



Minorities Welfare Department
Government of Telangana

**Telangana State
Urdu Academy**

TSUA RECRUITMENT – 2018

USER GUIDE TO FILL THE ONLINE APPLICATION FORM

[USERGUIDE TO FILL IN THE ONLINE APPLICATION FORM FOR TSUART2018](#)

Before filling the Online Application Form, keep the **following mandatory details** ready to fill in the appropriate fields:

The Mandatory details are as follows:

S.NO.	DETAILS REQUIRED	DOCUMENT TO BE REFERRED
1.	Hall Ticket Number of SSC / Matriculation or Equivalent Certificate	SSC / Matriculation or Equivalent Certificate
2.	Category (SC, ST, BC etc.)	The Caste Certificate issued by the Competent Authority
3.	Date of Birth	SSC / Matriculation or Equivalent Certificate
4.	Special Category (NCC, Ex-Servicemen, PH, etc.,)	The Certificate issued by Competent Authority

1. On your Internet Browser (preferably Chrome) type, the website address **www.tsua.in**, press ENTER it will take you to the following screen.

Minorities Welfare Department **Telangana State Urdu Academy**
Government of Telangana

HOME | IMPORTANT DATES | **APPLY ONLINE** | SYLLABUS & SCHEME OF EXAMINATION | USER GUIDE | CONTACT US

About Minorities Welfare Department:
According to 2011 Census, the population of Minorities in Telangana State is about 50.05 Lakhs. The Government has always laid emphasis on progress and empowerment of Minorities. The Department of Minorities Welfare was created in the year 1993 and bifurcated as Minorities Welfare Department, Telangana State with effect from 02-06-2014 for implementing schemes for the social, educational and economic development of Muslims, Christians, Sikhs, Jains, Buddhists and Parsis that constitutes about 14% of the population in Telangana. For more details visit www.mwd.telangana.gov.in

About Telangana State Urdu Academy:
Urdu language is one of most popular languages for centuries together. Unfortunately, it lost its status slowly due to various reasons and with an objective to promote, propagate and develop Urdu language, the Telangana State has established the Urdu Academy. Ever since its inception, it has been focussing on implementation of all schemes and awareness programmes for the development of Urdu Language.

The key activities of the department are:
1. Preserving / promotion of Urdu language
2. Urdu ghar cum shadikhanas

Information

- ▶ Notification for Urdu Officer Grade-I
- ▶ Notification for Urdu Officer Grade-II
- ▶ Important Dates
- ▶ Syllabus & Scheme of Examination

Application

- ▶ **APPLY ONLINE**
- ▶ User Guide
- ▶ New / Print Submitted Application Form

Help desk

- ▶ Contact us

Key Dates:
Date of Examination: 20th May, 2018
Examination Fee :
Urdu Officer Grade-I : Rs. 600/-
Urdu Officer Grade-II : Rs. 500/-
SC/ST/PH/Ex-servicemen of Telangana State candidates are exempted from payment of examination fee.
Date of commencement of Online Application Forms: 02-04-2018
Last date for submission of Online Application Forms: 23-04-2018

NEWS
Submission & Registration of Online Applications Start From : 2nd April, 2018
Application Forms will be accepted through Online only, Payment can be made through Credit Card, Debit Card and

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Vis. today 374

2. Click on the **“APPLY ONLINE”** field as shown encircled below.


Minorities Welfare Department **Telangana State Urdu Academy**
Government of Telangana

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3. The following “Payment gateway” webpage will appear on the screen:

