



GOVERNMENT OF KERALA

Abstract

Higher Education Department - Additional Skill Acquisition Programme- Payment and Receipt of Fees – Foundation and Skill courses of ASAP - 2014-15 Batches – Approved - orders issued

HIGHER EDUCATION (C) DEPARTMENT

G.O. (Ms) No:1664/2015/H.Edn

Dated, Thiruvananthapuram,01.07.2015

Read:-1) GO(Ms) No. 546/2012/H.Edn dated 03.11.2012

2) GO(Ms) No. 559/2012/H.Edn dated 16.11.2012

ORDER

Government are pleased to approve the revised fee-structure and procedures for fee-payment ,applicable to the foundation courses and skill courses of ASAP , pertaining to 2014-15 and onwards.

The Incentive –Linked fee structure as constituted by the GO read 1st above , will continue to be in operation . Students will be grouped in two categories as per the practice followed in the previous year. Of this , students from the BPL* , SC,ST, SEBC families or who are physically challenged and two exempted general students by District Level Committee will form the Category –I and those General category students [who fall outside Category-1] will form the Category-2 of ASAP.

[* For this purpose , the BPL Certificate issued by the Village Officer /List maintained by Local Body/Rationa Card Entry will be considered as the Certificate of economic backwardness to determine whether the student is from a BPL family.]

Category 1 students need not pay the Incentive-linked fee during the period of study. However , if students of this category do not successfully complete and pass the course , they have to pay the entire fee within a specified period (3 years for students in UG courses and 5 years for students in Higher Secondary courses.)

Category 2 students will have to pay 75% of the entire fees (Foundation and Skill) during their period of study in monthly instalments . Such students who successfully complete the course will get an incentive of 25% of the total fee and they will be exempted from payment of this portion of the fee. However , if such students do not successfully complete the course , they will have to pay the unpaid 25% of the fee within a specified period (3 years for students in UG courses and 5 years for students in Higher Secondary courses).

Successful completion of the course means attending not less than 80% of the class-transaction hours , appearing for all exams , attending all internships , wherever provided and submitting all assignments and project-works stipulated as part of the course requirements.

Students selected for courses and who are liable to pay fees during the term of study should remit the first instalment at the time of joining.

At the time of joining the course , all students / parents have to execute an agreement with ASAP on the conditions stated above. (The agreement should be executed by the parent in the case of minors) . The agreement shall be signed in the presence of the Programme Manager and the Coordinator/ Institutional Teacher.

Fee-collection in respect of Foundation Courses will be carried out by the Institutional Coordinators of ASAP , while that of Skill Courses will be carried out by the respective SDC_PMs .

Collection of Fees from students who are obliged to effect payments shall begin from the month of July 2015 and shall conclude by the month of December, 2015.

In the case of Skill courses with fees above Rs.10,000/- , the portion of fees exceeding Rs.10,000/- shall be paid by all students , irrespective of whether they belong to Category 1 or Category 2. Such fees shall be collected upfront as a single instalment by or within the 5th of July, 2015

The Institutional Co-ordinators and the SDC_Programme Managers of ASAP shall remit the fees collected , to the Head of Account “67201923728 “ , maintained at the Main Branch of SBT Thiruvananthapuram maintained for fee collection of ASAP.

(By order of the Governor)
George Thomas.K
Additional Secretary

To

All Principals of Colleges and Higher Secondary Schools of ASAP
All Heads of ASAP
All Programme Managers of ASAP
ASAP Finance Department
AG (A&E/Audit)Thiruvananthapuram
Stock File / Office Copy

