A GUIDE
TO REGISTER AND APPLY
FOR TVET COURSES
USING TVET-MIS

Get Skilled. Be Somebody!

CONTENT	Page

PART I.   REGISTRATION OF TRAINEES

OPTION A.   **REGISTER AS A TRAINEE FROM BLMIS PAGE USING "REGISTER" TAB**

Step 1.   Visit *https://blmis.gov.bt*
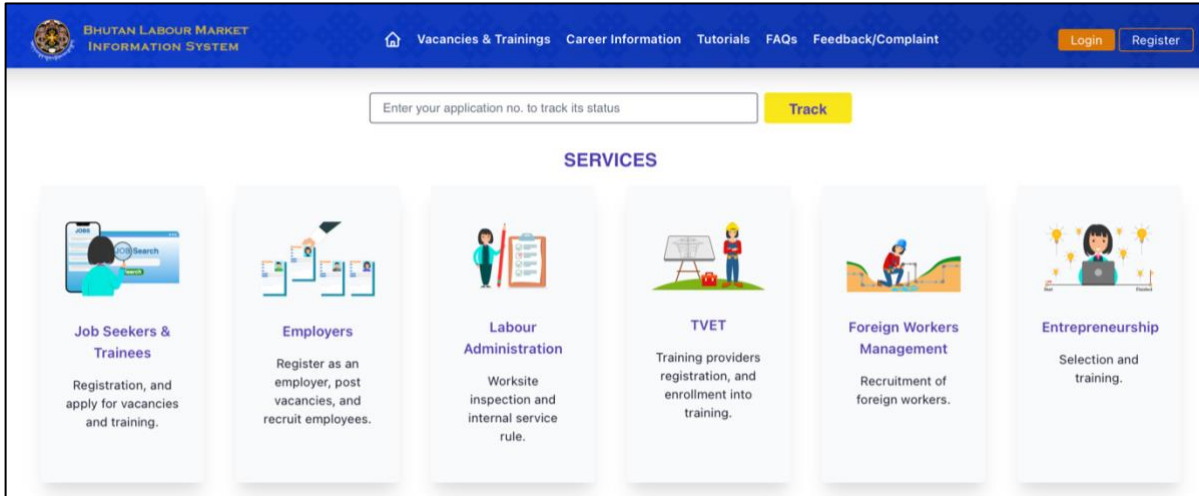
Step 2.   Click on the **Register** tab
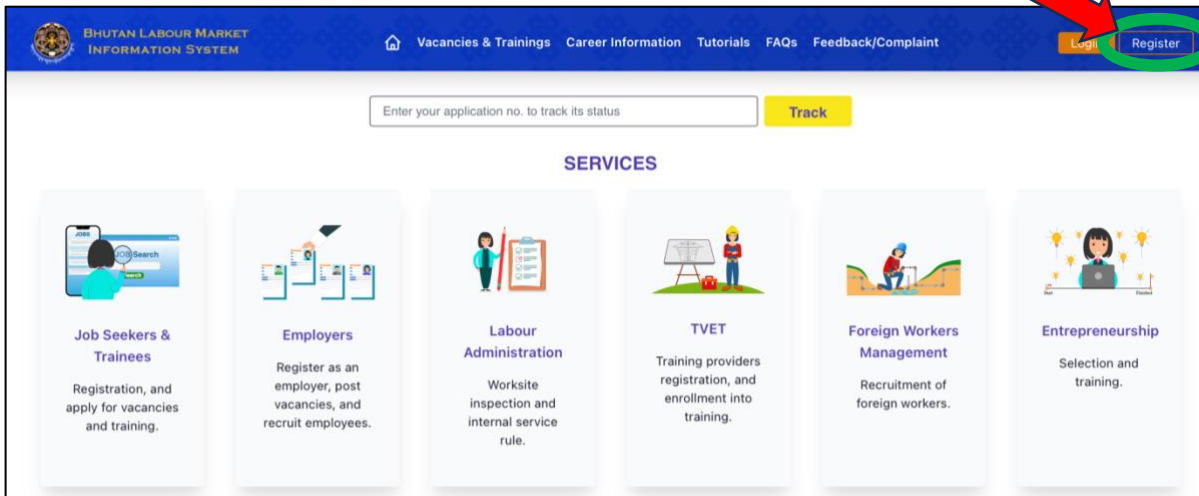
Step 3.   Click on the **For Jobseeker/Trainee** tab