The screenshot shows the 'Payment Gateway' page. At the top, there is a green header with the Government of Telangana logo and the text 'Minorities Welfare Department' and 'Telangana State Urdu Academy'. Below the header is a navigation menu with links: HOME, IMPORTANT DATES, APPLY ONLINE, SYLLABUS & SCHEME OF EXAMINATION, USER GUIDE, and CONTACT US. The main content area has a light blue background and is titled 'Payment Gateway'. It contains two orange buttons: 'Proceed To Pay the Fee Through Payment Gateway Using Credit Card / Debit Card' (which is circled in black) and 'Proceed To Verify and Fill Application Form if already paid through Credit Card / Debit Card // Netbanking'. Below the buttons is a note: 'After Successful payment transaction candidate Will get an sms and fee receipt with transaction ID. Please note Down the transaction to fill the application form by click the below button.' The right sidebar is yellow and contains the following information: 'Date of Examination: 20th May, 2018', 'Examination Fee : Urdu Officer Grade-I : Rs. 600/- Urdu Officer Grade-II : Rs. 500/-', 'SC/ST/PH/Ex-servicemen of Telangana State candidates are exempted from payment of examination fee.', 'Date of commencement of Online Application Forms: 02-04-2018', and 'Last date for submission of Online Application Forms: 23-04-2018'. At the bottom of the sidebar is a 'NEWS' section with a date of 20/10 and text: 'Submission & Registration of Online Applications Start From : 2nd April, 2018. Application Forms will be accepted through Online only. Payment can be made through'.

4. In the above page, select the appropriate Fee payment tab.
5. After clicking the above button, the following web page will appear. Fill in all the details in the respective fields and Click on the encircled button “Make payment”. Note the reference id displayed on this page.


Minorities Welfare Department
Telangana State Urdu Academy

Government of Telangana

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Payment Through Credit Card/ Debit Card

If you have all required details of Credit Card / Debit Card / Net Banking and all details to fill application form enter the following details and click on Make Payment

Payment Gateway using Credit Card/ Debit Card

Payment Reference No:02DMTHZV (Please note this reference number before payment)

Post Applying For Grade - I Grade - II

10th Class / Equivalent Qualification Hall Ticket No. :

Candidate's Name :

Father's/Husband Name :

Mobile Number :

Do you belong to State of Telangana Yes No

Category SC/ST BC Others

Ex-ServiceMen Yes No

Ph Yes No

NCC Yes No

Are you an Employee of Telangana State Government Yes No

Date of Birth : Month : Year :

Have you studied Telugu Subject as 2nd Language in SSC or Equivalent Yes No

Have you studied Urdu as one of the Subjects in Degree / Studied Degree in Urdu Medium Yes No

Post-Graduation Yes No

Fee Amount : Rs.

Make Payment

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Visits 1 318 974

The candidate need to note down the **“Reference id”**(before making payment), and **“Transaction id”**(after making the payment) displayed on the screen.

After clicking the above encircled button the control will be navigated to the PAYMENT screens, for making payment.

Once the payment is completed successfully, the candidate will be automatically redirected to complete the Online Application Form with the required details.

(NOTE: During the Payment process, DO NOT click on Back / Refresh buttons or DO NOT close the Browser page abruptly.)

If your payment is successful but failed to reach the application form, visit the website www.tsua.in, click on “apply online” tab. The payment gateway screen will appear. In this screen click the “Proceed to verify and fill application form if already paid through debit or credit card / net banking” button as shown below.

Payment Gateway

Proceed To Pay the Fee Through Payment Gateway Using Credit Card / Debit Card

After Successful payment transaction candidate Will get an sms and fee receipt with transaction ID. Please note Down the transaction to fill the application form by click the below button.

Proceed To Verify and Fill Application Form if already paid through Credit Card / Debit Card // Netbanking

Note:- Click on above button if you are unable to fill application form after obtaining Transaction ID from Bank and unable to fill and submit application form successfully.

Date of Examination: 20th May, 2018

Examination Fee :

Urdu Officer Grade-I : Rs.600-

Urdu Officer Grade-II : Rs.500-

SC/ST/PH/Ex-servicemen of Telangana State candidates are exempted from payment of examination fee.

