

KINGDOM OF BHUTAN

**DIRECTORY OF EDUCATION AND TRAINING INSTITUTIONS
2009**

Department of Employment

MINISTRY OF LABOUR AND HUMAN RESOURCES

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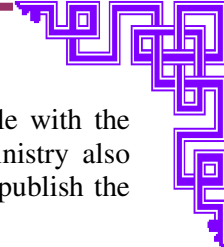
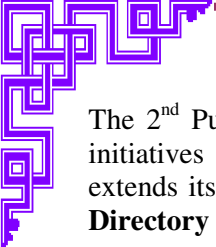
FOREWORD

The Second Publication of the **Directory of Education and Training Institutions 2009** is published as a hand tool for our ever increasing youth seeking training institutions in the country. It is felt that the information is available on training opportunities with particular reference to the actual courses offered by various training institutions, whether public, private, or NGO, was essential if youth were to be fully informed on all matters relating to their future entry to the world of work.

Accordingly, **The Directory of Education and Training Institutions was published** to provide Information on all education and training institutions engaged in some way in preparing youth for entry to their chosen career opportunity.

The Ministry of Labour and Human Resources expresses its gratitude to the Sustainable Development Agreement Program for bringing out the first publication of the **Directory of Education and Training Institutions in 2004**, administered through the Sustainable Development Secretariat, Bhutan, for its financial support to enable this **Directory** to be prepared and published.

The Ministry also expresses it's appreciation to the Royal Civil Service Commission, the Ministry of Education, the Bhutan Chamber of Commerce and Industries, the then Ministry of Trade and Industries, and the German-Bhutan Basic Skills Development Project, for their technical contributions and general support in the preparation of the first publication.



The 2nd Publication of the **Directory of Education and Training Institutions 2009** was possible with the initiatives from the Department of Employment and the ICT Division of this ministry. The Ministry also extends its gratitude to Miss Kezang C. Choden, who worked tirelessly with the ICT Division to publish the **Directory of Education and Training Institutions 2009**.

The dynamic nature of Bhutan's labour markets and their changing career and employment opportunities, require education and training institutions to adapt their program and courses to meet the changing circumstances. This dictates that this **Directory of Education and Training Institutions** be up-dated periodically to ensure that the information it contains is both recent and reliable, thereby providing our youth with the information they require to assist them in making their career planning and decisions. However, the Ministry in its efforts to support the Royal Government towards E-Governance, the 2nd publication is E-Publication and published only in the website of the Ministry in order to minimize the cost.

The Ministry of Labour and Human Resources welcomes contributions from training providers, youth and all interested parties to ensure that the periodic up-dating process reflects the real needs of users and that information on the nation's education and training institutions is as accurate and comprehensive as possible.

Dorji Wangdi
Minister
Ministry of Labour and Human Resources

INTRODUCTION

This **Directory of Education and Training Institutions, 2009** presents information on more than 39 training providers throughout the Kingdom. As far as possible, each entry is presented in a standardized format, commencing with general information on each institute, followed by a table outlining the courses offered, their duration, entry requirements, and the title of the award issued on completion of the course.

Though a word of caution is necessary concerning the awards issued by private training providers, particularly the diplomas level awarded by information technology training institutes. The Department of Occupational Standards has assessed and accredited most of the training institutions in the country.

ACKNOWLEDGEMENTS

The Ministry of Labour and Human Resources gratefully acknowledges the contribution of the following persons in the preparation of the first publication of the **Directory of Education and Training Institutions 2004**.

Ugyen Dorji, Under Secretary, Royal Civil Service Commission

Choining Dorji, Legal officer, Royal Civil Service Commission

Tshering Dolkar, ex-Joint Director, Careers and Counseling Division, Department of Youth, Culture and Sports,
Ministry of Education

Karma Tshering, ex-Director, Department of Employment, Ministry of Labour and Human Resources

Tandin Dorji, Programme Officer, Department of Employment, Ministry of Labour and Human Resources

Karma Lhazom, ex-Programme Officer, Department of Human Resources, Ministry of Labour and Human
Resources

J. B. Nepal, ex- Chief Programme Officer, Department of Occupational Standards, Ministry of Labour and
Human Resources

Pema Wangda, Director General Department of Labour, Ministry of Labour and Human Resources

Tenzin Lekphell, ex-Project Manager, Department of Labour, Ministry of Labour and Human
Resources

Tashi Wangmo, ex-Head, Planning and Policy Division, Ministry of Labour and Human Resources

Roland Wittur, ex- GTZ Coordinator, Ministry of Labour and Human Resources

The MoLHR would also gratefully acknowledges the contribution of the following persons in the preparation of the Second publication of **Directory of Education and training institutions 2009**

Jamyang Gayleg, Director for Department of Employment, MoLHR
Kesang C. Phuntsho, Head, Employment Services Division, DOE, MoLHR

Ugyen Tenzin, Head of LMID, MoLHR

Ugyen Dorji, Employment officer, Pre-Employment Engagement Program, Department of Employment, MoLHR.

Kezang C. Choden, PEEP, DOE, MoLHR,
Singye Dorji, Head of ICT, MoLHR.

Sherubtse College

Type of Training Institute:	Government
Name of Institute:	Sherubtse College
Address:	Kanglung
Dzongkhag:	Trashigang
Telephone No:	00975-4-535100
Fax:	00975-4-535129
E- mail:	director@sherubtse.edu.bt
Name of Contact Person:	Mr. Singye Namgyel
Position:	Director

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/Qualification:	Intake Capacity:	When to apply:
B.Sc Computer Sc.	XII	3+1 Years	July	Nu.1000	Degree	60	February
B.Sc Physical Sc.	XII	3+1 Years	July	Nu.1000	Degree	60	February
B.Sc life Sc.	XII	3+1 Years	July	Nu.1000	Degree	40	February
BA Dzongkha & English	XII	3+1 Years	July	Nu.1000	Degree	25	February
BA Dzongkha & Geography	XII	3+1 Years	July	Nu.1000	Degree	10	February
English & Geography	XII	3+1 Years	July	Nu.1000	Degree	15	February
BA in English & Env. Studies	XII	3+1 Years	July	Nu.1000	Degree	20	February
BA in Geography and Economics	XII	3+1 Years	July	Nu.1000	Degree	30	February
BA in Economics & Evn. Studies	XII	3+1 Years	July	Nu.1000	Degree	30	February
BA in Political Sc. & Sociology	XII	3+1 Years	July	Nu.1000	Degree	18	February
BA in Political Sc. & History	XII	3+1 Years	July	Nu.1000	Degree	18	February
BA in Economics & Sociology	XII	3+1 Years	July	Nu.1000	Degree	18	February
BA in History & Dzongkha	XII	3+1 Years	July	Nu.1000	Degree	18	February