Step 4.   Select the Registration Type **"Trainee"** - Enter the details and Click "**Submit**"

Once registered, "SMS and email notification" will be sent to the 'Phone Number' and 'Email Address' you entered in the registration page.

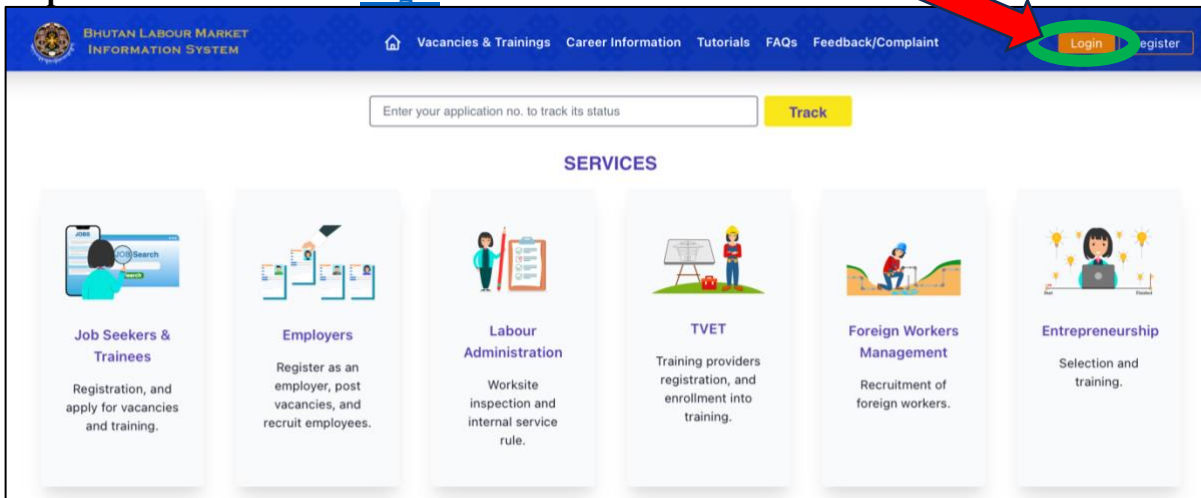# PART I. REGISTRATION OF TRAINEES