Date of commencement of Online Application Forms: 02-04-2018

Last date for submission of Online Application Forms: 23-04-2018

NEWS

TSUAART 2018

After clicking the above encircled button, the following page will appear. Fill the particulars “Payment reference id”, “Transaction id” and “Qualifying Examination Hall Ticket number” and click on “Proceed”

Already Paid Through Credit Card/ Debit Card / Net Banking

If you already paid through Credit Card/ Debit Card and want to submit the application. Fill the following particulars for verification and proceed to fill Online Application Form

If already paid through Debit/Credit Card/ Net Banking

Payment Reference Id	:	<input type="text" value="1UXM96IP"/>	(Obtained before payment)
Transaction Id	:	<input type="text" value="1UXM96IP"/>	(Obtained after payment)
10th Class / Equivalent Qualification Hall Ticket No.	:	<input type="text" value="123456"/>	

After clicking the above encircled button, Online Application Form will be displayed on the screen.




Apply Online (Read the User guide thoroughly before filling the application)

* Indicates Mandatory Field

Applying For: Urdu Officer Grade-I

Have you applied for the post of Urdu Officer Grade-II : Yes No
 if Yes, Provide the Registration Number of Urdu Officer Grade-II : 123456

Candidate Details (as per SSC / Matriculation or Equivalent)		Category	Photo & Signature
Candidate's Name (as per SSC or Equivalent)	ABDUL LATEEF	<input type="radio"/> OC <input type="radio"/> BC-A <input type="radio"/> BC-B <input type="radio"/> BC-C <input type="radio"/> BC-D <input type="radio"/> BC-E <input type="radio"/> SC <input type="radio"/> ST	 <input type="button" value="Select File"/>
Father/Husband's Name	ABDUL HUSSAIN		
Mother's Name	FATHIMA	Special Category PH PH <input type="radio"/> Yes <input checked="" type="radio"/> No PH Type <input type="text"/>	
Date of Birth: (as per SSC or Equivalent)	Day : 17 Month : 06 Year : 1990		
Age as on 01-07-2018	28 year(s) 0 month(s) and 21 day(s)		
Aadhaar Number	55555555555		
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female		
Mother Tongue	<input checked="" type="radio"/> Urdu <input type="radio"/> Telugu <input type="radio"/> Hindi <input type="radio"/> Other		

Educational Qualifications						
SNo	Qualification	RollNo/Hallticket Number	Medium of Instruction (Urdu/Telugu/Hindi/English/Other)	Board/University	Year of Passing	Percentage
1	SSC/Matriculation or Equivalent	123456	Urdu	AP SSC	2004	60
2	Intermediate/10+2 or Equivalent	789456	Hindi	AP Board of Intermedi	2006	65
3	Graduation	654123	Hindi	OU	2009	66
4	Post-Graduation	564231	Urdu	OU	2011	68

Have you studied Telugu Subject as 2nd Language in SSC or Equivalent : Yes No
 Have you studied Urdu as one of the Subjects in Graduation / Studied Graduation in Urdu Medium: Yes No
 Are you an Employee of Telangana State Government Yes No

Are You Come Under EX-ServiceMen Category
 EX-ServiceMen Yes No

Are You Come Under NCC Category
 Have You Worked as an Instructor in NCC Yes No

Identification Marks
 1) A MOLE ON LEFT HAND
 2) A MOLE ON RIGHT CHEEK

Address for Correspondence		Do you belong to State of Telangana
House No. (or) C/o	1-2-3	<input checked="" type="radio"/> Yes <input type="radio"/> No
Street / Locality / Village	MUSEUM ROAD	
Mandal / Town / City	MIR ALAM MANDI	
District	HYDERABAD	
Pin Code	500018	
State	TELANGANGA	
Contact Telephone Number (mobile)	9874561230	
Telephone Number (Landline)	04098745613	
Email	gmlateef@gmail.com	
		If No, Which State do you belong <input type="text"/>

Declaration
 I have carefully gone through the Notification and I am conversant and shall abide by the eligibility conditions and other regulations to be satisfied for appearing the Recruitment Test. Further, I assure that I will not involve in any malpractice or illegal activity in the Recruitment Test. In case, I have furnished any false information or involved in any malpractice or illegal activity, I know that, I am liable for criminal action as per the existing law.

