**

INCOMPLETE/ERRONEOUS ONLINE APPLICATION AND LATE APPLICATION RECEIVED AFTER DUE DATE WILL BE REJECTED. No further communication in this regard will be entertained. CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

for any clarification candidates may contact via e-mail id : hrdc.recruitment@mu.ac.in

Sd/-
Registrar
University of Mumbai.

Place : Mumbai

Date : **29/03/2025**

NATIONAL APPRENTICESHIP TRAINING SCHEME (NATS) 2.0 PORTAL

Portal Functionalities Walkthrough - Students Manual

Contents

Overview

National Apprenticeship Training Scheme is one of the flagship programmes of Government of India for Skilling Indian Youth in Trade disciplines. The National Apprenticeship Training Scheme under the provisions of the Apprentices Act, 1961 amended in 1973; offers Graduate, Diploma students and Vocational certificate holders; a practical, hands-on On-the-Job-Training (OJT) based skilling opportunities with duration ranging from 6 months to 1 year.

Modules & Functionality

Students play the critical role in NATS 2.0 Portal of posting apprenticeship advertisements aligned to their manpower requirements. The following modules pertain to the apprenticeship related activities a student is responsible for:
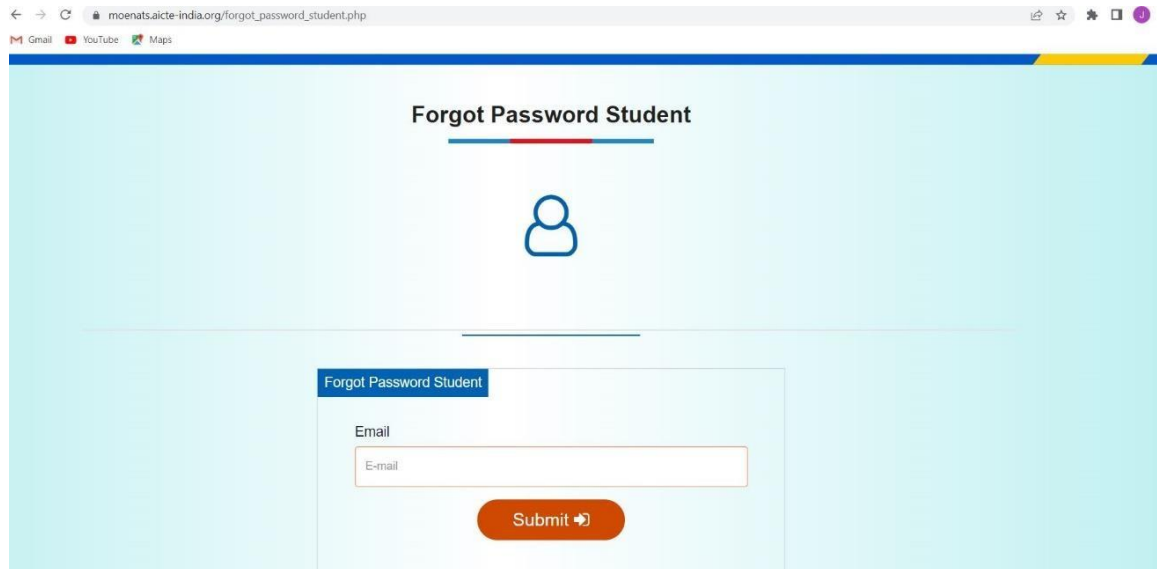
Step 1:   Registration
Step 2:   Profile filling
Step 3:   Apply for apprenticeship available
Step 4:   Application Management
Step 5:   Contract creation
Step 6:   Profile Lock
Step 7:   Record of progress
Step 8:   Download COP, after successful completion of apprenticeship program.
Step 9:   Employment Opportunities

Below is each of these modules elaborated along with screenshots.

