

## INSTRUCTIONS FOR STATE REGISTRATION CODE

1. State Registration No: Use 16 Digit number as State Registration number with following configuration;
  - a. First Two Digits: State code( ie **32**)
  - b. Next Two Digits: District code ( **01 to 14**)
    - 01: Thiruvananthapuram
    - 02: Kollam
    - 03: Pathanamthitta
    - 04: Alappuzha
    - 05: Kottayam
    - 06: Idukki
    - 07: Ernakulam
    - 08: Thrissur
    - 09: Palakkad
    - 10: Malappuram
    - 11: Kozhikkode
    - 12: Wynad
    - 13: Kannur
    - 14: Kasargode
  - c. Next **Three** Digits: Last three digits of new ITI Code( ie for PR32000086 : 086, for GU32000222: 222)
  - d. Next **Two** Digits: last two digits of Year (15)
  - e. Next **Three** Digit: New Trade code (ie., For Fitter trade:227, for COPA: 242 )
  - f. Next **Four** Digits: Serial number of trainee of your Institute(0001 to 9999)

**Example:** 3201222152420832

**(A trainee with serial number 0832 (A non-repeating/unique number assigned for a trainee in the institute) studying in COPA Trade(code:242);Institute with new ITI code ending 222 in Thiruvananthapuram(01) District of Kerala State(32).)**

***Note:If total number of trainees in an institute is 923, serial number should be from 0001 to 0923.***