I accept the Terms & Conditions.

Next

Item No.1:

Have you applied for the post of urdu officer grade – II. Choose the option Yes or no, If yes provide the registration number in the next field.

Item No. 2: Candidate details(As per SSC / Matriculation or Equivalent):

For example, **Candidate's Name** is ABDUL LATEEF , **Mother's Name** is FATHIMA **Father's Name** is , **Date of Birth** is 17- 06-1990, **Gender** is Male

* Enter the **Candidate's Name**

* Enter the **Father's Name**

* Enter **Mother's Name**

* Select the correct **Date of Birth** (as per your SSC(10th Class) or equivalent records) from drop down boxes **Date, Month and Year** respectively.

* Enter your **Aadhar number**

* Choose the radio button **Male or Female** for **Gender**

* Choose your **Mother tongue** as **Urdu / Hindi / Telugu / Other**

The screenshot shows a form titled "Candidate Details (as per SSC / Matriculation or Equivalent)". The form has the following fields and values:

Candidate's Name	ABDUL LATEEF (as per SSC or Equivalent)
Father/Husband's Name	ABDUL HUSSAIN
Mother's Name	FATHIMA
Date of Birth:	Day : 17 Month : 06 Year : 1990 (as per SSC or Equivalent)
Age as on 01-07-2018	28 year(s) 0 month(s) and 21 day(s)
Aadhaar Number	55555555555
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Mother Tongue	<input checked="" type="radio"/> Urdu <input type="radio"/> Telugu <input type="radio"/> Hindi <input type="radio"/> Other

Item No.3 Category

Select the relevant Radio button corresponding to the **Category** that the candidate belongs to as per the Caste certificate.

For example, if you belong to **OC Category**, select the radio button as shown in the image.

5. Category		
<input checked="" type="radio"/> OC	<input type="radio"/> BC-A	<input type="radio"/> BC-B
<input type="radio"/> BC-C	<input type="radio"/> BC-D	<input type="radio"/> BC-E
<input type="radio"/> SC	<input type="radio"/> ST	

Item No. 4 Special Category:

For physically handicapped candidates, Select the special category button “PH” and in the drop down box select the appropriate option, “Visual”, “Hearing”, “Ortho” as your case may be.

Item No. 5: Photo & Signature

You have to click button “Select file” to upload the photograph file. The photograph file should be in the .jpg file format and the size should be less than 30 KB.

To upload the Signature Press the button “Select file” and ensure that the Signature’s file format should be .jpg format and the size has to be less than 15 KB.



Item No. 6 Educational Qualification:

You have to fill in your educational details in this section along with your Hall ticket number, Medium of Instruction(Urdu/Telugu/Hindi/English/Other), Board/University, Year of Passing and Percentage. A sample of filled educational details are given below:

Educational Qualifications						
SNo	Qualification	RollNo/Hallticket Number	Medium of Instruction (Urdu/Telugu/Hindi/English/Other)	Board/University	Year of Passing	Percentage
1	SSC/Matriculation or Equivalent	123456	Urdu	AP SSC	2004	60
2	Intermediate/10+2 or Equivalent	789456	Hindi	AP Board of Intermedi:	2006	65
3	Graduation	654123	Hindi	OU	2009	66
4	Post-Graduation	564231	Urdu	OU	2011	68

Item No.7:

You have to click buttons(“Yes” or “No”) for 1) “ if Telugu subject was studied as 2nd language in SSC, 2) If Urdu was studied as one of the subjects in graduation or the graduation was itself in Urdu medium, 3) you are an employee of Telangana government, 4) if you have sports merit certificate. A sample of filled details is shown below.

Have you studied Telugu Subject as 2nd Language in SSC or Equivalent :	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Have you studied Urdu as one of the Subjects in Graduation / Studied Graduation in Urdu Medium:	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Are you an Employee of Telangana State Government	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Item No.8 Ex-serviceMen Category:

Select the relevant option under this.

