

University of Mumbai



Re-accredited A++ Grade (CGPA 3.65) by NAAC
Grade I University status awarded by UGC
M. G. Road, Fort, Mumbai – 400 032

♦ Web Site : www.mu.ac.in ♦ E-mail : hrdc.recruitment@mu.ac.in ♦ Telephone : 022-68320093/94

Advertisement No.: UoM/HRDC/03/2025

ADVERTISEMENT FOR ENGAGEMENT OF GRADUATE / DIPLOMA APPRENTICES UNDER THE APPRENTICES ACT, 1961 WITH THE APPRENTICESHIP RULES, 1992, AS AMENDED FROM TIME TO TIME

University of Mumbai invites Online Application from eligible Graduate / Diploma holders for undergoing One Year Apprenticeship training under the Apprentices Act, 1961 with the Apprenticeship Rules, 1992, as amended from time to time. This training will be governed by Board of Apprenticeship Training, Western Region (BOAT-WR).

Sr. No.	Name of the Post	No. of post	Stipend per month
1	Finance and Accounts Assistant	15	Rs.9000/- for Graduate &
2	Lower Grade Stenographer	04	
3	Jr. Engineer (Civil)	06	Rs.8000/- for Diploma
4	Jr. Engineer (Electrical)	02	
5	Law Assistant	04	(The Honorable Vice Chancellor, University of Mumbai has the authority to increase the stipend of efficient candidates.)
6	Lab Assistant	10	
7	Library Assistant	02	
8	Electrician	05	
9	Carpenter	04	
10	Plumber	03	
11	Mason	10	
12	Driver	04	
13	Multi Task Operator	25	

1) Minimum Educational Qualification:

Sr. No.	Name of the Post	Minimum Educational Qualification
1	Finance and Accounts Assistant	i) Who possess a degree of any Statutory University in Commerce faculty. ii) Preference will be given to Tally, Typing and MS-CIT Certificate holders.
2	Lower Grade Stenographer	i) Who possess a degree of any Statutory University in any faculty. ii) Preference will be given to Stenography (English & Marathi) Certificate holders.
3	Jr. Engineer (Civil)	Who possess a degree or diploma in Civil Engineering of any Statutory Board or University.
4	Jr. Engineer (Electrical)	Who possess a degree or diploma in Electrical Engineering of any Statutory Board or University.
5	Law Assistant	i) Who possess a degree of any Statutory University in Law faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.
6	Lab Assistant	i) Who possess a degree of any Statutory University in Science faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.
7	Library Assistant	i) Who possess a degree of any Statutory University in Library Science. ii) Preference will be given to Typing and MS-CIT Certificate holders.
8	Electrician	Who possess a Diploma in Electrician
9	Carpenter	Who possess a Diploma in Carpentry
10	Plumber	Who possess a Diploma in Plumbing
11	Mason	Who possess a Diploma in Mason
12	Driver	Who possess a degree of any Statutory University with valid Motor Vehicle driving License
13	Multi Task Operator	i) Who possess a degree of any Statutory University in any faculty. ii) Preference will be given to Typing and MS-CIT Certificate holders.

2) **AGE & NATIONALITY :**

Age limit will be followed as per Apprenticeship Rules & “ONLY INDIAN NATIONALS NEED APPLY”

3) **DURATION OF TRAINING:**

The duration of Apprenticeship training will be for a period of one year as per Apprenticeship (Amendment) Act 1973.

4) **PREVIOUS TRAINING & EXPERIENCE:**

Candidates who have already undergone or are currently undergoing apprenticeship under Apprentices Act 1961 with the Apprenticeship Rules, 1992, as amended from time to time in any Government or Public Sector or Private industrial organization are not eligible to apply.

Candidate should not have undergone Apprenticeship Training elsewhere.

Candidate should not have work experience of one year or more.

5) **SELECTION OF PROCEDURE:**

Candidates fulfilling all the above mentioned eligibility criteria will be called for Interview. Shortlisting of candidates will be done based on the percentage of marks obtained in the basic prescribed qualification and Interview.

6) **REGISTRATION AND SUBMISSION OF APPLICATIONS:**

- a) Candidates are first required to register in the web portal of NATS 2.0 (National Apprenticeship Training Scheme) using the link given below

Student registration url : https://moenats.aicte-india.org/student_register.php.

- b) After completing enrollment / registration as Apprentices, the candidates have to apply to the respective posts through the NATS 2.0 portal against seats notified by University of Mumbai (ID No./Registration Number of University of Mumbai in NATS Portal is **WMHMCS101412**).