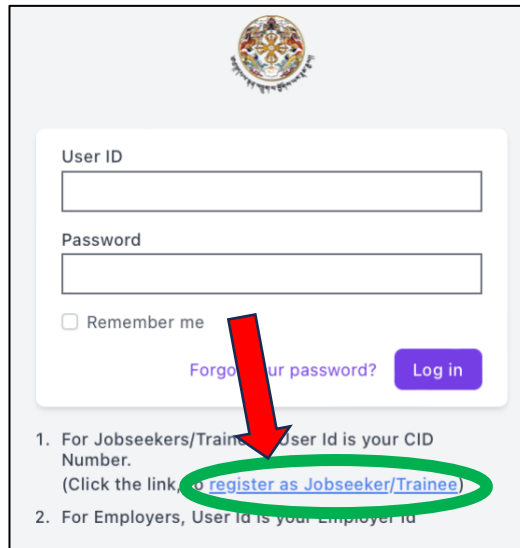**OPTION B.** **REGISTER AS A TRAINEE FROM BLMIS PAGE USING "LOGIN" TAB**

Step 1. Visit *https://blmis.gov.bt*
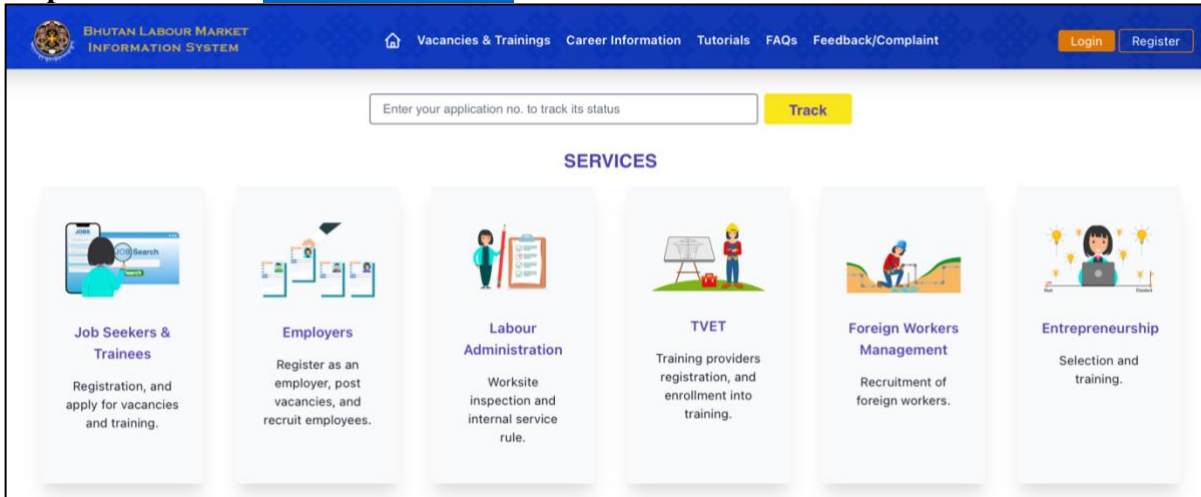
Step 2. Click on the **Login** tab
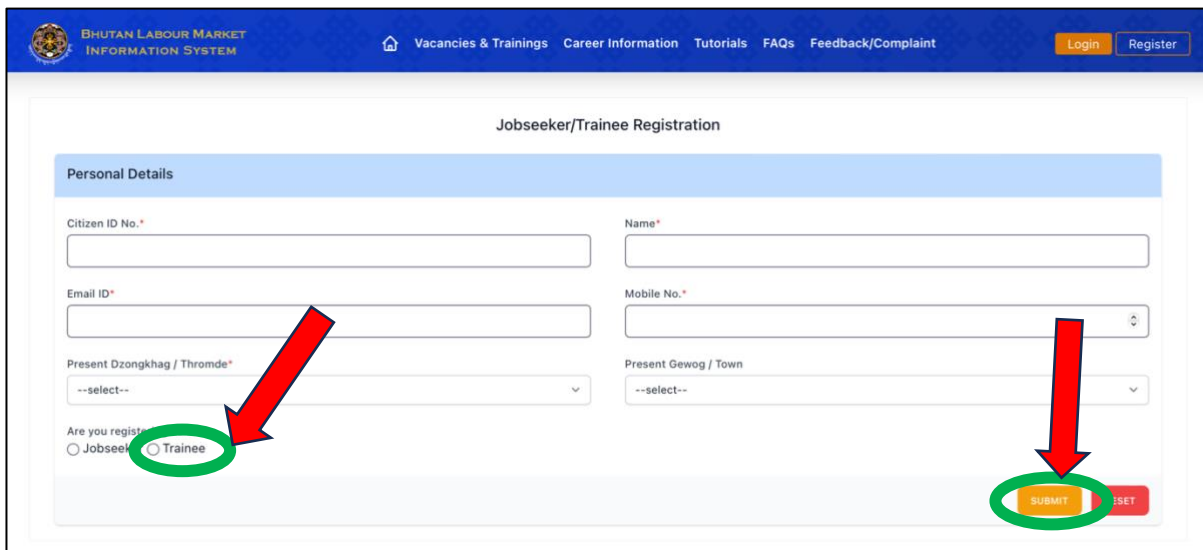
PART I. REGISTRATION OF TRAINEES

