

## Procedure for applying under ITEC/Colombo Plan (2018-19)

A new procedure has been introduced for applying for courses under ITEC/Colombo Plan. According to the new procedure, applications are required to be filled in online by the applicants themselves. Details of the new procedure are given below:

- Applicants are required to visit the website <https://itecgoi.in> and look for the link “Apply for ITEC/SCAAP course” and press it.
- As soon as the link “Apply for ITEC/SCAAP Course” is pressed, online application is opened on the computer screen. Applicants will fill in all entries online. The applicants will also be asked to choose their own login email ID and create their login password, which would be used by the system to keep them posted of the processing status. It is therefore important that correct valid email address should be given while filling in the applications.
- It may be noted that rows of any table given in the application form can be increased/decreased by pressing +/X sign given at the extreme right of each table.
- After a candidate has applied for a course, a link will be sent to the candidate’s email ID (given by the candidates while applying for the course) for activating his account.
- After activation of account, the applicant is needed to take a printout of the application and complete the remaining sections of the applications on English Proficiency, Medical Report, Undertaking by the Applicant and get it forwarded by their respective Ministry/Employer and submit it to the Education Wing of the Indian Embassy personally.

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