# DIRECTORATE OF GOVERNMENT EXAMINATIONS, ANDHRA PRADESH :: VIJAYAWADA

		Month & Year									fix L	.at
	J	U	N	E	2	0	2	3		pa pł c	sspo oto andi ly at	rt of da
me of the Candidate:										by Headma concern		
ther's Name		I	<u> </u>	<u>                                     </u>				l	] [_			
chool where he/she studied with Address	: 5. A	ddres	ss fo	or c	omn	nuni	cati	on:				
	H.N Vill	D/o lo / S / Tov ndal: t:	St.:	•								
	Pin	code:	:									
	·											
entact Phone No of the candidate:	l Pavme	nt ir	n SI	BI t	hroi	ugh	Cha	llar	n Re	efer	enc	e
emit through e-payment / Manual orm. The detailed procedure is ccepted).  Immount: (b) CFMS Transaction Inches the company of	given	in ate	ins	stru	(d)	ons Ban	(DI	O w	vill enc	no	t b	e De
temit through e-payment / Manual orm. The detailed procedure is ccepted).  Immount: (b) CFMS Transaction I	given	in ate	ins	is r	(d) I	ons Ban	(DI	O w	vill enc	no	t b	e De
cemit through e-payment / Manual orm. The detailed procedure is ccepted).  mount: (b) CFMS Transaction I ck (\( \)) against Subjects for which I nguage subject)	given (D (c) D Photosta	in ate at co	ins  py  the	is r	(d) I	Ban ired	(DI	O w	vill enc	no	t b	e De

cum Re-verification under any circumstances.

Place: Date:

# Signature of the Applicant

Certified that the Candidate Sri/Kum\_\_\_\_ applied for supply of Photostat copy of valued answer script is the same person who appeared for the SSC Advanced Supplementary Examinations, June 2023. His/Her identity has been verified with reference to the office records.

**CERTIFICATE** 

Signature of the Headmaster with Office Seal.

(Instructions/Guidelines – see overleaf)

### **Instructions/Guidelines**

- 1. The candidate has to submit his/ her application duly forwarded by the Headmaster of the schoolconcerned duly getting the photo attested.
- 2. Application format is kept in the website www.bse.ap.gov.in
- 3. The prescribed fee for each subject is **Rs.1000/-**
- **4.** The application should be submitted directly at Counters Constituted at designated points to be announced by the District Educational Officers concerned at District Headquarters
- **5.** Need not apply for Recounting of marks, if applied for supply of Photostat copy of valued answerscript.
- **6.** Candidates need not to send physical application for re-verification of answer scripts to the O/o Director of Government Examinations, Vijayawada.
- **7.** Enclose Xerox copy of Hall Ticket, Dummy Memo of marks, if not, the application will be summarily rejected.
- **8.** Fee paid once will not be refunded under any circumstances.
- **9.** Applications sending by post/courier service will **NOT BE ACCEPTED**.
- 10. Fee paid by way of drawing Demand Drafts and Bankers Cheques will NOT BE ACCEPTED.
- **11.** The appeal for undervaluation or over valuation shall not be considered under any circumstances.
- **12.** The Xerox copy of the valued answer script will be sent to the candidate after re-verification.
- **13.** Enclose One Self-addressed envelope of 12 X 9  $\frac{1}{2}$  (book size) and another cover of 10 X 4  $\frac{1}{2}$  with the address of the Head master concerned without affixing postal stamps.
- **14.** The e-Payment/ Manual Payment through Challan Reference form have to be paid by the individual candidate only and group e-Payment/ Manual Payment through Challan Reference form will not be accepted.

## Provisions included in Re verification:

- 1) Re-totaling
- 2) Whether marks for all answers are posted or not.
- 3) Re-verification as per the Principles of valuation for only those answers which are unvalued. Unvalued answers will be valued and marks will be awarded.
  - If any reduction in the already awarded marks is noticed, it will be communicated to the candidate with an instruction to surrender/return the original certificate to facilitate issue of the revised certificate with the reduced marks. The marks will be revised in the permanent Record of the office. If the candidate concerned fails to comply with the instruction in returning the memo, he has to face the consequences if his certificate referred for verification at a later date. The Department is not responsible for the action of the candidate.

## Procedure to pay through e-Payment / Payment in SBI through Challan Reference Form

- 1. Visit website: https://cfms.ap.gov.in
- 2. Go to Citizen Services and click on Receipts Links and then click on Citizen Challan
- **3.** Select Department as **ESE03** Government Examinations Department.
- **4.** Select Service as **1049** (Reverification and issue of Xerox copy of Valued Answer Script to SSC candidates)
- **5.** The DDO code will automatically be displayed as "27000303001".
- **6.** Click on **Submit**
- **7.** Fill the Details of Purpose, Remitter Name, Remitter ID, Address, Mobile No., E-Mail ID, Amount in Rs., etc.
- 8. Select any one of the option Manual Payment/ e-Payment

## Option 1: e-Payment

- **a.** If e-Payment is selected then click on submit
- **b.** Select any one of the payment gateway option SBI/ PayU Money
- $\boldsymbol{c.}$  Choose appropriate payment option i.e. Debit Card/ Credit Card/ Net banking.
- **d.** Pay the amount and take the printout of the Acknowledgement

# **Option 2: Manual Payment**

- a. If Manual Payment is selected then click on submit
- b. It will show CFMS Transaction ID, Total amount, Bank Reference No., Bank Status
- c. Click on Print
- **d.** It will generate Challan Reference Form and take print out of the same and pay the amount in SBI.