STEPS/PROCEDURE FOR NSR REGISTRATION:

Step 1 - Go to www.nationalskillsregistry.com to register online and print a form at the end of this registration

Step 2 - Complete the registration process by visiting a point of service outlet (POS) and submitting your biometrics

Step 1: Online Registration

Visit www.nationalskillsregistry.com and click on register for NSR.

Section 1 - Personal Details

- Name
- Any Previous name
- Gender
- Date of birth
- Mother's Maiden name
- Spouse's name
- Present address (with pin code)
- Permanent address (with pin code)
- Contact numbers (Residence, Office, Mobile)
- Email address
- Passport details (Number, date of expiry, place of issue) - If applicable
- PAN details - If applicable

At the end of entering information in section 1, you will be prompted to create a login and choose two passwords for signing in (login password) and updating the information at a later stage (transaction password). Do make a note of your login id and passwords. On submission of information at this stage NSR site will accept information, prompt for error rectification if any and will issue an ACKNOWLEDGEMENT NUMBER. Please note down the same for reference.

Section 2 - Qualification Details

Qualifications are divided into three categories i.e. Academic, Professional and Technical. For entering the qualification details you may need to refer to your qualification certificates. If for any qualification you do not have details this can be added after ITPIN generation as well.

- Name of Board (10th, 12th)
- Year of passing
- Roll Number (not mandatory)
- Name of University (Under Graduate, Post Graduate etc)
- Year of passing
- Roll Number (not mandatory)
- Name of technical qualification
- Year of certification

Section 3 - Career Information (Present & Past employment details)

·   Name of the company (All NASSCOM member companies are listed in the "list of companies" adjacent to Company name. If you are not ableto find your employer company in the list please send a mail at nsr@nsdl.co.in with details of such company. They will update the list and inform you.)
·   Employee Code
·   Joined in (Month/Year)
·   Joined As (Designation)
·   Address of the company (with pin code)
·   Telephone Number (mandatory only for present employment)
·   Present designation (for present employment)
·   Relieved in (Month/Year) - except for present Employment
·   Relieved as (Designation) - except for present employment

NSR sends you a photo card upon completion of registration. You can make a choice of your NSR card delivery address among your present, permanent and present employer office address.

Modes of Payment - One will have an option to make payments through Demand Draft/Cash/Cheque at POS or Click on the option that says online payment. The total registration cost is Rs. 337/-

Print the acknowledgement form and walk to the point of service (POS) for submitting your biometrics for registration closure. POS contact details are available in https://nationalskillsregistry.com/POS.html#2.

For queries one can write to nsr_infosys@infosys.com