



Instructions (Step by Step procedure) to be followed by serving / retd BSNL employees & their wards or spouses for Nomination / Registration
ITU E-Learning Courses on “Advance Broadband Network QoS & Applications” to be conducted by ALTTC Ghaziabad from 24th Aug – 04th Sept, 2020

Instructions:**Step 1: Deposit of Training Fees**

- Participant has to deposit the requisite training fee of ITU E-Learning course for serving BSNL employees, to ALTTC Bank Account through online mode.

S.No	Category	Training Fee (INR)
1	Serving BSNL Employees	1,784/-
2	Retired BSNL Employees	3,530/-
3	Wards & Spouses of Serving/Retd BSNL Employees	5,294/-

The fee is to be deposited directly, through ONLINE mode, at ALTTC Ghaziabad at following bank account details:

(A) Through NEFT / RTGS

- Bank Name and Address: STATE BANK OF INDIA, NAVAYUG MARKET, GHAZIABAD
- Bank Account Number: 00000000010888625814
- MICR Code: 000000110002224
- IFSC Code: SBIN0000642

(B) Through QR Code (through PayTm / Mobile Wallet / etc)

- Scan the following QR code and make the payment



9818774900@upi

Scan & Pay



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- Participant must note down the Transaction No / UTR No for the payment made and also save a copy of Payment Receipt for further Nomination / Registration procedure.
- **Following documents needs to be submitted through email to ALTTC Ghaziabad at tarunkarnikalttc@gmail.com / sdebd2010@gmail.com, without which the Registration for ITU course will not be done**

Serving BSNL employees:

- (1) Copy of receipt of payment
- (2) Copy of identity card of BSNL employee, issued by BSNL

Retd BSNL employees:

- (1) Copy of receipt of payment
- (2) Identity proof (Retd BSNL Employee). Copy of proof of identity must be attested by any serving BSNL officer (along-with office stamp & HRMS No) not below the rank of AGM/DE

Wards or spouses of serving BSNL employees:

- (1) Copy of receipt of payment
- (2) Copy of identity card of BSNL employee, issued by BSNL
- (3) Copy of Medical Card of BSNL employee, issued by BSNL as identity proof indicating participant of being ward or spouse of serving BSNL Employee

Wards or spouses of retd BSNL employees:

- (1) Copy of receipt of payment
- (2) Identity proof (Retd BSNL Employee). Copy of proof of identity must be attested by any serving BSNL officer (along-with office stamp & HRMS No) not below the rank of AGM/DE
- (3) Copy of proof of relationship of ward with retd BSNL employee. The relationship proof must be attested by any serving BSNL officer (along-with office stamp & HRMS No) not below the rank of AGM/DE

Step 2: Creation of ITU Academy Portal Account

- For Nomination / Registration in ITU E-Learning courses, participant must have an ITU Academy Account on ITU Academy Portal.
- So, if participant doesn't have this account, then they must open a New ITU Academy Account through link <https://academy.itu.int/index.php/user/register> and must Note down ITU Academy Account "Username" for further registration procedure by ITU.



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Step 3: Filling up of Google Form

- Participant has to fill up the online Google Form at link https://docs.google.com/forms/d/1gWo2vecYqQZCCudgvsAOnM1QrAERrvuPsBHeT0_XpNU/edit?usp=sharing for providing the essential details to ALTC Ghaziabad for further Nomination / Registration procedure.
- Participant has to fill in the ITU Academy Portal "Username" and Payment Details in this form also. After completely filling up the form, kindly submit it.
- **Only the participant, whose Google Form response is received (after step 1 & 2), will be considered for Nomination / Registration for ITU course.**
- The above **Google Form will close down on 22nd Aug 2020 17:00 Hrs** and no request in any form will be entertained after that, for Nomination / Registration for ITU course.

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