Procedure for student enrollment as Apprentice in NATS 2.0 Portal and Procedure to apply for Apprenticeship training in University of Mumbai may be seen at **Annexure-I** given along with this advertisement.

- c) In case of any issues / queries related to NATS portal, you may please contact Board of Apprenticeship Training (BOAT) (Western Region), Mumbai, as the NATS portal is instituted by BOAT.

Upon completion of the Apprenticeship period, University of Mumbai shall have no obligation to offer employment to such apprentices nor can an apprentice claim right for employment on the grounds of completion of Apprenticeship

- d) University reserves the right to fill up or not to fill the advertised post/s OR to alter, modify, cancel the entire advertisement.

7) **IMPORTANT DATES :**

Commencement of Online Application : **29/03/2025**
Last Date of Online Application : **17/04/2025**

INCOMPLETE/ERRONEOUS ONLINE APPLICATION AND LATE APPLICATION RECEIVED AFTER DUE DATE WILL BE REJECTED. No further communication in this regard will be entertained. CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

for any clarification candidates may contact via e-mail id : hrdc.recruitment@mu.ac.in

Sd/-
Registrar
University of Mumbai.

Place : Mumbai
Date : **29/03/2025**

NATIONAL APPRENTICESHIP TRAINING SCHEME (NATS) 2.0 PORTAL

**Portal Functionalities Walkthrough - Students
Manual**



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Overview

National Apprenticeship Training Scheme is one of the flagship programmes of Government of India for Skilling Indian Youth in Trade disciplines. The National Apprenticeship Training Scheme under the provisions of the Apprentices Act, 1961 amended in 1973; offers Graduate, Diploma students and Vocational certificate holders; a practical, hands-on On-the-Job-Training (OJT) based skilling opportunities with duration ranging from 6 months to 1 year.

Modules & Functionality

Students play the critical role in NATS 2.0 Portal of posting apprenticeship advertisements aligned to their manpower requirements. The following modules pertain to the apprenticeship related activities a student is responsible for:

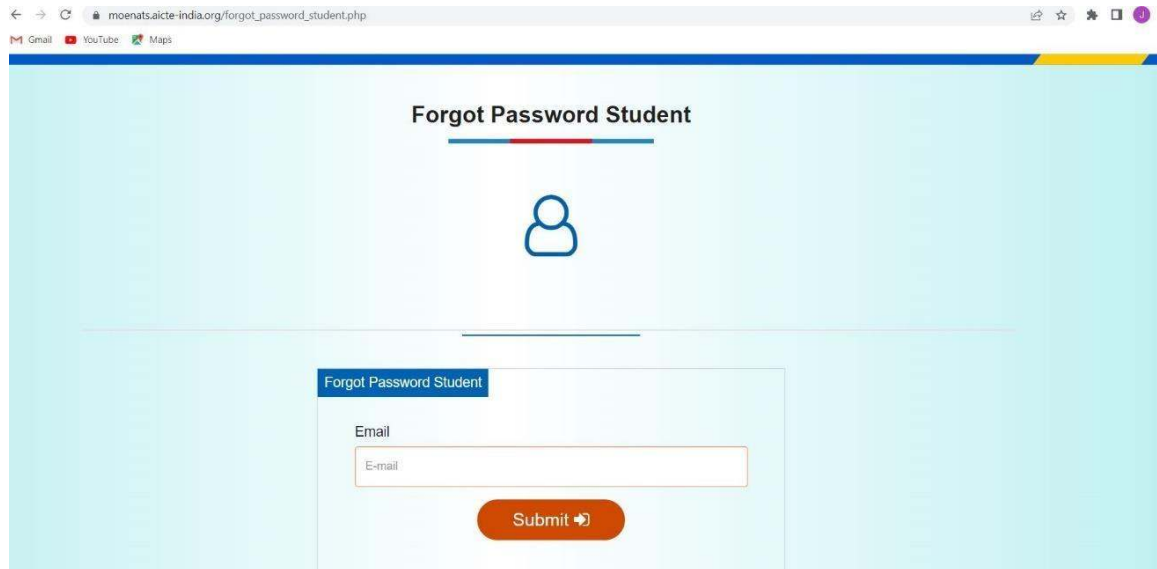
- Step 1:** Registration
- Step 2:** Profile filling
- Step 3:** Apply for apprenticeship available
- Step 4:** Application Management
- Step 5:** Contract creation
- Step 6:** Profile Lock
- Step 7:** Record of progress
- Step 8:** Download COP, after successful completion of apprenticeship program.
- Step 9:** Employment Opportunities

Below is each of these modules elaborated along with screenshots.

