



**Andhra Pradesh  
State Level Police Recruitment Board**

**USER GUIDE**

**To fill the  
Online Application Form**

1. Read the following general Instructions carefully and select the checkboxes, then click on **Submit & Continue** to proceed further.

General Instructions															
	<table border="1"> <thead> <tr> <th>Post Code</th> <th>Post Description</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>SCT SI (CIVIL) (Men &amp; Women)</td> </tr> <tr> <td>12</td> <td>SCT RSI (AR) (Men &amp; Women)</td> </tr> <tr> <td>13</td> <td>SCT RSI (AFSP) (Men)</td> </tr> <tr> <td>14</td> <td>Deputy Jailer (Male)</td> </tr> <tr> <td>15</td> <td>Deputy Jailer (Female)</td> </tr> <tr> <td>16</td> <td>Station Fire Officer (Men)</td> </tr> </tbody> </table>	Post Code	Post Description	11	SCT SI (CIVIL) (Men & Women)	12	SCT RSI (AR) (Men & Women)	13	SCT RSI (AFSP) (Men)	14	Deputy Jailer (Male)	15	Deputy Jailer (Female)	16	Station Fire Officer (Men)
Post Code	Post Description														
11	SCT SI (CIVIL) (Men & Women)														
12	SCT RSI (AR) (Men & Women)														
13	SCT RSI (AFSP) (Men)														
14	Deputy Jailer (Male)														
15	Deputy Jailer (Female)														
16	Station Fire Officer (Men)														
1	Please fill the application form after carefully reading the Notification issued vide Rc. No.216/R&T/Rect.1/2018, dt: 01.11.2018. 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	There is a fee of Rs. 400/- (Six hundred rupees only) for OCs/ BCs; and Rs. 300/- (Three hundred rupees only) for SCs/STs; for appearing in this Exam. The fee can be paid Online through Credit/Debit Card/ Internet banking or through Mee Seva/AP Online Centers.														
3	<p>As there are several layers of information which candidate has to submit as he goes through the process of selection, the application form will also be submitted in stages.</p> <p>Stage-I - Before appearing for Preliminary Written Test. Stage-II - Before appearing for Physical Measurement Test.</p> <p>Stage-I is totally self attesting and only 2 certificates regarding Age and Community are required to be enclosed/ uploaded at this stage. Other certificates as per Notification will have to be submitted (uploaded) in Stage-II.</p> <p>However, It is the responsibility of the applicant to ensure that correct information is submitted at each stage. Submission of wrong / Incorrect information at any stage will result in automatic disqualification of the candidate and no further correspondence will be entertained.</p>														
4	The candidate should not submit more than one Application for this recruitment.														
	<p>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.</p> <p style="text-align: right;"><input type="checkbox"/> (Tick if Yes)</p>														
	<p>Do you meet the prescribed Physical Measurement criteria ( Height and Chest for Men and Height &amp; Weight for Women) as per Notification.</p> <p style="text-align: right;"><input type="checkbox"/> (Tick if Yes)</p>														
	<p>As per Rule 3 (G) mentioned in Notification at Para No. 25 certain conditions for disqualification for appointment have been mentioned (Go through the Notification). Are you eligible for Selection / Appointment ?</p> <p style="text-align: right;"><input type="checkbox"/> (Tick if Yes)</p>														
<p><input type="button" value="Submit &amp; Continue"/> <input type="button" value="Cancel"/></p>															

2. The page will direct to “Payment Details”. If Candidate is already paid through AP Online / MeeSeva / E seva select. Fill all the details and click on **Submit & Continue**.

**Payment Details**

Online Application Form for the posts of  
SCT SI (Civil) (Men & Women)- Post Code No.11, SCT RSI (AR) (Men & Women)-Post Code No.12,  
SCT RSI (APSP) (Men) - Post Code No. 13, SCT Deputy Jailor (Male)-Post Code No. 14,  
Deputy Jailor (Women)-Post Code No. 15 in Prisons and Correctional Services Dept. and  
Station Fire Officer -Post Code No. 16 in Fire & Emergency Services Dept., 2018.,  
vide Notification No. 216/R&T/Rect.I/2018, dt:- 01.11.2018.

01. Payment Paid Through	:	<input type="text" value="Select ..."/>
02. Payment Transaction No./Reference No.	:	<input type="text" value="Transaction ID"/>
03. Candidate Name (as per SSC or Equivalent)	:	<input type="text" value="Candidate Name"/>
04. SSC or Equivalent Roll No. (Hall Ticket No.)	:	<input type="text" value="SSC Roll No."/>
05. Candidate Mobile No.	:	<input type="text" value="MobileNo"/>

[Pay Amount using Debit Card / Credit Card and Fill Application Form](#)

**OR**

3. 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**.

**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 Community"/>
03. Candidate Name (as per SSC or Equivalent)	:	<input type="text" value="Candidate Name"/>
04. Date of Birth (as per SSC or Equivalent certificate)	:	<input type="text" value=""/> <input type="button" value="📅"/>
05. SSC or Equivalent Roll No. (Hall Ticket No.)	:	<input type="text" value="SSC Roll No."/>
06. Candidate Mobile No.	:	<input type="text" value="MobileNo"/>

Net Amount to be Paid : **0**

Note: After the successful transaction, it will direct to the following page. Note down the Transaction for future reference.