Supporting documents required:

Academic Certificates & Mark sheets, Transfer and Character Certificates, Photocopy of Citizenship Identity Card, & No Objection Certificate (NOC) from the police

Paro College of Education

Type of Training Institute:	Teacher Education Government
Name of Institute:	Paro College of Education
Address:	Paro
Dzongkhag:	Paro
Telephone No:	08 271478
Fax:	08 271917
E-mail:	director@pce.edu.bt
Name of Contact Person:	Thubten Gyatsho
Position:	Director

Course Details:

Name of the Institute:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
M.Ed (Educational Leadership and Management)	Bachelor's Degree with 3 Years leadership experience	5 Years (under review)	Dec- January	N/A	Master of Education (Educational Leadership & management)	25	Dates will be announced by the Ministry of Education
Diploma (Educational Leadership & Management)	PTC/ZTC	3 years	Dec-January	N/A	Diploma (Educational Leadership & Management)	25	Dates will be announced by the Ministry of Education
PGDE (Dzongkha)	Bachelor's degree in the relevant discipline	1 year	March	Nu. 1500/-	Postgraduate Diploma in Education (Dzongkha)	20 (subject to change)	Dates will be announced by the RCSC/Royal University of Bhutan in February
B.Ed Secondary)	Class 12 pass	4 Years	March	Nu. 1500/-	Bachelor of Education (Secondary)	30 (2009) (subject to change)	Dates will be announced by the Royal University of Bhutan in February (visit www.rub.edu.bt)

B.Ed Primary	Class 12 pass	4 Years	March	Nu. 1500/-	Bachelor of Education (Primary)	75 (2009) (subject to change)	Dates will be announced by the Royal University of Bhutan February (visit www.rub.edu.bt)
B.Ed Dzongkha (Pre-service)	Class 12 pass	4 Years	March	Nu. 1500/-	Bachelor of Education (Dzongkha)	70 (2009) (subject to change)	Dates will be announced by the Royal University of Bhutan in February (visit www.rub.edu.bt)
B.Ed Dzongkha (In-service)	Class 12 or 10/ ZTC	4 Years	Dec-January	N/A	Bachelor of Education (Dzongkha)	70 (subject to change)	Dates will be announced by the Ministry of Education

Supporting documents required:

Certificates and Mark Sheets of Class X and XII, Photocopy of Citizenship ID Card, No Objection Certificate (NOC) from the Police, Medical Certificate, & Character Certificate.

Samtse College of Education

Type of Training Institute:	Government
Name of Institute:	Samtse College of Education
Address:	Samtse
Dzongkhag:	Samtse
Telephone No:	365273/365391/365428/365856
Fax:	365363/365277
E- mail:	director@sce.edu.bt
Name of Contact Person:	Mr. Kaylzung Tshering
Position:	Director

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply (month):
Post Graduate Diploma in Education	Graduate	1 Year	February	1500/-	Diploma	80	September – October
B.Ed.Secondary	Class-XII	4 Years	February	1500/-	Degree	135	February (All students to apply online through RUB website.)
B.Ed.Primary	Class-XII	4 Years	February	1500/-	Degree	40	
B.Ed.Primary (Distance Education)	PTC Graduate	3 Years	January	In- service	Degree	90	August- November

Supporting documents required:

Bachelor's Degree Certificate (for PGCE), Class XII Certificate (for B. Ed.), and PTC (for Distance Education), Copy of Citizenship Identity Card, Medical Certificate, Character Certificate, No Objection Certificate (NOC) from the police

Institute of language and Cultural Studies (ILCS)

Type of Training Institute:	Academic Government
Name of Institute:	Institute of Language and Cultural Studies
Address:	Semtokha, Thimphu P.O Box 158
Dzongkhag:	Thimphu
Telephone No:	00975-2-351213,351492, 351006
Fax:	351064
E-mail:	ilcs@druknet.bt
Name of Contact Person:	Lungtaen Gyatso
Position:	Director

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Certificate	Class X passed	2 years	February	Nu. 1,000	BBE Certificate	132	Jan-Feb
Bachelor in Language and Culture	Class XII passed	3 years	July	Nu. 1,000	Royal University of Bhutan, BA	30	Feb-March

Supporting documents required:

Academic Certificates & Mark Sheets, School Leaving Certificate, Character Certificate, No Objection Certificate (NOC) from the Police, & Photocopy of Citizenship Identity Card

College of Natural Resources (CNR)

Type of Training Institute:	Government
Name of Institute:	College of National Resources, Royal University of Bhutan
Address:	Lobesa
Dzongkhag:	Punakha
Telephone No:	480509
Fax:	480505
E- mail:	dir-nrti@druknet.bt
Name of Contact Person:	Mr. Dorji Wangchuk
Position:	Director

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement date:	Stipend (per month):	Award/ Qualification:	Intake capacity:	When to apply:
Diploma in Agriculture	Class XII pass (Science with Biology)	2 Years	1992	1500	Diploma	25	February-March when advertised by RUB
Diploma in Animal Husbandry						25	
Diploma in Forestry						25	

Supporting documents required:

Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Cards, & No Objection Certificate (NOC) from the Police

Royal Institute of Health Sciences (RIHS)

Type of Training Institute:	Tertiary (Health) Government
Name of Institute:	Royal Institute of Health Sciences
Address:	P.O.Box 298
Dzongkhag:	Thimphu
Telephone No:	322031, 321210
Fax:	323856
E-mail:	cdorji88@yahoo.com
Name of Contact Person:	Dr. Chencho Dorjee
Position:	Director

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per Month):	Award/qualification:	Intake capacity:	When to apply(month):
General Nursing and Midwifery	Class 12 Science	3 years	July	1500/-	Diploma	50 (30 Female, 20 Male)	Feb-March
Health Assistant	Class 10	2 years	July	1500/-	Certificate	25 (15F:10M)	March-April
Dental Hygienist	Class 10	2 years	July	1500/-	Certificate	4	March-April
Dental Technician	Class 10	2 years	July	1500/-	Certificate	2	March-April
ENT Technician	Class 10	2 years	July	1500/-	Certificate	2	March-April
Eye Technician	Class 10	2 years	July	1500/-	Certificate	2	March-April
Laboratory Technician	Class 10	2 years	July	1500/-	Certificate	15	March-April
Pharmacy Technician	Class 10	2 years	July	1500/-	Certificate	10	March-April
Physiotherapy Technician	Class 10	2 years	July	1500/-	Certificate	5	March-April