Resetting password (upgraded portal)

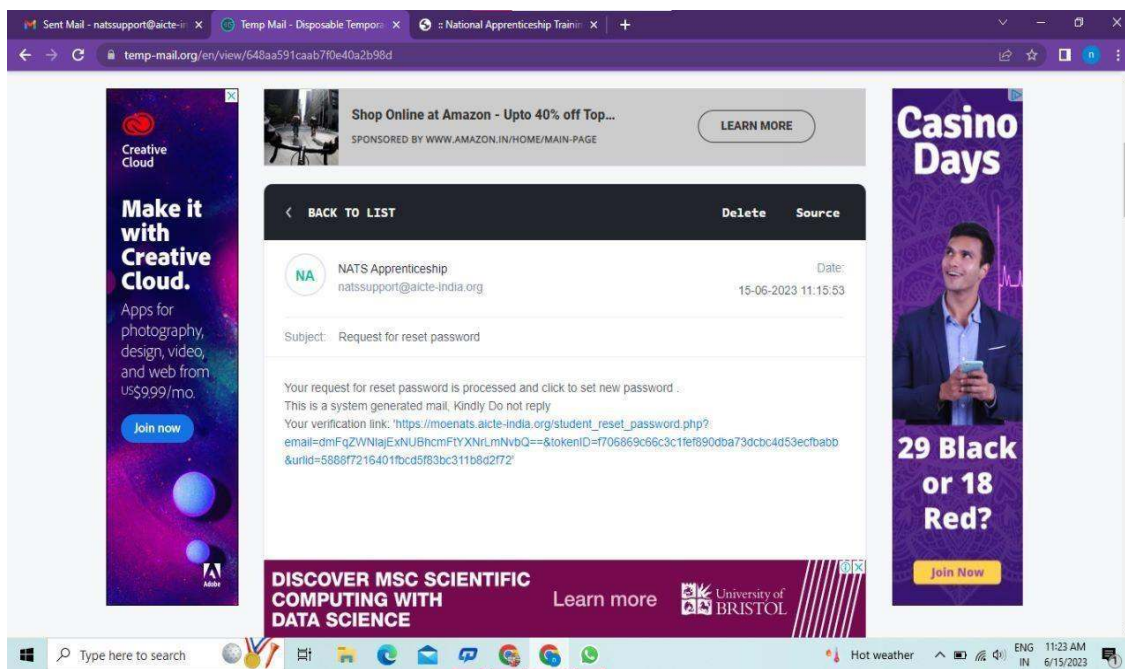
Step 1: Click on the below link,

https://moenats.aicte-india.org/forgot_password_student.php



The screenshot shows a web browser window with the URL moenats.aicte-india.org/forgot_password_student.php. The page has a light blue background and a white central box. At the top of the box, it says "Forgot Password Student" with a red underline. Below this is a blue outline of a person's head and shoulders. Underneath is another "Forgot Password Student" header above a form. The form contains an "Email" label, a text input field with "E-mail" inside, and a blue "Submit" button with a right-pointing arrow.

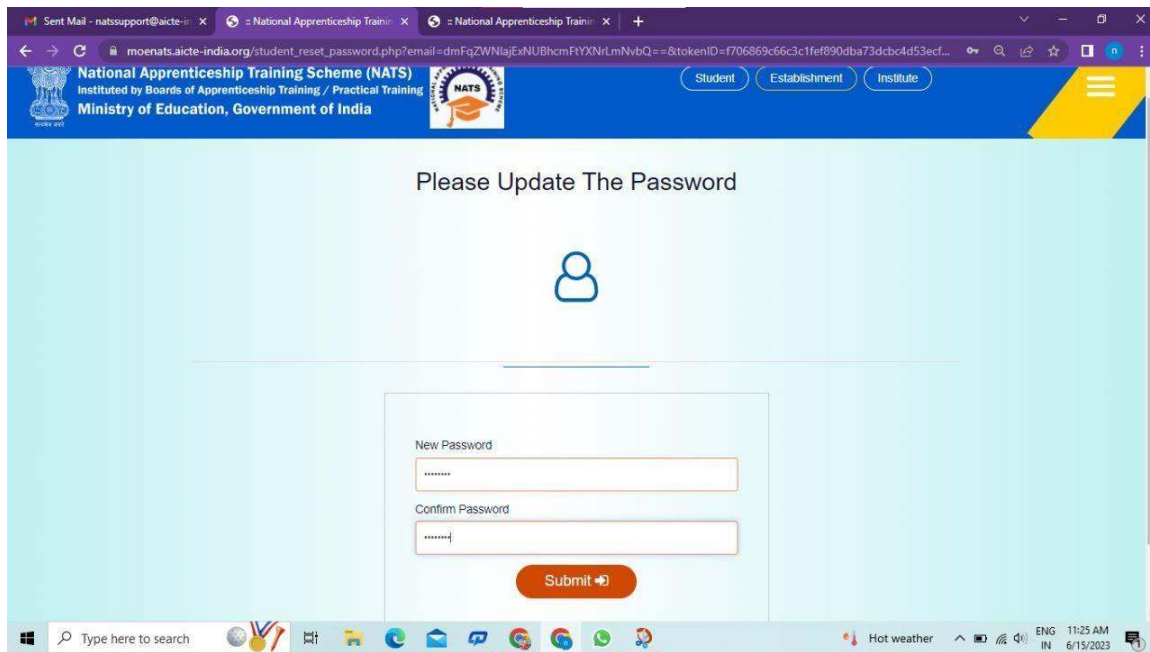
Step 2: Enter your email, a password reset email will be received to the email.



