

Andhra Pradesh State Level Police Recruitment Board

USER GUIDE

To fill the

Online Application Form for the post of

Scientific Assistant (Physical)

Scientific Assistant (Chemical)

Scientific Assistant (Biology / Serology)

1. Read the following general Instructions carefully and select the I AGREE checkbox, then click on Continue to proceed further.

STATE LEVEL POLICE RECRUITMENT BOARD, ANDHRA PRADESH, MANGALAGIRI.

Online Application form for the posts of Scientific Assistant (Physical), Scientific Assistant (Chemical) & Scientific Assistant (Biology / Serology) in Andhra Pradesh Forensic Science Laboratory,vide Notification RC.No. 04/R&T/Rect.1/2020, dt. 02-11-2020

Note

- 1. Please fill the application form after carefully reading the Notification issued vide Rc. No.04/R&T/ Rect.1/2020, dt. 02-11-2020. It is mandatory to certify that the candidate has read the instructions and understood them before starting the process of submitting the application form
- 2. Candidates with local candidature of Andhra Pradesh belonging to OCs and BCs applying for the Posts have to pay a fee of Rs.600/towards processing of application, written examinations etc. Local candidates of Andhra Pradesh belonging to SCs and STs have to pay only
 Rs.300 and all other candidates have to pay Rs.600/-. The fee can be paid Online through Credit/Debit Card/ Internet banking.
- 3. The candidate has to require to appear written examination for 120 marks on 06-12-2020 (Tentatively)

4.The Candidates applying for Scientific Assistants should select only one appropriate Post code i.e. 11 or 12 or 13 basing on their eligibility of educational qualifications. Submission of more than one application form will be taken as disqualification for eligibility.

It is the responsibility of the applicant about the Submssion of correct information. Submission of wrong / incorrect information at any stage will result in automatic disqualification of the candidate and no further correspondence will be entertained.

I certify that I have read the Notification and I am proceeding to submit this application form after having understood the eligibility and other criteria mentioned in the Notification. I undertake total responsibility for submitting correct information to the best of my ability. State Level Police Recruitment Board, Andhra Pradesh will have full rights to reject my application at any stage, if any of the information submitted by me in this application is found to be incorrect. I also fully understand that the original documents in support of information submitted by me in this application will have to be produced by me as and when called for by State Level Police Recruitment Board, Andhra Pradesh and failure to do so at the given date and time will result in automatic disqualification of my candidature for this recruitment.

I Agree
Continue

2. The page will direct to "Login Details". If Candidate has already registered, provide the details of Mobile Number and Password and Click . Fill all the details and click on Login



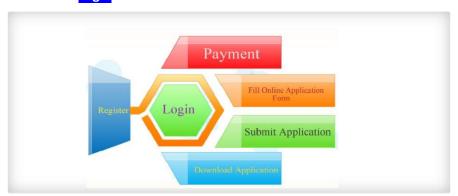


3. If Candidate has not registered, Please Register the Mobile No, Candidate Name, Date Of birth, Email ID.

Candidate Registration Details::

Mobile No:	:	
Candidate Name:	:	
DOB (DD/MM/YYYY)	:	
E-MailID	:	
Captcha	:	Type the code from the imag
	A3 KI 7	Ð
	Submit	

4. After successfully registered please Login Your Registered Mobile Number and Password. Click On the Login



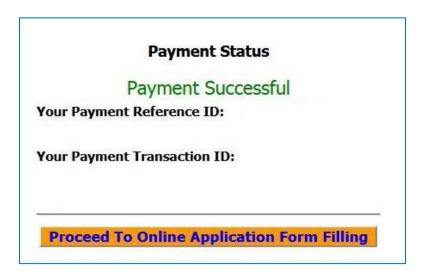


5. If amount not paid, Select the "Pay Amount Using (Debit card / Credit card / Net banking)" page will direct to the following screen. Fill all the details and click on Pay Amount.

