



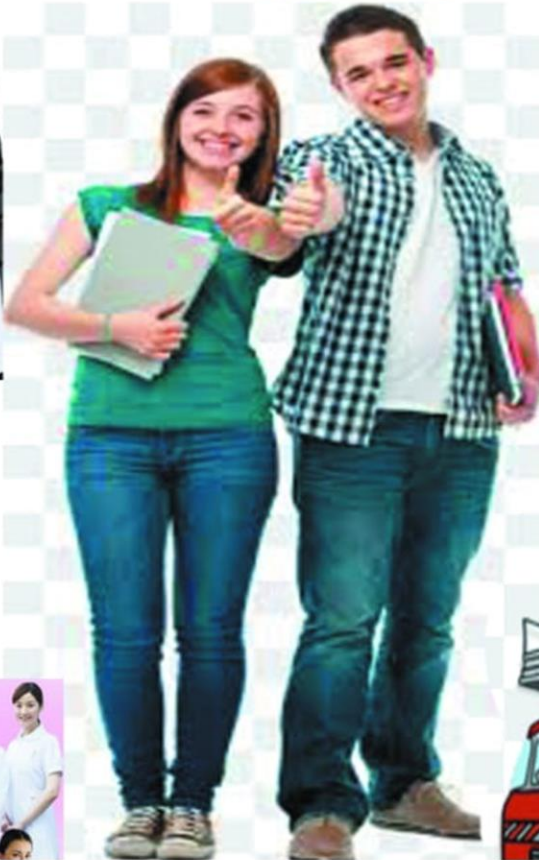
# TAMIL NADU STATE COUNCIL OF PROFESSIONAL EDUCATION

**UNITE OF TN PROFESSIONAL EDUCATION SOCIETY**

(An Autonomous Organization Constituted Under Govt Act-Vide Tamil Nadu Govt SR Act-1975)  
Member Of National Safety Council - Under Ministry Labour Govt Of India  
Ministry of MSME Govt of India ISO 9001:2015 Certified Institutions

**TAMIL NADU, INDIA.**

**NEW PROFESSIONAL INSTITUTIONS  
ARE INVITED / ALL OVER INDIA**



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# TNSCPE

Tamil Nādu State Council of Professional Education (TNSCPE)

**Tamil Nādu State Council of Professional Education (TNSCPE) is an ISO 9001:2015 Certified Council. TNSCPE has been approved by Directorate General of Employment and Training, New Delhi for registration of Certificates in Employment Exchanges throughout India.**

**The Indian youth are facing serious problems of unemployment and underemployment. This is due to the phenomenal rise in population and lack of proper infrastructural facilities to provide good quality education which will earn them a good living. Although Government is taking massive efforts to improve the scenario, still majority of the population is not able to get basic infrastructural facilities for their career development. Keeping this in the mind, Tamil nadu State Council of Professional Education has designed courses carefully taking into account the actual need of the students and the applicability of the subject knowledge in the jobs they are going to undertake in the immediate future.**

**At TNSCPE, Vocational education is imparted through Vocational Training Centre's that prepares people for a specific trade. It directly develops expertise in techniques related to technology, skill and scientific technique to span all aspects of the trade. Vocational education is classified as using procedural knowledge. Vocational Education prepares people for specific trades, crafts and careers at various levels from a trade, a craft, technician, or a high professional practitioner position in careers such as Engineering, Accountancy, Nursing, Alternative Medicine, Architecture, Fire & Safety etc. Craft vocations are usually based on manual or practical activities and are traditionally non-academic but related to a specific trade, occupation.**

**TNSCPE imparts Vocational education at the Elementary, Secondary, Post-secondary level which can interact with the Internship / Apprenticeship system.**

**TNSCPE works for maintenance of standards in the courses and procedures it has introduced thus far. TNSCPE has introduced better quality system for sustenance.**

**The Quality System is,**

**Multifaceted** –TNSCPE uses multifaceted system for quality, and will often consider strategy, policy, infrastructure, processes, outputs and more so as to come to a well-rounded view of holistic quality.

**Dynamic** – TNSCPE follows the policy of flexibility which is built in to systems, to accommodate for rapid-changes in technology, as well as social norms.

**Mainstream-Oriented** – TNSCPE develops courses and syllabus which is very much necessary for the industry and its relevance to the industry is checked.

**Representative** – TNSCPE uses quality systems which seek to balance the perspectives and demands of various interested stakeholders, including students, staff, enterprises, government and society at large

**Multifunctional** – TNSCPE uses a multifunctional system of instilling a quality culture within an institution, providing a roadmap for future improvement, as well as serving as a label of quality.