The screenshot shows an email client interface. The email is from "NATS Apprenticeship" (natsupport@aicte-india.org) dated 15-06-2023 11:15:53. The subject is "Request for reset password". The body of the email states: "Your request for reset password is processed and click to set new password. This is a system generated mail, Kindly Do not reply. Your verification link: 'https://moenats.aicte-india.org/student_reset_password.php?email=dmfGZWNlajEXNUBhcmFYXNRLmNvbQ=&tokenID=f706869c66c3c1ef890dba73dcbc4d53ecfbabp&urlid=5888f7216401fbcdf83bc311b8d2f72'". The email is displayed in a window with several advertisements: "Creative Cloud" on the left, "Shop Online at Amazon - Upto 40% off Top..." at the top, "Casino Days" on the right, and "DISCOVER MSC SCIENTIFIC COMPUTING WITH DATA SCIENCE" at the bottom.

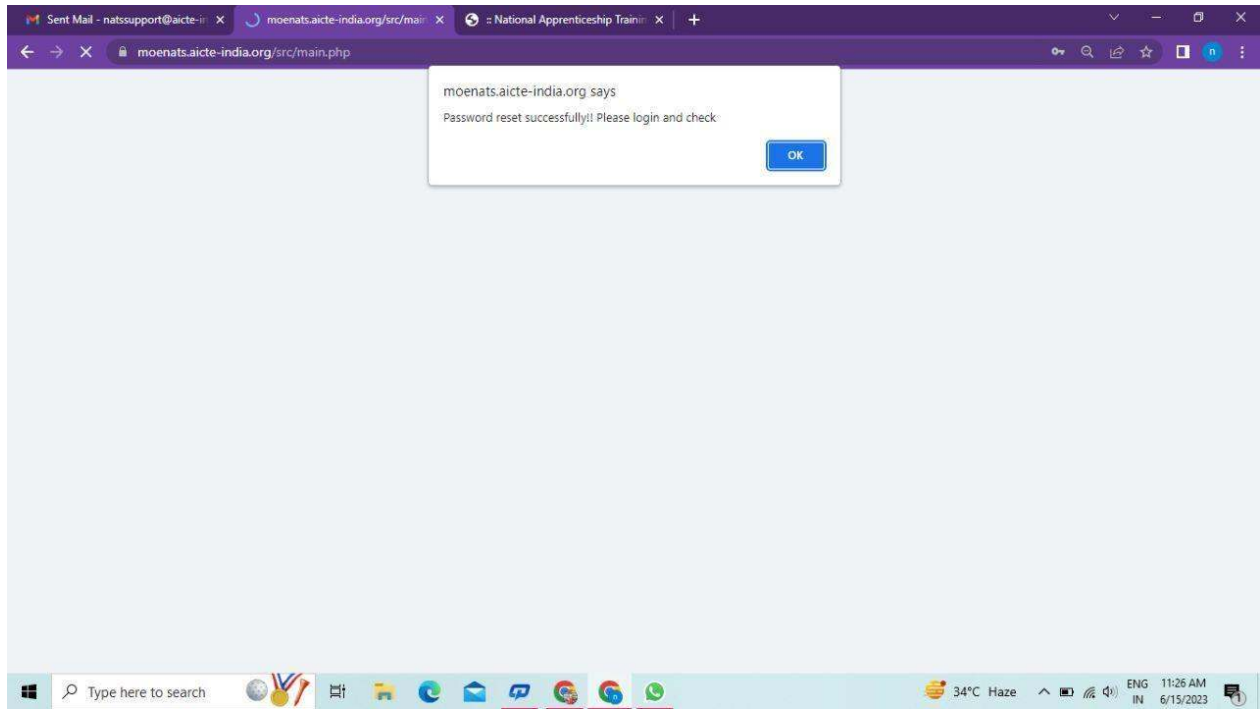
Step 3: Open the email and click on the link, and it will be redirected to the password reset page.

