



# CHECKLIST FOR APPEAL APPLICATION (ITS SCHEME)



This checklist will assist to ensure that you have provided all the necessary supporting documents to file your appeal

## EMPLOYER'S SECTION

Tick (✓) the column once you have attached all the required documents

- Application Form **(PSMB/ITS/1/08)**
- A Copy Of The Industrial Placement Confirmation Letter From The Education Institution
- A Copy Of The Confirmation Letter From Employer
- A Copy Of The Programme Structure, Objectives, Learning Outcomes And Course Schedule For The Entire Duration Of Training (Weekly Basis)
- Employers Are Required To Place Their Company's Stamp On Last Page Of The Application Form
- Reason for Appeal (Compulsory to State) :

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**\*\*FAILURE TO PROVIDE ABOVE ITEMS WILL LEAD TO REJECTION OF APPEAL APPLICATION**