HRD Authentication for Educational certificates issued by Private Institutes in Kerala

The Government of Kerala, through G.O (Ms) No. 4/2021/NORKA, has revised procedures for HRD authentication of educational certificates issued by approved private institutions. This process empowers NORKA-ROOTS to authenticate certificates for Government-approved courses conducted by recognized private educational entities.

Accreditation of Private Educational Institutes with NORKA-ROOTS

Procedure:

Submission of Proposals: Government-approved institutions offering recognized courses shall submit proposals at NORKA-ROOTS regional centers (Thiruvananthapuram / Ernakulam / Kozhikode) with detailed credentials for accrediting the respective institutions with NORKA-ROOTS.

Document Verification: Authentication officers will verify the genuineness of submitted proposals by visiting institutions, confirming recognition, and validating course approvals.

Scrutiny and Recommendation: Regional centers will thoroughly examine proposals and, if deemed fit, forward the applications with specific recommendations to the Head Office.

Committee Approval: A designated committee, convening quarterly, scrutinizes proposals received, approves authentications for eligible cases, and enlists them based on specified details.

Authentication and Updates: Upon committee approval, certificates are authenticated through NORKA-ROOTS' Regional Authentication Centers. An updated list of NORKA-ROOTS accredited private educational Institutions and courses will be periodically displayed on NORKA-ROOTS' website.

Clarifications and Exceptions: Any uncertainties or exceptional cases regarding committee decisions will be addressed in subsequent committee meetings, convened as necessary by the CEO of NORKA-ROOTS.

Relevant Orders and Circulars and list of NORKA recognized private Institutes and Courses are attached below.

STANDARD OPERATING PROCEDURE FOR THE ATTESTATION OF EDUCATIONAL CERTIFICATES ISSUED BY PRIVATE INSTITUTIONS BASED ON THE GUIDELINES AS PER G.O (Ms)No. 4/2021/NORKA DATED 12/03/2021

Government vide G.O (Ms)No. 4/2021/NORKA dated 12/03/2021 had expanded the ambit of HRD attestation authorising to authenticate the certificates issued by private educational institutions recognized by Central/State Government for Government (Central/State)approved courses in Kerala. Vide proceedings dated 12/04/2021, guidelines were issued for enlisting the private institutions, which comes within the ambit of the new guidelines. SOP was also finalized for listing the educational certificates of Government approved courses issued by Government approved institutions which will be HRD authenticated from the Regional Centres of NORKA-ROOTS.

In suppression of the proceedings referred above, revised procedures as detailed below is issued herewith for HRD authentication of the educational certificates issued by the Govt approved private institutions.

Step 1

Government approved institutions conducting Govt. approved courses shall submit their proposal along with the copies of the credentials validating their recognition as detailed below, in the Regional centres of NORKA-ROOTS in Thiruvananthapuram / Ernakulam / Kozhikode requesting for authentication of educational certificates issued by them.

5. Credentials validating the recognition of Institute from Central/State Government bodies
6. Credentials validating the recognition of Course from Central/State Government bodies.
7. Supporting Documents entitling the authority concerned to conduct examinations/issue certificates
8. List of Authorized signatories including specimen signatures

Proposals duly accompanied with the above said mandatory documents alone needs to be accepted in the Regional Centres of NORKA-ROOTS and incomplete proposals may be rejected prima facie.

Candidates holding educational certificates from the Government approved Institutions may escalate their need for HRD authentication of certificates before respective educational Institutions and Institutions may further take up their proposal with NORKA-ROOTS

Step 2

The Authentication Officer/Centre Manager is authorized to verify the genuineness of the proposals. The Centre Manager or authorized Official from the Regional Centre shall visit the institutions to confirm the genuineness of the credentials validating the recognition of Institution/Courses and verify with the originals for ascertaining that the Institution is recognized and the course is approved.

Step 3

The Regional Centres will thoroughly examine the matter scrupulously following the guidelines. If it is found fit for consideration of the Committee, Regional Centres will forward the proposal with specific recommendation to the Head Office for placing it before the committee. The proposal must comprise the following;

- Duration and period in which the Institution was recognized by the Central/State Government
- **Details regarding recognition of the institution**
- Details of the Approval issuing authority with relevant copies of the recognition certificate
- Duration of course, mode and conduct of examinations and the details of certificate issuing Authority.
- Details of authorized signatory and specimen signatures specifying their period in office.

Step 4

Committee constituted for the purpose shall convene once in 3 months for examining the recommendations received from the Regional Centres. After examining the proposals from the regional centres in a case by case basis, if the committee is satisfied that the claim is a fit case for authentication, then the committee will approve the said educational certificate for authentication and enlist the same with following details and Head Office will forward the certificates to the respective regional offices.

Name of the Institute	Course Name	Signatory	Period of approval

Accordingly the Regional Centres of Norka Roots will initiate steps to authenticate the educational certificates approved by the Committee. The list of certificates shall be updated periodically based on the committee's recommendation. Updated list will be displayed in the website of NORKA-ROOTS.

Step 5

Once approved by the Committee and enlisted, certificates shall be authenticated through the Regional Authentication Centres of NORKA-ROOTS after due verification process.

Step 6

Ambiguity if any, arising with respect to the decisions of the Committee may be placed in the subsequent meetings of the Committee for deliberations.

In exceptional cases and in exigencies Chief Executive Officer, NORKA-ROOTS is authorized to convene the meeting whenever found indispensable.

CHIEF EXECUTIVE OFFICER

NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Educational qualification certificates issued from Regional Institute of Aviation, Thiruvananthapuram – Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2. Minutes of the adhoc committee meeting held on 14/07/2021

ORDER NO : ROOTS/112/2020-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses. Certificate Authentication Centre, Thiruvananthapuram was in receipt of number of requests from candidates possessing different qualification certificates from the Regional Institute of Aviation, Thiruvananthapuram for authentication of certificates. For validating the institute and its courses for a specific period, for the sole purpose of legalizing the certificates by virtue of Clause 16 of new guidelines through NORKA CAC's, an adhoc committee with following officials was constituted by CEO, NORKA-ROOTS.

i. General Manager, NORKA-ROOTS
ii. Authentication Officer, CAC-Thiruvananthapuram
iii. Centre Manager, CAC - Thiruvananthapuram

Subsequently a meeting was convened on 14/07/2021 by the adhoc committee with the Regional Institute of Civil Aviation to submit all required documents to substantiate the eligibility as an approved private institution offering, approved courses under Clause 16 of new guidelines before the committee.