Step 4: From this page, you will be prompted to enter the password two times for confirmation.



The screenshot shows a web browser window displaying the password reset page for the National Apprenticeship Training Scheme (NATS). The page title is "Please Update The Password". The header includes the NATS logo and the text "National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India". There are three tabs: "Student", "Establishment", and "Institute". The main content area features a user icon and two input fields: "New Password" and "Confirm Password", both containing masked characters. A "Submit" button is located below the input fields. The browser's address bar shows the URL: "moenats.aicte-india.org/student_reset_password.php?email=dmFgZWVlajExNU8hcmFYXNrlmNvbQ==&tokenID=f706689c66c3c1fef890dba73dcbcd4d53ecf...". The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date and time: "11:25 AM 6/15/2023".

Step 5: A success pop-up will appear on screen & the password is shared over your email in return.



Step 6: To Login Visit https://moenats.aicte-india.org/student_login.php , enter your login credentials to login as student.

Student Registration

Students are expected to register on the NATS 2.0 Portal with their preliminary details before they are enrolled in apprenticeship.

Student registration url: https://moenats.aicte-india.org/student_register.php.

Following the above details, student is asked to fill the below details,

- Basic details – Name, Father/Mother's name, Aadhar no.
- Educational details – Course/Institute details
- Communication information- Address, Mobile no
- Training preference – Preferred field/location for apprenticeship
- Bank details

Below are the student registration form screenshots.

Registration form for Students

Student Register

This Enrollment module of student facilitates to the Pass-Outs in Graduate in Engineering / Technology, Graduate in General Stream, Graduate in Vocational, Diploma in Engineering / Technology, Diploma in General Stream, Diploma in Vocational. The Students pursuing sandwich courses should contact their institution for enrollment.

Have you undertaken any previous training as part of the apprenticeship programme (except sandwich apprenticeship)

NO

Do you have any work experience of one year or more

NO

Have you passed out through Regular / Part Time / Distance

DISTANCE

Name *

MANISHA

Date of Birth *

09/16/2001

Gender*

FEMALE

Category *

OBC

Aadhar Number(Pattern xxxx xxxx xxxx)*

XXXX XXXX 7578

Upload Aadhar Card (only pdf size < 1MB) *

Choose File adhar.pdf

Registration form for Students (cont.)

Institute Name (If institute name not appearing in drop down , please contact natssupport@aicte-india.org)*

Select Graduate in Engg./Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Aagri/B.E.Dairy/B.E.Biotech/B.Food/B.Fashion
 Select Graduate in General Stream in case of General Bachelor Degree/BCA/BFA/BBA/BBS/BEM/BD/BPA/BSW/BA/BCOM/BSC/BscAgri/BscDairy/BscBiotech/BscFood
 Select Diploma in Engg./Tech in case Polytechnic – Engg/Pharma/Arch/HMCT/Lib/Agri/Food/Fashion/MoP/Secretarial/MLT

Education Type (Pass Out)*
 Course Name*

Specialization *
 Student ID (Unique Registration/Roll Number)*

Year of Passing *
 Month of Passing *

Percentage * (For CGPA, convert into Percentage according to University formula)

Email (Will be used as a Username for Login Purpose)*
 Mobile No (Will be used as a Username for Login Purpose)*