Resetting password (upgraded portal)
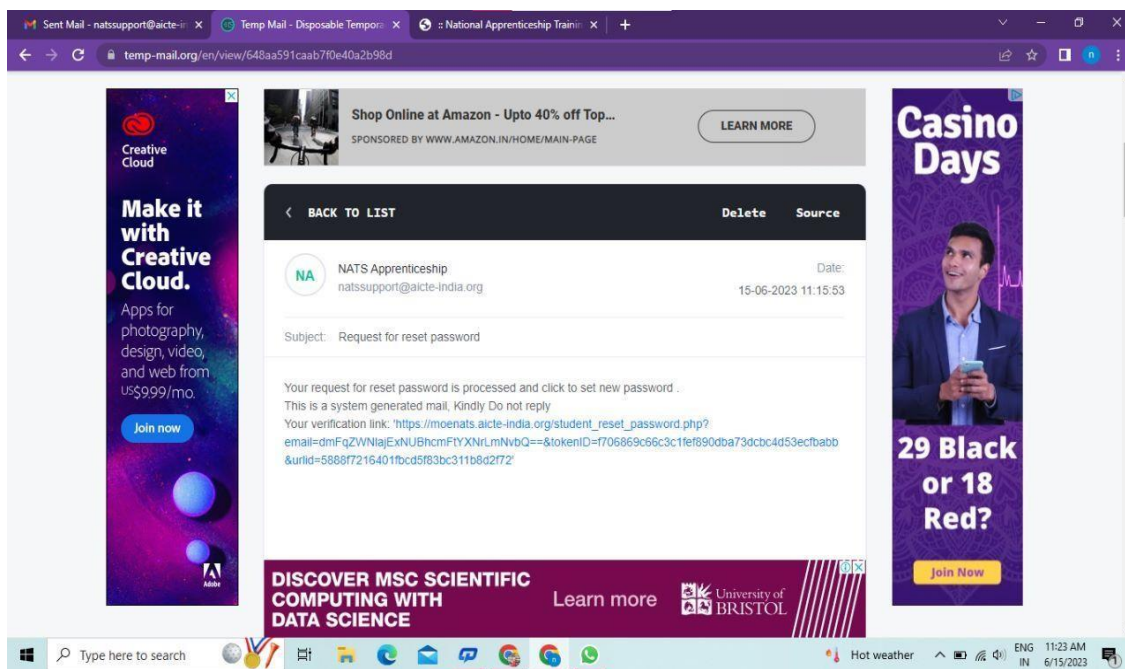
Step 1: Click on the below link,
https://moenats.aicte-india.org/forgot_password_student.php

Step 2: Enter your email, a password reset email will be received to the email.
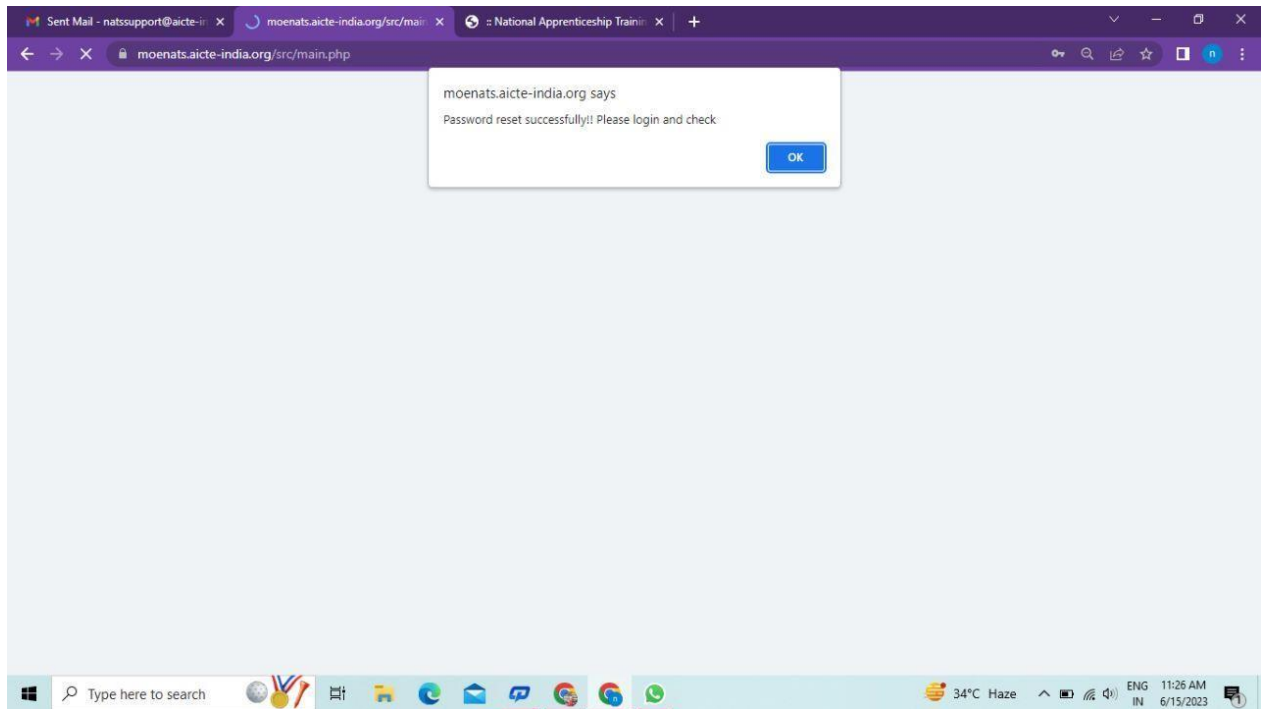
Step 3: Open the email and click on the link, and it will be redirected to the password reset page.

