# NATIONAL APPRENTICESHIP TRAINING SCHEME (NATS) 2.0 PORTAL

**Portal Functionalities Walkthrough - Students Manual**

# Contents

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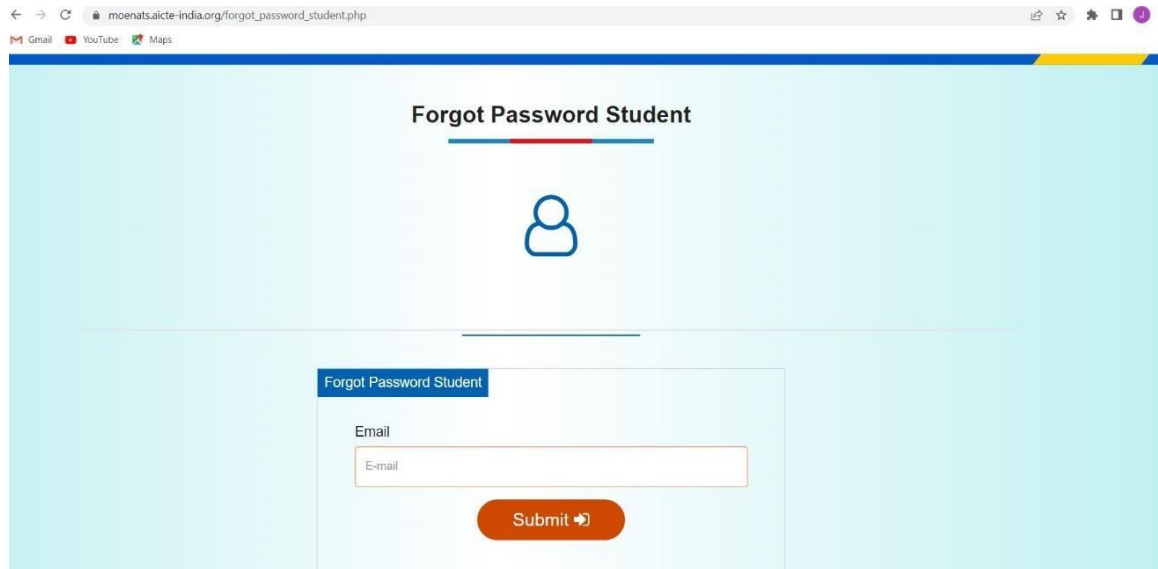
**Step 1:** Registration
**Step 2:** Profile filling
**Step 3:** Apply for apprenticeship available
**Step 4:** Application Management
**Step 5:** Contract creation
**Step 6:** Profile Lock
**Step 7:** Record of progress
**Step 8:** Download COP, after successful completion of apprenticeship program.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

Below is each of these modules elaborated along with screenshots.
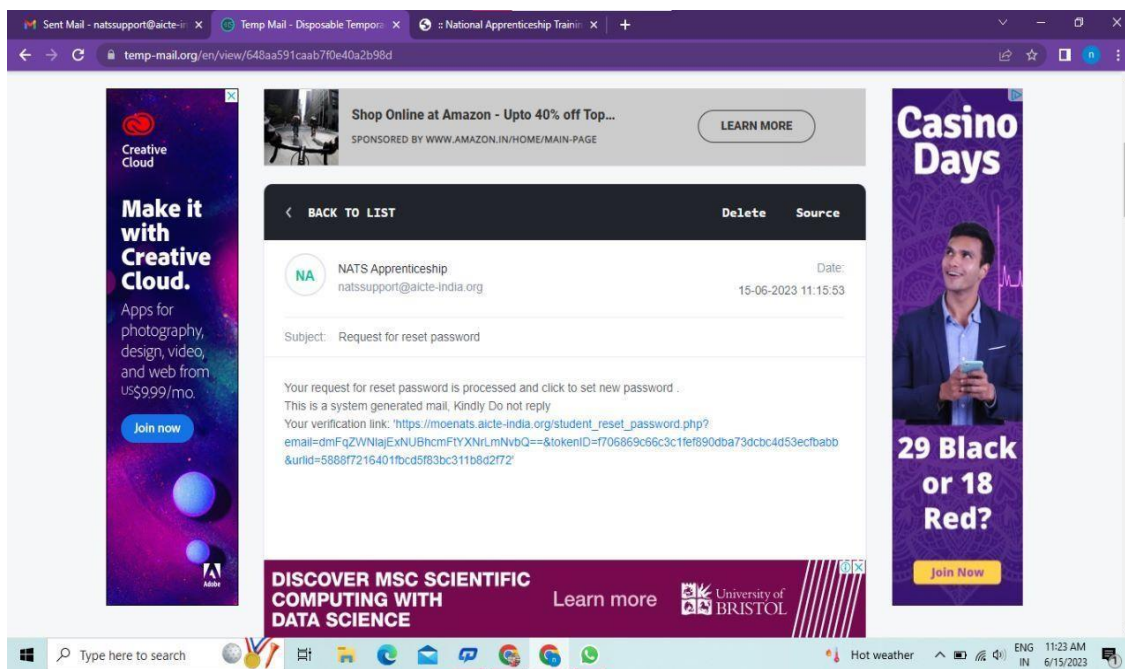
# Resetting password (upgraded portal)