Orthopedic Technician	Class 10	2 years	July	1500/-	Certificate	2	March-April
Operation Theatre Technician	Class 10	2 years	July	1500/-	Certificate	6	March-April
X-ray Technician	Class 10	2 years	July	1500/-	Certificate	8	March-April

Supporting documents required:

Photocopy of Citizenship Identity Card, Medical Certificate, School Leaving Certificate, No Objection Certificate (NOC) from the Police, & Academic Certificates & Mark Sheets

National Institute of Traditional Medicine (NITM)

Type of Training Institute:	Tertiary Government
Name of Institute:	National Institute of Traditional Medicine
Address:	Kawang Jangsa
Dzongkhag:	Thimphu
Telephone No:	324647
Fax:	321473
E-mail:	dirtms@druknet.bt
Name of Contact Person:	Dorji Wangchuk
Position:	Director

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Drungtsho	Class 12 passed from ILCS	5 years	20 th July	Nu. 1500/-	B.Sc. Traditional Medicine	6	Feb
Menpa	Class 10 passed from High Schools	3 years	20 th July	Nu. 1500/0	Diploma in Traditional Medicine	10	Mar

Supporting documents required:

Photocopy of Citizenship Identity Card, Medical Certificate, School Leaving Certificate, No Objection Certificate (NOC) from the Police, & Academic Certificates & Mark Sheets.

National Institute for the Disabled (NID)

Type of Training Institute:	Government
Name of Institute:	National Institute for the Disabled
Address:	Khaling
Dzongkhag:	Trashigang
Telephone No:	04-581105
E- mail:	tshongpenwangdi@operamail.com
Name of Contact Person:	Tshongpen Wangdi
Position:	Principal

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply:
General Education	PP- VIII	9 Years		360/-		10 per year	Feb & March every year
Integrated Edn.	VII- XII	7 years		-do-		-do-	-do-
Support Service	Graduates	4 years		-do-		-do	-do-
Music	II-VIII	7 Years		-do-		-do-	-do-
Computer Program	I-XII	12 Years		-do-		-do-	-do-
Orientation & Mobility	PP- VI	7 Years		-do-		-do-	-do-
ADL (Activity for Daily Living)	PP- VI	7 Years		-do-		-do-	-do-

Supporting documents required:

Letter from the head of the last school attended, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Other Details:

We cater services fully academic to visually impaired children from PP to VI within the building, extend and support integration/ inclusive education program in secondary schools for visually impaired children, support college in the production of Dzongkha Braille textbooks and in all examinations. The institute also caters music, computer program, O & M and ADL for the visually impaired children from PP to VI/ VIII. The academic curriculum followed is at par with any regular schools in the Kingdom.

Royal Institute of Management (RIM)

Type of Training Institute:	Government
Name of Institute:	Royal Institute of Management
Address:	Post Box: 416, Simtokha
Dzongkhag:	Thimphu
Telephone No:	00975-2-351014/351013/351249/351255
E- mail:	karma_tshering@rim.edu.bt
Name of Contact Person:	Karma Tshering
Position:	Director

Course Details:

Name of the course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/Quali fication:	Intake Capacity:	When to apply (Month):
Post Graduate Diploma in Public Administration (PGDPA)	Bachelors Degree	1 Year	February 1 st	1500/-	Post Graduate Diploma	35	Selected through RCSC
Post Graduate Diploma in Financial Management (PGDFM)	Bachelors Degree	1 Year	February 1 st	1500/-	Post Graduate Diploma	35	Selected through RCSC
Post Graduate Diploma in National Law (PGDNL)	Bachelors Degree	1 Year	February 1 st	1500/-	Post Graduate Diploma	30	Selected through RCSC
Diploma in Information Management Systems (DIMS)	Class- XII	2 Years	August 1 st	1500/-	Diploma	30	Selected through RUB
Diploma in Financial Management (DFM)	Class-XII	2 Years	August 1 st	1500/-	Diploma	30	Selected through RUB
Diploma in National Law (DNL)	Class -XII	2 Years	August 1 st	1500/-	Diploma	30	Selected through RUB

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Entrepreneurship Promotion Division (EPD)

Type of Training Institute:	Government
Name of Institute:	Entrepreneurship Promotion Division
Address:	DOE, MoLHR
Dzongkhag:	Thimphu
Telephone No:	02 333867
Fax:	02 326731
E-mail:	entregap2009@gmail.com
Name of Contact Person:	Gap Tshering
Position:	Asst. Program Officer

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend (per month):	Award/Qualification:	Intake Capacity:	When to apply (month):
1. Comprehensive Entrepreneurship Course (CEC)	Those interested to start micro level manufacturing or service industries. Should approach with a project idea.	Annually	Once a year	3000/-	Certificate	30-50	After public announcement
2. Basic Entrepreneurship Course (BEC)	Those with vocational skills but without the financial capital to start business	Quarterly	Quarterly	3000/-	Certificate	30-50	After public announcement

Supporting documents required:

No Objection Certificate (NOC) from the Police, & Photocopy of Citizenship Identity Card

Other Details:

1. Selected trainees of the CEC are sent to the financial institutions where the viability of their project is assessed. Then they receive EDP loans (at minimal collateral) up to Nu 1.00 million.
2. The CEC generally covers accounting and financial management, production and operation management, marketing, & problem solutions.
3. After the course, the BEC trainees, supported by the Small Business Resource Center (SBRC), get loans up to Nu 500,000 from the Bhutan National Bank and the Bank of Bhutan.

**Hotel & Tourism Management
Training Institute (HTMTI)**

Type of Training Institute:	Government
Name of Institute:	Hotel & Tourism Management Training Institute
Address:	Upper Motithang, Thimphu
Dzongkhag:	Thimphu
Telephone No:	332001/335127
Fax:	328900
E -mail:	htmticp@gmail.com
Name of Contact Person:	Mr. Karma Gayleg
Position:	Director

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply(month):
Diploma in Tourism & Hotel Management	Class XII Passed	2 Years	-	As per existing govt. rule	Diploma level	50 per batch	Yet to decide

Supporting documents required:

Photocopy of Citizenship Identity Card, Medical Certificate, School Leaving Certificate, No Objection Certificate (NOC) from the Police, & Academic Certificates & Mark Sheets.