Step 4: From this page, you will be prompted to enter the password two times for confirmation.
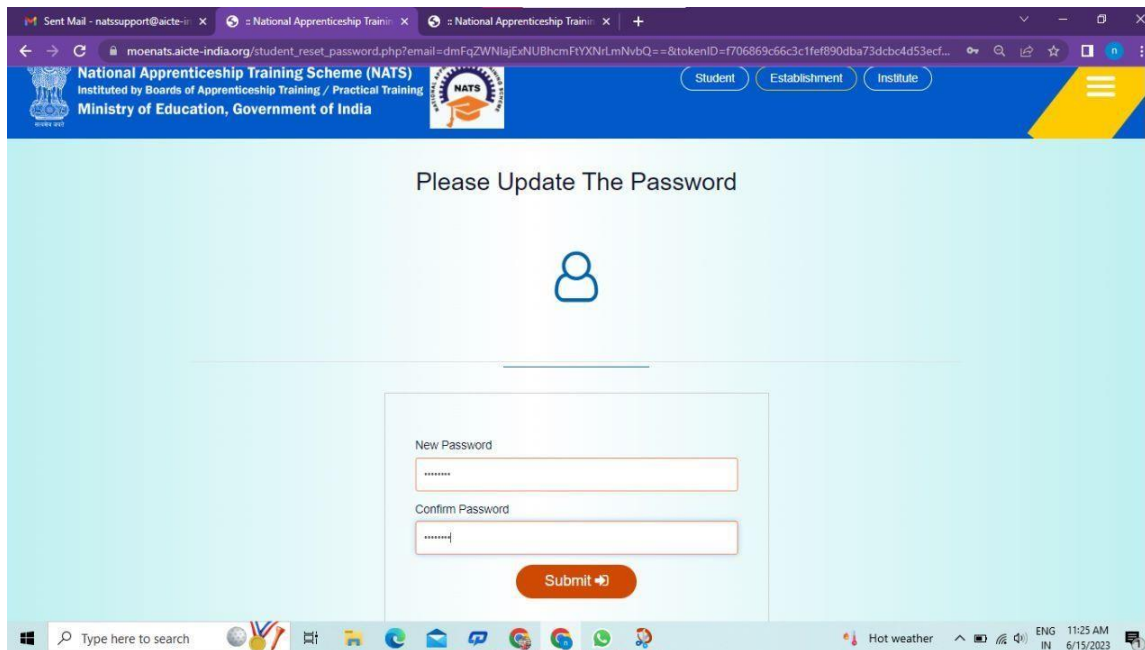
Step 5: A success pop-up will appear on screen & the password is shared over your email in return.

Step 6: To Login Visit https://moenats.aicte-india.org/student_login.php , enter your login credentials to login as student.

Student Registration

Students are expected to register on the NATS 2.0 Portal with their preliminary details before they are enrolled in apprenticeship.

Student registration url: https://moenats.aicte-india.org/student_register.php.

Following the above details, student is asked to fill the below details,

- Basic details – Name, Father/Mother's name, Aadhar no.
- Educational details – Course/Institute details
- Communication information- Address, Mobile no
- Training preference – Preferred field/location for apprenticeship
- Bank details

Below are the student registration form screenshots.