**Step 1**: Click on the below link,
https://moenats.aicte-india.org/forgot_password_student.php



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

**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.
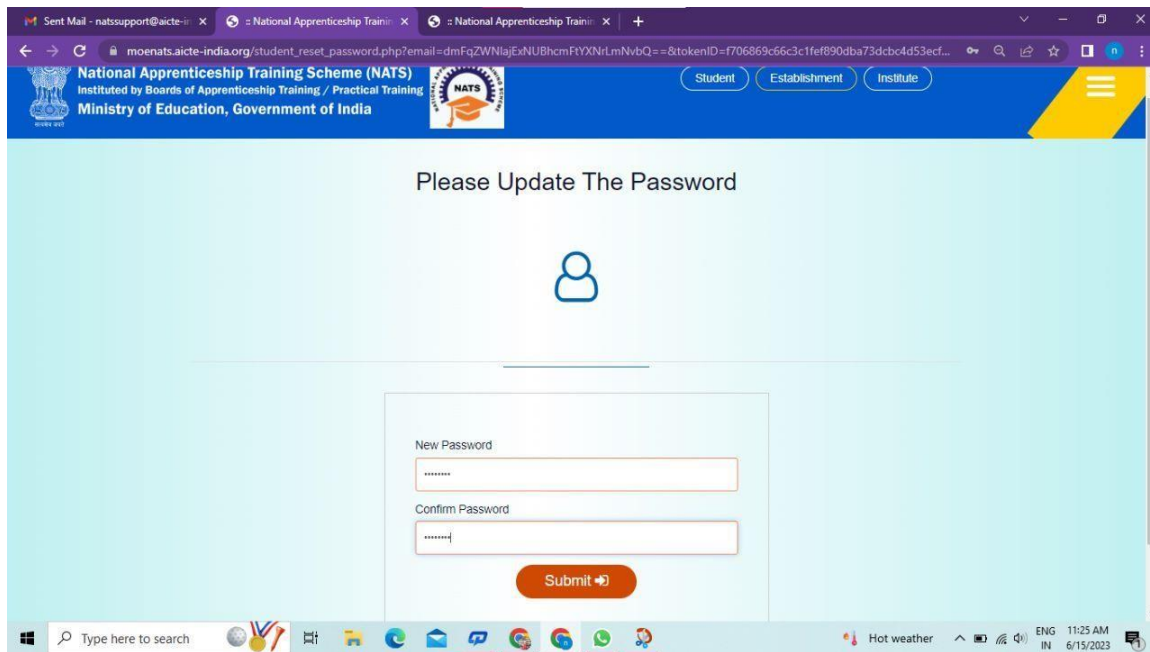


**Step 5**: A success pop-up will appear on screen & the password is shared over your email in return.
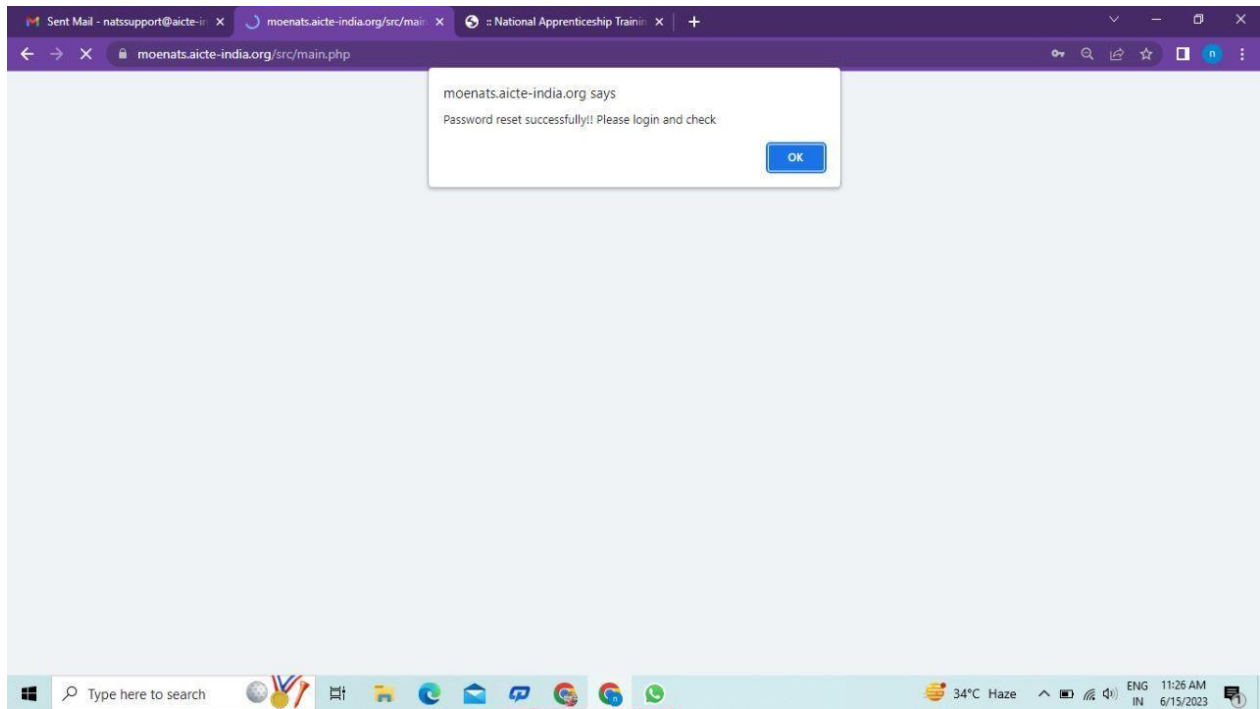
**Step 6:** To Login Visit https://moenats.aicte-india.org/student_login.php , enter your login credentials to login as student.

## 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*



*Registration form for Students (cont.)*

State to Which Institute Belongs *

DELHI

District to Which Institute Belongs *

NEW DELHI

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

ASHOK INSTITUTE OF HOSPITALITY AND TOURISM MANAGEMENT 6568

Select Graduate in Engg. /Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Agri/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)*

DIPLOMA IN ENGINEERING / TECHNOLOGY

Course Name*

CEMENT TECHNOLOGY

Specialization *

CEMENT TECHNOLOGY

Student ID (Unique Registration/Roll Number)*

9878787678662345678765432345 6543

Year of Passing *

2022

Month of Passing *

JUNE

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

99

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Email (Will be used as a Username for Login Purpose)*

miheye1046@soremap.com

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

8686868686

Password*

••••••••

Confirm Password*

••••••••

☐ Show Password

☐ I'm not a robot    reCAPTCHA
              Privacy - Terms

**Student Register**

**Quick links**          **Help & Reports**          **Others**

## Student Profile

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



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

**STEP 2: Education details:**

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

## EDUCATIONAL DETAILS

Select Graduate in Engg. /Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Agri/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/BCM/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