Forwarded / By Order

Section Officer

Annexure

Courses with Fees upto Rs.10,000/- TABLE :1

SL NO	Courses	Foundation				Skill Course				Total payments:Foundati on+Skill	
		Total	Amount payable (75 Percent)	Per month Payment(upto 8 month)	Last Month Payment	Total	Amount payable (75 Percent)	Per month Payment (upto 8 month)	Last Month Payment	Total payable upto 8 months	Total payable on 9th month
1	2	3	4	5	6	7	8	9	10	11	12
1	CERTIFICATE COURSE IN DOMESTIC DATA ENTRY OPERATOR(TeamLease)	3200	2400	400	400	4100	3075	500	575	900	975
2	BIL CERTIFIED BANKING SERVICE ASSOCIATE PROGRAM ME (BSE)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
3	CERTIFICATE IN BUSINESS CORRESPONDENCE & FACILITATIONS (aptch)	3200	2400	400	400	7200	5400	900	900	1300	1300
4	CERTIFICATE IN JUNIOR RUBBER TECHNICIAN (RSDC)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
5	CERTIFICATE IN MOBILE COMMUNICATION (BSNL)	3200	2400	400	400	7000	5250	900	750	1300	1150
6	NSE CERTIFIED CAPITAL MARKET PROFESSIONAL (NCCMP)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
7	CERTIFICATE COURSE IN OPTICAL FIBRE COMMUNICATIONS (BSNL)	3200	2400	400	400	7000	5250	900	750	1300	1150
8	CERTIFICATE IN PC HARDWARE AND NETWORKING (BSNL)	3200	2400	400	400	7000	5250	900	750	1300	1150
9	GLOBAL BUSINESS FOUNDATION SKILLS (ICT ACADEMY)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
10	CERTIFICATE IN PLUMBING APPRENTICE PROGRAMME (ASMCS)	3200	2400	400	400	7000	5250	900	750	1300	1150
11	Certificate in Retail Sales Associate (Empower Pragathi)	3200	2400	400	400	4100	3075	500	575	900	975
12	Certificate in Retail Sales Associate (Team Lease)	3200	2400	400	400	4100	3075	500	575	900	975
13	3D MODELLING AND TEXTURING FOR ANIMATION FILM MAKING (VISMAYASMAX)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
14	CERTIFICATE IN ACCOUNTING TECHNICIANS (ICAI)	3200	2400	400	400	8600	6450	1100	950	1500	1350
15	CERTIFICATE IN BASIC LEVEL AUTOMATION TECHNOLOGY (LABOURNET)	3200	2400	400	400	6000	4500	750	750	1150	1150
16	CERTIFICATE COURSE IN JUNIOR CORRESPONDENT (KERALA PRESS ACADEMY)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
17	Certificate in Banking Correspondent and Facilitator (LAQSH)	3200	2400	400	400	4100	3075	500	575	900	975
18	CERTIFICATE IN BUSINESS CORRESPONDENT & FACILITATOR (Team Lease)	3200	2400	400	400	4100	3075	500	575	900	975

19	CERTIFICATE IN WELDING (LABOURNET)	3200	2400	400	400	4500	3375	600	375	1000	775
20	CERTIFICATE IN MACHINIST (LABOURNET)	3200	2400	400	400	5200	3900	650	650	1050	1050
21	CERTIFICATE IN PLUMBING APPRENTICE PROGRAMME (LABOURNET)	3200	2400	400	400	5600	4200	700	700	1100	1100
22	CERTIFICATE IN HANDSET IN STORE PROMOTER (LABOURNET)	3200	2400	400	400	4800	3600	600	600	1000	1000
23	CERTIFICATE IN CUSTOMER CARE EXECUTIVE (LABOURNET)	3200	2400	400	400	5000	3750	600	750	1000	1150
24	Certificate in Basic Level Supervisor (LabourNet)	3200	2400	400	400	6000	4500	750	750	1150	1150
25	CERTIFICATE IN HOUSE KEEPING OPERATIONS (LABOURNET)	3200	2400	400	400	4500	3375	600	375	1000	775
26	CERTIFICATE IN COMPUTERISED ACCOUNTING PROFESSIONAL (ICA)	3200	2400	400	400	4750	3563	600	563	1000	963
27	CERTIFICATE IN STEWARD (LABOURNET)	3200	2400	400	400	5990	4493	750	743	1150	1143
28	CERTIFICATE IN PAINTING (LABOURNET)	3200	2400	400	400	4170	3128	500	628	900	1028
29	CERTIFICATE IN FASHION RETAIL (ARC)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
30	CERTIFICATE IN INDIRECT TAXES PROFESSIONAL (ICA Infotech)	3200	2400	400	400	4400	3300	550	550	950	950
31	CERTIFICATE IN DIRECT TAXES PROFESSIONAL (ICA Infotech)	3200	2400	400	400	4400	3300	550	550	950	950
32	CERTIFICATE IN MUTUAL FUND AGENT (ISTAR)	3200	2400	400	400	8000	6000	1000	1000	1400	1400
33	CERTIFICATE IN BANKING AND FINANCE PROFESSIONAL (EDUBRIDGE)	3200	2400	400	400	8000	6000	1000	1000	1400	1400
34	CERTIFICATE IN BANKING AND FINANCE (INURTURE)	3200	2400	400	400	7,750	5813	950	1063	1350	1463
35	AUTO SERVICE TECHNICIAN (EDUJOBS)	3200	2400	400	400	6750	5063	800	1063	1200	1463
36	AUTO CUSTOMER RELATION EXECUTIVE (EDUJOBS)	3200	2400	400	400	4500	3375	600	375	1000	775
37	CERTIFICATE IN RETAIL SALES ASSOCIATE (LABOUR NET)	3200	2400	400	400	4100	3075	500	575	900	975
38	CERTIFICATE COURSE IN BUSINESS CORRESPONDENT (EMPOWER)	3200	2400	400	400	4100	3075	500	575	900	975
39	BUSINESS CORRESPONDENT AND BUSINESS FACILITATOR (EDUJOBS)	3200	2400	400	400	4100	3075	500	575	900	975
40	CERTIFICATE IN RETAIL SALES ASSOCIATE (LAQSH)	3200	2400	400	400	4100	3075	500	575	900	975
41	AUTO CUSTOMER RELATION EXECUTIVE (PCFCT)	3200	2400	400	400	5000	3750	600	750	1000	1150
42	CERTIFICATE IN AUTOMOTIVE MACHINING TECHNICIAN (PCFCT)	3200	2400	400	400	8500	6375	1100	875	1500	1275