Are You Come Under EX-ServiceMen Category	
EX-ServiceMen	<input type="radio"/> Yes <input checked="" type="radio"/> No

Item No.9 NCC Category:

Select the relevant option under this section.

Are You Come Under NCC Category	
Have You Worked as an Instructor in NCC	<input type="radio"/> Yes <input checked="" type="radio"/> No

Item No.10: Identification Marks:

Enter your identification marks under this section, filled identification marks as sample is shown below

Identification Marks	
1)	A MOLE ON LEFT HAND
2)	A MOLE ON RIGHT CHEEK

Item No.11: Correspondence Address:

Provide the **House No. or C/o.; Village / Street / Locality; Mandal / Town / City; District; State, Pin Code; Contact Telephone Number (Mobile), Telephone Number (Landline) and Email.**

For example, your address is **House No. / C/o., 1-2-3, Village / Street / Locality** is Museum Road **Mandal / Town / City** is Mir alam mandi, **District** is Hyderabad, **State** is Telangana, **Pin Code:** 500018, **Contact Telephone Number (Mobile):** 98***30, and **Email** is gmlateef@gmail.com the image with sample details are shown.

Address for Correspondence	
House No. (or) C/o	1-2-3
Street / Locality / Village	MUSEUM ROAD
Mandal / Town / City	MIR ALAM MANDI
District	HYDERABAD
Pin Code	500018
State	TELANGANA
Contact Telephone Number (mobile)	9874561230
Telephone Number (Landline)	04098745613
Email	gmlateef@gmail.com

Item No.12: Local area status:

Select your local area status under this category.

Do you belong to State of Telangana	<input checked="" type="radio"/> Yes	<input type="radio"/> No
If No, Which State do you belong	<input type="text"/>	

Item No.13 Declaration:

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After furnishing ALL the required data and correct particulars, verify thoroughly the details and go through the Declaration at the end of the page. Select the check box encircled against – “I accept the Terms & Conditions” if you are done with Online Application Form filling. Then, press the encircled Next button to proceed to the next page.

Declaration

I have carefully gone through the Notification and I am conversant and shall abide by the eligibility conditions and other regulations to be satisfied for appearing the Recruitment Test. Further, I assure that I will not involve in any malpractice or illegal activity in the Recruitment Test. In case, I have furnished any false information or involved in any malpractice or illegal activity, I know that, I am liable for criminal action as per the existing law.

I accept the Terms & Conditions.

Next

After the Application Form is completed and submitted, a Preview of the FILLED IN ONLINE APPLICATION form page will appear on the screen. If you want to still make any changes to the Application form, you have the option of Edit to go back. If you are satisfied, then click Submit as shown below:



TSUART - 2018
Minorities Welfare Department
 Telangana State Urdu Academy, Government of Telangana
 Filled In Online Application Form
Urdu Officer Grade-I

Candidate Details

Candidate's Name : ABDUL LATEEF
 Father's Name : ABDUL HUSSAIN
 Mother's Name : FATHIMA
 Gender : Male
 Date of Birth : 17/06/1990
 Aadhaar No : 555555555555
 Mother Tongue : Urdu
 Category : SC
 Whether physically challenged : No
 Do you belong to state of Telangana : Yes
 If No, Which State :
 Identification Marks 1 : A MOLE ON LEFT HAND
 Identification Marks 2 : A MOLE ON RIGHT CHEEK
 Have you Studied Telugu Subject as 2nd Language in SSC / Matriculation or Equivalent : Yes
 Have you studied Urdu as one of the Subject in Graduation /studied in Urdu medium : Yes
 Have you applied for the post of Urdu Officer Grade-II : Yes
 Registration Number of Urdu Officer Grade-II : 123456

Registration No :
 Photo & Signature



Qualification	HallTicketNo	Medium	Board/University	Year of Passing	Percentage
SSC	123456	Urdu	AP SSC	2004	60
Inter	789456	Hindi	AP Board of Intermediate	2006	65
Graduation	654123	Hindi	OU	2009	66
Post-Graduation	564231	Urdu	OU	2011	68

