HINDUSTAN AERONAUTICS LIMITED
AIRCRAFT DIVISION, NASHIK
OJHAR TOWNSHIP (POST)
NASHIK- 422207; Ph:02550-277144
E-Mail : trg.nsk@hal-india.co.in

--- A Maharatna CPSE ---

Adv.No. – HAL/T&D/1614/2025-26/268   **Date: 02/08/2025**

Amendment in Application Procedure of ITI Apprentices for 1 Year
in
Hindustan Aeronautics Limited, Nasik under the Apprentices Act, 1961

हिंदुस्तान एयरोनॉटिक्स लिमिटेड, नासिक में प्रशिक्षु अधिनियम, 1961 के अंतर्गत 1 वर्ष के लिए आईटीआई प्रशिक्षुओं की आवेदन प्रक्रिया में संशोधन

How to Apply/ आवेदन कैसे करें:-

All Interested candidates who have applied online through google form as well **as those who were not able to apply online** are required to be present physically **for Document Verification at HAL, Nasik** as per following schedule.

सभी इच्छुक उम्मीदवार जिन्होंने गूगल फॉर्म के माध्यम से ऑनलाइन आवेदन किया है और जो ऑनलाइन आवेदन नहीं कर पाए हैं, उन्हें निम्नलिखित कार्यक्रम के अनुसार एचएएल, नासिक में दस्तावेज़ सत्यापन के लिए स्वयं उपस्थित होना है.

Venue / स्थल : KINO Auditorium, HAL Township, Mumbai-Agra Highway, Ojhar,Tal-Niphad, Dist-Nashik Pin- 422207.

Time / समय: 8.00 am to 2.30 pm.

Trades	Date of Document Verification
Fitter / Turner / Machinist / Machinist (Grinder) only	**09 September 2025**
Electrician / Electronics Mechanic / Draughtsman (Mechanical) / Mechanic (Motor Vehicle) only	**10 September 2025**
Computer Operator and Programming Assistant (COPA) / Welder (Gas & Electric) / Tool & Die Maker (Jig & Fixture) / Tool & Die Maker (Die & Mould) only	**11 September 2025**
Refrigeration and Air-conditioning Mechanic / Painter (General) / Operator Advanced Machine Tools / Carpenter / Sheet Metal Worker / Food Production (General) / Stenographer(English) only	**12 September 2025**

Only original documents will be verified at the D.V desk.
There will be no Verification on Photocopy.

डी.वी. डेस्क पर केवल मूल दस्तावेजों का ही सत्यापन किया जाएगा.
फोटोकॉपी पर कोई सत्यापन नहीं होगा.

Forms/Documents required at the time of Document verification / दस्तावेज़ सत्यापन के समय आवश्यक प्रपत्र/दस्तावेज :

1. **Candidates will have to take a print of Form - A & Form - B on a single page only (Front-Back Print) (Form attached below.)**

   अभ्यर्थियों को फॉर्म-A और फॉर्म- B का प्रिंट केवल एक ही पृष्ठ पर लेना होगा (फ्रंट-बैक प्रिंट).

2. **Form - A to be filled by Candidate before coming for document verification whereas Form-B (flip side of Form A) is to be kept blank for office use only.**

   दस्तावेज़ सत्यापन के लिए आने से पहले उम्मीदवार को फॉर्म-ए भरना होगा, जबकि फॉर्म-बी (फॉर्म-ए का दूसरा भाग) केवल कार्यालय उपयोग के लिए खाली रखा जाना है।

3. Candidates are also advised to keep an extra blank print out of Form-A & Form-B (Front Back) in case of any corrections needed.

   अभ्यर्थियों को यह भी सलाह दी जाती है कि, अगर किसी भी सुधार की आवश्यकता हो तो वे फॉर्म-ए और फॉर्म-बी (आगे-पीछे) का एक अतिरिक्त खाली प्रिंटआउट अपने पास रखें.

