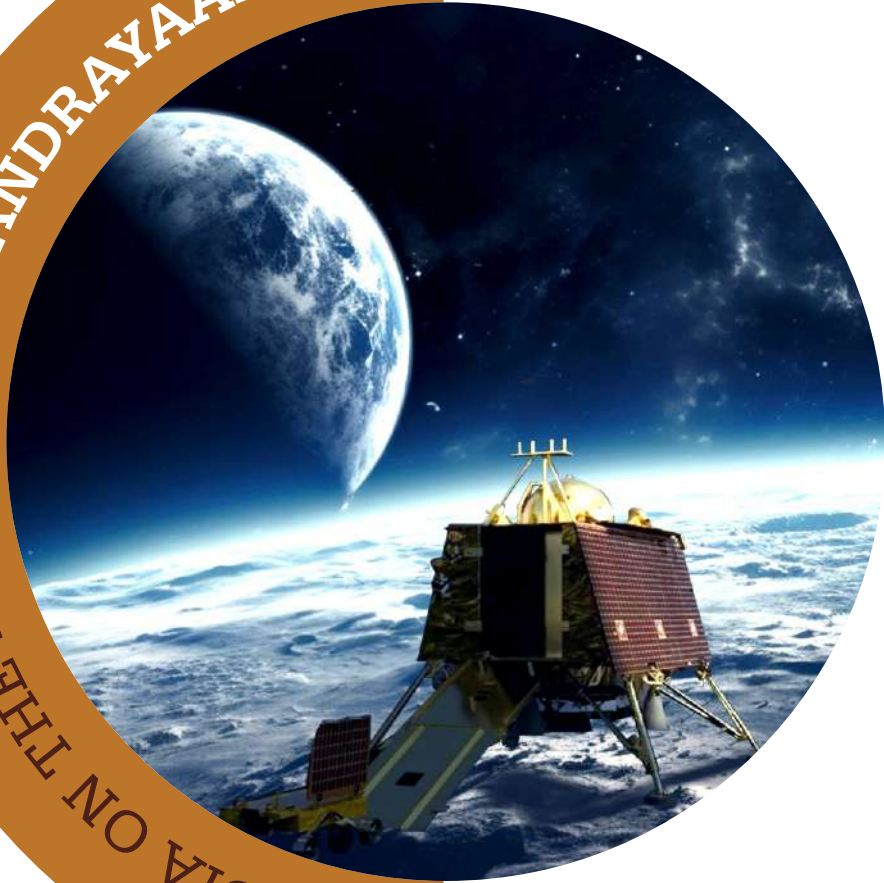


INDIA ON THE MOON # CHANDRAYAAN 3



INDIA's  
**NUMBER  
ONE**  
LEADING & LARGEST  
**CERTIFICATION**  
BODY



GOVT. OF NCT, NEW DELHI




**"I call upon the nation to take a pledge to make India the Skill Capital of the World."**

Shri Narendra Modi  
Hon'ble Prime Minister



सत्यमेव जयते  
GOVERNMENT OF INDIA  
MINISTRY OF SKILL DEVELOPMENT  
& ENTREPRENEURSHIP

**Training Provider &  
Collaborative Partner**



**Digital India**  
Power To Empower



**N · S · D · C**  
National  
Skill Development  
Corporation



**PMKVY**  
प्रधानमंत्री कौशल विकास योजना



**MEMBER**

**United Nations Department of  
Economic and Social Affairs**

The DESA NGO Branch is under  
UN Secretariat for Non-Governmental Organizations

**UNITED NATIONS**



United Nations  
Department of Economic  
and Social Affairs  
**ECOSOC Committee**  
S-2540, New York, NY 10017, USA.

**INDIA'S  
LARGEST  
SKILL  
CERTIFICATION  
BODY**





**Skill India**  
कौशल भारत - कुशल भारत

**Skill Certificate & Skill Card for Skilled Professionals/Workers**

1500+ Skills/Trades | Millions of Job | One Platform to Test

**"SSCC-STED SKILL CERTIFICATION COUNCIL"**

**Sted Council offers Skill Certificate & Skill Card  
to any skilled persons in the world through SSCC**

ONLINE VERIFICATION • EMPLOYMENT REGISTRATION • EMBASSY ATTESTATION



*Some of our honourable fellows who heartfully commented, blessed, supported, encouraged, appreciated and wished for great achievements and efforts in our path....*