Step 3. Click on the **register as Jobseeker/Trainee**

Step 4. Select the Registration Type **"Trainee" -** Enter the details and Click "**Submit**"

Once registered, "SMS and email notification" will be sent to the 'Phone Number' and 'Email Address' you entered in the registration page.

PART I. REGISTRATION OF TRAINEES

OPTION C. **REGISTER AS A TRAINEE FROM TVET-MIS PAGE**

Step 1. Visit *https://blmis.gov.bt/tvet*

Step 2. Click on **Trainees Login**

Step 3.   Click on the **register as Jobseeker/Trainee**

Step 4.   Select the Registration Type **"Trainee"** - Enter the details and Click "**Submit**"

Once registered, "SMS and email notification" will be sent to the 'Phone Number' and 'Email Address' you entered in the registration page.

PART II.   TRAINEE LOGIN

OPTION A.   __TRAINEE LOGIN FROM BLMIS PAGE__

Step 1.   Visit *__https://blmis.gov.bt__* and Click *__Login__*
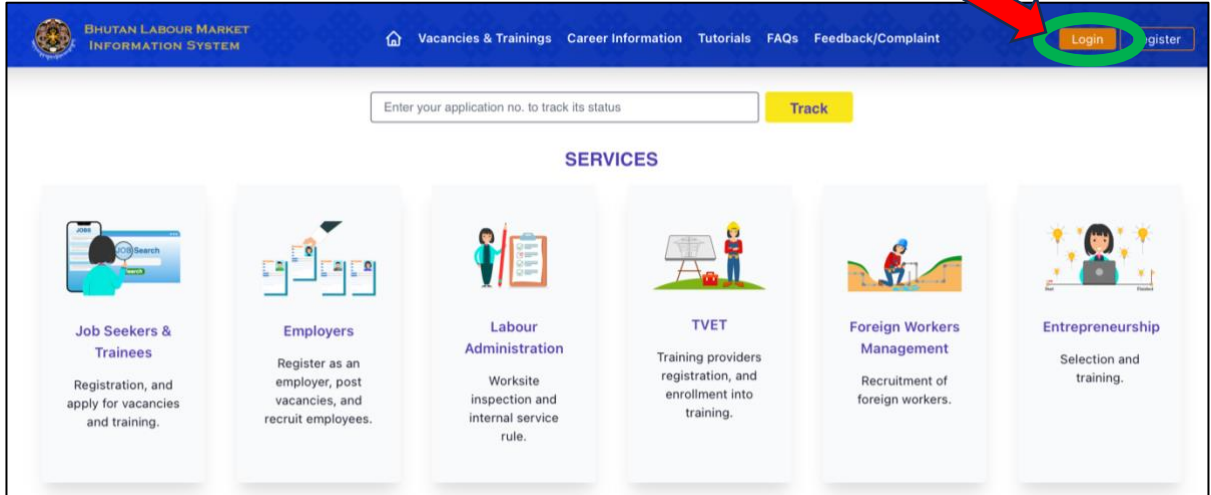
Step 2.   Enter the User Name **"CID No."** and **Password** sent to you via SMS/Email and click **Login**

STEP 3.   If you forgot your password, click "**Forgot your password?**"- Enter CID and Mobile Number – Click "**Reset your password**" (password will be sent to you via SMS)

Step 4.   After resetting the password, enter the User ID (CID) and password (received via SMS) on the **Login page**, and click **Login**