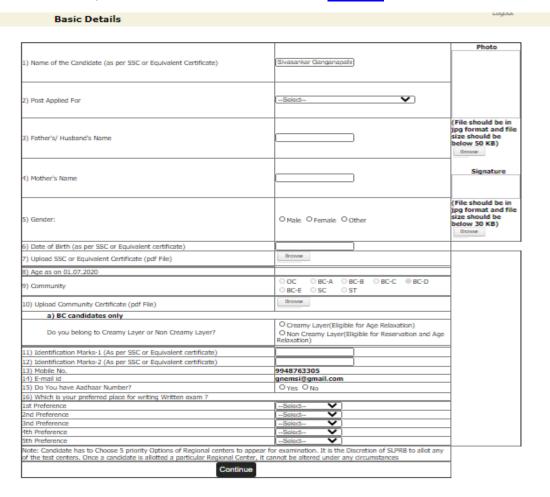
1. Are you a Local Candidate of Andhra Pradesh?	:	○Yes ○No
2.Community	:	Select ▼
3.Candidate Name (as per SSC or Equivalent)	:	SURESH
4.SSC or Equivalent Roll No. (Hall Ticket No.)	:	
5.Candidate Mobile No	:	9885443013
Net Amount to be Paid	:	

Pay Amount

After the successful transaction, it will direct to the following page. Note down the **Payment Reference ID and Transaction ID** for future reference.



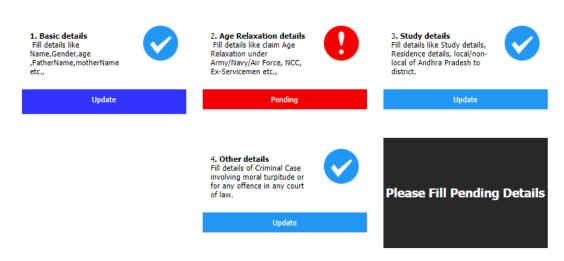
6. Click on Proceed to Online Application Form Filling. Fill all the relevant details and upload the necessary certificates / documents and Click on Continue.



7. The following page will display

User Dashboard :: Online Application

Application Form for the Posts of Scientific Assistant (Physical), Scientific Assistant (Chemical) & Scientific Assistant (Biology / Serology) in Andhra Pradesh Forensic Science Laboratory



8. Click on **Age Relaxation Details** Tab and Fill all the Relevant details and upload Relevant Certificates / Documents and Click on **Save** button. It will show message at bottom **Age Relaxation Details saved successfully and Click on Home Button to Fill Remaining Details**. Click on **Home** Button.

Age Relaxation Details

● Yes ○ No		
If yes, furnish the Applicable category		
○Yes ○No		
○ Yes ○ No		
○ Yes ○ No		
○Yes ○No		
M.Sc. with I or II Division with Mic ✓		
Browse		



Click on Study Details Tab and Fill all the Relevant details and upload Relevant Certificates /
Documents and Click on Save button. It will show message at bottom Study Details saved
successfully and Click on Home Button to Fill Remaining Details. Click on Home

20) Are you Local to state of Andhra Pradesh? (SEE THE CRITERIA IN NOTIFICATION)				● Yes ○ No			
21) Were you migrated from the State of Telangana to Andhra Pradesh? (SEE THE PROVISION IN NOTIFICATION)				○Yes ® No			
22) To Justify your local status, select your Study/Residence details as applicable from 4th to 10th Class: (Please mention duration of study)				■ Regular studies			
a) Study details as applicable from 4 th to 10 th class - Regular studies. (If a candidate has studied any educational institution up to SSC or equivalent examination. Such candidates have to submit study certificates only). Candidates who studied in other State are required to provide District name, State name along with School Name.							
	Sl. No	Class	Month & Year	School Name N		Name of the District	
	1	4th Class	April ∨ 1996 ∨	ST ANNS	HIGH SCHOOL	Guntur	
	2	5th Class	April ∨ 1997 ∨	ST ANNS HIGH SCHOOL Gunt		Guntur	
	3	6th Class	April ∨ 1998 ∨	ST ANNS HIGH SCHOOL		Guntur	
	4	7th Class	April ∨ [1999 ∨]	ST ANNS HIGH SCHOOL Guntur		Guntur	
	5	8th Class	April ∨ 2000 ∨	ST ANNS HIGH SCHOOL Guntur		Guntur	
	6	9th Class	April • 2001 •	ST ANNS HIGH SCHOOL Guntur			
	7	10th Class	April ∨ 2002 ∨	ST ANNS HIGH SCHOOL Guntur			
Select District : 1. Srikakulam, 2.Vizianagaram, 3.Visakhapatnam, 4.East Godavari, 5. West Godavari, 6. Krishna, 7.Guntur, 8.SPS Nellore, 9.Prakasam,10. Anantapuramu, 11. Chittoor, 12.Y.S.R. Kadapa, 13. Kurnool							
Upload Study /Residence Certificates from 4th to 10th (pdf file)							
23) To Justify Local to the Sate of AP or Not as per Column (21b) or (22a) Study Details or 22)b Residence Details above, Please Select your Local District.			Guntur ▼				
HOME							

