

INSTRUCTIONS FOR FILING OF ONLINE APPLICATION AND MODE OF PAYMENT  
OF FEE FOR CERTIFICATE COURSES EXAMINATION TO BE HELD DURING  
JAN/FEB.2013.

(Please go through the instructions carefully before filing the online application)

Candidates who studied in the institutions offering Certificate Courses as mentioned in the notification dt.22-11-2012 are only eligible to upload their applications for the certificate course examinations scheduled to be held during January/February,2013.

1. The candidates (regular/supplementary) have to file the online applications with the URL <http://125.16.9.140/sbtet>.
2. The candidate has to select whether he is a regular or backlog (appeared but failed in the previous attempts).
3. The backlog candidate has to select **backlog** and enter the pin, it will display the candidate details and the backlog subjects. Click on submit and pay the fee through APOne or Online.
4. The regular candidate has to select the option **Regular** and enter the Application details and the communication details. The Name, father's name and date of birth of the candidate should be carefully entered as per SSC records and make the payment through APOne or Online.
5. All the principals offering short term/CCIC Courses and the principals of Govt. Polytechnic/Pvt. Polytechnics offering 4 months Land Survey course, shall submit consolidated filled in online applications, along with the copies of requisite qualifications duly attested by the principals concerned.
6. The employees working in the Treasuries and Accounts Department can directly submit their applications duly attested by the officer concerned to SBTET within the stipulated period.
7. The photos uploaded by the candidates will be used not only on the hall tickets and the same will be used on the award certificates of passed candidates. Owing to this, the candidates are requested not to upload the Black & white photos and photos taken with wearing cap/cooling glass and the photos with odd backgrounds photos defeat the purpose of clear identification.

EXAMINATION FEE:

- (A) For the first appearance including Board Examinations : Rs.600/-  
And issue of Original Certificates for courses mentioned (300+200+100)  
In the notification (Sl.No. 1 to 10).
- (B) For the Part Examination i.e., (Backlog subjects) : Rs.300/-  
For courses mentioned in (Sl.No. 1 to 10).
- (C) For CCIC, Land Surveying, Yoga and  
Advanced Yoga for each course (Whole/Part subjects) : Rs.500/-
- (D) In respect of the candidates appearing for the CCIC  
Examination through the following 4 institutions, are totally  
exempted from the Examination fee.
- (1) A.P.Vikalangula Coop. Corporation Training Cum Production Centre,  
Hyderabad.
- (2) N.V.Reddy Viswas Trust, Hyderabad.
- (3) Ramananda Centre for Advanced Learning & Research for visually impaired,  
Secunderabad.
- (4) Ali Yavar Jung National Institute for the Hearing Handicapped,  
Secunderabad.
- (D) Condonation Fee (Up to 10%) for all the Courses : Rs.350/-
1. Last date for payment of examination fee : 11-01-2013  
And submission of application without penalty.
2. Last date for payment of examination fee and : 17-01-2013  
Submission of application with penalty of Rs.250/-
3. Last date for payment of examination fee : 21-01-2013  
And submission of application under TATKAL  
Scheme of Rs.1800/-
4. Last date for submission of nominal rolls along : 16-01-2013.  
with downloaded applications and attested  
requisite qualifications:
4. Practical and Sessional marks of the  
candidates shall be uploaded in the  
software module placed in the  
sbtet website from 17-1-2013 : 25-1-2013  
(Except for District Treasury Office)
5. Conduct of Theory Examinations : 31-01-2013.

Sd/-  
SECRETARY