| State to Which Institute Belongs * | District to Which Institute Belongs * |
|---|---|
| DELHI | NEW DELHI |

| Institute Name (If institute name not appreaing in drop down , please contact abc@xyz.com)* | Education Type (Pass Out)* |
|---|---|
| COLLEGE OF ART 6549 | DIPLOMA IN ENGINEERING / TECHNOLOGY |

| Course Name* | Specialization * |
|---|---|
| CHEMICAL ENGINEERING | CHEMICAL ENGINEERING |

| Student ID (Unique Registration/Roll Number) * | Year of Passing * |
|---|---|
| 78676757587585758757857857867868 | 2022 |

| Month of Passing * | Percentage (For CGPA, convert into Percentage according to University formula) * |
|---|---|
| JUNE | 95 |

Upload Provisional / Passed Certificate (only pdf of size < 1MB) * (Only pdf)
[Choose File] certificate.pdf

DIPLOMA IN ENGINEERING / TECHNOLOGY Joint after *
○ Higher Secondary (10+2) ○ Diploma ○ High School(10th) ○ ITI

Quick links          Help & Reports          Others                    india.gov.in
→ MoE                → FAQs                  → Apprentices act          Skill India
→ NAPS portal of MSDE → Establishment Manual  → RTI
→ AICTE              → Process Manual (English) → Sitemap
→ National Career Service (NCS) → Process Manual (हिंदी) → Disclaimer
→ Local Nodal Centre → Quarterly Skill Assessment → Privacy

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DIPLOMA IN ENGINEERING / TECHNOLOGY Joint after *
⦿ Higher Secondary (10+2) ○ Diploma ○ High School(10th) ○ ITI

| School / Institute State* | School / Institute District* |
|---|---|
| DELHI | NORTH EAST DELHI |

| School / Institute Name* | School / Institute Board Name* |
|---|---|
| KV | DTEA |

| Student ID (Enrollment Number) * | School Percentage / CGPA (For CGPA, convert into Percentage according to School formula)* |
|---|---|
| 9878677556453221234567876567867654 | 99 |

About your Self *
IM DEVELOPER

General Skills (Add comma separated values eg: Skill1,Skill2 and space is not allowed) *
CEMENT

Languages Known (Add comma separated values eg: Hindi,English and space is not allowed)
ENGLISH

[Save and Continue]

Quick links          Help & Reports          Others                    india.gov.in
→ MoE                → FAQs                  → Apprentices act          Skill India
→ NAPS portal of MSDE → Establishment Manual  → RTI
→ AICTE              → Process Manual (English) → Sitemap
→ National Career Service (NCS) → Process Manual (हिंदी) → Disclaimer
→ Local Nodal Centre → Quarterly Skill Assessment → Privacy          → PoSH Handbook
→ Contact Us         → Annual Report
                     → Look Back        Mail

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**STEP 3: Communication Information**

