ADMISSIONS POLICY 2025-26

IIS AHMEDABAD

INDIAN INSTITUTE OF SKILLS
AHMEDABAD

TATA IIS
TATA INDIAN INSTITUTE OF SKILLS

1. PREAMBLE

Tata Indian Institute of Skills (Tata IIS) in collaboration with the Ministry of Skill Development and Entrepreneurship (MSDE), Government of India & Government of Gujarat, is setting up the Indian Institute of Skills Mumbai and Indian Institute of Skills Ahmedabad with the vision of establishing premier skilling institutes that will be not just a national, but a global benchmark for quality, relevance, and scale. Tata IIS aims to empower India's youth with comprehensive domain skills and provide a transformative global perspective for their career. With expansive campuses spanning over 4 acres in Mumbai and 20 acres in Ahmedabad, the institutes are built to cater to the most pressing need of the hour: meet the ever-increasing demand for skilled professionals in India and beyond.

2. APPLICATION PROCESS

a) The details of the upcoming training programmes shall be available through:
   i. IIS website
   ii. Institute's brochures and pamphlets
   iii. Direct contact with our employees via call/message on the official contact number available on our website and brochures.
   iv. Face to face meetings with Tata IIS employees

b) For admission purposes, candidates should use the provided registration link:
   I. on our website, OR
   II. received either through offline interaction with our employees or through brochures and pamphlets.

c) No application fee will be charged.

d) The eligibility criteria and admission process are different for each training program. The applicants are advised to check the eligibility criteria for the program of their choice before applying.

The email id used by the candidate in the registration process will act as a unique identifier and further communication will happen through the same email id.

e) The following steps are required to complete the admission process:
   i. Online registration
   ii. Clearing the online test/interview
   iii. Submission of documents and fee payment
   iv. Reporting in person on joining date

   Tata IIS' representative(s) shall be in touch with the applicant through email, call and/or messages during the admissions process. Queries may be raised via any medium as mentioned above.

f) Upon receiving an email offer of admission, the candidate will be required to pay admission confirmation fees for the selected course as mentioned in the email. The fees must be paid within the stipulated timeline mentioned in email in order to secure the admission. Seats will be filled on a first come first serve basis, as determined by the time of fee submission.

g) The fee payment process is described in detail in section 6.a.

3. ELIGIBILTY FOR ADMISSIONS

a) The Institute offers a wide range of courses suited to people coming from varied educational backgrounds. The eligibility criteria differ with each course or program the institute offers.
b) The course wise details are listed on the website & brochures.
c) The institute may, at its discretion, modify eligibility criteria from time to time for certain batches of a course to maximize learning for the trainees, and the applicant agrees to abide by this. Upon request from applicant, the institute may be able to accommodate them in subsequent batches subject to availability. The final decision for such cases will however rest with the Institute and the applicant agrees to abide by it. In case of disagreement between institute & applicant regarding such adjustment in subsequent batches, a refund will be processed in line with the refund policy.

4. REQUIREMENT OF DOCUMENTS

The list of documents to be submitted at the time of admission (e.g. identification proof like Aadhaar card, educational qualification documents like marksheets/degree certificates, PAN card & cancelled cheque/passbook copy for personal bank accounts) will be provided along with the admission offer, which will be shared via email.

5. SELECTION

The Institute follows a merit-based selection process and admission to all courses is based on the applicant's performance in the admissions test/interview (where applicable).

6. FEES

a) Details on fee payments, payment methods and necessary timelines will be communicated along with the admission offer. We aspire to support training opportunity for all selected applicants irrespective of their need for financial assistance. The institute thus support applicants in their efforts to secure a loan for fee payment. The final decision for the timeline of fee payment is on the discretion of the management. As mentioned in Section 2.e, the candidate must pay admission confirmation fees to confirm his/her seat. Course wise overall and admission confirmation fees is defined in the below table.

Course Name	Course Fees	Admission Confirmation Fees
Certificate in Industrial Automation Fundamentals	₹22,000	₹4,000
Certificate in Robotics & Automation for Smart Factories	₹23,000	₹5,000

Certificate in Industrial 3D Printing Design and Manufacturing	₹23,000	₹4,000
Certificate in Advanced Arc Welding Techniques	₹18,000	₹3,500
Certificate in CNC Operations for New-Age Manufacturing	₹18,000	₹3,500
Certificate for EV 2&3 Wheeler Service Specialist	₹22,000	₹3,500
Certificate in Electric Vehicle Battery Specialist	₹30,000	₹5,000
Certificate in Professional Cooking Skills	₹24,000	₹5,000
Certificate in Core Housekeeping Skills	₹6,000	₹1,500

7. FEE REFUND

a) The admission of a student may be cancelled at any time, if the student is found to be non-compliant with course requirements (e.g., short attendance or indiscipline in the class or such other instances) or if he/she is found to have used fraudulent means to obtain admission or is found to have violated or brought harm to the IIS brand in any manner. In such an event, the fees paid by the student will not be refundable. The institute will have the authority to collect any fees that has become due up to the date of receipt of application for withdrawal.

b) For withdrawal of admission and seeking refund: The refund will be calculated on the total fees that has become due as on the date of receipt of withdrawal request irrespective of the amount paid by the applicant.

S. No.	**% of aggregate fees to be refunded***	**Date when request for withdrawal of admission is received by the Institute**
1	100 %	30 days before the scheduled date of commencement of the course
2	50 %	Less than 30 and more than 15 days before the scheduled date of commencement of the course
4	0 %	Less than 15 days before the scheduled date of commencement or after commencement of the course
10% of admissions confirmation fees will be deducted as processing fee subject to a maximum of INR 1000		

c) The management of the Institute will have the final rights to reserve admission and cancellation.

d) Other Terms and Conditions

i. The Institute shall not take any responsibility for any issues related to fee payment made to a third-party impersonating to be the Institute employee or partner or acting on behalf of the Institute without appropriate authorization.

ii. Whether the admission of a student is cancelled by the Institute or the admission is withdrawn by the student, the student will, in either case, be required to return all the books, gadgets, training kit and other material provided under the course to the institute. If this is not done, then the student will be liable to pay the cost of such material.

8. INTERPRETATION

In implementation of the provisions of these rules, if any difficulty or question arises as to the interpretation of any provision, the decision of the management shall be final. The candidates will be bound by the rules and regulations of the Institute as applicable during their course of study.