

**INSTRUCTIONS TO BE FOLLOWED WHILE UPLOADING THE ONLINE APPLICATION**

- Log in to [www.bse.ap.gov.in](http://www.bse.ap.gov.in)
- Click TCC 'Feb 2018 for online Application Form' from quick links
- Download 'Instructions for online application' and go through the instructions.
- Click apply online for **Registration**
- Upload the candidate particulars along with photo and signature
- Submit the application
- After uploading the details to take print out in duplicate
- Verify whether the particulars and photo and signature is correctly uploaded
- After completion of above process press 'Confirm' button
- The last date for uploading is **11-01-2018**.
- **Handover the application form along with fee challan and attested copies of qualification to the District Educational Officer concerned on or before 18-01-2018.**

**SPECIAL INSTRUCTIONS**

1. The candidate shall opt **Telugu/English** Medium only.
2. The minimum Educational qualification for Lower grade is VII class for all Trades and for Higher grade who passed Lower grade or equivalent Examination in concerned trade (attested copies should be furnished).
3. His / Her recent black and white passport size photo to be scanned and uploaded.
4. His / Her signature to be uploaded.

**GENERAL INSTRUCTIONS**

5. Fee particulars

Trade	Trade code	Fee Rs./-	Trade	Trade code	Fee Rs./-
Drawing (Lower)	41	100/-	Handloom Weaving (Higher)	52	200/-
Drawing (Higher)	42	150/-	Tailoring & Embroidery (Lower)	81	150/-
Handloom Weaving (Lower)	51	150/-	Tailoring & Embroidery (Higher)	82	200/-

1. Fee should be paid through Treasury challan to the following Head of Account only. D.D's will not be accepted.

Major Head	0202	:	Education; Sports, Arts and Culture
	01	:	General Education
	102	:	Secondary Education
(SH)	06	:	Director of Government Examinations
	001	:	Other Receipts

**DDO Code:- 27000303001**

2. Due dates for remittance of Examination fee.

Sl. No	Trade & Grade	Last Date for remittance of Exam. Fee and submission of uploaded application forms etc., by the candidates to the DEOs concerned.			Submission of Application forms & Nominal Rolls etc., by the DEOs to the DGE, AP, Gollapudi, Vijayawada.
		Without Late Fee	With a Late Fee of Rs. 50/-	With a Late Fee of Rs. 75/-	
1	Drawing (Lower)	28.12.17	04.01.18	11.01.18	18.01.18
2	Drawing (Higher)				
3	Handloom Weaving (Lower)				
4	Handloom Weaving (Higher)				
5	Tailoring & Embroidery (Lower)				
6	Tailoring & Embroidery (Higher)				

3. The applications received without necessary enclosures or after due dates notified will summarily be rejected.
4. Candidates coming from outside State should obtain prior permission of Director of Government Examinations, A.P., Gollapudi, Vijayawada for appearing Technical Certificate Course Exams before paying the examination fee.
5. Intimation to the candidates consisting of date of examination, venue of the centre, Roll.No. etc will be hosted on the website [www.bse.ap.gov.in](http://www.bse.ap.gov.in) 4 to5 days earlier from the commencement of Examinations.
6. For any queries contact on phone to (1) Smt. A. Sridevi, Addl. Joint Secretary, 9177002451 or (2) Sri K. Suryanarayana, Deputy Commissioner, 9177002459.