## Payment Success

Transaction Status : Success

Transaction No :

Please note your Transaction Number for your future reference.

[Continue to Fill the Application Form](#)

4. After successful Payment the page will direct to the, Application Form. Fill all the required details and upload the necessary certificates / documents. Click on **Submit & Continue**.

## STAGE - I

Online Application Form for the posts of  
SCT SI (Civil) (Men & Women)- Post Code No.11, SCT RSI (AR) (Men & Women)-Post Code No.12, SCT RSI (APSP) (Men) - Post Code No. 13, SCT Deputy Jailor (Male)-Post Code No. 14, Deputy Jailor (Women)-Post Code No. 15 in Prisons and Correctional Services Dept. and Station Fire Officer - Post Code No. 16 in Fire & Emergency Services Dept., 2018., vide Notification No. 216/R&T/Rect.I/2018, dt:- 01.11.2018.

- Have you applied for the post of PC CIVIL? :  Yes  No
01. Candidate Name (as per SSC or Equivalent) :
02. Father's/ Husband's Name :
03. Mother's Name :
04. Gender :
05. Date of Birth (as per SSC or Equivalent certificate) :
- Age as on 01.07.2018 :
06. SSC or Equivalent Roll No. (Hall Ticket No.) :
- Year of passing :
07. Upload Certificate (SSC or Equivalent) :

Scanned Certificate file should be in 'jpg' format and file size less than 250KB.

08. Education Qualification (as per Notification) :
09. Highest Qualification :
10. Community :
11. Upload Community Certificate (For BC, SC and ST) :

12. Do you belong Ex-Servicemen? :  Yes  No

13. Upload Photo : 

Scanned Photo file should be in 'jpg' format and file size less than 50KB.

14. Upload Signature : 

Scanned Signature file should be in 'jpg' format and file size less than 50KB.

15. Identification Marks (as per SSC or Equivalent certificate) 1)

2)

16. Candidate Mobile No. :

17. E-mail id :

18. (a) Do you have an Aadhar Card :  Yes  No

19. What is your preferred medium of Exam :  Telugu  English  Urdu

20. Which is your preferred place for writing Preliminary Written Exam :

1st Preference :

2nd Preference :

3rd Preference :

21. Post applied for as per your eligibility as per notification :

22. Which is preferred place for appearing in PMPET after you qualify Preliminary Written Exam. :

1st Preference :

2nd Preference :

23. Are you presently a local of State of Andhra Pradesh? :  Yes  No

Do you claim benefit of Age relaxation (as per Notification) :  Yes  No

If yes, specify the applicable category

a)BC Candidate :  Yes  No

b) SC :  Yes  No

c) ST/ABO-ST :  Yes  No

d)Andhra Pradesh Govt. Employee :  Yes  No

e)Ex-Servicemen :  Yes  No

f)NCC Instructor :  Yes  No

g)AP State Census Department :  Yes  No

24. As per Rule 3 (G) and as mentioned in Notification at Para Nos.25, 26, and 27, the candidates falling under certain categories shall be disqualified for recruitment. (Please go through the Notification) :

a)Do you come under those categories? if Yes, please note that you are not eligible for recruitment :  Yes  No

25. Address for Communication :

H.No. / Flat No. :

Village / Town / City :

District :

Mandal :

PIN:

5. Preview of Application Form facility is available to view the details already filled. Verify all the details and if you have any corrections Click on Modify and make the necessary corrections. Click on **Submit** for final submission. **Once the final submission is done, no further modifications shall be allowed.**

Preview Application Form	
<small>Online Application Form for the posts of            SGT SI (CIVIL) (Men &amp; Women)- Post Code No.11, SGT RSI (AR) (Men &amp; Women)-Post Code No.12, SGT RSI (APSP) (Men) - Post Code No. 13, SGT            Deputy Jailor (Male)-Post Code No. 14, Deputy Jailor (Women)-Post Code No. 15 In Prisons and Correctional Services Dept. and Station Fire Officer -            Post Code No. 16 In Fire &amp; Emergency Services Dept., 2018., vide Notification No. 216/R&amp;T/Rect.I/2018, dt:- .10.2018.</small>	
Have you applied for the post of PC CIVIL?	:
If Yes,Provide the Registration Number of PC CIVIL	:
01. Candidate Name (as per SSC or Equivalent)	:
02. Father's/ Husband's Name	:
03. Mother's Name	:
04. Gender	:
05. Date of Birth	:
06. SSC or Equivalent Roll No. (Hall Ticket No.)	:
SSC Pass Year	:
07. Upload Certificate (SSC or Equivalent)	:
08. Educational Qualification	:
09. Highest Qualification	:
10. Community	:
11. Upload Community Certificate (For BC,SC and OT )	:
12. Do you belong to Ex-Serviceman?	:
13. Upload Photo	:
14. Upload Signature	:
15. Identification Marks (as per SSC or Equivalent)	1)
	2)
16. Candidate Mobile No.	:
17. E-mail Id	:

Submit
Modify

- The page will direct to the Print Online Application Form. [Click on Download Filled in Online Application Form](#) to download the Application Form Print out.

Print Filled in Online Application Form

Application Submitted Successfully.

Your Registration No.:

 [Click here to Download Filled in Online Application Form](#)

**End of the Document**