



**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


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**

The diagram illustrates the application process flow: Register -> Login -> Fill Online Application Form -> Submit Application -> Download Application -> Payment. To the right is a login form with fields for Mobile Number (Enter User Id), Password (Enter Password), a captcha (3S32P), and a Login button. There are also links for New Registration and Forgot Password.

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


#### Candidate Registration Details::

Mobile No:	:	<input type="text"/>
Candidate Name:	:	<input type="text"/>
DOB (DD/MM/YYYY)	:	<input type="text"/>
E-MailID	:	<input type="text"/>
Captcha	:	<input type="text" value="Type the code from the imag"/>

**A3 KI 7** 

**Submit**

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



Mobile Number	<input type="text" value="Enter User Id"/>
Password	<input type="text" value="Enter Password"/>
	<b>3 S 3 2 P</b> 
	<input type="text" value="Enter above captcha"/>
	<b>Login</b>
	<a href="#">New Registration ?</a>
	<a href="#">Forgot Password ?</a>

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?	:	<input type="radio"/> Yes <input type="radio"/> No
2. Community	:	<input type="text" value="--Select--"/>
3. Candidate Name (as per SSC or Equivalent)	:	<b>SURESH</b>
4. SSC or Equivalent Roll No. (Hall Ticket No.)	:	<input type="text"/>
5. Candidate Mobile No	:	<b>9885443013</b>
Net Amount to be Paid	:	<input type="text"/>

**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.

## Payment Status

### Payment Successful

**Your Payment Reference ID:**

**Your Payment Transaction ID:**

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**Proceed To Online Application Form Filling**

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


Basic Details		Logout
1) Name of the Candidate (as per SSC or Equivalent Certificate)	<input type="text" value="Sivasankar Ganganapalle"/>	Photo
2) Post Applied For	--Select--	
3) Father's/ Husband's Name	<input type="text"/>	(File should be in jpg format and file size should be below 50 KB) <input type="button" value="Browse"/>
4) Mother's Name	<input type="text"/>	Signature
5) Gender:	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other	(File should be in jpg format and file size should be below 30 KB) <input type="button" value="Browse"/>
6) Date of Birth (as per SSC or Equivalent certificate)	<input type="text"/>	
7) Upload SSC or Equivalent Certificate (pdf File)	<input type="button" value="Browse"/>	
8) Age as on 01.07.2020	<input type="text"/>	
9) Community	<input type="radio"/> OC <input type="radio"/> BC-A <input type="radio"/> BC-B <input type="radio"/> BC-C <input checked="" type="radio"/> BC-D <input type="radio"/> BC-E <input type="radio"/> SC <input type="radio"/> ST	
10) Upload Community Certificate (pdf File)	<input type="button" value="Browse"/>	
<b>a) BC candidates only</b>		
Do you belong to Creamy Layer or Non Creamy Layer?	<input type="radio"/> Creamy Layer(Eligible for Age Relaxation) <input type="radio"/> Non Creamy Layer(Eligible for Reservation and Age Relaxation)	
11) Identification Marks-1 (As per SSC or Equivalent certificate)	<input type="text"/>	
12) Identification Marks-2 (As per SSC or Equivalent certificate)	<input type="text"/>	
13) Mobile No.	9948763305	
14) E-mail id	gnemsi@gmail.com	
15) Do You have Aadhaar Number?	<input type="radio"/> Yes <input type="radio"/> No	
16) Which is your preferred place for writing Written exam ?	--Select--	
1st Preference	--Select--	
2nd Preference	--Select--	
3rd Preference	--Select--	
4th Preference	--Select--	
5th Preference	--Select--	
<small>Note: Candidate has to Choose 5 priority Options of Regional centers to appear for examination. It is the Discretion of SLPRB to allot any of the test centers. Once a candidate is allotted a particular Regional Center, it cannot be altered under any circumstances</small>		
<input type="button" value="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**

**1. Basic details**  
Fill details like Name, Gender, age, FatherName, motherName etc.,




[Update](#)

**2. Age Relaxation details**  
Fill details like claim Age Relaxation under Army/Navy/Air Force, NCC, Ex-Servicemen etc.,




[Pending](#)

**3. Study details**  
Fill details like Study details, Residence details, local/non-local of Andhra Pradesh to district.