State to Which Institute Belongs *
DELHI

District to Which Institute Belongs *
NEW DELHI

Institute Name (If institute name not apprearing in drop down , please contact natssupport@aicte-india.org)*
ASHOK INSTITUTE OF HOSPITALITY AND TOURISM MANAGEMENT 6568

Select Graduate in Engg. /Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Agri/B.E.Dairy/B.E.Biotech/B.Food/B.Fashion
Select Graduate in General Stream in case of General Bachelor
Degree/BCA/BFA/BBA/BBS/BEM/BD/BPA/BSW/BA/BCOM/BSC/BscAgri/BscDairy/BscBiotech/BscFood
Select Diploma in Engg./Tech in case Polytechnic – Engg/Pharma/Arch/HMCT/Lib/Agri/Food/Fashion/MoP/Secretarial/MLT

Education Type (Pass Out)*
DIPLOMA IN ENGINEERING / TECHNOLOGY

Course Name*
CEMENT TECHNOLOGY

Specialization *
CEMENT TECHNOLOGY

Student ID (Unique Registration/Roll Number)*
9878787678662345678765432345 6543

Year of Passing *
2022

Month of Passing *
JUNE

Percentage * (For CGPA, convert into Percentage according to University formula)
99

Email (Will be used as a Username for LogIn Purpose)*
miheye1046@soremap.com

Mobile No (Will be used as a Username for LogIn Purpose)*
8686868686

Password*
••••••••

Confirm Password*
••••••••

☐ Show Password

☐ I'm not a robot   reCAPTCHA
Privacy - Terms
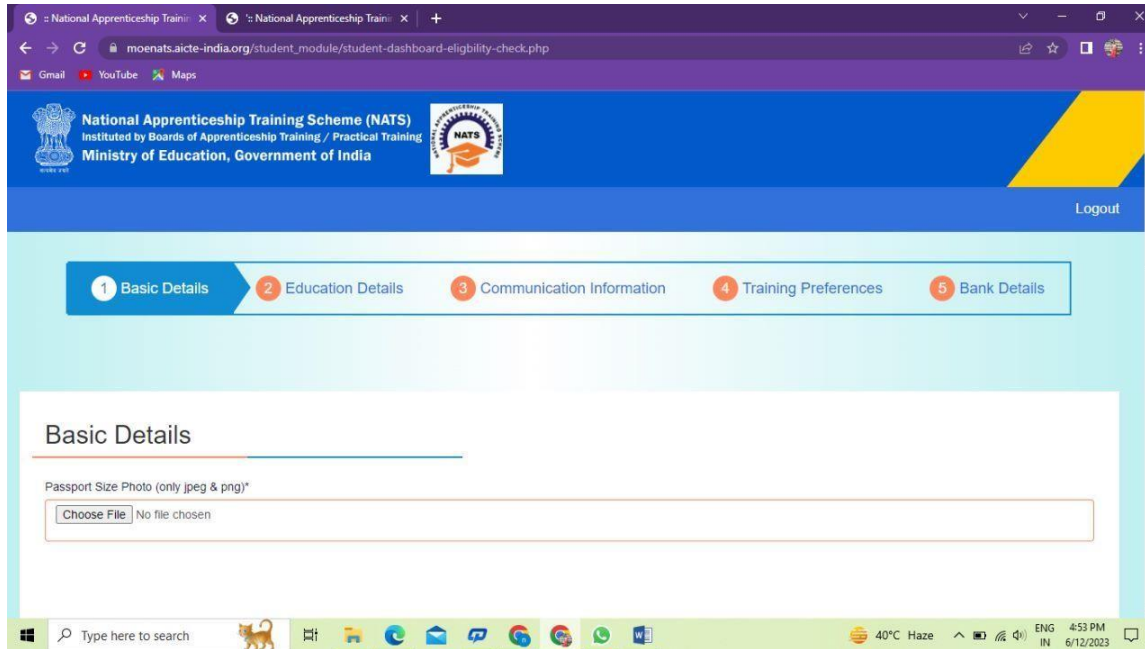
Student Register

Quick links   Help & Reports   Others

Student Profile

Following are the basic details to be filled by student at time of registration:

The first step basic details – show the details filled in the before filled registration form. The student shall continue to fill their profile.

STEP 2: Education details:

Students need to provide education details like course/college details . The forms would appear in the below format:

EDUCATIONAL DETAILS

Select Graduate in Engg. /Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Agri/B.E.Dairy/B.E.Biotech/B.Food/B.Fashion
Select Graduate in General Stream in case of General Bachelor Degree/BCA/BFA/BBA/BBS/BCM/BD/BPA/BSW/BA/BCOM/BSC/BscAgri/BscDairy/BscBiotech/BscFood

Select Diploma in Engg /Tech in case Polytechnic – Engg/Pharma/Arch/HMCT/Lib/Agri/Food/Fashion/MoP/Secretarial/MLT

State to Which Institute Belongs *
DELHI

District to Which Institute Belongs *
NEW DELHI

Institute Name (If institute name not appearing in drop down , please contact abc@xyz.com)*
COLLEGE OF ART 6549