College of Science and Technology

Type of Training Institute:	B.E in Engineering Government
Name of Institute:	College of Science and Engineering
Address:	Royal University of Bhutan College of Science and Technology Rinchending
Dzongkhag:	Chukha
Telephone No:	+975-05-140056(Director); +975-05-16553720(Dean, AA); +975-05-16553382(Dean, SA)
Fax:	+975-05-240055
Name of Contact Person:	Tshering Zangmo
Position:	ADM Assistant

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply?(month):
Civil Engineering	Class 12 passed with Science students	4 Years	16 th July	1000 per month	Bachelor in Engineering	120	February
Electrical Engineering							
Electronic & Communication Engineering							

Supporting documents required:

Photocopy of Citizenship Identity Card, Medical Certificate, School Leaving Certificate, No Objection Certificate (NOC) from the Police, & Academic Certificates & Mark Sheets.

Vocational Training Institute (VTI) – Construction

Type of Training Institute:	Vocational Training Institute Government
Name of Institute:	Construction Service Centre
Address:	MoLHR, Motithang, Thimphu
Dzongkhag:	Thimphu
Telephone No:	+975-2-321405
Fax:	+975-2-327979
E-mail:	karma_ctc@yahoo.com
Name of Contact Person:	Karma
Position:	Principal

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
General Construction Trades	VTI graduates	Up to 2 yrs	February and August	Nu. 2,500 only for recent VTI graduates	Only Experience Certificate until National Certificate is in place	200	Soon after graduation from VTIs

Supporting documents required: Academic Certificates & Mark Sheets, No Objection Certificate (NOC) from the Police, Medical Certificate & Photocopy of Citizenship Identity Card

Vocational Training Institute (VTI), Khuruthang

Type of Training Institute:	Government
Name of Institute:	Khuruthang Vocational Training Institute
Address:	P. O. Box 143, Khuruthang
Dzongkhag:	Punakha
Telephone No:	584514, 584515
Fax:	584634
E-mail:	vtikhuru@druknet.bt
Name of Contact Person:	Yeshey Wangdi
Position:	Principal

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Certificate in Electrical Engineering	Class X passed	2 years	August	1500	Certificate	70	Upon announcement by DHR
Certificate in Mechanical Engineering	Class X passed	2 years	August	1500	Certificate	50	Upon announcement by DHR

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Transfer Certificate, Character Certificate, & Medical Certificate.

Vocational Training Institute (VTI), Rangjung

Type of Training Institute:	Technical Government
Name of Institute:	Rangjung Vocational Training Institute
Address:	Rangjung VTI, Rangjung post
Dzongkhag:	Trashigang
Telephone No:	04-561194/561192/56198
Fax:	04-561191
E-mail:	vtirangjung@druknet.bt
Name of Contact Person:	Kinley Penjor
Position:	Principal

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Certificate in Electrical Engineering	Class X passed	2 years	6 th August	Nu.1500	Certificate	70	April
Certificate in Computer Hardware & networking	Class X passed	2 years	6 th August	Nu.1500	Certificate	30	April
Certificate in Furniture & construction carpentry	Class X passed	2 years	6 th August	Nu.1500	Certificate	30	April
Certificate in Automobile engineering	Class X passed	2 years	6 th August	Nu.1500	Certificate	10	April

Supporting documents required:

Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, Medical Certificate, & Character Certificate.

Vocational Training Institute (VTI), Samthang

Type of Training Institute:	Vocational Training Institute Government
Name of Institute:	Samthang Vocational Training Institute
Address:	P,O Box 1249, Wangduephodrang
Dzongkhag:	Wangduephodrang
Telephone No:	02-481767 (General) 02-481305 (Principal)
Fax:	02- 481306
E-mail:	vits@druknet.bt
Name of Contact Person:	Bomchu Wangdi
Position:	Principal (mobile No: 17610416)

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Automobile	X	2 years	1 st August	1500.00	Certificate level	36	March/April
Light Vehicle Driving	X	6 months	1 st Week of July & January	1500.00	NC-1	60 (30 each per session)	June & Dec
Heavy Vehicle Driving	X	6 months	1 st week of July & January	1500.00	NC-II	48 (24 each per session)	June & Dec

Supporting documents required:

Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, Medical Certificate, No Objection Certificate (NOC) from the Police, & Character Certificate

Apprenticeship Training Program

Type of Training Institute:	Government
Name of Training Program:	Apprenticeship Training Program
Address:	DOE, MoLHR
Dzongkhag:	Thimphu
Telephone No:	02 326732
Fax:	02 324844
E-mail:	tandin@druknet.bt
Name of Contact Person:	Tandin Dorji
Position:	Program Officer

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
Apprenticeship training	Class X	1-2 Years	1 st July	1800	Certificate	400	April

Supporting documents required: School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

National Institute for Zorig Chusum (NIZC)

Type of Training Institute:	Royal Government of Bhutan Government
Name of the Institute:	National Institute for Zorig Chusum
Address:	National Institute for Zorig Chusum Department of Human Resources Ministry of Labour and Human Resources izc@druknet.bt
Dzongkhag:	Thimphu
Telephone No:	322320 General office, 327169 Principal office
Fax:	327172
E- mail:	izc@druknet.bt
Name of Contact Person:	Thinley Wangchuk
Position:	Offtg. Principal

Course Details:

SL. No.	Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):		Award/ Q/fication:	Intake Capacity:	When to Apply (month):
1.	Lhadi (Painting)/ Debri (Mural Conservation)	X/ Pass	6 Years	1 st April			Diploma	Depends upon turn over	March
2.	Jimzo (Sculpture) Sub subject (Reja Bob)	X/Pass	6 Years	-do-			Diploma	-do-	-do-
3.	Pata (Wood Carving) Sub subject (Traditional mask) Dolha (Slate Carver)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
4.	Shagzo/ Sezo (Wood turning)	X/Pass	4 Years	-do-			Diploma	-do-	-do-

5.	Tshemzo (Embroidery) Draltham & Chezey (Traditional boot)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
6.	Thagzo (Weaving)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
7.	Chagzo (Black Smithy)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
8.	Troezo (Gold Smithy)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
9.	Lugzo (Bronze Casting)	X/Pass	4 Years	-do-			Diploma	-do-	-do-
10.	Kozo (Leather craft)	X/Pass	4 Years	-do-			Diploma	-do-	-do-

Note:

Jimzo/ Lhadi : 5th and 6th year are paid Nu.1800/- per month, 4th – 1st year are paid Nu. 1500/- per month.

Pata/ Shazo/ Saezo/ Tshemzo/ Thagzo/ Chagzo/ Troezo/ Lugzo: 4th year are paid Nu. 1800/- per month and 1st year- 3rd year are paid Nu. 1500/- per month.