**KALRAJ MISHRA**  
Minister of MSME  
Government of India



**JAGAT PRAKASH NADDA**  
Minister of Health & Family Welfare  
Government of India



**RAJIV PRATAP RUDY**  
Minister for Skill Development  
Government of India



**Prof. RICHARD HAY**  
Member of Parliament  
Government of India



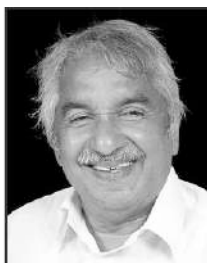
**Dr. HARSH VARDHAN**  
Minister for Science & Technology  
Government of India



**Prof. P.J. KURIEN**  
Deputy Chairman, Rajya Sabha  
Government of India



**THAAWARCHAND GEHLOT**  
Minister of Social & Empowerment  
Government of India



**OOMMEN CHANDY**  
Honorable Ex. Chief Minister  
Government of Kerala



**E.T. MOHAMMED BASHEER**  
Ex. Education Minister  
Government of Kerala

**Logon - <http://www.stedcouncil.com>**



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# STED COUNCIL®

## सैन्टिफिक आन्ट टेक्निकल एजुकेशन डेवलपमेन्ट कौणसिल

We the STED COUNCIL (Scientific & Technical Education Development Council) constituted, incorporated & registered as an Autonomous Independent Body Executive Council and a National Level Professional & Non-Profit NGO registered under Government of Kerala and Indian NGO under District Central, National Capital Territory (Govt. of N.C.T) New Delhi, Government of India for Human Resource Development-HRD. Established for Development of Education under the Guidelines of "NATIONAL POLICY ON EDUCATION 1986 – MHRD and Program of Action 1992 by MHRD, Government of India".

### राष्ट्रीय राजधानी क्षेत्र नई दिल्ली, भारत सरकार

**18+**  
YEARS

**1500+**  
COURSES & SKILLS

**2000+**  
ASSOCIATES

**22+**  
STATES

**200000+**  
ENROLMENTS

STED COUNCIL has emerged to be one of the fastest growing education franchise organisation in India with its registered office at Pole No.43, Najafgarh, New Delhi 110045 and central administrative regional office located in the south western tip of India, Thiruvananthapuram, is the capital city of the Indian State of Kerala. Today we have got very extensive and wide network and a leading Global Talent Development Organization with more than 1000+ Authorised Training Centres spread all over 14 districts in Kerala and around in 22+ States and other parts of India & abroad with 1 lakh enrolments, which is certified, approved, recognised & licensed under the Act of Central Govt. of India.

Legality, Validity, Utility of the course is strict conformity with the constitution of India and law of the land under Central Government Act Articles 14,15,19(1)G, 21A, 29, 30, 45, 46, 51A(1) & 301. The organisation enjoys credibility with a large number of departments in State & Central Governments and has carved out a niche for itself all over the state and serves the country as non-profit, non-political, non-sectarian organisation.



Approved Training Partner  
**N S D C**  
National  
Skill Development  
Corporation

**Skill Provider (Autonomous)**  
**NCS - Ministry of Labour & Employment**  
**Government of India**  
ID No. S15B65-1330465504059



STED COUNCIL has had the unique good fortune it having a succession of eminent directors to direct its destiny along with an extraordinary advisory board and educational experts in India, who are guiding STED COUNCIL and its students to the world of success.

STED COUNCIL is an esteemed organisation stood for a spectacular development for providing Computer, Technical, Management & Professional and all kind of 1000+ job oriented courses with standardized syllabus designed and approved by STED COUNCIL authority for providing quality education and training all over the country at all social level which mobilize people to participate actively in the development programme of the Government. Legality, validity, utility of the course is strict conformity with the constitution of India and law of the land under Central Government act article 19(1)G, 29 & 30.

The courses are run on the approved standard pattern of syllabus which maintains high academic standard and carries out numerous functional activities through its various local centres. We organizes scientifically planned training programmes in a very affordable cost.