10. Click on **Other Details** Tab and Fill all the Relevant details and Click on Save button. It will show message at bottom **Other Details saved successfully and Click on Home Button to Fill Remaining Details. Click on Home** Button.

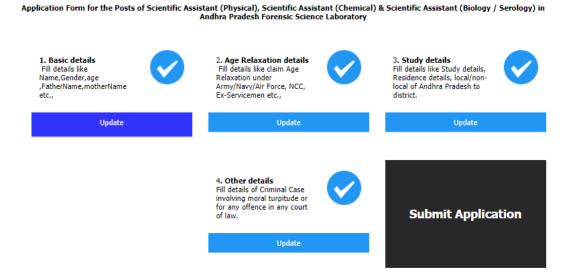
24) Were/ Are you Involed In any Criminal Proceeding at any time ? (a) Mention if even your name as figured in FIR but not arrested (or) charge sheeted (or) deleted in charge sheet.	○Yes ● No
(b) Mention if even the case has ended into acquital or compounded in lok adalath	○ Yes ● No
(c) Mention if even you have involved in any criminal case below 18 Years (Juvenile) $$	○Yes ● No
(d) Mention if even you have involved in any criminal case other than above	○ Yes No
25) Were you involved in more than one Criminal case ?	○Yes ● No
26) Were you at any time employed and discharged / terminated/ removed/dismissed from service of the Government (whether during training or later) ?	○Yes ● No
27) Address for Communication :	C/O K.RAJA BHUSHANAM, D.NO:30-4-493, KANAPALA CASTLE, FLAT NO
28) Permanent Address :	C/O R.B.FRANKLIN, D.NO 15-11-130/A, RAGHAVA NAGAR 1st LINE,

29) The following relevant ORIGINAL DOCUMENTS along with one set of Xerox copies will be submitted by me when I appear for Certificate Verification. I understood the instuructions given in the Notification

- 1. SSC or its equivalent certificate
- 2. Educatinal Qualification
- 3. Community certificate
- 4. Certificate of Non Creamy Layer status for BC candidates
- 5. State Government employee Service Certificate
- 6. Service certificate of the Army, Navy or Air Force of the Union of India
- 7. NCC instructor service certificate
- 8. Retrenched temporary employee certificate in the State Census Dept.
- 9. Study certificate (s) from 4th to 10th class
- 10. Residence certificate
- 11. Migration Certificate from Telagana to AP Only
- 12. Ex-Servicemen certificate
- 13.For in-service personnel of Army, Navy, Air force due to be released from service within one year from date of notification, No Objection Certificate for Civil employment
- 14. Any other document (specify)

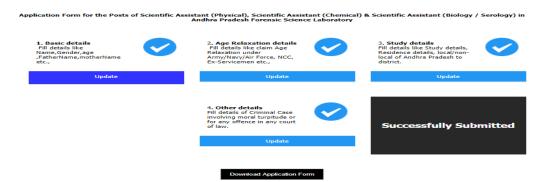


11. After completion of all the details, the status of all the Tabs will be changed from Red to **Blue Colour.**



12. Click on Submit Application. It will show an alert Message "Once Application Form is submitted, NO editing will be allowed after submission. Click YES to Proceed to submit the Application Form or Click CANCEL to edit the Application.

Click **YES** to proceed to submit Application Form. Click **NO** to edit the Application Form. **Please note that after submission of Application, No modifications will be allowed under any circumstances.**



- 12. After successful submission of application, Download Application Form button will be displayed. Click on Download Application Form. Filled in Online Application Form will be downloaded as a PDF File. Take the printout of the Filled in Online Application Form.
- 13. Preserve this Filled in Online Application Form till the completion of Recruitment process.

----End of the Document----