Password*
 Confirm Password*

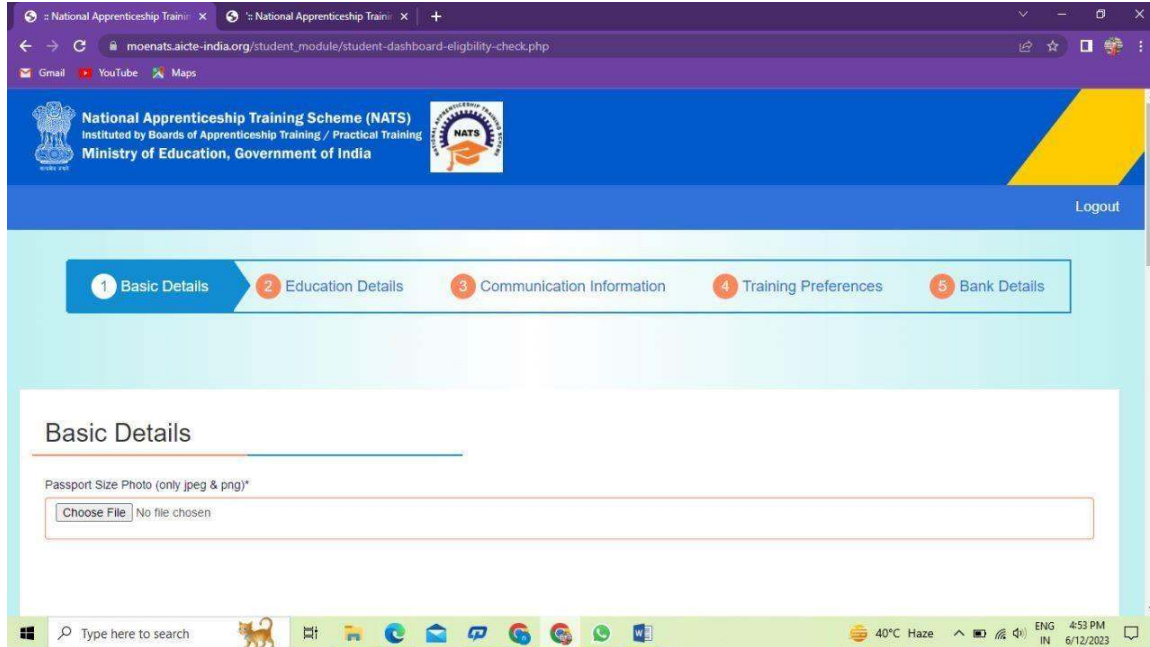
Show Password

I'm not a robot

Quick links Help & Reports Others

Student Profile

Following are the basic details to be filled by student at time of registration:



The screenshot displays the NATS student dashboard at the URL moenats.aicte-india.org/student_module/student-dashboard-eligibility-check.php. The page features a blue header with the NATS logo and text: "National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India". A "Logout" link is visible in the top right corner. A navigation bar contains five steps: 1. Basic Details (highlighted), 2. Education Details, 3. Communication Information, 4. Training Preferences, and 5. Bank Details. The "Basic Details" section is active, showing a "Passport Size Photo (only jpeg & png)*" label and a file upload button labeled "Choose File" with the text "No file chosen" below it. The Windows taskbar at the bottom shows the system tray with a temperature of 40°C, haze, and the date 6/12/2023 at 4:53 PM.

The first step basic details – show the details filled in the before filled registration form. The student shall continue to fill their profile.

The screenshot shows a web browser window with two tabs for 'National Apprenticeship Training'. The address bar displays 'moenats.aicte-india.org/student_module/student-dashboard-eligibility-check.php'. The page content is titled 'Basic Details' and contains a form with the following fields:

- Passport Size Photo (only jpeg & png): [Empty field]
- Name of Student*: MOHANA
- Date of Birth*: 15 SEP 2001
- Gender*: FEMALE
- Category*: OBC
- Mother's Name*: T PREMA
- Father's Name*: K.P. THANGAVEL
- Aadhaar Number*: XXXX XXXX 7599
- Aadhaar: View Aadhaar
- Minority*: NO
- Person with Disability*: NO
- Email*: vandana199@rediffmail.com
- Mobile*: 976826088

A 'Save and continue' button is located at the bottom left of the form. Below the form, there are sections for 'Quick links', 'Help & Reports', and 'Others'. The Windows taskbar at the bottom shows the search bar, task icons, and system tray with weather (40°C Haze) and date/time (6/12/2023 4:54 PM).

STEP 2: Education details:

Students need to provide education details like course/college details . The forms would appear in the below format:

STEP 3: Communication Information

In this address details/mobile details of the student is asked.

The screenshot shows the 'Communication Information' step of the NATS student dashboard. The page header includes the NATS logo and the text 'National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India'. A navigation bar at the top contains five steps: 1. Basic Details, 2. Education Details, 3. Communication Information (highlighted), 4. Training Preferences, and 5. Bank Details. A 'Logout' button is visible in the top right corner. Below the navigation bar, a message reads: 'If you don't know your area pin code please click <https://www.indiapost.gov.in/vas/pages/findpincode.aspx> to find'. The form is divided into two sections: 'Permanent Address' and 'Present Address same as Permanent Address'. Each section contains input fields for 'Pin Code *', 'Post Office *', 'District *', 'State/UT *', and 'Address *'. The 'Permanent Address' section has a 'Save and continue' button below it. The system clock at the bottom right shows the date as 6/12/2023 and the time as 4:59 PM.

STEP 4: Training preferences

Further, the student needs to update the training preferences such as field and location of apprenticeship.