### **APPROVALS, REGISTRATIONS & RECOGNISATIONS**

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- Government approved autonomous body regd. NGO under Govt. of NCT of Delhi.
- Registered under Act XXI of 1860 & Act 1882 under Govt. of National Capital Territory.
- Certified & Registered under Department of Labour, New Delhi.
- Our Course Certificate is registered under C.R Act 1957, MHRD Government of India.
- Formerly Facilitation Centre under NIELIT, Department of Electronics & Information Technology (DeitY), Ministry of Communications & Information Technology, Govt of India.
- Registered & functions under the act of State & Central Government.
- Formerly awarded IAO's Full Accreditation to STED COUNCIL, the first ever certification body to earn a Prime Accreditation from IAO, Houston, U.S.A.
- Collaborating Partner of NIESBUD (The National Institute for Entrepreneurship & Small Business Development, An Autonomous Institute under Ministry of Skill Development & Entrepreneurship, Govt. of India).
- Under Ministry of Social Justice & Empowerment, Govt. of India ID -DL/00013299
- Recognized by Ministry of MSME, Government of India, New Delhi.
- Registered under NGO Partnership System, Planning Commission (Govt. of India).
- Regd. under TM Act-1999 Section 23(2) Rule 62(1) Class 41 by the Ministry of Commerce & Industry Department of Industrial Policy & Promotion Controller General Patents Designs and Trade Mark No. 1491711 dated 2006 under Govt. of India.
- ISO certification, issue according to standards ISO 9001:2015 for providing Technical, Professional, Management & Computer Education courses LMS under IAS accredited.
- Awarded an International graded quality assurance ISO certification by ROHS the very renowned International Body Emirates International Accreditation Centre.
- ISO 9001:2015 Certification under ICL accreditation under EGAC & IAF.
- Certified by ACS United States W3, Florida, USA.

- Registered and listed under [www.ngosindia.com](http://www.ngosindia.com)
- Registered under NITI Aayog (National Institution for Transforming India) Govt. of India.
- Member-United Nations Department of Economic & Social Affairs. The DESA NGO Branch under the UN Secretariat for Non- Governmental Organisations.
- Training Provider & Collaborative Partner under NSDC-PMKVY.
- Professional Member of IT Development Council of India.

### **DISCLAIMER**

STED COUNCIL is an Autonomous Independent and Non-Governmental Board fulfills the aims of vocational & educational right of Indian constitution 1950 under Article 14, 15, 19(1), 21, 26, 29, 30, 45, 46 & 351.

We offer 100% job oriented courses in various/different areas with objective of employment empower and entrepreneurship development. All courses are object with value addition motive and is for self-development, and improve employability.

STED COUNCIL is not the university and is not approved by UGC or any government department. All the education programme run by the board is board's own autonomous education programme. Legality, Validity, Utility of the education programme is strict conformity with the constitution of India and law of the land under Article 19(1)G, 29 & 30.

### **Dear Student**

---

Firstly we congratulate you for your wise decision to choose STED COUNCIL study centre for your future education.

We hope you will make full use of all the facilities and skills offered by STED COUNCIL study centre for advance your career.

In order to become really effective and to reap full benefits of the training, certain rules are to be followed by every student.

You are requested to read the rules thoroughly that should follow and strictly maintain these to upkeep your dignity and decorum of the institution.

### **HOW TO APPLY**

---

This Information Bulletin & Application Form can be obtained from your study centre by cash payment of Rs.100/- (Rupees Hundred only) or from STED COUNCIL Central Admn. Office, Thiruvananthapuram.

Students has to submit application form (Attached in last page of this bulletin) duly fill up in capital letters by the applicant itself with a 2 recent passport size photos and also attach copy of relevant qualified certificates that should be attested by gazetted officer along with STED COUNCIL registration and certificate fees (as mentioned in this bulletin on basis of your course duration) are send to the STED COUNCIL Central Administrative Office through your study centre before the last date mentioned.

## **FEE STRUCTURE**

---

|                              |                                   |
|------------------------------|-----------------------------------|
| Short term courses           | Rs. 300 + 18% (CGST 9% & SGST 9%) |
| 6 months courses             | Rs. 750 + 18% (CGST 9% & SGST 9%) |
| above 6 to 12 months courses | Rs.1000 + 18% (CGST 9% & SGST 9%) |
| and for above 1 yr courses   | Rs.1000 per year                  |



\*For examination & certification fee

Above mentioned fees must be paid as DD drawn in favor of STED COUNCIL, Payable at Thiruvananthapuram.

Balance tuition fees should be payable in equal installments before first week of each month at STED COUNCIL authorised training centres.

Tuition fees concession allowed by STED COUNCIL training centres, only for SC/ST and physically handicapped students.

## **ATTENDANCE**

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Students will not be permitted to absent themselves without leave letter from parents or guardian. 80% attendance of the total number of actual working days will be regarded as satisfactory.

The respective ATC should certify the 80% attendance, those who have less than 80% of attendance will not be eligible for appearing the semester/final examination.

## **EXAMINATION**

---

Internal, model, viva, semester and final examination will be conducted for each batch and controlled by the Central Board of Examinations, STED COUNCIL.