PART II.   TRAINEE LOGIN

OPTION B.   **TRAINEE LOGIN FROM TVET-MIS PAGE**

Step 1.   Visit *https://blmis.gov.bt/tvet* and Click **Trainees Login**

Step 2.   Enter the User Name "CID No." and Password sent to you via SMS/Email and click **Login**

Step 1.   Once logged in, **Trainee Dashboard** will be displayed as follows:
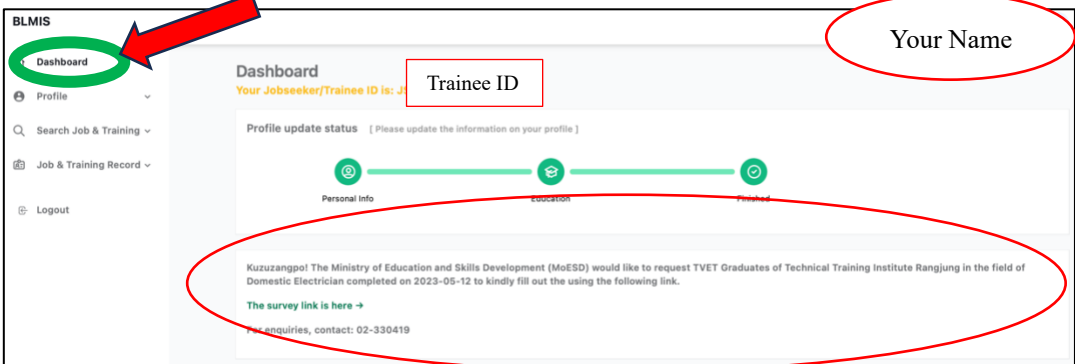
Link/s for the Tracer Survey will be displayed only if you have completed training/s
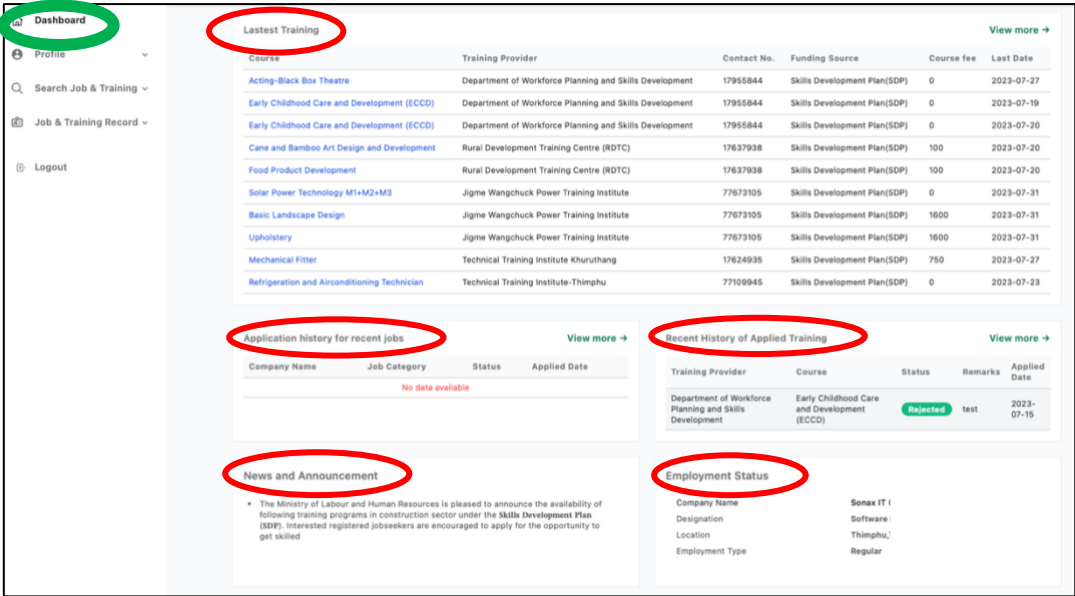
List of the Latest Trainings announced, Job and Training Application history, News and Announcement, Employment details are also displayed.

