

File No. DGT-MIS013/2/2023-O/o DIR (TC) [57369]

भारत सरकार

Government of India

कौशल विकास एवं उद्यमशीलता मंत्रालय

Ministry of Skill Development & Entrepreneurship

प्रशिक्षण महानिदेशालय

Directorate General of Training

7th Floor, Kaushal Bhawan,
Chanakypuri, New Delhi-110023

Date:15.09.2026

To

Directors, All State/UT directorates.
(Dealing with Craftsmen Training Scheme)

Subject: Provisions for handling Instructor Mapping related requests after the Cut-off Date for inclusion of ITSUs in the CTS Seat Matrix for the Academic Session 2026 – reg.

- Ref: - 1. DGT-MIS013/2/2023-O/o DIR (TC) dated 16.01.2026
2. DO letter along with guidelines dated 27.02.2026
3. DGT-HC044/3/2026-O/o DIR(TC) [77334] dated 09.04.2026
4. DGT-HC044/3/2026-O/o DIR(TC) [77334] dated 19.06.2026
5. DGT-HC044/37/2022-O/o DIR (TC) (E- 55708) dated 27.07.2026
6. DGT-MIS013/2/2023-O/o DIR (TC) [57369] dated 14.08.2026
7. File No. DGT-MIS011/1/2025-O/o DIR (TC) [77713] dated 01.09.2026

Sir/Madam,

As per the notified guidelines, the CTS Admission Seat Matrix for the academic session 2026 shall be generated dynamically based on the approved instructor mapping against affiliated and eligible ITI-Trade-Shift-Units (ITSUs) by the respective ITIs. Admissions for the academic session 2026 shall be permitted only against the seats reflected in the final Dynamic Seat Matrix.

2. Accordingly, the instructor registration and approval processes were enabled for all ITIs with effect from 09.03.2026. The cut-off date for instructor mapping and final Seat Matrix generation, initially fixed as 16.05.2026, was subsequently extended up to 30.06.2026 and further up to 20.07.2026 in view of requests received from various States/UTs and ITI Associations. Subsequently, the timeline was further extended up to 07.08.2026 in compliance with the directions of the Hon'ble High Court of Delhi.

3. Based on the approved instructor mappings against affiliated and eligible ITSUs for the academic session 2026, the system automatically generates the Dynamic Seat Matrix, which is made available in the respective State/UT Directorate login for conducting admissions. The same is also available in the respective ITI Approver Login under the "Dynamic Seat Matrix" submenu of the NIMS module.

4. In view of the representations received from various ITIs and associations requesting a final opportunity for mapping approved instructors against affiliated units, the Competent Authority provided an additional opportunity for instructor mapping up to 19.08.2026. Subsequently, a further opportunity has been provided up to 03.09.2026.

5. The training activities in Government and Private ITIs have been started from 10.08.2026. Further, as per the DGT letter dated 01.09.2026, migration of admitted trainee data from the respective State/UT portals to the DGT portal is commenced from 09.09.2026.

6. In view of the above, one more final opportunity has been provided to all ITIs till 18.09.2026 and any request for instructor mapping during trainee data migration after 18.09.2026 shall be considered only in genuine and exceptional cases, subject to submission of online request. Such requests shall be submitted online through the respective ITI Approver Login with the fine mentioned below, along with proper justification and payment of the applicable penalty, as detailed below:

S. No	Activity	Timelines*	Fine for instructor mapping (per unit)	Responsibility
(1)	(2)	(3)	(4)	(5)
1	Instructor Mapping (Without any fine)	16.09.2026 to 18.09.2026	No Fine	Respective ITI
2	During API Schedule-I (after free slot)	19.09.2026 to 25.09.2026 [7 days]	Rs. 50,000 per ITSU (unit).	The respective ITI shall raise a request through its Approver Login to obtain portal access for mapping instructors in respect of ITSUs where instructors were not mapped on or before 18.09.2026.
3	During API Schedule-II	28.09.2026 to 12.10.2026 [15 Days]	Rs. 75,000 per ITSU (unit).	Same as above
4	During API Schedule-III	19.10.2026 to 02.11.2026 [15 Days]	Rs. 1,00,000 per ITSU (unit).	Same as above
5	During API Schedule-IV	03.11.2026 to 17.11.2026 [15 Days]	Rs. 1,25,000 per ITSU (unit).	Same as above
6	During API Schedule-V	18.11.2026 to 31.12.2026 [44 days]	Rs. 1,50,000 per ITSU (unit).	Same as above

Important Note: The penalty amounts mentioned in Column (4) are applicable only for instructor mapping to make the respective ITSU (Unit) eligible for inclusion in the CTS Seat Matrix 2026. Penalties applicable for late migration of trainee data shall be governed separately by the DGT letter dated 08.05.2026.

** The above timelines shall be subject to the actual trainee data migration/API schedule notified by DGT and may be suitably modified, if required.*

7. Upon successful payment of the prescribed fine, the respective ITSU shall be enabled for instructor mapping, and the concerned ITI shall map the instructor within the deadline of the allotted slot. In case the instructor is not mapped within the prescribed slot deadline, the ITI shall

be required to raise a fresh request under the next available slot by paying the prescribed fine amount.

8. The above provision is intended only to address genuine and exceptional cases. DGT may examine the genuineness of such requests through enquiry/verification at the ITI level or through any other mechanism, wherever considered necessary, at any time.

9. All ITSUs having approved instructor mapping by 18.09.2026 would be included in the final Seat Matrix for the academic session 2026. Trainee data migration shall be permitted strictly against the ITSUs reflected in the final Seat Matrix.

10. If any ITSU is unmapped from the Dynamic Seat Matrix (DSM) after 18.09.2026, such ITSU shall be treated as an ITSU where the instructor has left during the academic year and shall accordingly be made available under the "Manage Vacant DSM-2026 ITSUs" section for mapping with a new instructor within 30 days, so as to ensure continuity of training for the trainees admitted against such ITSU. No fine shall be imposed for mapping instructors against such ITSUs. This provision shall be applicable only to those ITSUs that are visible under the "Manage Vacant DSM-2026 ITSUs" section after the final closure of instructor mapping for the academic session.

11. All Government and Private ITIs and the respective State/UT Directorates shall ensure that admissions are made strictly in accordance with the final Dynamic Seat Matrix. Any admission made in excess of or contrary to the final Seat Matrix shall be the sole responsibility and liability of the concerned ITI and the respective State/UT Directorate. DGT shall not be responsible for any such deviation. The concerned ITI/State/UT Directorate shall take necessary action for cancellation of any excess or unauthorized admission, as applicable.

12. This issues with the approval of the Competent Authority.

13. The Hindi version will be issued separately.

Yours faithfully



(Satish Kumar)

Joint Director, TC

Copy for necessary action to: -

1. All RDSDEs.
2. Principals, NSTIs.
3. Principals of ITIs through <https://dgt.gov.in/>
4. The Director, CFI, TT Cell, IT Cell and CD, DGT, New Delhi
5. NSDC - for technical support on SIDH portal.

Copy for kind information to: -

1. Sr PPS to Secretary, MSDE, New Delhi
2. Sr PPS to DG/AS, DGT, New Delhi
3. All DDG of DGT