Date and time schedule of the examination for each batch can be obtained at the time of registration for the examination. The result will be published within 30 days from the examination. After publishing results the certificates are issued with in a short period of time from STED COUNCIL, Central Administrative Office, Thiruvananthapuram, Kerala.

Only three chances will be allowed to the student to sit for the final examination. For each attempt they have to pay additional exam fee.

## **RESULT AND ISSUE OF CERTIFICATE & MARK CARD**

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All enquiries regarding examination, publication of result, issue of certificate & mark list, candidate will have to contact the STED COUNCIL Central Administrative/Regional Office, Thiruvananthapuram, Kerala.

Final Certificate & Mark sheets will be issued by STED COUNCIL only after the verification and approval of the centre that the students has passed all the relevant internal examinations, has met the minimum requirements related to internal tests/evaluations & attendance and has paid all dues. Students should claim their certificates/mark sheets within 45 days from completion.

## **CERTIFICATION**

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Those students who pass out the final examination with 40% marks will be eligible to get ISO 9001:2015 certified course completion merit certificates with mark list which are internationally designed with high security press by using imported inks, papers and having lots of security features like unique identification number to check the authentication, dynamic QR bar code, guilloche pattern/void pantograph, UV coating and special kind of hologram with punched stamp golden foil to avoid duplication & tampering.

The merit certificates issued by STED COUNCIL are accredited and recognized by globally renowned consultants, institutions and quality management, international accreditation organisations making certificate valid across the world and creating immense opportunities for each and every passing out student in the world job market.

DGET Approval - STED COUNCIL is not awarding any Degree but offering various Certificate, Diploma, Professional, Advanced, PG & Masters Diploma Courses/Programmes as per the lawful bye laws & resolutions. However, though STED COUNCIL is not coming under the purview of UGC/AICTE/AIU or any other Council/Board since it's not a University. For registration of STED COUNCIL certificates in Employment Exchanges of any State/UT accepts throughout the country via Notification File No : DGE & T-M-27014/1/2009-EE-I (DGET-Director General of Employment & Training, Ministry of Labour & Employment, New Delhi).

Certificate holder can apply for public/private sector job in India & abroad. For already qualified/employed person, this certification boosts their chances for better private/ govt. jobs and skill based jobs. Certificates have got high credibility among employers in India and abroad, especially in Middle East and other parts of the world. All certificates issued by STED COUNCIL can be attested by Ministry of External Affairs-Government of India and by the embassies of almost all countries as per the norms & conditions of the concerned.

## **REAL-TIME ONLINE AUTHENTICITY VERIFICATION**

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Any government, MNC, private or public sector organization hiring candidates based on certificate issued by STED COUNCIL can verify details online after updating in real time from our official website "**[www.stedcouncil.com](http://www.stedcouncil.com)**" by entering registration or serial number of the certificate in the box provided for online verification. If it is a genuine certificate awarded by STED COUNCIL, all the information about the certificate will appear on screen within seconds.

## **RULES AND REGULATIONS FOR STUDENTS**

- Each and every students should check and satisfy necessary information about STED COUNCIL courses & certificate validity before entering into admmission.
- Under any circumstances, once fee paid to STED COUNCIL by DD, Money Order, Cheque (or) cash will not be refunded and adjusted.
- The Institute/STED COUNCIL offer self job oriented / self employment courses only and not give any guarantee for further educational use or any job. Advised to success candidate that try to best self job.
- Students must be neat & discipline.
- If any document found bogus the admission and result should be cancelled automatically without any notice.
- Students must obey all instructions given by the study centre whether oral or written.
- Mobile phones are strictly not allowed inside STED COUNCIL training centre permise.
- Note Books/assignments and log books should be submitted in time and get corrected.
- Course materials, ID cards will be provided by the study centre. (\*conditions apply)
- Students must be paid their tution fees on or before the due date of every month and obtain fee receipts from the study centre.
- Regular and punctual attendance is compulsory. Absentees must submit the leave letter to the concerned.
- Installment procedures are allowed only for tution/training fees.
- No Dues Certificate should be obtained before final examination from the study centre.
- Students can collect his/her respective certificate from centre director, after the period of 45 days from the date of examination completion.
- While missing or loosing the original certificate, the student has to pay Rs.500/- for duplicate certificate to the STED COUNCIL along with a declaration prepared by the study centre director.
- Downgrading of course is strictly not permitted.
- Upgrading of course is allowed. For example, a student pursuing 3 months course can upgrade to 6 months/1year course, so on.
- Any change of the rules & regulation by the exam body will be applicable to all students.
- Students who registered under STED COUNCIL can make their suggestions, opinions or complaints against the centre through the Central Administrative Office without any hesitation.
- If any student/member/teachers/employees of a center/institute have any dispute with the STED COUNCIL or training centre it will be resolved through the committee appointed by STED COUNCIL authority under India Arbitration Act 1940.
- The decision of the arbitrator shall be final and binding on all parties, direct court will not be permissible.