Supporting documents required:

Photocopy of Citizenship Identity Card, Medical Certificate, School Leaving Certificate, No Objection Certificate (NOC) from the Police, & Academic Certificates & Mark Sheets.

Trashiyangtse Institute for Zorig Chusum (TIZC)

Type of Training Institute:	Government
Name of Institute:	Institute for Zorig Chusum
Address:	Tashiyangtse
Dzongkhag:	Tashiyangtse
Telephone No:	781261/781181/781141
Fax:	781149
E- mail:	tize@druknet.bt
Name of Contact Person:	Jigme Dorji
Position:	Officiating Principal

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification :	Intake Capacity :	When to apply (month):
Painting (Lhadi)	Class 10 Pass	2-4, 6 Years	2/6/1997	2-4 yrs.1500, 5&6 yrs.1800	Diploma & Certificate	12	March
Sculpture (Jimzo)	Class 10 Pass	6 Years	10/3/2005	2-4 yrs.1500, 5&6 yrs.1800	Diploma & Certificate	12	March
Wood curving (Patra)	Class 10 Pass	2, 4 Years	2/6/1997	1500	Diploma & Certificate	12	March
Tealoring (Tshemzo)	Class 10 Pass	2, 4 Years	2/7/1997	1500	Diploma & Certificate	12	March
Wood Turning (Shagzo)	Class 10 Pass	2 Years	2/8/1997	1500	Certificate	12	March
Silver &Gold smith (Trezo)	Class 10 Pass	4 Years	2/9/1997	1500	Diploma & Certificate	12	March

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

National Handloom Development Centre:

Type of Training Institute:	NGO
Name of Institute:	National Handloom Development Centre
Address:	Khaling
Dzongkhag:	Trashigang
Telephone No:	04-581122/581162
Fax:	04-581122
Name of Contact Person:	Sonam Chhogyel
Position:	General Manager

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend(per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
Weaving Training	Girls from poor family background and school dropouts	1 Year	1 st of January	1500/-	Weaving Certificate	25-30	15 th of December

Supporting documents required: A letter/certificate from the Gup (Village Headman)

Wood Craft Centre Ltd. (WCC)

Type of Training Institute:	Training, Production, Advisory unit for wood based industries government
Name of Institute:	Wood Craft Centre Ltd.
Address:	Wood Craft Centre Ltd, Thimphu, Bhutan Post Box No: 581
Dzongkhag:	Thimphu
Telephone No:	00975-2-323187, 331791, 331792 or 323186
Fax:	323188
Name of Contact Person:	Sonam Norbu or Sonam Tshering
Position:	Training Manager and Production Manager

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Intake Capacity:	When to apply (month):
Hi- tech Furniture Making. Furniture making machine operation	Class X pass for training and above	3 Years Course	Every 1 st of June	1 st year Nu. 1750 2 nd year Nu. 2700 3 rd year Nu. 3500	30 trainees	As per the requirement of wood based industries
Joinery	Class X pass for training and above	3 years Course	Every 1 st of June	1 st year Nu. 1750 2 nd year Nu. 2700 3 rd year Nu. 3500	30 trainees	As per the requirement of wood based industries
Upholstery	Class X pass for training and above	3 years Course	Every 1 st of June	1 st year Nu. 1750 2 nd year Nu. 2700 3 rd year Nu. 3500	30 trainees	As per the requirement of wood based industries

Supporting documents required:

School Leaving Certificate, Photocopy of Citizenship Identity Card, Academic Certificates & Mark Sheets, & No Objection Certificate (NOC) from the Police

Royal Academy of Performing Arts (RAPA)

Type of Training Institute:	Royal Government
Name of Institute:	Royal Academy of Performing Arts
Address:	Chubachu
Dzongkhag:	Thimphu
Telephone No:	322569
Fax:	324389
Name of Contact Person:	Rinzin Penjore
Position:	Principal

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Stipend:	When to apply:
Folk Dance	Ten	4 Years	Salary of grade 16 for 1 st year and then salary of grade 14 for 3 rd year	As per the advertisements
Mask Dance	Ten	4 Years	Salary of grade 16 for 1 st year and then salary of grade 14 for 3 rd year	As per the advertisements
Music	Ten	4 Years	Salary of grade 16 for 1 st year and then salary of grade 14 for 3 rd year	As per the advertisements

Supporting documents required:

School Leaving Certificate, Photocopy of Citizenship Identity Card, Academic Certificates & Mark Sheets, & No Objection Certificate (NOC) from the Police

Choki Traditional Art School (CTAS)

Type of Training Institute:	Vocational Art and Craft Training Private
Name of Institute:	Choki Traditional Art School
Address:	P.O Box 1118. Kabesa, Thimphu
Dzongkhag:	Thimphu
Telephone No:	380219/361077
Fax:	323731
E-mail:	somchoki@yahoo.com
Name of Contact Person:	Sonam Choki
Position:	Principal

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Lhadi	-	6 years	-	March	Certificate	5	February
Patra	-	4 years	-	March	Certificate	5	February
Jinzo	-	6 years	-	March	Certificate	5	February

Supporting documents required:

No Objection Certificate (NOC) from the Police, Photocopy of Citizenship Identity Card, & Medical Certificate

Digital Shangri-la

Type of Training Institute:	IT and Commercial Accounting Private
Name of Institute:	Digital Shangri-La Training Institute
Address:	Dragon Shopping Complex, Norzin Lam
Dzongkhag:	Thimphu
Telephone No:	322063/326016
E-mail:	mani@druknet.bt
Name of Contact Person:	Mani Pradhan
Position:	Managing Director

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Programming in Java/oracle	Class XII	6 months	2000	August 2009	Certificate	20	
Diploma in IT	Class XII	1 year	1500	August 2009	Diploma	20	
Basic Computer Operation	NA	1 month	1000	Every month	certificate	20	
Tally software	NA	1 month	1500	Every month	certificate	10	
Advance IT	Class X	3 months	1500	June 2009	certificate	20	

Supporting documents required:

No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, & Photocopy of Citizenship Identity Card

Info Tech Learning Centre

Type of Training Institute	Private
Name of the Institute	InfoTech Learning centre/Software
Address	Jojos Bls, Room 37,38,40,55, Changlam,
Dzongkhag	Thimphu
Telephone No.	326474/17607627
Fax	326474
Email	ilc@druknet.bt
Name of the contract person	Karma Sonam
Position	Proprietor

Course Details:

Name of the Course:	Entry/Qualification:	Duration:	Commencement Date:	Course Fee /month:	Award/Qualification:	Intake Capacity:	When to apply (month):
Diploma in IT	10+	12 to 18 Months	first date of the month	1500	Diploma	52	start of the month
Diploma in CA	'	'	"	"	"	"	"
Diploma in Hardware Networking	"	"	"	"	"	"	"
Diploma in Database Administration	"	"	"	"	"	"	"
Diploma in Web	"	"	"	"	"	"	"
Diploma in Desktop Publishing	"	"	"	1750	"	"	"
Diploma in Office Automation	"	"	"	1500	"	"	"
Certificate in Office Management	"10+	6	"	"	Certificate	"	"
Certificate in MS Access	"	"	"	"	"	"	"
Certificate in IT	"	"	"	"	"	"	"
Certificate in Desktop Publishing	"	"	"	"	"	"	"
Basic Computer Course	"	1	"	1250	Basic	"	"

Adobe Photoshop	"	"	"	1500	"	"	"
Internet	"	"	"	"	"	"	"
Tally	12 with commerce	"	"	"	"	"	"
Inventory and Accounts in Tally	"	"	"	"	"	"	"
Database	10+	"	"	"	"	"	"
Multimedia and 3DMax	10+	6	"	17500	Basic-diploma	"	"
Movie Editing & Animations	"	3 to 6	"	15000	Basic-diploma	"	"
Tailor- Made courses are designed as per demand of the participants which is offered at the institute or at the trainees' location.							

Supporting Documents:

School Leaving Certificate, Academic Certificates & Mark Sheets, & Photocopy of Citizenship Identity Card

Kuenphen Institute of Technology

Type of Training Institute:	IT Training Institute Private
Name of Institute:	Kuenphen Institute of Technology
Address:	Zangdopelri Commercial Complex
Dzongkhag:	Thimphu
Telephone No:	02 325873
Fax:	02 325878
E-mail:	kuentech@druknet.bt
Name of Contact Person:	Sangay Norbu
Position:	Chief Executive

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee (per month):	Commencement Date:	Award/Qualification:	Intake Capacity:	When to apply:
Diploma in ICT and Networking	12 Pass	18 months	1000	April/July	Diploma	25	31st March/July
Certificate in ICT with Office Management	12 Pass	12 months	1200	April/July	Certificate	25	31st March/July
Certificate in ICT	10 Pass	6 months	1500	April/July	Certificate	25	
Advance in MS Office2007	Open(Min. 10 pass)	3 months	1500	Every after 3 months	Certificate	25	
PC Troubleshooting & Maintenance	Open(Min. 10 pass)	3 months	2500	Every after 3 months	Certificate	25	
Graphics Designer/Photo Editing	Open(Min. 10 pass)	3 months	2500	Every after 3 months	Certificate	25	
Basic Computer Networking	Open(Min. 10 pass)	3 months	2500	Every after 3 months	Certificate	25	
Web Designing	Open(Min. 10 pass)	3 months	1500	Every after 3 months	Certificate	25	

Basic Computer Operation	Open(Min. 10 pass)	1 month	1500	Every month	Certificate	25	
Diploma in Commercial Accounting with Tally	12 Passed	18 months	1000	April/July	Diploma	25	31st March/July
Commercial Accounting with Tally	10 Passed	6 months	1500	April/July	Certificate	25	31st March/July
Accounting in Tally software	Open(Min. 10 pass)	1 month	1500	Every month	Certificate	25	

Supporting Documents:

School Leaving Certificate, Academic Certificates & Mark Sheets, & Photocopy of Citizenship Identity Card

**Rigsum Institute of Information Technology
& Management (RIIT)**

Type of Training Institute:	IT & Management Private
Name of Institute :	Rigsum Institute of IT & Management
Address:	Doebum Lam, Above Kelki HSS P.O. No 494
Dzongkhag:	Thimphu
Telephone No:	321466/321467
Fax:	321082
E-mail:	riit@druknet.bt/ palson7@yahoo.com
Name of Contact Person:	Mr. Kesang Dorji
Position:	Principal

Course Details:

Name of the course	Entry Qualification	Duration	Course fee (per month)	Commencement Date:	Award/Qualification	Intake Capacity	When To apply
Diploma in IT	XII	12 months	Nu.2100	15th of every month	Diploma	30	1 to 14 of every month
Diploma in Commercial Accounting	XII	12 months	Nu. 1500	1 st of every month	Diploma	50	Last week of every month
Diploma in Financial Management	XII	12 months	Nu. 1500	15 th of every month	Diploma	15	1 to 14 of every month
Diploma in Office Management	X and Above	12 months	Nu. 1500	Every month	Diploma	30	Last week of every month
Diploma in Hotel Management	XII	12 months	Nu. 40,000 (Full Course Fees)	Every month	Diploma	30	do
Certificate in Office Management	X and above	6 months	Nu. 1500	Every month	Certificate	30	do
Certificate in IT	X/XII	6 months	Nu.1500	Every month	Certificate	30	do
Certificate in Hardware & Net Working	X/XII	6 months	Nu.2000	Every month	Certificate	15	do

Certificate in Commercial Accounting	X/XII	6 months	Nu.1500	Every month	Certificate	45	do
E—World	X/XII	3 months	Nu. 1500	Every month	Certificate	30	do
C++	X/XII	6 weeks	Nu. 2500	Every month	Certificate	15	do
Tally	XII and above	1 months	Nu. 3500	Every month	Certificate	25	do
JavaScript	X/XII	6 weeks	Nu. 3500	Every month	Certificate	15	do
Dzongkha Unicode	X and above	1 month	Nu. 3500	Every month	Certificate	10	do
Web Designing	X and above	6 weeks	Nu. 3500	Every Month	Certificate	10	do
Graphics & Animation	X and above	3 months	Nu. 5000 (full course fees)	Every month	Certificate	10	do
Disaster Management	XII and above	1 month	Nu.15000 (full course fees)	Every month	Certificate	15	do
Institutional Linkage of Educational Management	XII and above	1 month	Nu. 10,000 (full course fees)	Every month	Certificate	15	do
Financial Service and Liquidity Management	XII and above	1 month	Nu.10,000 (full course fees)	Every month	Certificate	20	do

Front Office Operation	XII and above	2 months	Nu. 10,000 (full course fees)	Every month	Certificate	25	do
House Keeping	XII and above	3 months	Nu. 10,000 (full course fees)	Every month	Certificate	25	do
Food & Beverage Service	XII and above	6 months	Nu. 25,000	Every month	Certificate	25	do
Food Production	XII and above	6 months	Nu. 25,000 (full course fees)	Every month	Certificate	25	do

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Bhutan Football Federation (BFF)