## **TNSCPE -Recognitions**



Recognitions

1. Tamil Nādu State Council of Professional Education is an ISO 9001:2015 Certified Institution providing Vocational & Training Education.
2. Tamil Nādu State Council of Professional Education is registered under Tamil Nādu Government Act.
3. As per the circular of the Ministry of Home Affairs, Govt. of India New Delhi.
4. TNSCPE offers its own Programs in various areas for achieving Total Literacy in India, as such all its programs are meant for Value Addition, and Entrepreneurship Development.
5. TNSCPE Programs are especially aimed to improve employability in Private Sector Organizations in India
6. TNSCPE is an autonomous body, it doesn't come under the purview of UGC / AICTE / AIU / DEB Acts.
7. TNSCPE follows the syllabi and the nomenclatures, prescribed by University Grants Commission, Government of India for various Programs, designed by its' Academic Board.
8. The term "Autonomous body" denotes a self-governing body, independent, or subject to its own laws, regulated by either company law or law on Registered Societies/ Trusts, as the case may be. And so, its own board of directors can specify the rules of business for the body /institution. And that since it is an autonomous body, administration of which is not controlled by any other

authority including any State Government / Union Government of India (U.G.I.).

## **Infrastructure and Building**

- 1. Minimum infrastructure facilities as prescribed by TNSCPE are essential for running PROFESSIONAL courses. The Institute infrastructure should be enhanced as per the student's strength and requirements.**
- 2. Approval from TNSCPE is valid for the premises for which the approval is sought. Shifting of the existing premises of the institute should be done only with Consent of the TNSCPE Programmed Office, Dharmapuri Shifting should be made before the Commencement of the concerned academic year without affecting the students of the Institute. Separate application by submitting the required fee, should be obtained from TNSCPE Programmed Office, Dharmapuri , if the center is shifted to the name of the Institute should be suffixed with Academy/ Institute/ center/Institution.**
- 3. The class room/practical workshop should be at least in the R.C Building/ Building with asbestos roof and it should have adequate space.**
- 4. Proper and adequate ventilation, lighting should be provided for theory and practical class rooms.**
- 5. Adequate drinking, water and sanitation facilities should be provided at the institute.**
- 6. TNSCPE vigilance committee will inspect the facilities which are made available to the students at the institute, at any time without Prior Notice.**

## **Institutions Management**

- 1. Any advertisement using Government of India Emblem, giving false information to public is punishable. It will even lead to the cancellation of the approval of the institute.**
- 2. No parallel classes/sections shall be conducted in any complex/building other than the premises for which approval was granted.**

- 3. The Institute should maintain records of attendance of students and teaching staff.**
- 4. The academic year should be from June to May every year.**
- 5. The calendar year should be from January to December every year.**
- 6. Number of students in one batch should not exceed 50.**
- 7. For all short-term courses (less than one year duration) and for all courses students can be admitted throughout the year.**
- 8. All advertisements or promotional activities must be approved by TNSCPE Programmed Office, Dharmapuri**
- 9. Record note, ID card, is compulsory to all students. It is also Compulsory those who are undergoing short term courses.**
- 10. Examination will be normally conducted in the Institute where approval was granted. TNSCPE will nominate the examiners. Examination can be written by the students in any Languages.**
- 11. Institute which runs other Certificate, Diploma or Degree courses should not award any certificate merging the same with the PROFESSIONAL courses conducting in the Institute.**

### **Fees pattern**

- 1. The institute can charge maximum fee of Rs.30,000/- (Tuition Fee) or equivalent amount in other countries per student/ per course/ per year.**
- 2. Fees once remitted to TNSCPE will not be refunded under any circumstances.**
- 3. The course fees charged by the institute should be commensurate with the facilities provided to the students. Tuition fees and other charges may be collected on a monthly, quarterly or annual basis.**
- 4. Registration of students can be made only at TNSCPE Programmed Office Dharmapuri. The registration fee Rs.1200/students and examination fee per student is Rs.1000/- and both Registration and examination fee**

**(one time payment) should be remitted before 30<sup>th</sup> September with registration and examination forms. The same fee can be Remitted up to 30<sup>th</sup> October with late fee Rs.100/- per student.**

## **Staff pattern**

- 1. Minimum qualification for teaching staff should be Diploma/ degree/ Masters Degree of concerned subject.**
- 2. Teaching staff must be properly qualified and trained. Detailed bio-data of teaching staff should be sent to TNSCPE Programmed office, Dharmapuri before 30<sup>th</sup> of August, every year.**
- 3. Every year, two faculty members from the Institute should undergo compulsory one day faculty and Management Training TNSCPE Programmed office, Dharmapuri.**
- 4. The fee for faculty and Management Training Programmed should be remitted along with the renewal.**

### **Curriculum**

- 5. The Management of the institute after getting the approval from TNSCPE should conduct classes as per TNSCPE norms.**
- 6. The PROFESSIONAL courses offered in the Institute should be full time courses.**
- 7. Course name and duration should not be changed by the Institute.**
- 8. Medium of instruction may be English, Hindi or Mother tongue of the students.**
- 9. Adequate theory and practical hours should be maintained in the Institute, as per the course curriculum.**
- 10. If the Institute is not having hospital, laboratories and other kind of workshop for imparting practical training to the students, they should make tie-up with existing hospitals, laboratories and other kind of workshop and the details of the same should be submitted along with the renewal forms.**
- 11. TNSCPE prescribes syllabus for all the courses. This syllabus should be strictly followed and are subject to revision whenever necessary and as desired by TNSCPE.**

**Institute Head Of Director (Admin)**