The screenshot shows a web browser window with the URL moenats.aicte-india.org/student_module/training_details.php. The page header includes the NATS logo and the text "National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India". A navigation bar at the top contains five steps: 1. Basic Details, 2. Education Details, 3. Communication Information, 4. Training Preferences, and 5. Bank Details (highlighted in red). The main content area is titled "Training Preferences" and contains three sections: "Location Preference" with six dropdown menus for Preferred State and Preferred District (1-3), "Field Preference" with three dropdown menus for Preferred Field (1-3), and a "Save and continue" button. The Windows taskbar at the bottom shows the date as Monday, June 12, 2023, and the time as 5:02 PM IN 6/12/2023.

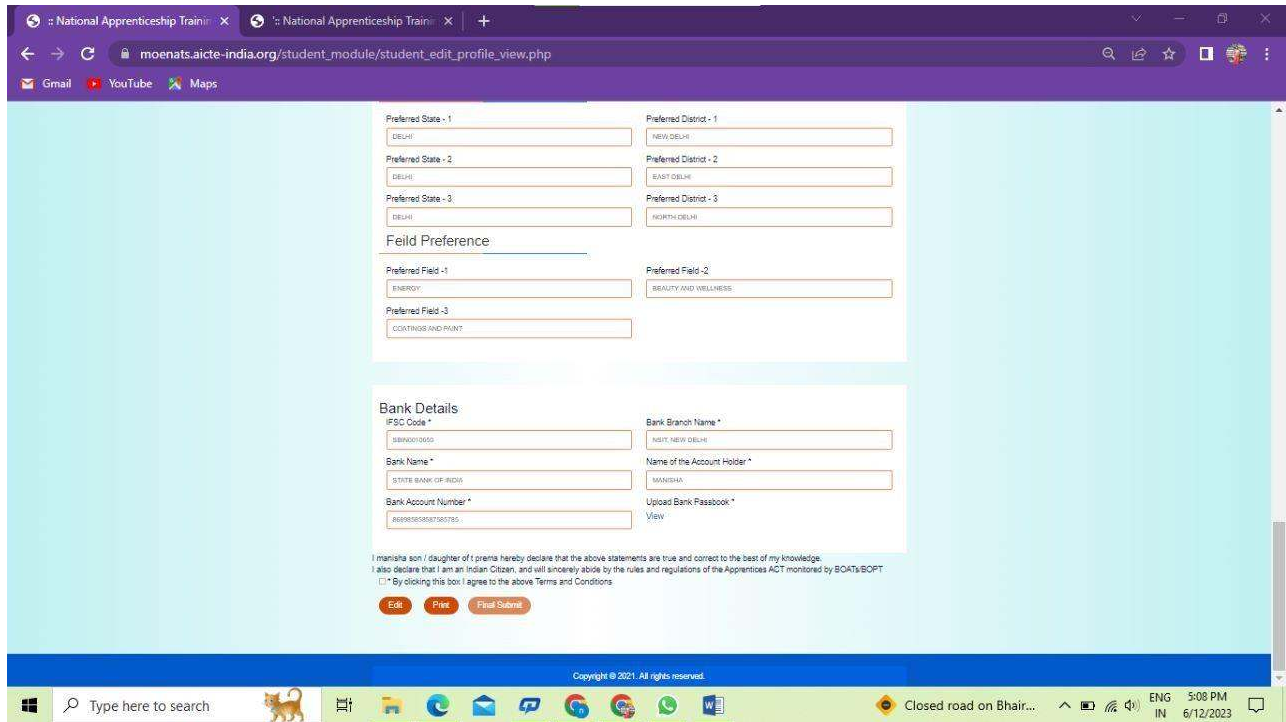
STEP 5: Bank details

The students are asked to fill the bank account details, for stipend receiving.

The screenshot shows a web browser window with two tabs for 'National Apprenticeship Training'. The address bar shows the URL 'moenats.aicte-india.org/student_module/student-dashboard-bank-info.php'. The page header includes the NATS logo and text: 'National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India'. A navigation bar contains five steps: 1. Basic Details, 2. Education Details, 3. Communication Information, 4. Training Preferences, and 5. Bank Details (highlighted). Below this is a disclaimer: 'We assure you that your bank details will not be shared with anyone without your consent. NATS team will never ask for your Debit Card/Bank Account details on phone call or through any other medium. In case you receive any such request, you are encouraged to report the matter to us.' The main form area is titled 'Please finish the bank accounts details in which you want to get stipend by establishment.' and contains the following fields: 'IFSC Code *' (text input with value 'SBIN0010002'), 'Bank Branch Name *' (dropdown menu with value 'NSUT, NEW DELHI'), 'Bank Name *' (dropdown menu with value 'STATE BANK OF INDIA'), 'Name of the Account Holder *' (text input with value 'MANISHA'), 'Bank Account Number *' (text input with value '5898656567587565'), and 'Upload Passbook (Only pdf)' (file upload button with 'Choose File' and 'Passbook.pdf'). A 'Save and Preview' button is located at the bottom left of the form. The footer contains 'Quick links' (MOE, NAPS portal of MSDE, AICTE, National Career Service (NCS), Local Nodal Centre), 'Help & Reports' (FAQs, Establishment Manual, Process Manual (English), Process Manual (Hindi), Quarterly Skill Assessment), and 'Others' (Apprentices act, RTI, Stipend, Disclaimer, Privacy). The system tray at the bottom shows the date and time as '6/12/2023 5:04 PM' and weather as '40°C Haze'.

