

Summary report- Review of institutions

- I. District¹:
- II. DS division²:
- III. Name of the district manager⁵:
- IV. Title of the Action⁷: review of institution .
- V. Activity code as per the Logframe⁶: 3.3.1
- VI. Date of review⁹: januuary 2019

1. Name of the institution⁴⁷: Business and Technological Education College (BTEC)
2. Address⁴⁸: No 70,1/1 Thiruganasampanthar street ,Trincomalee
3. Head of the institute: Mr. J.M.Sajeer
4. Contact no : 0778973896
5. Date of commencement: 21.01.2017
6. Type of institute : Private
7. TVEC registration for center : Yes
8. If Yes, registration Number : P19/0067
9. Expiry date of registration : 20 .02.2020
10. Details of the current courses

Course Name	Accredited/ Not accredited	Type of accreditation	Duration of the course	Period of intake	Intake per batch	Entry level qualifica tion	No. of students currently followin g	No. of student s passed out so far
Computer Application Assistant	Yes	TVEC/NVQ Level 03	3 Months	January and September	15	O/L	15	40
Graphic Designing	Yes	TVEC /NVQ 04	6 Months	January & September	15	O/L	5	NOT YET
Certificate in ICT	Registered At TVEC	TVEC	3 Months	January and September	15	Grade 8	3	20
Diploma in Computerized Accounting	Registered At TVEC	TVEC	3Months		15	o/l	09	29
House Keeping Operation	Yes	ATHM	3Month s		20	o/l	16	28

Front Office Assistant	Yes	ATHM	3Months		20	A/L		32
Diploma in professional Travel Agent	Yes	ATHM	3Months		20	A/L	32	NOT YET
Pool lifeguard	Yes	International Life saving Association	3 days		20	Swimming		22
Spoken English		BTEC	3Months		20	O/L		60
Diploma In English		BTEC	5 Months			O/L		30

11. Is the OJT compulsory for all the courses you offer? No

12. If not, what are the courses that OJT is not compulsory⁵⁷?

13. Is there follow up services on passed out trainees?

14. If yes, what are such services offered⁵⁸? (Please tick relevant)

Tracer Study survey	
Job placement	
Assisting for self-employment	
Other (specify)	

15. Do you provide any trainee allowance? No

16. If yes, amount (per month)?

17. What is/are the Source/s of funding for trainee allowance?

18. Soft skill development components included in the curriculums? No

19. Does the institute agree to incorporate/update soft skill components at their own expenses? Not decided

20. What are the existing gaps to incorporate soft skill components?