PART III.   PROFILE UPDATE

Step 2.   Profile: Update your Personal and Guardian Details

Select whether you are a 'person with disability' or not. If yes, select the type of disability

Step 3. Update your **Education Details**

Upload academic transcript in pdf format

OPTION A.   APPLY USING SEARCH TRAINING IN THE TRAINEE DASHBOARD

Step 1.   Login to your **Trainee Profile**

If you have forgotten your password; click on **Forgot password** and reset the password (password will be sent to you via SMS)

Step 2.   Select **"Search Training"**; Choose the "Training Type, Training Provider, Course Name and Location" or any one of this; Click **View** to check the details of the training, and click **Apply** and **Confirm.**

The status of your training application will be displayed on your dashboard.

PART IV.   APPLY FOR TRAININGS

OPTION B.   **APPLY USING THE LATEST TRAINING "VIEW MORE' TAB**

Step 1.   Login to your profile and Click view more on the **"Latest Training"** on the dashboard

Step 2.   **Apply for the Trainings**

PART IV. APPLY FOR TRAININGS

OPTION C. **APPLY FROM BLMIS HOMEPAGE**

Step 1. Visit *https://blmis.gov.bt*

Step 2. Click on **Jobseekers and Trainees**
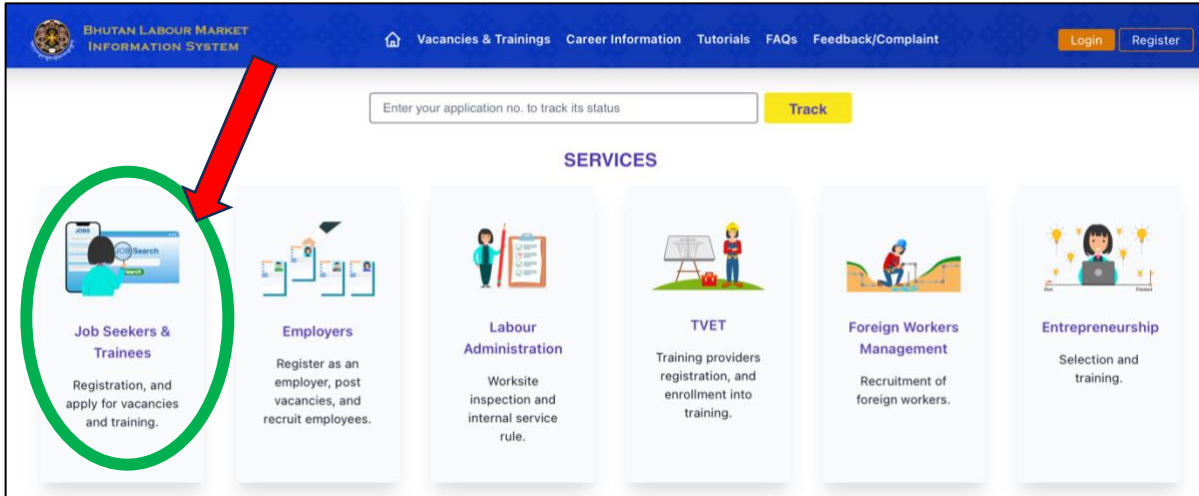