43	AUTOMOTIVE SALES CONSULTANT (PCFCT)	3200	2400	400	400	8000	6000	1000	1000	1400	1400
44	CERTIFICATE IN AUTOMOTIVE SERVICE TECHNICIAN- 4 WHEELER (PCFCT)	3200	2400	400	400	8500	6375	1100	875	1500	1275
45	CERTIFICATE IN AUTOMOTIVE SERVICE TECHNICIAN- 2 &3 WHEELER (PCFCT)	3200	2400	400	400	8500	6375	1100	875	1500	1275
46	CERTIFICATE IN WELDING TECHNICIAN (PCFCT)	3200	2400	400	400	7500	5625	950	875	1350	1275
47	Certificate in Retail Sales Associate (IL &FS)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
48	PLUMBING APPRENTICE PROGRAMME (IAPMO)	3200	2400	400	400	13000	9750	1600	1750	2000	2150
49	CERTIFICATE IN FOOD AND BEVERAGE (IKYA)	3200	2400	400	400	5000	3750	600	750	1000	1150
50	CERTIFICATE IN STEWARD (STEP)	3200	2400	400	400	5400	4050	675	675	1075	1075
51	ACCESSORIES AND VALUE ADDED SERVICES -SALES EXECUTIVE (THREDZ IT)	3200	2400	400	400	4500	3375	500	875	900	1275
52	CUSTOMER CARE EXECUTIVE (BRITTI PROSIKSHAN KENDRA)	3200	2400	400	400	4900	3675	600	675	1000	1075
53	CERTIFICATE COURSE FOR SOLAR PANEL INSTALLATION TECHNICIAN (SAHASRA SAMBHAV)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
54	CERTIFIED WAREHOUSING EXPERT (SAFEDUCATE)	3200	2400	400	400	5500	4125	650	875	1050	1275
55	CERTIFICATE COURSE FOR CUSTOMER CARE EXECUTIVE - NON-VOICE (LAQSH)	3200	2400	400	400	5000	3750	600	750	1000	1150
56	CERTIFICATE IN FOOD AND BEVERAGE SERVICES (ORION EDUTECH)	3200	2400	400	400	4999	3749	600	749	1000	1149
57	CERTIFICATE IN REFRIGERATION & AIR CONDITIONING (GODREJ)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
58	CERTIFICATE IN PC HARDWARE AND NETWORKING (NTTF)	3200	2400	400	400	9,000	6750	1125	1125	1525	1525
59	CERTIFICATE COURSE IN EMERGENCY MEDICAL CARE TECHNICIAN (ANGELS)	3200	2400	400	400	10,000	7500	1300	1000	1700	1400
60	CERTIFICATE IN BUILDING MAINTENANCE ENGINEERING (AELIS)	3200	2400	400	400	4,600	3450	690	690	1090	1090
61	CERTIFICATE IN MUTUAL FUNDS MARKETING (MANIPAL)	3200	2400	400	400	5500	4125	650	875	1050	1275
62	CERTIFICATE IN FINANCIAL ADVISORY AND MARKETING SERVICES (MANIPAL)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
63	CERTIFICATE IN INSURANCE MARKETING (MANIPAL)	3200	2400	400	400	5500	4125	650	875	1050	1275
64	CERTIFICATE IN BASIC ELECTRICAL (GODREJ)	3200	2400	400	400	10,000	7500	1300	1000	1700	1400
65	CERTIFICATE IN HOUSE KEEPING OPERATIONS(MANIPAL)	3200	2400	400	400	7500	5625	950	875	1350	1275
66	CERTIFICATE IN FOOD & BEVERAGE(SERVICES) (MANIPAL)	3200	2400	400	400	7500	5625	1000	625	1400	1025