After due verification of documents produced and as per committee recommendations, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued from the Regional Institute of Aviation, Thiruvananthapuram for the courses as detailed below subject to prior verification of educational certificate, with immediate effect.

Sl. No.	Name of the course	Approval validity	Duration	Certificate issuing authority
1.	AME – Mechanical	10th September 2008 to 31st March 2021	3 years (6 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram
2	AME Avionics	10th September 2008 to 31st March 2021	3 years (6 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram

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3	Category B1.1 (Aeroplane Turbine)	11th December 2018 to 1st August 2023	2 years (4 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram
4	Category B2-Avionics	11th December 2018 to 1st August 2023	2 years (4 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram

Copies of the documents proving the above facts and details of authorized signatory and specimen signatures are appended to this document.

Digitally signed by HARIKRISHNAN NAMBOOT
Date:Tue Jul 27 16:38:17 IST 2021
Reason: Approved

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode

Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

Copy to

PA to CEO
PA to GM
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NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of educational certificates issued by Centre for Adult, Centre for Adult Continuing Education and Extension, University of Kerala– Reg

Ref: . 1. G.O No. 4/2021/NORKA dated 12/03/2021
2. Order No. ROOTS/947/2019-SE(D) dated 06/12/2021
3. Letter No. 1384/CAC/EKM/2021 dated 12/01/2022

ROOTS/126/2021-NAD1 **28/02/2022**

As per clause(1), clause (4) and clause (16) of the new guideline issued vide referred 1st paper above, ambit of HRD attestation has been expanded by including certificates of all Government recognized institutions, offering approved courses. 'Ayurveda Masseur and Panchakarma Assistant" certificate issued from the University of Kerala, Centre for Adult Continuing Education and Extension were not authenticated through the Regional Centres of NORKA-ROOTS.

In virtue of clause No. 18 in G.O referred above and on basis of the report received from Home Authentication Officer, Ernakulam, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued by the Centre for Adult Continuing Education and Extension, University of Kerala on 'Ayurveda Masseur and Panchakarma Assistant" course, subject to prior verification of educational certificate, with immediate effect.

Digitally signed by
HARIKRISHNAN NAMBOOT
Date:Mon Feb 28 12:49:42 IST
2022
Reason: Approved

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode
Deputy Secretary and Home Authentication Officer, CAC, Ernakulam
Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

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NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboothiri.K)

Sub: NORKA-ROOTS –Authentication of certificates issued by autonomous institutions – Authentication of marklists – revised guidelines - reg

Ref: 1. G.O (Ms)No. 4/2021/NORKA dated 12/03/2021

2. Letter No. 249/CAC/EKM/2022 dated 07/03/2022 from Authentication Officer, Ernakulam

Order No: ROOTS/947/2019-SE(D) Dated #ApprovedDate#

Government vide G.O referred 1st above issued revised guidelines for certificate attestation in conformity with the guidelines issued by MHRD.

As per clause 8 of the guidelines referred 1st above mark lists are attested in following cases:

I. For those students who wish to join for higher studies in a Foreign University/Institution.
II. For Qatar Embassy attestation (marklist and bonafide certificate).
III. As per the specific demand of the Foreign Employer especially to Kuwait and UAE based on submission of specific request from the candidate.

As per Clause 16 (Certificates authenticated with prior verification), all certificates issued by Central/State Governments recognized deemed / autonomous / private institutions are authenticated.

The Certificate Authentication Officer, Ernakulam vide letter referred 2nd above has reported that HRD attestation of consolidated marklist is mandatory for Qatar embassy attestation. Presently the power for HRD attestation of Mark lists issued by autonomous colleges has not been delegated to the Authentication officers and sought clarification in this regard.

The matter has been examined in detail and by invoking the power conferred upon the undersigned as per clause 18 of the guidelines issued vide GO referred 1st above, it is hereby decided to authorise Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode to authenticate the Marklists issued from colleges (autonomous), subject to prior verification of both degree certificate and mark lists, with immediate effect.

Digitally signed by HARIKRISHNAN NAMBOOT
Date: Mon Apr 25 11:32:37 IST 2022
Reason: Approved

Chief Executive Officer

To

Authentication Officer, TVPM/EKM/KKD
Home Authentication Officer, Ernakulam
Centre Manager, TVPM/EKM/KKD

Copy to:

General Manager, NORKA-ROOTS
Assistant Manager, NORKA-ROOTS
PA to CEO
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NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. HarikrishnanNamboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Educational qualification certificates issued from Rajagiri Business School & Mount Zion, College of Aircraft Maintenance Engineering, Pathanamthitta–Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2.Order no. ROOTS/947/2019-SE(D) dated 06/12/2021

ORDER NO : ROOTS/112/2020-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses. In compliance to the proceedings referred 2nd above, Home Authentication Officer, Ernakulam has submitted his report on the recognition of following Institutes and courses based on his enquiry and field visit.

After due verification of documents produced, the meeting of the Authentication Officers held on 07/05/2022 decided the authentication of the educational certificates issued from the following institutes for the courses as detailed below subject to prior verification of educational certificate.

1.Rajagiri Business School
Courses Approved – **Post Graduate Diploma in Management**
Certificate issuing authority – Rajagiri Business School

2. Mount Zion College of AME, Kadammanitta, Pathanamthitta

I. Courses approved – (**AME - Mechanical,**
Certificate issuing authority – Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta
II. Courses approved – (**Category B1.1 (Aeroplane Turbine)**
Certificate issuing authority – Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta

As per the decisions of the meeting, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued from **Rajagiri Business School&Mount Zion College of AME, Kadammanitta, Pathanamthitta** for the courses as detailed below subject to prior verification of educational certificate, with immediate effect.

