

## ABSTRACT

Technical Education – Establishment of “Finishing School” in Government, Government Aided and Self-financing Polytechnic Colleges – Orders – Issued.

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Higher Education (B2) Department

G.O.(Ms)No.255

Dated: 24.6.2008.

Read :

From the Commissioner of Technical Education, Chennai-25,  
Letter No.5294/Y3/SO(CDC)/2008, dated 12.2.2008.

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### ORDER:

In the letter read above, the Commissioner of Technical Education has submitted a proposal to establish “Finishing School” for offering technical skills as well as soft skills to enhance the employability of students studying in Government, Government Aided and Self-financing Polytechnic Colleges.

2. The Commissioner of Technical Education in his proposal has sent a detailed report for establishment of Finishing School in Government, Government Aided and Self-financing Polytechnic Colleges and stated that the Tamilnadu has about 294 Polytechnic Colleges and approximately 40,500 diploma holders pass out of these colleges. Although the demand for technical graduates is increasing, the employability of the students passing out from various technical institutions is very low. Indian industry absorbs many of these students but very few students get the opportunity to get on-the-job training while they are studying, limiting their knowledge to theoretical stuff. The companies, which absorb these students, need to spend a good deal of time, energy and money on training the raw recruits.

At present, the fresh pass out students hired by industries are given training at the level of their induction either through product-oriented training programme or through in-house training programme organised by a few industries. In-house training is limited to a basic orientation, because vendor-based training is expensive and equipment specific. The current educational framework does not offer exposure to real-world environment. What is needed to impart an additional training through well-planned curriculum consisting of the right mix of courses in different field is necessary. Finishing School is a new concept in which curriculum is developed for students to prepare them for requirements of industries.

Seven National Institutes of Technology(NITs) at Calicut, Durgapur, Jaipur, Kurushetra, Surathkal, Tiruchirappalli and Warangal along with IIT, Roorkee organize Finishing Schools from May 2007. The Analog Devices- IIT, Chennai is also organizing Finishing Schools in Digital Signal Processing Applications .

3. He has stated that the concept of Finishing School programme is a pre-employment training programmes for graduating students from Polytechnic Colleges offering different specializations to cater to the needs of different industries. Finishing School is a supplementary training school that attempts to make-up for deficiencies of low-tier students providing specialized training in technical fields such as Computer, Tele-communication, Information Technology, Networking and also in soft skills.

The Finishing School aims to provide skills both in technical and soft skills to students to facilitate their employability and play a part in the supply side issues of the industry. Finishing School programmes will be designed with sufficient flexibility to benefit the fresh engineering students coming from different disciplines.

### **Objectives**

- (1) To enhance the employability of engineering students.
- (2) To enhance the standard of fresh engineering graduates so that they become acceptable to the industry.
- (3) To cater to the needs of the industry.
- (4) To create a platform where the students can work towards accessing the skills required to get into industry.
- (5) To bridge the gap between industry and educational institutions.
- (6) To provide both technical and soft skill to people to facilitate their employability.
- (7) To meet the needs of unemployed and non-employable engineering graduates and to improve their communication as well as I.T. skills.
- (8) To reinforce the students skills and acquire industry-specific knowledge from trained faculty and experts from industries.
- (9) To offer suitable candidates to different industries.
- (10) To help young graduates to find jobs through appropriate training.

### **Need for Finishing School**

Finishing School is needed to bridge the gap that existing between the needs of the industry and the academic curricula. Through Finishing School, the students will get an opportunity to acquire and reinforce industry-specific knowledge, skills and competencies delivered by trained faculty and practicing managers from I.T. & ITES (I.T. Enabled Services) industry.

Especially the fast growing I.T. sector has created a huge career opportunity in its wake. The profiles of the career opportunities keep dynamically changing as newer and newer technologies emerge and the global market requirements change. The formal education focuses on the fundamentals, concepts in different subjects and brings out with excellent basics and strong foundation over which the super structure could be built. However, the need and demand placed by the fast technological changes and the emerging global market trends that are making the growth of I.T. industry brings out the demand for complementing and supplementing the formal education through the non-formal education and training. Hence, the need is in the form of “Finishing School” for training the students, faculty and even working professionals to keep pace with the demands of the industry as well as technological changes.