Type of Training Institute:	Football Government
Name of Institute:	Bhutan Football Federation
Address:	P Box No 365
Dzongkhag:	Thimphu
Telephone No:	322350
Fax:	321131
E-mail:	bff@druknet.bt
Name of Contact Person:	Mindu Dorji
Position:	Head, Technical

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Elite Referee course (FIFA)	National football referee	5 days	16 th -20 th March 2009	Nu 500 per day	“C” license coaching certificate	25	One and half month before the start of the training
AFC “C” License Course	Football playing experience	2 weeks	1 st -15 th April 2009	Nu 500 per day	“C” license coaching certificate	25	One and half month before the start of the training
Basic Fusel Course (FIFA)	Football coaches or football playing experience	1 week	25 th -30 th April	Nu 500 per day	Basic Fusel coaching certificate	25	One and half month before the start of the training
AFC “B” License Course	AFC “C” license	3 weeks	1 st -21 st Dec 2009	Nu 500 per day	“B” license coaching certificate	25	One and half month before the start of the training

AFC “C” License Course (girls)	Football playing experience	2 weeks	20 th April-3 rd May 2009	DSA as per govt. rules (Sri Lanka)	“C” license coaching certificate	2	One and half month before the start of the training
AFC “C” License Course (boys)	Football playing experience	2 weeks	10 th -30 th May 2009	DSA as per govt. rules (Iran)	“C” license coaching certificate	2	One and half month before the start of the training

Supporting documents required: Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Bhutan Taekwondo Federation

Type of Training Institute:	Taekwondo Government
Name of Institute:	Bhutan Taekwondo Federation
Address:	Swimming Pool Sports Complex
Dzongkhag:	Thimphu
Telephone No:	328811/339899
Fax:	331777
E-mail:	demawangchuk@hotmail.com
Name of Contact Person:	Master Dema Wangchuk
Position:	National Coach

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Stipend(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Taekwondo basic course	Above 7years	4months	Started from 1985	Free training	Belt promotion/Certificate	150 participants	Every Three Months
National Black belt	Above 15 years	3 Three years	-	-do-	Dan Certificate	40 participants	Twice in a Year
National Team selection	Above 15years/1 st Dan above	1 years	-	Provided diet		16 players as a national Team	Once a year
Coach Certificate Course	Class 10 pass/3 rd Dan above	1year	-	Nu.7000/-	Coaches Certificate	10 Coaches	Once in a Year
Referee Course	Above 15 years/ 3 rd Dan above	I month	-	-	National Referee Certificates	15 Referees	Once in a Year

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Bhutan Tennis Federation

Type of Training Institute:	Government
Name of Institute:	Bhutan Tennis Federation
Address:	Changlimithang
Dzongkhag:	Thimphu
Telephone No:	02 326768
Fax:	02 326768
E- mail:	btftennis@druknet.bt
Name of Contact Person:	Mr. Tshering Namgay
Position:	Head Coach

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply:
Level 1 coaches course	High School	15days	2009	300/day	Level 1 Certificate	20	Aug 2009
Umpiring Course	Class X	7 days	2010	300/day	Certificate	10	2010
O.S Course for Teachers / Sr. Players	–	10days	Oct, 2009	300/day	Certificate	25	–

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Royal Bhutan Armed Police Training Centre:

Type of Training Institute:	Government
Name of the Institute:	Royal Bhutan Armed Police Training Centre
Address:	Trashigatshel
Dzongkhag:	Chhukha
Telephone No:	08 478306/460326
Fax:	08 478644
E- mail:	rbapdrulpol@druknet.bt
Name of Contact Person:	Major Tshering Penjor
Position:	Commandant, RBAP

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
Basic Police Officers Training	Bachelor's Degree	18 months	1 st September	Nu. 8,000/-	Basic course certificate (Officer level)	6 Years	As and when required
Basic Recruits Training	Minimum Class X pass	9 months	1 st March	Nu.3115	Basic Course Certificate (Recruit level)	120 per year	February

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Royal Bhutan Police Training Centre, Jigmeling

Type of Training Institute:	Government
Name of the Institute:	Royal Bhutan Police Training Centre
Address:	Jigmeling
Dzongkhag:	Sarbang
Telephone No:	06 251040/240516
Fax:	06 240517
E- mail:	rbptc@druknet.bt
Name of Contact Person:	Major Sonam Goenzin
Position:	Commandant, RBAP

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Stipend (per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
Basic Police Officers Training	Bachelor's Degree	18 months	1 st September	Nu. 8,000/-	Basic course certificate (Officer level)	6 Years	As and when required
Basic Recruits Training	Minimum Class X pass	9 months	1 st March	Nu.3115	Basic Course Certificate (Recruit level)	120 per year	February

Supporting documents required:

School Leaving Certificate, No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Photocopy of Citizenship Identity Card, & Medical Certificate

Samphelling Catering Unit

Type of Training Institute:	Basic Culinary Private
Name of Institute:	Samphelling Catering Unit
Address:	Langjophakha
Dzongkhag:	Thimphu
Telephone No:	327558/17603232
Fax:	325295
E- mail:	chefkelzang@druknet.bt
Name of Contact Person:	Chef Kelzang
Position:	Executive Chef

Course Details:

Name of the Course:	Entry Q/fication:	Duration:	Commencement Date:	Course fee (per month):	Award/ Qualification:	Intake Capacity:	When to apply (month):
Basic Culinary Course and on the job training too	Class X – XII	1 Year - 2 Years	Anytime	3000/-	1 Year – cook 2 Years – Head cook	6 – 10	Anytime

Supporting documents required:

No Objection Certificate (NOC) from the Police, Academic Certificates & Mark Sheets, Documents of Work Experience (if any), Photocopy of Citizenship Identity Card, & Medical Certificate

Other Details:

So far I have been helping to train the poor and decent people. If required I can help to train up to 10 people in my kitchen.