Employment Details

Are You an Employee of Telangana State Government : No
 Date of Joining Service :
 Are You Still in Service :

Special Category

Are You Come Under Ex-Servicemen : No
 Date of Entry :
 Date of Discharge :
 Have You Worked as Instructor in NCC : No
 Date of Entry :
 Date of Discharge :

Address for Correspondence

Hno : 1-2-3
 Village : MUSEUM ROAD
 City : MIR ALAM MANDI
 District : HYDERABAD
 Pincode : 500018
 State : TELANGANA
 MobileNo : 9874561230
 Land line with STD Code : 04098745613
 E-Mail : gmlateef@gmail.com

Payment Details

Amount Paid : Rs.0.00
 Payment made through : Payment Gateway
 Transaction ID : VOI6PPWP
 Transaction Date & Time : 31/03/2018 18:20:50

Certificates / Documents uploaded

SSC/Matriculation/other Equivalent Certificate :
 Inter/mediate Certificate :
 Degree Marks Memo showing Urdu as one of the Subjects (Optional for Urdu medium Candidates) :
 Degree Certificate :
 Post Graduation Certificate :
 Caste Certificate (optional for OC Candidates) :
 Aadhaar Card :

Undertaking

- I hereby declare that I have read the instructions issued in the notification dated 28-03-2018 of the Urdu Academy carefully and hereby undertake to abide by them.
- I declare that I fulfill all the conditions of eligibility regarding Age limits, Education qualifications etc., prescribed in the said notification.
- I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found to be false or incorrect or incomplete and that I have suppressed any information or that I do not satisfy the eligibility criteria, my candidature for the selection is liable to be rejected or cancelled and even after appointment my services are liable to be terminated without any notice. I am willing to serve the department anywhere in the State if selected.
- I assure that, I will not involve in any malpractice or illegal activities in the recruitment test. In case, I have furnished any false information or involved in any malpractice or illegal activities, I am liable for punishment as per the existing law.
- I am responsible for the correctness of the above details filled in by me and the DIRECTOR, URDU ACADEMY is not responsible in any way.

NOTE

- The Applicants are required to take two print outs of this Filled in Online application form. One copy has to be submitted in the Exam Hall to the Invigilator on the day of Examination and the other has to be retained with the Applicant.
- Applicants are not allowed into the Exam Hall even if they are LATE BY A MINUTE.
- This is a Computer Generated sheet and does not require the Signature of the Director, Telangana State Urdu Academy.

Date and Time of Application Submitted:31/03/2018 18:37:00

Signature of the Candidate


Once you click the **“SUBMIT”** button you need to upload your documents on the website. Find below the image after uploading the documents on to the website. After all the documents are uploaded click **“SAVE & SUBMIT”**

Upload Certificates / Documents

Certificates / Documents should be in .jpg format and Size should be less than 1MB

SSC Certificate / Matriculation or Equivalent with Telugu as Second Language	<input type="radio"/> certifiatessc.jpg x Remove
Intermediate/10+2 or Equivalent Certificate	<input type="radio"/> certifiatessc.jpg x Remove
Degree Marks Memo showing Urdu as one of the Subjects (Optional for Urdu Medium Candidates)	<input type="radio"/> certifiatessc.jpg x Remove
Degree Certificate	<input type="radio"/> certifiatessc.jpg x Remove
Post Graduation Certificate (optional for Urdu Officer Grade-II)	<input type="radio"/> certifiatessc.jpg x Remove
Caste Certificate (optional for OC Candidates)	<input type="radio"/> certifiatessc.jpg x Remove
Aadhar Card (optional)	<input type="button" value="Browse"/>

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 Online 41

You will view a FILLED IN ONLINE APPLICATION FORM page. The Candidate's details and a Registration Id. (which should be used for ALL future correspondence) will appear on the right side of the page. This page can be directly given for a print by clicking on the icon "Print" which is encircled as shown in the figure which is a sample application form.



