



དཔལ་ལྷན་འབྲུག་གཞུང་།  
རྒྱལ་གཞུང་གི་གཡོག་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



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29 May 2015

**Guideline to apply for ITEC/TCS Colombo Plan Trainings**

The Royal Civil Service Commission would like to inform that henceforth, the candidate must first apply online and then submit the duly completed application forms and documents to the Embassy of India (Thimphu) through the Ministry of Foreign Affairs, Thimphu.

Details on application procedure are as follows:

1. The applicants are advised to go to the link <https://www.itecgoi.in/meaportal/registerApplicant> and apply online by filling up the required information.
2. Once the details are successfully uploaded, automatically the individuals will be notified via email wherein the individuals have to click the link given in the mail to activate their registration.
3. In the link <https://www.itecgoi.in>, individuals have to login using their credential received in the email. The applicants have to print out the duly filled application form and obtain approval from their parent Department and submit the application form along with educational and training certificates availed in or outside country to the MoFA, Thimphu.
4. The MoFA will then forward the application documents to the Embassy for further processing.

For any inquiries, please contact HRD Division of RCSC at 02-322491 (Ext. 122) during office hours.