He has stated that the Finishing School programmes are learning-oriented than teaching-oriented. The recent boom in the Indian Economy has enhanced the need for such Finishing Schools.

### **Institutions offering Finishing School**

- (1) The Human Resource Development Ministry, in consultation with AICTE, Department of Information Technology, seven NITs/IIT Roorkee and NASSCOM has taken up of offering Finishing School for from May 2007.

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- (2) The popular ones in the I.T. domain are the Mysore based RiiIT and Bangalore based Purple Leap. These schools cover technical skills as well as communication and problem solving skills. Other Finishing Schools attempt to make up for the deficiencies in the secondary education system with regard to maths and science education and bring the student up to the level necessary for attending University and gaining admission.
- (3) Finishing School programmes are conducted as per the directives of HRD in NITs at Kozhikode, Durgapur, Kurushetra, Jaipur, Surat and Warangal, IIT Roorkee during May to July.
- (4) Analog Devices – IIT, Chennai conducting a course on Digital Signal Processing Applications.

### **Finishing School**

Students are to choose one course from the list of technical courses and one course from the list of soft skills mentioned below:-

- (ii) I.T. related technical courses: (50 hours)
    - Telecommunication Fundamentals
    - Source Coding
    - Data Communication
    - Telecommunication Networks and Switching
    - Wireless and Cellular Communication
    - Internet Services
    - Network Management Systems
    - Data Base Management
    - Management Information System
  - (ii) Soft Skills – Courses: (30 hours)
    - Personality Development
    - English Fluency and Communication Skills
    - Counselling
    - Public Speaking
- (3) Lab - (20 hours)

### **Target Group**

- (i) Final year outgoing students of Polytechnic Colleges
- (ii) Unemployed pass out students from Polytechnic Colleges

Finishing School courses will be conducted in all Government, Aided and Self Financing Polytechnic Colleges and maximum number of students to be admitted in a college will be 100.

### **Curriculum**

The curriculum and syllabi for Finishing Schools will be designed and prepared on par with IIT and NIT Finishing School syllabi by the experts from the academia with intensive participation of experts from the industry and the stress is on making the students more suitable to the industry needs. A well planned curriculum will consist of the right mix of courses in Telecommunication, Computer, Networking, Software, Management and Soft Skills.

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### **Course Fee**

Course fee is Rs. 1200/- for general candidates

50% fee concession for scheduled castes/ scheduled tribe and physically challenged candidates

### **Duration of the course**

Total Duration – 5 Weeks

- 4 hours per day, 20 hours/week, 100 hours/ 5 weeks
- Technical Course= 50 hours
- Soft Skills = 30 hours
- Lab = 20 hours
- Total = 100 hours**

### **Time Schedule**

The programme will be run for a period of 5 weeks during May to June, 5 days/week, 4 hours/day with a total input for 100 hours.

### **Selection for Admission**

First come first served basis.

### **Eligibility**

Students from all branches of Engineering who have completed the diploma (**or**) Final year out going diploma students from all branches of engineering.

### **Evaluation Criteria**

For each subject feedback and test shall be administered to evaluate the effectiveness of learning. Based on the students performance in test certificate will be issued.

### **Certificate for the course**

On successful completion of the programme, certificate will be issued by the Directorate of Technical Education.

Financial requirements could largely depend on the Finishing School programmes to be offered by the Polytechnic Colleges. The tentative estimates is calculated based on reasonable assumptions rather than on actual estimates.