Sl. No.	Name of the course	Approval validity	Duration	Certificate issuing authority

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1.	AME – Mechanical	09.08.2007 to 31.12.2010 & 05.09.2012 to 31.07.2018	3 years (6 semesters)	Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta
3	Category B1.1 (Aeroplane Turbine)	07/03/2019 to 17/07/2023	2 years (4 semesters)	Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta
4	Post Graduate Diploma in Management	2008-2009 to 2021-22	2 years	Rajagiri Business School, Kakkanad, Ernakulam

Copies of the documents proving the above facts and details of authorized signatory and specimen signatures are appended to this document.

11/5/2022

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode

Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

Copy to

PA to CEO
PA to GM
SF/Office copy

NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS –Authentication of certificates issued by NCVET and certificates issued by various Departments under Universities in Kerala – Reg

Ref: 1. G.O (Ms)No. 4/2021/NORKA dated 12/03/2021
2. Letter No. 642/CAC/EKM/2022 dated 31/05/2022 from Home Authentication Officer, Ernakulam
3. Letter No. 1389/CAC/EKM/2022 dated 01/06/2022 from Home Authentication Officer, Ernakulam

Order No: ROOTS/126/2021-NAD1 Dated 28/06/2022

As per clause(1), clause (4) and clause (16) of the new guidelines issued vide 1st paper above, ambit of HRD attestation has been expanded by including certificates issued by Government recognized institutions offering Government approved courses. Accordingly Educational certificates issued by various Universities in Kerala signed by Vice Chancellors are authenticated through the Regional centres of NORKA-ROOTS. Meanwhile Certificates issued by various Departments under the universities in Kerala were not authenticated through the Regional Centres of NORKA-ROOTS. Similar is the case of certificates issued under the seal of NCVET. This matter was brought to the attention by the Home Authentication Officer, Ernakulam vide letters referred 2nd and 3rd above.

The matter was examined in detail and by invoking the power by virtue of clause 18 in G.O referred 1st paper above, Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are hereby authorized to authenticate the educational certificates issued by the following institutions subject to prior verification of educational certificate with immediate effect.

i. Various Departments of Universities in Kerala (under the respective University's stamp and seal).

ii. National Apprenticeship Certificates issued by the Ministry of Skill Development and Entrepreneurship under the seal of NCVET.

Digitally signed by
HARIKRISHNAN NAMBOOT
Date:Tue Jun 28 12:40:34 IST 2022
Reason: Approved

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I/5660/2022

Chief Executive Officer

To

Authentication Officer, TVPM/EKM/KKD
Home Authentication Officer, Ernakulam
Centre Manager, TVPM/EKM/KKD

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General Manager, NORKA-ROOTS
Assistant Manager, NORKA-ROOTS
PA to CEO
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NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Educational qualification certificates issued from Southern College of Engineering and Technology, Chalakudy – Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2.Order no. ROOTS/947/2019-SE(D) dated 06/12/2021
3. Lr. No. 1308/CAC/EKM/2022 dated 31/10/2022

ORDER NO : ROOTS/112/2020-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses. In compliance to the proceedings referred 2nd above, Home Authentication Officer, Ernakulam has submitted his report on the recognition of Southern College of Enginerring and Technology and courses based on his enquiry and field visit.

After due verification of documents produced, it was decided to authenticate the educational certificates issued from the Southern College of Engineering and Technology, Chalakudy for the courses as detailed below subject to prior verification of educational certificate.

1. Southern College of Enginerring and Technology, Chalakudy
I. Courses approved – (**AME - Mechanical,**
Certificate issuing authority – Southern College of Engineering and Technology, Chalakudy

II. Courses approved – (**Category B1.1 (Aeroplane Turbine**)
Certificate issuing authority – Southern College of Engineering and Technology, Chalakudy

As per the decisions of the meeting, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued from **Southern College of Engineering and Technology, Chalakudy** for the courses as detailed below subject to prior verification of educational certificate, with immediate effect.

Sl. No.	Name of the course	Approval validity	Duration	Certificate issuing authority
1.	AME – Mechanical	22-06-1977 to 31.12.2000 & 24.07.2001 to 31.03.2021	3 years (6 semesters)	**Southern College of Enginerring and Technology, Chalakudy**

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2.	Category B1.1 (Aeroplane Turbine)	30.08.2018 to 26.04.2026	2 years (4 semesters)	**Southern College of Engineering and Technology, Chalakudy**

Copies of the documents proving the above facts and details of authorized signatory and specimen signatures are appended to this document.

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode

Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

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NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Orders issued – Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2.Order no. ROOTS/947/2019-SE(D) dated 06/12/2021
3. Lr. No. 1561/CAC/EKM/2021 dated 01/07/2022
4. Lr. No. 1576/CAC/EKM/2021 dated 06/06/2022
5. Lr. No. 17/CAC/EKM/2021 dated 29/06/2022
6. Lr. No. 692/CAC/EKM/2022 dated 19/10/2022
7. Lr. No. 1340/CAC/EKM/2022 dated 18/02/2022
8. Lr. No. 1308/CAC/EKM/2022 dated 31/10/2022
9. Minutes of the meeting held on 03/12/2022

ORDER NO : ROOTS/112/2020-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses.

In compliance to the proceedings referred 2nd above, Home Authentication Officer, Ernakulam has submitted his report vide references 3rd to 8th cited on the recognition of following Institutes and courses based on his enquiry and field visit.

After due verification of documents produced, meeting of the Authentication Officers and Centre Managers held on 3/12/2022 was decided to authenticate the educational certificates issued from the following Institutes for the courses as detailed below subject to prior verification of educational certificate.