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



**STEP 4: Training preferences**

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

## STEP 5: Bank details

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

**STEP 6: Profile view and final submit**

Scroll down to the end of the page, cross-check the details and click on **"SUBMIT"** button.
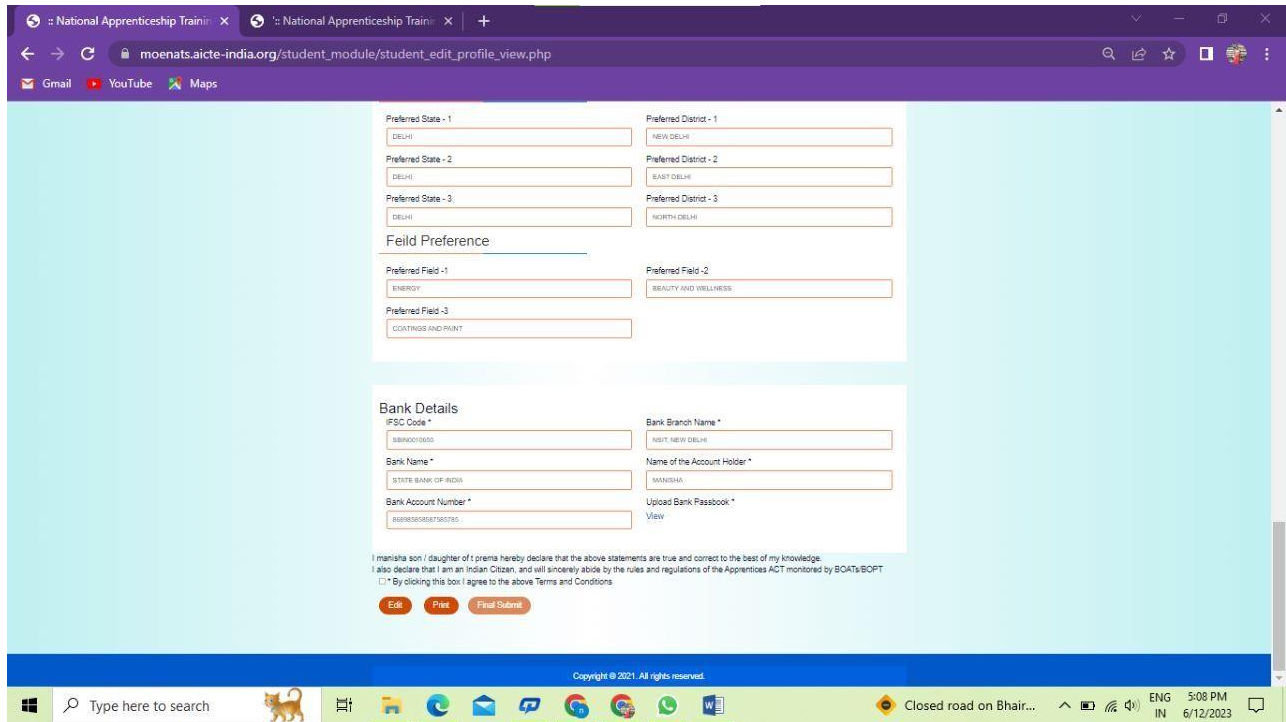
## Contract management by Student

**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.

On acceptance, Contract request sent to BOAT for approval



## 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)

## APPRENTICESHIP CONTRACT REGISTRATION FORM

### APPRENTICE INFORMATION

| Name | Gender | Date of Birth | Age |
|---|---|---|---|
| **BITTU KUMAR** | **M** | **2003-01-16** | **19** |

| Father / Mother Name | Enrollment Number | Caste | PWD |
|---|---|---|---|
| **AJAY MANDAL** | **1171818025** | **OBC** | **N** |

| Address for Communication | Mobile Number | Email Address | Age 19 |
|---|---|---|---|
| **Barhiya SO, WARD NO 17,BARHIYA,LAKHISARAI,LAKHISARAI UTTARAKHAND,811302** | **6206925676** | bittu16012003@gmail.com | **25** |

| | Father / Mother Name | Enrollment Number | Caste |
|---|---|---|---|
| | **AJAY MANDAL** | **1171818025** | **OBC** |

| PWD |
|---|
| **N** |

### EDUCATIONAL QUALIFICATION

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

### TRAINING DETAILS

| Training start date | Period of Training | Stipend Rs. per month |
|---|---|---|
| **12-07-2022** | **Months** | **8000** |

**The apprentice would be undergoing training under section 22 (1)**

### NAME AND ADDRESS OF THE EMPLOYER

| Akash - | Doranda, Ranchi | RANCHI, JHARKHAND - 834002 |
|---|---|---|

## 4. Student Profile LOCKED

1. Once a student contract is created, there 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 employee into same Establishment after apprenticeship program is finished.

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

## Contact Us

Email: [natssupport_student@aicte-india.org](mailto:natssupport_student@aicte-india.org)