67	CERTIFICATE IN FRONT OFFICE OPERATIONS(MANIPAL)	3200	2400	400	400	7500	5625	1000	625	1400	1025
68	CERTIFICATE COURSE IN STYLING & DRESSING WOMEN'S HAIR (MANIPAL)	3200	2400	400	400	5500	4125	650	875	1050	1275
69	NSE CERTIFIED FINANCIAL MARKETS PRO (NCFM Pro)	3200	2400	400	400	8000	6000	1000	1000	1400	1400
70	CERTIFICATE COURSE IN AC & REFRIGERATION (MANIPAL)	3200	2400	400	400	6750	5063	850	813	1250	1213
71	DENTAL ASSISTANT COURSE (IDA)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
72	CERTIFICATION IN BPO EXECUTIVE (IKYA)	3200	2400	400	400	5000	3750	600	750	1000	1150
73	CERTIFICATION IN DTH TECHNICIAN (IKYA)	3200	2400	400	400	5000	3750	600	750	1000	1150
74	CERTIFICATE COURSE IN BPO NON- VOICE (HELIOS)	3200	2400	400	400	9,500	7125	1150	1325	1550	1725
75	CERTIFICATE IN PRESS (KERALA MASTER PRINTERS ASSOCIATION)	3200	2400	400	400	10,000	7500	1300	1000	1700	1400
76	CERTIFICATE IN PRE PRESS (KERALA MASTER PRINTERS ASSOCIATION)	3200	2400	400	400	10,000	7500	1300	1000	1700	1400
77	CERTIFICATE IN POST PRESS (KERALA MASTER PRINTERS ASSOCIATION)	3200	2400	400	400	10,000	7500	1300	1000	1700	1400
78	CERTIFICATE PROGRAMME ON BASIC LEVELON AUTOMATION TECHNOLOGIES (BOSCH)	3200	2400	400	400	9788	7341	1200	1341	1600	1741
79	CERTIFICATE FOR PICK & PLACE OPERATOR (SAHASRA SAMBHAV)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
80	CERTIFICATE COURSE IN PCB MANUFACTURING (SAHASRA SAMBHAV)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
81	CERTIFICATE COURSE IN LED LIGHT MECHANICAL ASSEMBLY (SAHASRA SAMBHAV)	3200	2400	400	400	10000	7500	1300	1000	1700	1400
82	CERTIFICATE IN MACHINIST (NTTF)	3200	2400	400	400	10000	7500	1300	1000	1700	1400

Courses with Fees above Rs.10,000/- TABLE :2

SL NO	Courses	Foundation				Skill Course				Total payments:Foundation+Skill	
		Total	Amount payable (75 Percent)	Per month Payment (upto 8 month)	Last Month Payment	Total	Amount payable (75 Percent)	Per month Payment (upto 8 month)	Last Month Payment	Total payable upto 8 months	Total payable on 9th month
1	2	3	4	5	6	7	8	9	10	11	12
1	CNC OPERATOR (PCFCT)	3200	2400	400	400	11000	8250	1400	1250	1800	1650
2	CLINICAL SAS PROGRAMMING (KREARA)	3200	2400	400	400	12000	9000	1500	1500	1900	1900
3	BUSINESS ANALYTICS (KREARA)	3200	2400	400	400	12000	9000	1500	1500	1900	1900
4	CERTIFICATE IN CNC MACHINING (NTTF)	3200	2400	400	400	12000	9000	1500	1500	1900	1900
5	CERTIFICATE ROBOTIC PROGRAMMING & MAINTENANCE (NTTF)	3200	2400	400	400	11000	8250	1400	1250	1800	1650
6	PRINTED CIRCUIT BOARD MANUFACTURING COURSE (ITI PALAKKAD)	3200	2400	400	400	15000	11250	1875	1875	2275	2275
7	ELECTRONIC PRODUCT TESTING (ESSCI)	3200	2400	400	400	15000	11250	1900	1750	2300	2150
8	BASIC CERTIFICATE IN COMMUNITY NURSING AND PALLIATIVE CARE (INSTITUTE OF PALLIATIVE MEDICINE)	3200	2400	400	400	10,600	7950	1350	1200	1750	1600
9	Field Technician -Computing and Peripherals (ITI)	3200	2400	400	400	10500	7875	1300	1375	1700	1775

TABLE:3

General Schedule of Fee - Payment

TABLE - 3			
Category	Fee to be paid during course	Further Payment to ASAP on successful	Further Payment to ASAP on unsuccessful completion
Category I [Students belonging to SC/ST/OEC/SEBC , Handicapped etc.]	Nil	Nil	Full Fees of the Course
Category II [General Category Students]	3/4 ths of the total course fee[foundation+skill]	Nil	1/4th of the total fees of the course
Successful completion implies completion of the course chosen with 80% of attendance .			