1. School of Communications and Management studies, Kochi

2. DC School of Management and Technology Business School, Idukki

3. TUV Rheinland NIFE Academy Pvt. Ltd. Kochi

4. DC SCHOOL OF MANAGEMENT AND TECHNOLOGY, WAGAMON, IDUKKI

5. Institute of Human Resource Development

As per the decisions of the meeting, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued from **the following Institutes** for the courses as detailed below subject to prior verification of educational certificate, with immediate effect.

1. School of Communication and Management Studies, Kochi.

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I/7832/2023

Courses approved - Post Graduate Diploma in Business Administration

Validity of Approval - 1994-95 to 1995-96, 1997-98 to 2006-07
Approval authority - All India Council for Technical Education
Course duration - 2-3 Years (6 Tri-Semester)
Certificate issuing authority - SCMS, KOCHI

2. **Courses approved** - Post Graduate Diploma in Management

Validity of Approval - 2007-08 to 2021-22
Approval authority - All India Council for Technical Education
Course duration - 2-3 Years (6 Tri-Semester)
Certificate issuing authority - SCMS, KOCHI

2. School of Communication and Management Studies, Kochi

i. **Courses Approved** - Post Graduate Diploma in Public Relations and Advertising

Validity of Approval - 1987 to till date

Approval authority - Government of Kerala

Course duration - 1 year

Examination - Semester wise

Certificate issuing authority - School of Communication and Management Studies, Kochi

ii. **Courses Approved** - Post Graduate Diploma in Public Relations and Journalism

Validity of Approval - 1987 to till date

Approval authority - Government of Kerala

Course duration - 1 year

Examination - Semester wise

Certificate issuing authority - School of Communication and Management Studies, Kochi

3. TUV RHEINLAND NIFE ACADEMY PVT.LTD.

Course 1 - Diploma in Fire and Safety (DFS)

Approval Authority : National Skill Development Corporation (NSDC), New Delhi

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I/7832/2023

Validity of approval : 2015-16 to 2020-21

Course Duration : 1 year Regular and 4.5 Months (crash Course)

Certificate issuing authority : NSDC and TUV Rheinland NIFE

Course 2 – Advance Diploma in Safety (ADS)

Approval Authority : National Skill Development Corporation (NSDC), New Delhi

Validity of approval : 2015-16 to 2020-21

Course Duration : 2.5 Months

Certificate issuing authority : NSDC and TUV Rheinland NIFE

Course 3 - Certificate Programme in Safety (CS)

Approval Authority : National Skill Development Corporation (NSDC), New Delhi

Validity of approval : 2015-16 to 2020-21

Course Duration : 6 months Regular and 2.5 Months crash Course

Certificate issuing authority : NSDC and TUV Rheinland NIFE

Course 4 - Certificate Programme in Fibre Optics Technology

Approval Authority : National Skill Development Corporation (NSDC), New Delhi

Validity of approval : 2015-16 to 2020-21

Course Duration : 6 months Regular and 2.5 Months crash Course

Certificate issuing authority : NSDC and TUV Rheinland NIFE

Course 5 - Certificate Programme in Inventory and Store Management(CIS)

Approval Authority : National Skill Development Corporation (NSDC), New Delhi

Validity of approval : 2015-16 to 2020-21

Course Duration : 6 months

Certificate issuing authority : NSDC and TUV Rheinland NIFE

Generated from eOffice by JENCY JOSEY, AM(P2)-NRK, AM(P2)-NRK, NORKA on 30/12/2023 04:53 pm

I/7832/2023

4. DC SCHOOL OF MANAGEMENT AND TECHNOLOGY, WAGAMON, IDUKKI

Post graduate Diploma in Management

Approval Authority : AICTE, New Delhi

Validity of approval : 2007-2008 to 2015-16

Course Duration : 2 years

Certificate issuing authority : **DC SCHOOL OF MANAGEMENT AND TECHNOLOGY**

5. Institute of Human Resources Development

Courses approved - List added as Annexure 1 & 2
Approval authority – Government of Kerala
Course duration – Included in annexure 1 & 2
Certificate issuing authority - Institute of Human Resource Development

Copies of the documents proving the above facts and details of authorized signatory and specimen signatures are appended to this document.

Signed by
Harikrishnan Namboothiri K
Date: 02-03-2023 10:40:23
CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode

Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

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PA to GM
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കോഴ്സുകൾ

ഇൻസ്റ്റിറ്റ്യൂട്ട് ഓഫ് ഹ്യൂമൻ റിസോഴ്സ് ഡെവലപ്പ്മെന്റ് നിലവിൽ വന്നതിന് ശേഷം നിരവധി ഇലക്ട്രോണിക്സ് അനുബന്ധ കോഴ്സുകൾ നടത്തിയിട്ടുണ്ട്. കോഴ്സുകളെല്ലാം കാലത്തിനനുസൃതമായി പരിഷ്കരിയ്ക്കുകയും പുതിയ കോഴ്സുകൾ ആരംഭിയ്ക്കുകയും ചെയ്തു.

ഐ.എച്ച് ആർ ഡി നടത്തിയിരുന്നതും നിലവിൽ നടത്തിപ്പിൽ ഇല്ലാത്തതുമായ കോഴ്സുകൾ താഴെക്കൊടുക്കുന്നു.

