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|  **NCVSTE APPROVAL PROCESS CHART** |
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| **Step 1:** | Download approval application |
| **Step 2:** | Fill up the Application completely and send Scan Copy to **NCVSTE official email id** **(ncvsteindia@gmail.com)****The following documents are to be enclosed with the approval application :**1. For Single Sector Courses, Amount of **Rs. 25,000/-**
2. Supporting Documents Required.
	1. Registration certificate(firm/society/trust/company/proprietor)
	2. Centre Address Proof.
	3. Centre Manager id proof with passport size photo.
	4. Filled Application Form
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| **Step 3:** | Send All documents scan Copy to NCVSTE head office. |
| **Step 3:** | Scrutinisation of application by the Approval Committee and inspection of the Institution. NCVSTE sends Inspection Committee Member to inspect your Institution or through skype. After Then Approval will grant to Institution.The Institution can start the courses by placing advertisement. |
| **Step 4:** | Approval Certificate along with approved advertisement will be sent to the Institution. |
| **Step 5:** | Signed MOU will be sent to the Institution from Ncvste with Approval Certificate. |

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