## GENERAL INSTRUCTIONS

General Instructions are to be followed thoroughly before filling the application.



- ATC copy, application for final examination and hall ticket, all the 3 must be filled and signed by the student themselves and submit to training centre.
- A student registered under ATC must get registered with STED COUNCIL within a period of 30 days of time.
- The students who have not completed the academic period (course duration) will not be allowed to write the examination.
- The certification fees (Rs.300/750/1000 as per the duration of the course) collected from the student will not exceed the indicated amount. Students must be aware of the examination fees remitting to STED COUNCIL.
- Filled hall ticket must kept under the custody of ATC and issue one week before final examination. If it is a 2 years programme ask the students to keep hall ticket for another year.
- ATC copy of all students must compulsorily kept under ATC custody for any kind of enquiry in future. Missing of ATC copy will be assumed as non-registration of particular student.
- Student name and course name in the certificate will be the same as entered in the yellow colour application form. Before sending, check the application carefully to scrutinise the name entered in the application and in the qualifying certificate are one and same. Reprinting of certificate due to spelling mistake will charged.
- The ATC must be very careful about the student name, course name entered in the application as the same is printing on the certificate.
- The application filled by the ATC other than the students will be rejected.
- Enclose their qualifying certificate copy as prescribed for each course.
- Training fees must be collected before examination no students shall be allowed to write examination before completing the training fees.
- STED COUNCIL strictly bans collecting training fees from the students who have already attended their final examinations.
- STED COUNCIL doesn't have any connection with the training fees collected by ATC. (STED COUNCIL receives only certificate fee from students).
- ATC do not collect training fees in the name of STED COUNCIL.
- Course completion certificate & Mark card will be issued to ATC within 45 days after final examination held by STED COUNCIL authority.
- Students could register their complaints, enquiries, suggestions through our official mail id "stedcouncil@gmail.com", with their name & contact number.

ATC COPY

32021100051



Please turnover the page to  
read General Instructions  
before filling the  
application

## APPLICATION FOR ADMISSION

.....FILL IN BLOCK LETTERS.....

Permanent Register No.

Date of Admission

Course Name

Duration

### STUDENT PROFILE



Place a recent  
Passport size  
Photo  
of candidate

Student Name

SAME AS CERTIFICATE

Date of Birth

Age

Sex

Communication Address

District

State

Pincode

Personal Mobile No.

Email

Name of Father/Mother/Guardian

Relation with the student

Mobile No.

Higher Academic Qualification

Technical/Professional Qualifications

### DECLARATION

I ..... (student name) hereby solemnly declare that the above information provided by me are true and correct to the best of my knowledge and belief. I shall obey the rules and regulations of STED Council study centre now in force and as amended or altered from time to time. I accept all decision of the STED Council authorities in all matters of training conducted discipline are no right of question them in any court of law.

For ATC Use (Remarks)

Signature of Student

**SCIENTIFIC AND TECHNICAL  
EDUCATION DEVELOPMENT COUNCIL**



**सैन्टिफिक आन्ट टेक्निकल  
एजुकेशन डेवलपमेन्ट कौणसिल**

**APPLICATION FORM FOR FINAL EXAMINATION**

Name of Candidate : .....

Name of the Course : .....

Name of Study Centre : .....

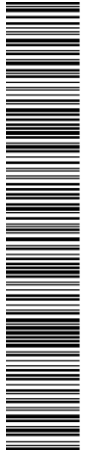
Examination Centre : .....

Date of Examinations : .....

Examination Time : .....

Permanent Register No.