പട്ടിക-1

ക്രമ നം.	കോഴ്സിന്റെ പേര്	കോഴ്സ് കാലയളവ്
1	Post Diploma Exam in Electro- Medical Equipment Maintenance	1 സെമസ്റ്റർ
2	Post graduate Diploma in Computer Engineering	2 സെമസ്റ്റർ & 1 സെമസ്റ്റർ
3	Post Diploma Exam in Computer Hardware Maintenance	2 സെമസ്റ്റർ
4	Post Diploma in Videography Techniques	2 സെമസ്റ്റർ
5	Post Graduate Certificate Course in Commercial Electronics	2 സെമസ്റ്റർ
6	Post Graduate Diploma in Bio- medical Engineering	2 സെമസ്റ്റർ
7	Certificate Course in Electronics Production Techniques	3 സെമസ്റ്റർ

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8	Post Diploma in Electronic Instrumentation	2 വർഷം
9	Post Diploma in Mechatronics	2 വർഷം
10	Diploma in Computer Application & Office Management	2 വർഷം
11	PG Diploma in Radiography and Imaging Techniques	2 വർഷം
12	Advanced Post Graduate Diploma in Computer Applications	1 വർഷം
13	PG Diploma in Hospital Management & Information System	3 വർഷം & 2 വർഷം
14	Diploma in Data Preparation & Office Automation	2 വർഷം
15	Post Graduate Diploma in Information Technology	3 വർഷം
16	Diploma in Data Entry Techniques & PC Maintenance	2 വർഷം
17	Post Diploma in Medical Electronics	2 വർഷം
18	Post Graduate Diploma in Audio Engineering	2 വർഷം

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പട്ടിക 2

ഐ.എച്ച്.ആർ.ഡി. നിലവിൽ നടത്തി വരുന്ന കോഴ്സുകളുടെ വിവരങ്ങൾ

ക്രമ നം	കോഴ്സിന്റെ പേര്	കോഴ്സ് കാലയളവ്	സർക്കാർ അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	പി.എസ്.സി അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	മറ്റേതെങ്കിലും സർക്കാർ സ്ഥാപനം അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	റിമാർക്സ്
1	Post Graduate Diploma in Computer Application	2 സെമസ്റ്റർ	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept and notified in Kerala Gazette dated 19.04.2001	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept (അനുബന്ധം 3)	1 കേരള യൂണിവേഴ്സിറ്റി (No. Ac.C.2005/2/21 dated 14.06.2005 from University of Kerla) (അനുബന്ധം 4)	
2	Diploma in Data Entry Techniques & Office Automation	2 സെമസ്റ്റർ				
3	Diploma in Computer Application	1 സെമസ്റ്റർ	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept		
4	Certificate Course in Library & Information Science	1 സെമസ്റ്റർ	**Higher Education Dept.** GO(MS) No.66/2010/H.Edn dated 07.04.2010	GO(MS)No 235/2016/H.Edn dated 18.11.2016 from Higher Education (J) Dept		

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5	Diploma in Computerized Financial Accounting	1 സെമസ്റ്റർ				
6	Post Graduate Diploma in Cyber Forensics & Security	1 സെമസ്റ്റർ				
7	Post Graduate Diploma in Embedded System Design	1 സെമസ്റ്റർ				
8	Advanced Diploma in Bio-medical Engineering	1 സെമസ്റ്റർ				
9	Diploma in Logistics and Supply Chain Management	1 സെമസ്റ്റർ				
10	Certificate Course in Computer Network Administration	1 സെമസ്റ്റർ				

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I/10582/2023

NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2. Order no. ROOTS/947/2019-SE(D) dated 06/12/2021
3. Minutes of the meeting held on 05/08/2023

ORDER NO : ROOTS/126/2021-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses.

In compliance to the proceedings referred 2nd above, Home Authentication Officer, Ernakulam has submitted his report on the recognition of following Institutes and courses based on his enquiry and field visit.

After due verification of documents produced, the meeting of the Authentication Officers held on 05/08/2023 decided the authentication of the educational certificates issued from the following institutes for the courses as detailed below subject to prior verification of educational certificate.

1. Indian Institute of Handloom Technology, Kannur
2. Kerala State RUTRONIX
3. National Institute of Fashion Technology
4. Centre for Continuing Education Kerala
5. Jawahar Lal Aviation Institute Palakkad
6. KELTRAC
7. JANEY COLLEGE OF ALLIED HEALTH, KOCHI

As per the decisions of the meeting, the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode are authorized to authenticate the educational certificates issued from **the above institutes** for the courses as detailed below subject to prior verification of educational certificate, with immediate effect.

Sl. No.	Name of the course	Approval validity	Duration	Certificate issuing authority

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I/10582/2023

1.	Diploma in Handloom Technology	2013-14 to 2022-23	3 years	Indian Institute of Handloom Technology, Kannur
2.	Post Graduate Diploma in Computer Applications (PGDCA)	2010 - Continuing	1 Year	Kerala State RUTRONIX
3.	Diploma in Computer Teachers Training Course (CTTC)	2010 - Continuing	1 Year	Kerala State RUTRONIX
4.	Diploma in Computer Pre Primary Teachers Training Course (CPPTTC)	2010 - Continuing	1 Year	Kerala State RUTRONIX
5.	Diploma in Computer Application (DCA)	2010 - Continuing	1 Year	Kerala State RUTRONIX
6.	Certificate in Word Processing and Data Entry Operator (CWPDE)	2010 - Continuing	6 Months	Kerala State RUTRONIX
7.	Professional Diploma in Computerized Financial Accounting (PDCFA)	2010 - Continuing	6 Months	Kerala State RUTRONIX
8.	Professional Diploma in Desktop Publishing (PDDTP)	2010 - Continuing	6 Months	Kerala State RUTRONIX
9.	Diploma in Office Automation (DOA)	2010 - Continuing	6 Months	Kerala State RUTRONIX
10.	Professional Diploma in Web Designing (PDWD)	2010 - Continuing	6 Months	Kerala State RUTRONIX
11.	Professional Diploma in computer Aided Design (PDCAD)	2010 - Continuing	6 Months	Kerala State RUTRONIX

