



## Life Science Sector Skill Development Council

To,  
Chief Executive Officer (CEO),  
Life Sciences Sector Skill Development Council (LSSSDC)  
14, Palam Marg, Vasant Vihar,  
Delhi

Date:

Sub: **Application for Additional Centre(s) approval under PMKVY scheme**

Respected Sir,

This is to declare our additional centres / locations.

Sr. No.	Name of the Centre	Location	Centre Head / Manager / Coordinator Name	Centre Head / Manager / Coordinator Contact details

Please find enclosed the application for the above mentioned centres along with this declaration.

We confirm that all the details provided in this declaration is correct, updated and as per our best knowledge.

Thank you.

Yours,

(Sign and stamp)

Name of the Applicant Training Institute:

LSSSDC Accreditation no. (If applicable):

Contact Person :

Designation

Contact number

Email ID:

**(Note: Please Attach Appendix X for each additional centre listed above with relevant documents as described in the appendix. This cannot be used for franchise approval. Franchise approval must be file as fresh Accreditation application. All the pages must be signed and Stamped by the authorised signatory)**

## Appendix X

### Application Form - Additional Centre Approval

**Additional Centre is defined as any location used by an Accredited Training Partner of LSSSDC, for Skilling purposes, other than the Primary location which has been Accredited / or applied for Accreditation to LSSSDC.**

#### Details of Additional Centre

1. Name of the Additional Centre: \_\_\_\_\_
2. Address: \_\_\_\_\_  
City: \_\_\_\_\_ District: \_\_\_\_\_ State: \_\_\_\_\_  
Pincode: \_\_\_\_\_
3. Contact details of the Centre: Land Line: \_\_\_\_\_
4. Website: \_\_\_\_\_
5. Details of Centre Head:  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Email ID: \_\_\_\_\_
6. The centre falls under which of the following category

Sr No	Category	Put (✓) wherever applicable.
A	The centre is <b>a branch</b> of Applicant / Accredited Training partner	
B	College / School Tie-up - for sharing Infrastructure (Classroom Space, Training Aids etc) for skilling. Where only <b>in-house / internal students of the institute</b> are being skilled.	
C	College / School Tie-up - for sharing Infrastructure (Classroom Space, Training Aids etc) for skilling. Where both <b>internal students &amp; external candidates</b> are being	

	skilled.	
D	College / School Tie-up - for sharing Infrastructure (Classroom Space, Training Aids etc) for skilling. Where only <b>external candidates</b> are being skilled.	
E	Tie-up with location <b>other than educational Institute</b> for Infrastructure (Classroom Space, Training Aids etc) sharing.	

### 7. Declaration of infrastructure at Additional Centre

Sr No	Item Name	Quantity Available
1	No Of Class rooms	
2	Teaching Aids – White / Black board	
3	Projector	
4	Chairs for Students	
5	Equipment	

### 8. List of Documents to be submitted with this application

Sr No.	List of Documents	Applicable to Category	Please tick (✓) if attached
1	Rent agreement / Proof of Ownership / share agreement if it is shared on temporary basis.	A	
2	MOU between VTP & College / School (must clearly state that VTP shall use only space and infrastructure while onus of all major responsibilities such as <b>-mobilization, quality of training, Trainers, Internship, Assessment, SDMS upload shall be on VTP)</b>	B, C, D	
3	Registration certificate / Affiliation certificate of the College / School	B, C, D	
4	Address proof of the location (latest Electricity Bill, Water Bill, telephone Bill)	A, B, C, D, E	
5	Appendix 9 – Undertaking (to be downloaded from www.lssdc.in)	A, B, C, D, E	
6	Appendix 2 - List of Equipments (to be downloaded from www.lssdc.in)	A, B, C, D, E	
7	Photographs:	A, B, C, D, E	
7a	External View		
7b	Class room (1 picture per class room, covering complete view of the class, including teaching aid)		
7c	Group photograph of staff including head and admin and faculties at the location		
7d	Equipments related to affiliated course		
8	ID proof of the Centre Manager / Coordinator / Head		
9	Proof of Affiliation Fee paid to LSSSDC	A, B, C, D, E	