

To.

The Principals/HoOs of NSTIs, Govt. & Pvt. ITIs

Subject: Extension of time period for reporting and marking "Physically Admitted" for CITS trainees of session 2025-26 on NIMI portal - Reg.

Madam/Sir,

This is to inform you that the CITS session for 2025-26 is scheduled to commence on 1st September 2025. It is informed that all admitted trainees who have physically reported to the institutes as per the admission schedule must be marked as "Physically Admitted" on NIMI portal without fail.

Please note the following important points:

- Trainees not marked as "Physically Admitted" on the NIMI portal will be treated as "Not Reported", irrespective of their actual presence in the institute.
- Consequently, such trainees will not be eligible for further processes in the trainee life cycle, including:
 - Registration on SIDH portal
 - Examinations
- Even if such trainees meet the attendance criteria, no representation will be entertained if they are not marked as "Physically Admitted" on the NIMI Portal.

The period for physical admission was scheduled from 25th August to 29th August 2025. However, based on requests received from various institutes for an extension, the last date for reporting and physical admission has now been extended up to 8th September 2025.

In light of the above, all institutes are requested to exercise due diligence and ensure timely update on the NIMI portal.

भवदीय
(हेमंत डी. गांजर)
निदेशक, सीएफआई

Copy to:

1. Sr. PPS to DG (T)/ SS, DGT
2. PPS to DDG, DGT Hq., DDG (East), DDG (South)
3. Regional Director, RDSDEs with a request to circulate the letter in the concerned NSTIs/ITIs falling under their jurisdiction.
4. IT cell with a request to upload on the DGT website.
5. Guard file

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