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12.	Post Graduate Diploma in Infrastructure Management Services (PGDIMS)	2015 - Continuing	1 Year	Kerala State RUTRONIX
13.	Diploma in IT Infrastructure Management Services (DIIMS)	2015 - Continuing	6 Months	Kerala State RUTRONIX
14.	Administrative Office Computing (AOC)	2015 - Continuing	1 Year	Kerala State RUTRONIX
15.	Diploma in Hardware and Network Engineering (DHNE)	2015 - Continuing	1 Year	Kerala State RUTRONIX
16.	Diploma in Hardware and Network Engineering (DHNE) Fast Track	2015 - Continuing	6 Months	Kerala State RUTRONIX
17.	Diploma in Computer Hardware Maintenance (DCHM)	2015 - Continuing	6 Months	Kerala State RUTRONIX
18.	Diploma in System Administrator in Networking (DSAN)	2015 - Continuing	6 Months	Kerala State RUTRONIX
19.	Diploma in Animation Film Technology	2015 - Continuing	2 Years	Kerala State RUTRONIX
20.	Diploma in 2D Animation Art & Engineering	2015 - Continuing	1 Year	Kerala State RUTRONIX
21.	Diploma in 3D Animation and Visual Effects	2015 - Continuing	1 Year	Kerala State RUTRONIX
22.	Diploma in Multimedia & Web Design	2015 - Continuing	1 Year	Kerala State RUTRONIX
23.	Diploma in	2015 -	6 Months	Kerala State

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	Multimedia Application	Continuing		RUTRONIX
24.	Diploma in Graphic Designing and Advertising	2015 - Continuing	6 Months	Kerala State RUTRONIX
25.	Diploma in Architectural Design (Building Design)	2015 - Continuing	6 Months	Kerala State RUTRONIX
26.	B Des (Fashion Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
27.	B Des (Textile Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
28.	B Des (Fashion Communication)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
29.	B Des (Knitwear Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
30.	B .F. Tech (Apparel Production)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
31.	M. Des (Master of Design Space	2006 - Continuing	2 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
32.	MFM (Master of Fashion Management)	2006 - Continuing	2 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
33.	Professional Diploma in Shipping & Logistics	Continuing	1 year	CENTRE OF CONTINUING EDUCATION KERALA
34.	AME – Mechanical	23.08.2010	3 years	Jawahar Lal

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		to 30.04.2021		Aviation Institute Palakkad
35.	Category B1.1 (Aeroplane Turbine)	29.07.2019 to 19.03.2023	2 years	Jawahar Lal Aviation Institute Palakkad
36.	Diploma in Tool & Die Making	2005-06 to 2018-19	3 years	KELTRAC
37.	Manufacturing Technology	2013-14 to 2018-19	3 years	KELTRAC
38.	Diploma in Tool Design	2014-15 to 2015-16	1 year	KELTRAC
39.	Diploma in Vocational Training and Employment (Mental retardation)	2003-04 to 2009-10	1 year	Rehabilitation Council of India (Janey College of Allied Health, Kochi)
40.	Diploma in Vocational Rehabilitation (Mental retardation)	2010-11 to 2019-20	Two years	Rehabilitation Council of India (Janey College of Allied Health, Kochi)
41.	Diploma in Vocational Rehabilitation (Intellectual disability)	2020-21 to 2024-25	One year	Rehabilitation Council of India (Janey College of Allied Health, Kochi)

Copies of the documents proving the above facts and details of authorized signatory and specimen signatures are appended to this document.

Signed by
Harikrishnan Namboothiri K
Date: 10-10-2023 12:52:11

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode

Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

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PA to CEO
PA to GM
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I/10581/2023

I/10581/2023

NORKA-ROOTS

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER

(Present – Shri. Harikrishnan Namboodiri.K)

Sub: NORKA-ROOTS – Legalization of Private educational certificates – Reg

Ref: 1. G.O (Ms) No. 4/2021/NORKA dated 12/03/2021
2. Order no. ROOTS/947/2019-SE(D) dated 06/12/2021
3. Order No. ROOTS/112/2020-NAD1dated 02/03/2023
4. Lr. No. 829/CAC/EKM/2023 dated 30/06/2023
5. Minutes of the meeting held on 03/12/2022 and 05/08/2023

ORDER NO : ROOTS/126/2021-NAD1 DATED

As per clause(1) clause (4) and clause (16) of the new guideline issued vide G.O(Ms)No. 4/2021/NORKA dated 12/03/2021, ambit of HRD attestation has been expanded by including certificates of all Government recognized private institutions, offering approved courses.

In compliance to the proceedings referred 3rd and vide minutes of the meeting held on 03/12/2022 accreditation was given to SCMS, Kochi and the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode were authorized to authenticate the educational certificates as detailed below subject to prior verification of educational certificate, with immediate effect.

Name of the course	Approval validity	Duration	Certificate issuing authority
Post Graduate Diploma in Management	2007-08 to 2021-22	2-3 Years (6 Tri-Semester)	SCMS, KOCHI

Vide reference 4th cited, they have submitted copy of their AICTE approval for the period 2022-23. Matter was placed in the meeting held on 05/08/2023 and it was decided to renewal of accreditation upto 2022-23.

Hence as per the decisions of the meeting held on 05/08/2023 **the Authentication Officers of NORKA-ROOTS at Thiruvananthapuram, Ernakulam and Kozhikode is authorized to authenticate the educational certificate - Post Graduate Diploma in Management** issued during the year 2022-23 from SCMS, Kochi subject to prior verification.

Signed by
Harikrishnan Namboothiri K
Date: 10-10-2023 12:51:46

CHIEF EXECUTIVE OFFICER

To

Authentication Officer, Thiruvananthapuram/Ernakulam/Kozhikode
Centre Manager, Thiruvananthapuram/Ernakulam/Kozhikode

Copy to

PA to CEO

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PA to GM
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Sl. No.	Name of the course	Approval validity	Duration	Certificate issuing authority	Order date
1	AME – Mechanical	10th September 2008 to 31st March 2021	3 years (6 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram	Order No. ROOTS/112/2020-NAD1 dated 27/07/2021
2	AME Avionics	10th September 2008 to 31st March 2021	3 years (6 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram	
3	Category B1.1 (Aeroplane Turbine)	11th December 2018 to 1st August 2023	2 years (4 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram	
4	Category B2-Avionics	11th December 2018 to 1st August 2023	2 years (4 semesters)	Regional Institute of Aviation, Pallichal, Thiruvananthapuram	
5	AME – Mechanical	09.08.2007 to 31.12.2010 & 05.09.2012 to 31.07.2018	3 years (6 semesters)	Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta	