Kesang Driving School

Type of Training Institute:	Driving Training Institute Private
Name of Institute:	Kesang Driving School
Address:	Industrial Estate, Changzamtog, Thimphu
Dzongkhag:	Thimphu
Telephone No:	332277
E-mail:	kdts@druknet.bt
Name of Contact Person:	Kesang Jigme
Position:	Proprietor

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Basic Driving Course	Open	3 months	3000/-	6 th of every month]	3 months Certificate Course	30 Trainees	Anytime
Professional Driving Course	8 pass	6 months	3000/-	6 th of every month	6 Months Certificate Course	30 Trainees	

Supporting documents required: Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Kuenzang Institute of Information Technology:

Type of Training Institute:	ICT Private
Name of Institute:	Kuenzang Institute of Information Technology
Address:	Losal lam, PO box: 246, Gelephu
Dzongkhag:	Sarpang
Telephone No:	06-251638/37
Fax:	06-251638
E-mail:	kiit@druknet.bt
Name of Contact Person:	Deepika Neopaney
Position:	Principal

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Diploma in Commercial accounting	10 or equivalent	18 months	1200/-	1 st week of every month	Diploma certificate	25	Any time
Certificate in Commercial accounting	12 or equivalent	12 months	1000/-	1 st week of every month	certificate	25	Any time
Diploma in web Designing	10 or equivalent	18 months	1000/-	1 st week of every month	Diploma certificate	25	Any time
Diploma in Desktop management	10 or equivalent	12 months	1000/-	1 st week of every month	Diploma certificate	25	Any time
Hardware networking	12 or equivalent	18 months	1500/-	1 st week of every month	certificate	25	Any time
Certificate in IT(Office application)	10 or equivalent	12 months	1200/-	1 st week of every month	certificate	25	Any time
Certificate in IT	10 or equivalent	9 months	1200/-	1 st week of every month	certificate	25	Any time

Office Professional	8 or equivalent	6 months	1000/-	1 st week of every month	certificate	25	Any time
Office Management	8 or equivalent	3months	1000/-	1 st week of every month	certificate	25	Any time
Tally		3months	1000/-	1 st week of every month	certificate	25	Any time
Progrmming		3months		1 st week of every month	certificate	25	Any time
Dzongkha (uni code)		4 weeks		1 st week of every month	certificate		Any time
Essential Computer Skill				1 st week of every month	certificate		Any time
Store and Inventory Management				1 st week of every month	certificate		Any time

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Druk Info-Tech Institute:

Type of Training Institute:	IT Training Institute Private
Name of Institute:	Druk Info Tech Institute
Address:	Eastern Bhutan
Dzongkhag:	Mongar
Telephone No:	04-641555
Fax:	04-641476
E-mail:	drukinfo@druknet.bt/ drukinfo@yahoo.com
Name of Contact Person:	Nava Raj Giri / Bhawani Prashad Gautam
Position:	Proprietor/Instructor

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/ Qualification:	Intake capacity:	When to apply:
Basic IT Course	Class X and Above	1month/3 months	1300/-	5 th September 2006	Certificate	50 candidates	Any Time
Advance IT Course	Class X and Above	6 months	1300/-		Certificate		
Certificate in IT (Office Application)	Class X and Above	1 Year	1300/-	1 st March 2008	Certificate		
Accounts with Tally	Class X and Above	1 Year	1300/-	5 th September 2006	Certificate		

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

E-Druk Institute of Information Technology:

Type of Training Institute:	Professional ICT Training Private
Name of Institute:	E-Druk Institute of Information Technology
Address:	Changzamtog Industrial Estate
Dzongkhag:	Thimphu
Telephone No:	332277
Fax:	335228
E-mail:	edruk@edruk.com.bt
Name of Contact Person:	Karma Dorji
Position:	Managing Director

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Web Based Application Development	Minimum Class 12 with Working knowledge on Web Application	1 month	12,000.00	Any Time	Certificate on Web Based Application Development	Minimum 5 Maxim 20	Anytime with minimum candidate the course will start
System Administration	Minimum class 12 with 2-3 years working experience in System Administration	1 month	9,000.00	Any Time	Certificate on System Administration (Linux, DNS, Mail, Web, and others)	Minimum 5 Maxim 20	Anytime with minimum candidate the course will start
Networking and Security	Minimum class 12 with 2-3 years working experience in Networking	1 month	15,000.00	Any Time	Certificate on Networking and Security (Firewall, Routing, Cache, Proxy, and others)	Minimum 5 Maxim 20	Anytime with minimum candidate the course will start

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Institute for Management Studies:

Type of Training Institute:	Management Institute and Consultancy Firm Private
Name of Institute:	Institute for Management Studies
Address:	Olakha .P.O. box: 1614
Dzongkhag:	Thimphu
Telephone No:	351276/351273/351563
Fax:	351184
E-mail:	ims@druknet.bt , info@ims.edu.bt
Name of Contact Person:	Tenzin Lekphell
Position:	CEO

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Course Fee(per month):	Commencement Date:	Award/Qualification:	Intake capacity:	When to apply:
Customer Care	–	11 days	13,000	April 27 th , 2009	Certificate for Participation	40	apply when the availability of course has been announced
Project Appraisal	–	13 Days	21,000	April 27 th , 2009	-Do-	-Do-	-D0-
Presentation Skills	–	2 days	3,000	May 21 st , 2009	-Do-	-Do-	-Do-
Customer care For Hotels	–	9 days	4,000	June 15 th ,2009	-Do-	-Do-	-Do-

GNH	–	4 days	In Collaboration With CBS	July 6 th , 2009	-Do-	-Do-	-Do-
Environmental Focal Person	–	10 Days	15,000	August 5 th ,2009	-Do-	-Do-	-Do-
Inventory and Supply Chain Management	–	6 days	15,000	Aug. 17 th ,2009	-Do-	-Do-	-Do-

Supporting documents required: Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate

Athang Training Academy:

Type of Training Institute:	IT and Management Institute, Private
Name of Institute:	Athang Training Academy
Address:	Yarkay Plaza, Post Box 1456, Changlam
Dzongkhag:	Thimphu
Telephone No:	333849
Fax:	333655
E-mail:	academy@athang.com
Name of Contact Person:	Neten Tshomo
Position:	Manager

Course Details:

Name of the Course:	Entry Qualification:	Duration:	Commencement Date:	Course Fee(per month):	Award/Qualification:	Intake Capacity:	When to apply:
Computer Basics	Any	1 month	Ad-hoc	Nu. 1200	Certificate	80	When announced
Graphics Editing	Minimum Class 10	3 months	December , March, June, September	Nu. 3000	Certificate	30	Specified month
Commercial Accounting	Minimum Class 10	6 months	January, July	Nu. 2000	Certificate	40	Specified month
Network Server Management	IT Professionals	15 Days	Ad-hoc	Nu. 15,000	Certificate	20	When announced
Website Development	Minimum of Class 10	3 Months	December , March, June, September	Nu. 2000	Certificate	20	When announced
Advance Website Development	IT Professionals	15 Days	Ad-hoc	Nu. 10,000	Certificate	20	When announced

Supporting documents required:

Photocopy of Citizenship Identity Card, No Objection Certificate (NOC) from the Police, & Medical Certificate