### **Remuneration for Teachers to be engaged in the Finishing School concept**

#### (i) For Theory hours

Remuneration to one faculty	200x80= Rs.16000
Remuneration to one supporting staff	50x80= Rs. 4000
Remuneration to one technical assistant	50x80= Rs. 4000
Remuneration to one office assistant	25x80= Rs. 2000

#### (ii) For Lab hours

Remuneration to one faculty	100x20= Rs. 2000
Remuneration to one supporting staff	25x20= Rs. 500
Remuneration to one technical assistant	25x20= Rs. 500
Remuneration to one office assistant	15x20= Rs. 300

#### (iii) Water Supply & Electricity charges allowed for 100 students: 100x100= Rs.10000

**Source of Finances for course**

(i)	<u>Receipt</u>	
	<b>Fees</b>	<b>- Rs. 1,20,000/-</b>
(ii)	<u>Expenses</u>	
	Remuneration to 4 faculty	- Rs. 72000/-
	Soft Skills Workshops	- Rs. 12000/-
	Remuneration to two supporting staff	- Rs. 9000/-
	Remuneration to one technical assistant	- Rs. 4500/-
	Remuneration to one office assistant	- Rs. 2300/-
	Postal Expenses	- Rs. 200/-
	Water Supply & Electricity	- Rs. 10000/-
	Consumables & Miscellaneous	- Rs. 10000/-
	<b>Total Expenses</b>	<b>- Rs. 1,20,000/-</b>

4. The Commissioner of Technical Education has further stated that it is hoped that the offering of Finishing School initiative would help in bridging the manpower supply-demand gap by atleast 30 to 40%. Initially it will be set up in Government, Aided and some selected Self Financing Polytechnic Colleges. These institute will conduct the Finishing School course with 100 students for a period of 5 weeks. The institutes would utilize their existing infrastructure for conducting the course. Offering different technical courses along with soft skills through the Finishing Schools will definitely increase the employable working population by 40%. Reach 95% acceptance level of students in industry. Sustainability is dependent on revenue streams of fee incomes. The graduates securing jobs in vain due to lack of employability, communication skills and entrepreneurship quality will be over come by offering Finishing Schools. With complexities of business increasing with time, the need for trained IT related professionals along with soft skills is growing. With computers and internet becoming a way of life, there has been a manifold increase in the development of networking components and technologies, thus resulted in a need for Finishing School Programmes to be offered for all branches in Polytechnic Colleges.

5. The Commissioner of Technical Education has stated that the proposal for offering **Finishing School** programmes will run on self supporting basis and does not involve any financial commitment of the Government or the colleges. Further the programme will enhance the employability of 20,000 students per year and to train students to better fit in to the industry and enhance students technical skills as well as soft skills and request the Government to pass orders on the proposal to establish the "Finishing School" programme in Government, Government Aided and Self-financing Polytechnic Colleges from May 2008 onwards.

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6. The Government have examined the proposal of Commissioner of Technical Education and decided to accept it. Accordingly the Government permit the Commissioner of Technical Education to establish Finishing School programme in Government, Government Aided and Self-financing Polytechnic Colleges from May-June 2008 onwards with a minimum strength of 50 students and maximum of 100 and above in each institution for a period of 5 weeks every year, without any additional expenditure to Government. The Commissioner of Technical Education is permitted to collect course fee of Rs.1200 for General candidates, 50% fee concession for SC/ST and physically challenged candidates. Programme will run for a period of 5 weeks from May-June, 5 days a week 4 hours a day with total input of 100 hours. Regarding eligibility for selection of candidates and evaluation criteria this will be done by the Commissioner of Technical Education.

7. The Commissioner of Technical Education is directed to take necessary action to conduct the Finishing School programme as per concept orders in para 5 above and send a detailed report to Government on completion of the programme every year to Government without fail.

(BY ORDER OF THE GOVERNOR)

K. GANESAN,  
SECRETARY TO GOVERNMENT.

To

The Commissioner of Technical Education, Chennai-25.

The Principals of all Government / Government Aided / Self-Financing Engineering Colleges / Polytechnics through Commissioner of Technical Education, Chennai-25.

The Accountant General, Chennai-18/35.

The Vice-Chancellor, Anna University, Chennai / Coimbatore / Tiruchirappalli / Tirunelveli.

Copy to:

Senior P.A. to Minister for Higher Education, Chennai-9.

Higher Education (A / J / I / C / G / H / K) Department, Chennai-9.

Finance (Edn. I) Department, Chennai-9.

/Forwarded/By Order/

Section Officer.