TSUART - 2018
Minorities Welfare Department
 Telangana State Urdu Academy, Government of Telangana
 Filled In Online Application Form
Urdu Officer Grade-I

Registration No : 100008

Candidate Details

Candidate's Name : ABDUL LATEEF
 Father's Name : ABDUL HUSSAIN
 Mother's Name : FATHIMA
 Gender : Male
 Date of Birth : 17/06/1990
 Aadhaar No : 555555555555
 Mother Tongue : Urdu
 Category : SC
 Whether physically challenged : No
 Do you belong to state of Telangana : Yes
 If No, Which State :
 Identification Marks 1 : A MOLE ON LEFT HAND
 Identification Marks 2 : A MOLE ON RIGHT CHEEK
 Have you Studied Telugu Subject as 2nd Language in SSC / Matriculation or Equivalent : Yes
 Have you studied Urdu as one of the Subject in Graduation /studied in Urdu medium : Yes
 Have you applied for the post of Urdu Officer Grade-II : Yes
 Registration Number of Urdu Officer Grade-II : 123456

Photo & Signature



100008

Educational Details

Qualification	HallTicketNo	Medium	Board/University	Year of Passing	Percentage
SSC	123456	Urdu	AP SSC	2004	60
Inter	789456	Hindi	AP Board of Intermediate	2006	65
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Are You an Employee of Telangana State Government : No
 Date of Joining Service :
 Are You Still In Service :

Special Category

Are You Come Under Ex-Servicemen : No
 Date of Entry :
 Date of Discharge :
 Have You Worked as Instructor in NCC : No
 Date of Entry :
 Date of Discharge :

Address for Correspondence

Hno : 1-2-3
 Village : MUSEUM ROAD
 City : MIR ALAM MANDI
 District : HYDERABAD
 Pincode : 500018
 State : TELANGANGA
 MobileNo : 9874561230
 Land line with STD Code : 04098745613
 E-Mail : gmlateef@gmail.com

Payment Details

Amount Paid : Rs.0.00
 Payment made through : Payment Gateway
 Transaction ID : VO16PPWP
 Transaction Date & Time : 31/03/2018 18:20:50

Certificates / Documents uploaded

SSC/Matriculation/other Equivalent Certificate : Yes
 Inter/Mediate Certificate : Yes
 Degree Marks Memo showing Urdu as one of the Subjects (Optional for Urdu medium Candidates) : Yes
 Degree Certificate : Yes
 Post Graduation Certificate : Yes
 Caste Certificate (optional for OC Candidates) : Yes
 Aadhaar Card : Yes

Undertaking

- I hereby declare that I have read the instructions issued in the notification dated 28-03-2018 of the Urdu Academy carefully and hereby undertake to abide by them
- I declare that I fulfill all the conditions of eligibility regarding Age limits, Education qualifications etc., prescribed in the said notification.
- I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found to be false or incorrect or incomplete and that I have suppressed any information or that I do not satisfy the eligibility criteria, my candidature for the selection is liable to be rejected or cancelled and even after appointment my services are liable to be terminated without any notice. I am willing to serve the department anywhere in the State if selected.
- I assure that, I will not involve in any malpractice or illegal activities in the recruitment test. In case, I have furnished any false information or involved in any malpractice or illegal activities, I am liable for punishment as per the existing law.
- I am responsible for the correctness of the above details filled in by me and the DIRECTOR, URDU ACADEMY is not responsible in any way

NOTE

- The Applicants are required to take two print outs of this Filled in Online application form.
- One copy has to be submitted in the Exam Hall to the Invigilator on the day of Examination and the other has to be retained with the Applicant
- Applicants are not allowed into the Exam Hall even if they are LATE BY A MINUTE.
- This is a Computer Generated sheet and does not require the Signature of the Director, Telangana State Urdu Academy.

Date and Time of Application Submitted:31/03/2018 18:37:00

Signature of the Candidate