Sign of Candidate



32021100051



**OFFICE OF THE STED COUNCIL  
CENTRAL BOARD OF EXAMINATIONS**  
Pole No.43, Najafgarh, New Delhi 110045

**HALL TICKET**



Place a recent  
Passport size  
Photo  
of candidate

Register Number

Name of Candidate

Name of the Course

Name of Study Centre

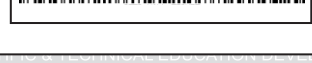
Examination Centre

Location

Centre Head Signature

Date of Examinations

Examination Time



32021100051

ISSUED BY STED COUNCIL, OFFICE OF THE CENTRAL BOARD OF EXAMINATIONS, CENTRAL ADMINISTRATIVE OFFICE, THIRUVANANTHAPURAM, KERALA



### **INSTRUCTION FOR THE CANDIDATES APPEARING ON EXAMINATION**

1. This Hall Ticket is valid only if the candidate's photograph and signature images are legible.
2. Candidates will be permitted to appear for the examination ONLY after their credentials are verified by centre officials.
3. Candidates should take their places in the examination hall at least 10 minutes before the commencement of the examination.
4. Candidates presenting themselves half an hour after the appointed time will not be admitted to the examination hall.
5. Candidates should bring with them their hall ticket each day of the examination for inspection.
6. Candidates should fill the facing sheet of the answer book in block letters.
7. No candidate will be allowed to leave the examination hall till the expiry of half an hour after the commencement of the examination.
8. Candidates are prohibited from bringing into the examination hall any book or portion of book, manuscript or paper and from communicating with any person inside or outside. Copying or other unfair practices by the candidate is strictly prohibited.
9. When the candidate need supplemental sheets or any other assistance he/she should stand up in the place.
10. When the candidate has finished writing he/she shall stand up in the place so that the invigilator may collect the answer book.

**SCIENTIFIC AND TECHNICAL  
EDUCATION DEVELOPMENT COUNCIL**



**सैन्टिफिक आन्ट टेकनिकल  
एजुकेशन डेवलपमेन्ट कौणसिल**

**A Government of India Registered an Autonomous Organization, New Delhi**

- Fill up all the columns carefully.
- Incomplete applications will be rejected.
- Fees paid are not refundable.
- Attach qualifying certificate copy.



**Permanent Register No.**

ATC Code For Centre Use

Name of Study Centre

Location

District

State

Course Name

**SAME AS CERTIFICATE**

Duration

Date of admission dd/mm/yy Course starts on dd/mm/yy



**APPLICATION FOR REGISTRATION**

**.....FILL IN BLOCK LETTERS.....**

Place a recent  
Passport size  
Photo  
of candidate

Student Name

**SAME AS CERTIFICATE**

Date of Birth

Age

Gender

Aadhaar Number

Communication Address

District

State

Pincode

Personal Mob Nos.

Email ID

Higher Academic Qualification

Technical/Professional Qualifications

## STUDENT'S DECLARATION

I ..... hereby solemnly declare that the above information provided by me are true and correct to the best of my knowledge and belief. I am fully aware of the course, syllabus, duration, training and validity of the certificate before getting into admission. Further I will not raise any complaints against the certification body about the validity of the merit certificate that I have completely understood. I shall obey the rules and regulations of study centre. Now in force and as amended or altered from time to time. I accept all decision of the STED Council authorities in all matters of training.

Date.....

Signature of Student

## DECLARATION OF CENTRE HEAD

I hereby declare that Mr./Ms..... (student name) has been made fully aware about STED COUNCIL and the validity of the certificate, training fees, syllabus, duration and certification fees before taking admission. I assure that he will be getting excellent training on the prescribed course at our training centre and will complete the course in prescribed time to make him eligible for attending the final examination conducted by STED Council Authority.

Signature

Date.....

Seal

.....  
(Name of Authorised Person)

Please remit the fee for Examination & Certification along with this application form.

|                              |                                   |
|------------------------------|-----------------------------------|
| Short term courses           | Rs. 300 + 18% (CGST 9% & SGST 9%) |
| 6 months courses             | Rs. 750 + 18% (CGST 9% & SGST 9%) |
| above 6 to 12 months courses | Rs.1000 + 18% (CGST 9% & SGST 9%) |
| and for above 1 yr courses   | Rs.1000 per year                  |

\*For examination & certification fee



## For Head Office Use

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32021100051



**Registered Office**

Pole No. 43, Najafgarh  
New Delhi 110045

**STED COUNCIL**

**Central Administrative Office**

First Floor, SB Tower, Sreemoolam Road,  
Mele Thampanoor, Thiruvananthapuram, Kerala 695001

**Office No. 0471 2323743**

[stedcouncil@gmail.com](mailto:stedcouncil@gmail.com), [facebook.com/stedcouncil](https://facebook.com/stedcouncil)

[www.stedcouncil.com](http://www.stedcouncil.com)



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