Education Type (Pass Out)*
DIPLOMA IN ENGINEERING / TECHNOLOGY

Course Name*
CHEMICAL ENGINEERING

Specialization *
CHEMICAL ENGINEERING

Student ID (Unique Registration/Roll Number) *
7867657587585758757557657867868

Year of Passing *
2022

Month of Passing *
JUNE

Percentage (For CGPA, convert into Percentage according to University formula) *
95

Upload Provisional / Passed Certificate (only pdf of size < 1MB) * (Only pdf)
Choose File certificate.pdf

DIPLOMA IN ENGINEERING / TECHNOLOGY Joint after *

○ Higher Secondary (10+2) ○ Diploma ○ High School(10th) ○ ITI

Quick links
→ MoE
→ NAPS portal of MSDE
→ AICTE
→ National Career Service (NCS)
→ Local Nodal Centre

Help & Reports
→ FAQs
→ Establishment Manual
→ Process Manual (English)
→ Process Manual (हिंदी)
→ Quarterly Skill Assessment

Others
→ Apprentices act
→ RTI
→ Sitemap
→ Disclaimer
→ Privacy

india.gov.in
Skill India
National Career Service

DIPLOMA IN ENGINEERING / TECHNOLOGY Joint after *

● Higher Secondary (10+2) ○ Diploma ○ High School(10th) ○ ITI

School / Institute State*
DELHI

School / Institute District*
NORTH EAST DELHI

School / Institute Name*
KV

School / Institute Board Name*
DTEA

Student ID (Enrollment Number) *
9878677554432212345678765078765 54

School Percentage / CGPA (For CGPA, convert into Percentage according to School formula)*
99

About your Self *
IM DEVELOPER

General Skills (Add comma separated values eg: Skill1,Skill2 and space is not allowed) *
CEMENT

Languages Known (Add comma separated values eg: Hindi,English and space is not allowed)
ENGLISH

Save and Continue

Quick links
→ MoE
→ NAPS portal of MSDE
→ AICTE
→ National Career Service (NCS)
→ Local Nodal Centre
→ Contact Us

Help & Reports
→ FAQs
→ Establishment Manual
→ Process Manual (English)
→ Process Manual (हिंदी)
→ Quarterly Skill Assessment
→ Annual Report
→ Look Back

Others
→ Apprentices act
→ RTI
→ Sitemap
→ Disclaimer
→ Privacy
→ PoSH Handbook

india.gov.in
Skill India
National Career Service

STEP 3: Communication Information

In this address details/mobile details of the student is asked.

STEP 4: Training preferences

Further, the student needs to update the training preferences such as field and location of apprenticeship.

STEP 5: Bank details

The students are asked to fill the bank account details, for stipend receiving.

STEP 6: Profile view and final submit

Scroll down to the end of the page, cross-check the details and click on **"SUBMIT"** button.
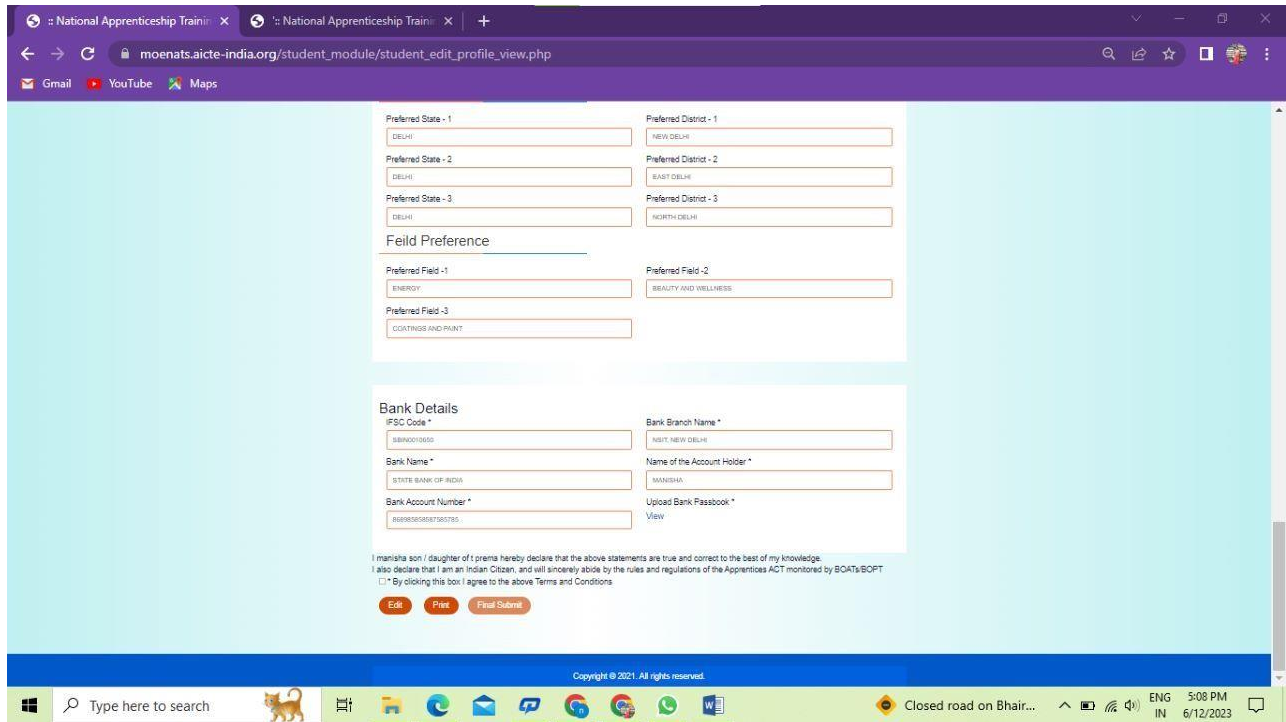
Contract management by Student