[Update](#)

**4. Other details**  
Fill details of Criminal Case involving moral turpitude or for any offence in any court of law.



[Update](#)

**Please Fill Pending Details**

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

17) Do you claim benefit of Age relaxation ?	<input checked="" type="radio"/> Yes <input type="radio"/> No
If yes, furnish the Applicable category	
a) A.P. Govt. Employee	<input type="radio"/> Yes <input type="radio"/> No
b) Ex-servicemen (Army, Navy or Air force of the Union)	<input type="radio"/> Yes <input type="radio"/> No
c) NCC Instructor	<input type="radio"/> Yes <input type="radio"/> No
d) Retrenched Temporary Employee in State Census Department during 1991:	<input type="radio"/> Yes <input type="radio"/> No
18) Education Qualification (as per Notification)	
For post code no.13 (Scientific Assistant (Biology / Serology))	M.Sc. with I or II Division with Mic ▾
Upload Certificate (pdf File)	<input type="button" value="Browse"/>

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9. 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** Button.

<b>20) Are you Local to state of Andhra Pradesh? (SEE THE CRITERIA IN NOTIFICATION)</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No		
<b>21) Were you migrated from the State of Telangana to Andhra Pradesh? (SEE THE PROVISION IN NOTIFICATION)</b>		<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>22) To Justify your local status, select your Study/Residence details as applicable from 4th to 10th Class: (Please mention duration of study)</b>		<input checked="" type="radio"/> Regular studies <input type="radio"/> Residence Details		
a) Study details as applicable from 4 <sup>th</sup> to 10 <sup>th</sup> 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.				
<b>Sl. No</b>	<b>Class</b>	<b>Month &amp; Year</b>	<b>School Name</b>	<b>Name of the District</b>
1	4th Class	April 1996	ST ANNS HIGH SCHOOL	Guntur
2	5th Class	April 1997	ST ANNS HIGH SCHOOL	Guntur
3	6th Class	April 1998	ST ANNS HIGH SCHOOL	Guntur
4	7th Class	April 1999	ST ANNS HIGH SCHOOL	Guntur
5	8th Class	April 2000	ST ANNS HIGH SCHOOL	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				
<b>Upload Study /Residence Certificates from 4th to 10th (pdf file)</b>		<input type="button" value="Browse"/>		
<b>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.</b>		Guntur		

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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 Involved 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.	<input type="radio"/> Yes <input checked="" type="radio"/> No
(b) Mention if even the case has ended into acquittal or compounded in lok adalath	<input type="radio"/> Yes <input checked="" type="radio"/> No
(c) Mention if even you have involved in any criminal case below 18 Years (Juvenile)	<input type="radio"/> Yes <input checked="" type="radio"/> No
(d) Mention if even you have involved in any criminal case other than above	<input type="radio"/> Yes <input checked="" type="radio"/> No
25) Were you involved in more than one Criminal case ?	<input type="radio"/> Yes <input checked="" type="radio"/> No
26) Were you at any time employed and discharged / terminated/ removed/dismised from service of the Government (whether during training or later) ?	<input type="radio"/> Yes <input checked="" type="radio"/> 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, RAGHAV 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 instructions 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)

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


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

<p><b>1. Basic details</b> Fill details like Name, Gender, age, FatherName, motherName etc.,</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<p><b>2. Age Relaxation details</b> Fill details like claim Age Relaxation under Army/Navy/Air Force, NCC, Ex-Servicemen etc.,</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<p><b>3. Study details</b> Fill details like Study details, Residence details, local/non-local of Andhra Pradesh to district.</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>
<p><b>4. Other details</b> Fill details of Criminal Case involving moral turpitude or for any offence in any court of law.</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<div style="background-color: black; color: white; padding: 20px; display: inline-block; font-size: 1.2em; font-weight: bold;">Submit Application</div>	

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.**

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

<p><b>1. Basic details</b> Fill details like Name, Gender, age, FatherName, motherName etc.,</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<p><b>2. Age Relaxation details</b> Fill details like Claim Age Relaxation under Army/Navy/Air Force, NCC, Ex-Servicemen etc.,</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<p><b>3. Study details</b> Fill details like Study details, Residence details, local/non-local of Andhra Pradesh to district.</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>
<p><b>4. Other details</b> Fill details of Criminal Case involving moral turpitude or for any offence in any court of law.</p> <p style="text-align: center;"></p> <p style="text-align: center;"><a href="#">Update</a></p>	<div style="background-color: black; color: white; padding: 10px; display: inline-block;"><b>Successfully Submitted</b></div>	
<p><a href="#">Download Application Form</a></p>		

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-----