6		Category B1.1 (Aeroplane Turbine)	07/03/2019 to 17/07/2023	2 years (4 semesters)	Mount Zion College of Aircraft Maintanence Engineering, Pathanamthitta	Order No. ROOTS/112/2020-NAD1 dated 11/05/2022
7		Post Graduate Diploma in Management	2008-2009 to 2021-22	2 years	Rajagiri Business School, Kakkanad, Ernakulam	
8		AME – Mechanical	22-06-1977 to 31.12.2000 & 24.07.2001 to 31.03.2021	3 years (6 semesters)	**Southern College of Enginerring and Technology, Chalakudy**	Order No. ROOTS/112/2020-NAD1 dated 18/11/2022
9		Category B1.1 (Aeroplane Turbine)	30.08.2018 to 26.04.2026	2 years (4 semesters)	**Southern College of Engineering and Technology, Chalakudy**	
10		Post Graduate Diploma in Business Administration	1994-95 to 1995-96, 1997-98 to 2006-07	2-3 Years (6 Tri-Semester)	SCMS, KOCHI	
11		Post Graduate Diploma in Management	2007-08 to 2021-22	2-3 years (6 trimester)	SCMS, KOCHI	
12		Post Graduate Diploma in Public Relations and Advertising	1987 to till date	1 year	SCMS, KOCHI	

13	Post Graduate Diploma in Public Relations and Journalism	1987 to till date	1 year	SCMS, KOCHI	Order No. ROOTS/112/2020-NAD1 dated 02/03/2023
14	Diploma in Fire and Safety (DFS)	2015-16 to 2020-21	1 year Regular and 4.5 Months (crash	NSDC and TUV Rheinland NIFE	
15	Advance Diploma in Safety (ADS)	2015-16 to 2020-21	2.5 Months	NSDC and TUV Rheinland NIFE	
16	Certificate Programme in Safety (CS)	2015-16 to 2020-21	6 months Regular and 2.5 Months crash Course	NSDC and TUV Rheinland NIFE	
17	Certificate Programme in Fibre Optics Technology	2015-16 to 2020-21	6 months Regular and 2.5 Months crash Course	NSDC and TUV Rheinland NIFE	
18	Certificate Programme in Inventory and Store Management(CIS)	2015-16 to 2020-21	6 months	NSDC and TUV Rheinland NIFE	
19	Post Graduate Diploma in Management	2007-2008 to 2015-16	2 years	DC School of Management and Technology, Wagamon	
21	Diploma in Handloom Technology	2013-14 to 2022-23	3 years	Indian Institute of Handloom Technology, Kannur	
22	Post Graduate Diploma in Computer Applications (PGDCA)	2010 - Continuing	1 Year	Kerala State RUTRONIX	

23		Diploma in Computer Teachers Training Course (CTTC)	2010 - Continuing	1 Year	Kerala RUTRONIX	State
24		Diploma in Computer Pre Primary Teachers Training Course (CPPTTC)	2010 - Continuing	1 Year	Kerala RUTRONIX	State
25		Diploma in Computer Application (DCA)	2010 - Continuing	1 Year	Kerala RUTRONIX	State
26		Certificate in Word Processing and Data Entry Operator (CWPDE)	2010 - Continuing	6 Months	Kerala RUTRONIX	State
27		Professional Diploma in Computerized Financial Accounting (PDCFA)	2010 - Continuing	6 Months	Kerala RUTRONIX	State
28		Professional Diploma in Desktop Publishing (PDDTP)	2010 - Continuing	6 Months	Kerala RUTRONIX	State
29		Diploma in Office Automation (DOA)	2010 - Continuing	6 Months	Kerala RUTRONIX	State
30		Professional Diploma in Web Designing (PDWD)	2010 - Continuing	6 Months	Kerala RUTRONIX	State
31		Professional Diploma in computer Aided Design (PDCAD)	2010 - Continuing	6 Months	Kerala RUTRONIX	State

32	Post Graduate Diploma in Infrastructure Management Services (PGDIMS)	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
33	Diploma in IT Infrastructure Management Services (DIIMS)	2015 -Continuing	6 Months	Kerala RUTRONIX	State	
34	Administrative Office Computing (AOC)	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
35	Diploma in Hardware and Network Engineering (DHNE)	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
36	Diploma in Hardware and Network Engineering (DHNE) Fast Track	2015 -Continuing	6 Months	Kerala RUTRONIX	State	
37	Diploma in Computer Hardware Maintenance (DCHM)	2015 -Continuing	6 Months	Kerala RUTRONIX	State	
38	Diploma in System Administrator in Networking (DSAN)	2015 -Continuing	6 Months	Kerala RUTRONIX	State	Order No. ROOTS/112/2020-NAD1 dated 10/10/2023
39	Diploma in Animation Film Technology	2015 -Continuing	2 Years	Kerala RUTRONIX	State	
40	Diploma in 2D Animation Art & Engineering	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
41	Diploma in 3D Animation and Visual Effects	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
42	Diploma in Multimedia & Web Design	2015 -Continuing	1 Year	Kerala RUTRONIX	State	
43	Diploma in Multimedia Application	2015 -Continuing	6 Months	Kerala RUTRONIX	State	

44		Diploma in Graphic Designing and Advertising	2015 -Continuing	6 Months	Kerala State RUTRONIX
45		Diploma in Architectural Design (Building Design)	2015 -Continuing	6 Months	Kerala State RUTRONIX
46		B Des (Fashion Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
47		B Des (Textile Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
48		B Des (Fashion Communication)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
49		B Des (Knitwear Design)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
50		B .F. Tech (Apparel Production)	2006 - Continuing	3 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
51		M. Des (Master of Design Space	2006 - Continuing	2 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
52		MFM (Master of Fashion Management)	2006 - Continuing	2 years	NATIONAL INSTITUTE OF FASHION TECHNOLOGY
	53	Professional Diploma in Shipping & Logistics	Continuing	1 year	CENTRE OF CONTINUING EDUCATION KERALA
	54	AME – Mechanical	23.08.2010 to 30.04.2021	3 years	Jawahar Lal Aviation Institute Palakkad
	55	Category B1.1 (Aeroplane Turbine)	29.07.2019 to 19.03.2023	2 years	Jawahar Lal Aviation Institute Palakkad