Apprenticeship advertisement on student dashboard

Advertisements show on dashboard in listing way, they can apply to their suitable apprenticeship by viewing the details like,

1. Apprenticeship title, description, duration, location, skills required, qualification required to apply.

2. After applying, they can check for application status from the application management

Student dashboard with apprenticeship advertisement

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Vamsi tech	ECE	ANDHRA PRADESH	VISAKHAPATNAM	10	21-Jul-2022	28-Jul-2022	View		

Student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Application Management

Applied Apprenticeship

Location	State Name	Company Name	Apprenticeship Name	Date of Application	Status	Action
DEHRADUN	UTTARAKHAND	Akash	TITLE	25-Jul-2022	Akash Industry generating the contract for Apprentiship Training whether you would to Accept or Reject	Accept Reject

On acceptance, Contract request sent to BOAT for approval

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Akash	TITLE	UTTARAKHAND	DEHRADUN	13	23-Jul-2022	23-Jul-2022	View	Applied	Contract Sent For Approval of Boat

3.1 Contract Accepted and downloaded

Contract management by student

After the establishment contract initiation, student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Contract is download by student & engaged into apprenticeship program

APPRENTICESHIP CONTRACT REGISTRATION FORM

APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age
BITTU KUMAR	**M**	**2003-01-16**	**19**

Father / Mother Name	Enrollment Number	Caste	PWD
AJAY MANDAL	**1171818025**	**OBC**	**N**

Address for Communication	Mobile Number	Email Address	Age 19
Barhiya SO, WARD NO 17,BARHIYA,LAKHISARAI,LAKHISARAI UTTARAKHAND,811302	**6206925676**	**bittu16012003@gmail.com**	**25**

	Father / Mother Name	Enrollment Number	Caste
	AJAY MANDAL	**1171818025**	**OBC**

PWD
N

EDUCATIONAL QUALIFICATION

Name of the Institution / College /University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	Educational Qualification
GOVT. POLYTECHNIC	**1-512869913**	**October, 2021**	COMPUTER SCIENCE AND ENGINEERING - COMPUTER SCIENCE AND ENGINEERING

TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
12-07-2022	**Months**	**8000**

The apprentice would be undergoing training under section 22 (1)

NAME AND ADDRESS OF THE EMPLOYER

Akash -	Doranda, Ranchi	RANCHI, JHARKHAND - 834002

4. Student Profile LOCKED

1. Once a student contract is created, there profile is locked as they can't apply for any more apprenticeships.

2. If they need any change in profile they need to request BOAT for it.

So, If the student is selected through SEC 22(A), the student is taken as employee into same Establishment after apprenticeship program is finished.

If its SEC 22(B), student can apply to jobs available after the apprenticeship program ends.

Dashboard	Profile	Issues/Grievances	Application Management	Issues/Grievances	Event Management	Help	Logout

Welcome, ECE STUDENT!

Your profile is locked as you are doing apprentiship click here to raise change your profile

Contact Us

Email: natssupport_student@aicte-india.org