Step 3. Select **Search Training**, select the type of training, choose a training and click **Login to apply** to apply for Trainings.
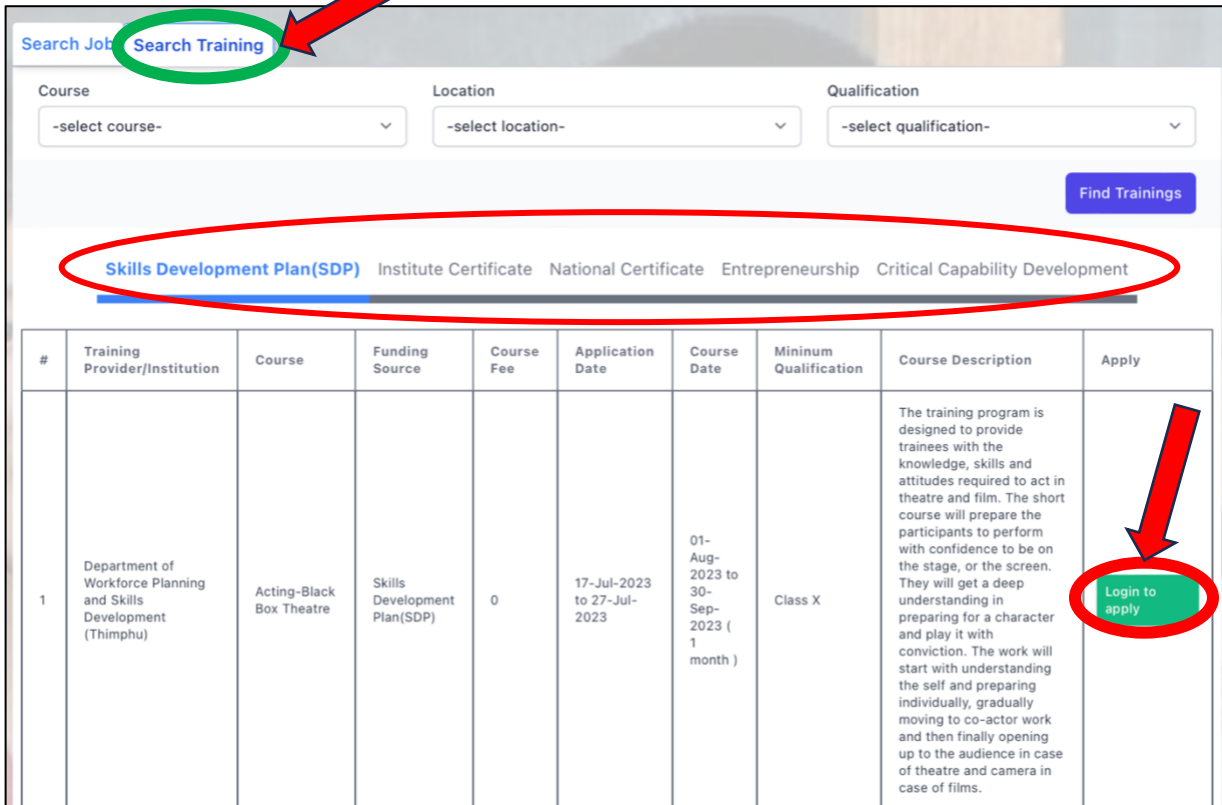
OPTION D.   **APPLY FROM TVET-MIS HOMEPAGE**

Step 1.   Visit ***https://blmis.gov.bt/tvet*** and Select the type of training you want to apply for.

Step 2.   Select the **Training** and **Login** to Trainee/Jobseeker Profile to apply

Step 1.   Visit *https://blmis.gov.bt/tvet*

Step 2.   Select the type of training you want to apply for

Step 3.   Select the Training and click **Apply**

PART V.   APPLY FOR TRAININGS (Non-CID holders)

Step 4.   Enter your details, upload the documents and click **Submit** to apply for the training of your choice.

Applicant Details

Reference No:

Name: *

Date of Birth: *

Gender: * ○ Male ○ Female

Email:

Mobile No: *

+975

Trainee Type: *

-select-

Employment Status of a trainee: *

-select-

Academic Qualification: *

-select-

Remarks:

Permanent Address

Dzongkhag: *

-select-

Gewog: *

-select-

Village: *

-select-

If you make mistake while entering, you can **Reset** the form.

DEPARTMENT OF WORKFORCE PLANNING AND SKILLS DEVELOPMENT
MINISTRY OF EDUCATION AND SKILLS DEVELOPMENT

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