56	Diploma in Tool & Die Making	2005-06 to 2018-19	3 years	KELTRAC	
	Manufacturing Technology	2013-14 to 2018-19	3 years	KELTRAC	
57	Diploma in Tool Design	2014-15 to 2015-16	1 year	KELTRAC	
58	Diploma in Vocational Training and Employment (Mental retardation)	2003-04 to 2009-10	1 year	Rehabilitation Council of India (Janey College of Allied Health, Kochi)	
	Diploma in Vocational Rehabilitation (Mental retardation)	2010-11 to 2019-20	Two years	Rehabilitation Council of India (Janey College of Allied Health, Kochi)	
59	Diploma in Vocational Rehabilitation (Intellectual disability)	2020-21 to 2024-25	One year	Rehabilitation Council of India (Janey College of Allied Health, Kochi)	

കോഴ്സുകൾ

ഇൻസ്റ്റിറ്റ്യൂട്ട് ഓഫ് ഹ്യൂമൻ റിസോഴ്സ് ഡെവലപ്പ്മെന്റ് നിലവിൽ വന്നതിന് ശേഷം നിരവധി ഇലക്ട്രോണിക്സ് അനുബന്ധ കോഴ്സുകൾ നടത്തിയിട്ടുണ്ട്. കോഴ്സുകളെല്ലാം കാലത്തിനനുസൃതമായി പരിഷ്കരിയ്ക്കുകയും പുതിയ കോഴ്സുകൾ ആരംഭിയ്ക്കുകയും ചെയ്തു.

ഐ.എച്ച് ആർ ഡി നടത്തിയിരുന്നതും നിലവിൽ നടത്തിപ്പിൽ ഇല്ലാത്തതുമായ കോഴ്സുകൾ താഴെക്കൊടുക്കുന്നു.

പട്ടിക-1

ക്രമ നം.	കോഴ്സിന്റെ പേര്	കോഴ്സ് കാലയളവ്
1	Post Diploma Exam in Electro- Medical Equipment Maintenance	1 സെമസ്റ്റർ
2	Post graduate Diploma in Computer Engineering	2 സെമസ്റ്റർ & 1 സെമസ്റ്റർ
3	Post Diploma Exam in Computer Hardware Maintenance	2 സെമസ്റ്റർ
4	Post Diploma in Videography Techniques	2 സെമസ്റ്റർ
5	Post Graduate Certificate Course in Commercial Electronics	2 സെമസ്റ്റർ
6	Post Graduate Diploma in Bio- medical Engineering	2 സെമസ്റ്റർ
7	Certificate Course in Electronics Production Techniques	3 സെമസ്റ്റർ

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8	Post Diploma in Electronic Instrumentation	2 സെമസ്റ്റർ
9	Post Diploma in Mechatronics	2 സെമസ്റ്റർ
10	Diploma in Computer Application & Office Management	2 സെമസ്റ്റർ
11	PG Diploma in Radiography and Imaging Techniques	2 സെമസ്റ്റർ
12	Advanced Post Graduate Diploma in Computer Applications	1 സെമസ്റ്റർ
13	PG Diploma in Hospital Management & Information System	3 സെമസ്റ്റർ& 2 സെമസ്റ്റർ
14	Diploma in Data Preparation & Office Automation	2 സെമസ്റ്റർ
15	Post Graduate Diploma in Information Technology	3 സെമസ്റ്റർ
16	Diploma in Data Entry Techniques & PC Maintenance	2 സെമസ്റ്റർ
17	Post Diploma in Medical Electronics	2 സെമസ്റ്റർ
18	Post Graduate Diploma in Audio Engineering	2 സെമസ്റ്റർ

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പട്ടിക 2

ഐ.എച്ച്.ആർ.ഡി. നിലവിൽ നടത്തി വരുന്ന കോഴ്സുകളുടെ വിവരങ്ങൾ

ക്രമ നം	കോഴ്സിന്റെ പേര്	കോഴ്സ് കാലയളവ്	സർക്കാർ അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	പി.എസ്.സി അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	മറ്റേതെങ്കിലും സർക്കാർ സ്ഥാപനം അംഗീകാരം സംബന്ധിച്ച വിവരങ്ങൾ	റിമാർക്സ്
1	Post Graduate Diploma in Computer Application	2 സെമസ്റ്റർ	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept and notified in Kerala Gazette dated 19.04.2001	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept (അനുബന്ധം 3)	1 കേരള യൂണിവേഴ്സിറ്റി (No. Ac.C.2005/2/21 dated 14.06.2005 from University of Kerla) (അനുബന്ധം 4)	
2	Diploma in Data Entry Techniques & Office Automation	2 സെമസ്റ്റർ				
3	Diploma in Computer Application	1 സെമസ്റ്റർ	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept	GO(MS) No. 25/2012/P&ARD dated 26.05.12 from Personnel & Administrative Reforms (Rules) Dept		
4	Certificate Course in Library & Information Science	1 സെമസ്റ്റർ	**Higher Education Dept.** GO(MS) No.66/2010/H.Edn dated 07.04.2010	GO(MS)No. 235/2016/H.Edn dated 18.11.2016 from Higher Education (J) Dept.		

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5	Diploma in Computerized Financial Accounting	1 സെമസ്റ്റർ				
6	Post Graduate Diploma in Cyber Forensics & Security	1 സെമസ്റ്റർ				
7	Post Graduate Diploma in Embedded System Design	1 സെമസ്റ്റർ				
8	Advanced Diploma in Bio-medical Engineering	1 സെമസ്റ്റർ				
9	Diploma in Logistics and Supply Chain Management	1 സെമസ്റ്റർ				
10	Certificate Course in Computer Network Administration	1 സെമസ്റ്റർ				

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