STEP 6: Profile view and final submit

Scroll down to the end of the page, cross-check the details and click on “SUBMIT” button.



Contract management by Student

Apprenticeship advertisement on student dashboard

Advertisements show on dashboard in listing way, they can apply to their suitable apprenticeship by viewing the details like,

1. Apprenticeship title, description, duration, location, skills required, qualification required to apply.
2. After applying, they can check for application status from the application management

Student dashboard with apprenticeship advertisement

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Vamsi tech	ECE	ANDHRA PRADESH	VISAKHAPATNAM	10	21-Jul-2022	28-Jul-2022	View		

Student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Application Management

Applied Apprenticeship

Location	State Name	Company Name	Apprenticeship Name	Date of Application	Status	Action
DEHRADUN	UTTARAKHAND	Akash	TITLE	25-Jul-2022	Akash Industry generating the contract for Apprenticeship Training whether you would to Accept or Reject	Accept Reject

On acceptance, Contract request sent to BOAT for approval

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Akash	TITLE	UTTARAKHAND	DEHRADUN	13	23-Jul-2022	23-Jul-2022	View	Applied	Contract Sent For Approval of Boat

3.1 Contract Accepted and downloaded

Contract management by student

After the establishment contract initiation, student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Contract is download by student & engaged into apprenticeship program

BOARD OF PRACTICAL TRAINING (EASTERN REGION)

(An Autonomous Body Under Ministry of Human Resource Development, Department of Higher Education, Government of India)



Block- EA, Sector- I , Salt Lake City, Opp to Labony Estate , Kolkata - 700064

Phone No: 033 - 23370750 / 23370751 Fax No: 033-2321 6814 Email: info@boptr.gov.in

Website: <http://www.mhrdnats.gov.in/>



APPRENTICESHIP CONTRACT REGISTRATION FORM

APPRENTICE INFORMATION

Name BITTU KUMAR	Gender M	Date of Birth 2003-01-16	Age 19	
Father / Mother Name AJAY MANDAL	Enrollment Number 1171818025	Caste OBC	PWD N	
Address for Communication Barhiya SO, WARD NO 17, BARHIYA, LAKHISARAI, LAKHISARAI UTTARAKHAND, 811302	Mobile Number 6206925676	Email Address bittu16012003@gmail.com	Age 19 25	
	Father / Mother Name AJAY MANDAL	Enrollment Number 1171818025	Caste OBC	
PWD N				

EDUCATIONAL QUALIFICATION

Name of the Institution / College /University GOVT. POLYTECHNIC	Univ. Regn. Number / DOTE / Month & Year of passing DTE Regn. Number / +2 Regn 1-512869913	October, 2021	Educational Qualification COMPUTER SCIENCE AND ENGINEERING - COMPUTER SCIENCE AND ENGINEERING
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TRAINING DETAILS

Training start date 12-07-2022	Period of Training Months	Stipend Rs. per month 8000
The apprentice would be undergoing training under section 22 (1)		

NAME AND ADDRESS OF THE EMPLOYER

Akash -	Doranda, Ranchi	RANCHI, JHARKHAND - 834002
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4. Student Profile LOCKED

1. Once a student contract is created, their profile is locked as they can't apply for any more apprenticeships.
2. If they need any change in profile they need to request BOAT for it.

So, if the student is selected through SEC 22(A), the student is taken as an employee into the same establishment after the apprenticeship program is finished.

If it's SEC 22(B), the student can apply to jobs available after the apprenticeship program ends.

Dashboard	Profile	Issues/Grievances	Application Management	Issues/Grievances	Event Management	Help	Logout
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Welcome, ECE STUDENT!

Your profile is locked as you are doing apprenticeship click here to raise change your profile

Contact Us

Email: natssupport_student@aicte-india.org