4. Aadhar Card.
5. **Photocopy or Mobile Screenshot/ of NAPS Registration Number.**
6. Original SSC Certificate/Mars sheet.
7. Original ITI Certificate/Mark sheets (All Semester & Consolidated).
8. Original Cast Certificate in central Govt. format (if belongs to SC/ST/OBC).
9. Original Valid Non-Creamy Layer Certificate in Central Govt. format if OBC.
10. Original valid EWS certificate (if desire to have EWS reservation).
11. Original PWD Certificate (if belongs to PWD)
12. MSI card in case of HAL ward.

Selection / चयन:-

Candidates will be provisionally shortlisted on aggregate academic Marks of qualifying examination (i.e 70% weightage to SSC Marks & 30 % Weightage to ITI Marks) & as per eligible reservations. The list of shortlisted candidates along with further necessary instructions will be published on **www.hal-india.co.in' in Career Section - Aircraft Manufacturing Division, Nasik.**

योग्यता परीक्षा के कुल शैक्षणिक अंकों और पात्र आरक्षणों के आधार पर उम्मीदवारों को अनंतिम रूप से शॉर्टलिस्ट किया जाएगा। शॉर्टलिस्ट किए गए उम्मीदवारों की सूची और आगे के आवश्यक निर्देश **www.hal-india.co.in' in Career Section - Aircraft Manufacturing Division, Nasik** प्रदर्शित किए जाएंगे.

(Sawalkar S. N.)
(सावलकर एस.एन.)
Dy. General Manager (Trg & SD)
उप. महाप्रबंधक (प्रशिक्षण एवं एसडी)

(Apprentice Document Verification 2025-2026)
for ITI Candidates

Full Name (In CAPITAL Letters): _____

Email ID (Linked to NAPS Profile Login): _____

Full Address: _____

_____

ITI NAPS website Registration Number: _____

Mob.1 _____   Mob.2:_____

	ITI
Trade Name as in ITI NCVT/SCVT Certificate/ Mark sheet	
Month & Year of Passing as on Certificate.	
Name of ITI College	
Aggregate Percentage (%) Marks in ITI	
Percentage Marks in S.S.C (10th std.)	

Category as per Central Govt. General/SC/ST/OBC **(Write Category)**	
If OBC Non-Creamy layer Certificate in central Govt. format **(Write Yes/No)**	
Validity of Non-Creamy layer Certificate **(Write the validity)**	
Whether Divyang (PHP)? **(Write Yes/No)** (If Yes write the **%** of disability) (Should not be Not less than 40%)	
Whether belongs to EWS (Valid Certificate Required) **(Write Yes/No)**	
Whether Son/Daughter/Spouse of HAL employee? **(Yes/No)** (If yes, write Name & PB No of employee) (MSI card required)	

I hereby declare that the information given in this form is true to the best of my knowledge and belief. Suppression of any information will be entailed to disqualify from the process of appointment.

Candidate's Signature:

Date:

Form – B (To be filled by HAL Personnel only at the time of D.V)
(Not filled by the Candidate)

Apprentice Document Verification 2025-2026

for ITI

	ITI
Trade Name as in ITI NCVT/SCVT Certificate/ Mark sheet	
Write Aggregate Percentage (%) Marks in ITI	
Month & Year of Passing of ITI	
Percentage in S.S.C (10th std.)	

Type	Details	Format Central/State
Check Category as per Cast Certificate. General/SC/ST/OBC **(Write Category)**		
If OBC Non-Creamy layer Certificate available at the time of document verification? **(Write Yes/No)**		
Write the Validity of Non-Creamy layer Certificate		
Whether Divyang (PHP)? **(Write Yes/No)** **If Yes write the %** of disability. (Not less than 40%)		
Whether belongs to EWS (Check Valid Certificate) **(Write Yes/No)**		
Whether Son/Daughter/Spouse of HAL employee? **(Yes/No)** (If yes, write Name & PB No & relation with employee) (Check MSI Card)		

Original Documents not available at DV Desk :

Copy of Aadhar Card / SSC Certificate / ITI Certificate / Marksheets / Non-Creamy Layer/Cast Certificate in Central Govt. Format / EWS Certificate/Divyang Certificate.

Signature of Verifier at DV Desk

Employee ID: _____

Name: _____

Date: _____

Signature of Candidate at D.V. Desk

Name: _____

Date: _____