



**Andhra Pradesh
State Level Police Recruitment Board**

USER GUIDE

**To fill the
Online Application Form for the post of
Assistant Public Prosecutor**

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 post of Assistant Public Prosecutors in Andhra Pradesh State Prosecution Department vide
Notification No. 40/R&T/Rect.1/2019,
dt:30.09.2019.

Note:

1. Please fill the application form after carefully reading the Notification issued vide Notification No. 40/R&T/Rect.1/2019, dt.30.09.2019. 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 Post 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 / Meeseva / AP Online
3. The candidate has to go through the process of selection.
Phase-I - Written Tests.
Phase-II - Interview for the shortlisted candidates.

It is the responsibility of the applicant to ensure that correct information is submitted. Submission of wrong / incorrect information at any stage will result in automatic disqualification of the candidate and no further correspondence will be entertained

4. The candidate should not submit more than one Application for this recruitment.

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 "Payment Details". If Candidate has already paid, provide the details of Payment Reference ID, Payment Transaction ID, SSC Hall Ticket No. and Mobile No. and Click on . Fill all the details and click on **Login**.

[Click here to Pay Amount Using Debit Card / Credit Card / Net Banking to Fill The Application Form](#)

Payment Reference ID: :

Payment Transaction ID: :

SSC Hall Ticket No. :

Mobile No. :

3. 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 | : | --Select-- ▾ |
| 3. Candidate Name (as per SSC or Equivalent) | : | <input type="text"/> |
| 4. SSC or Equivalent Roll No. (Hall Ticket No.) | : | <input type="text"/> |
| 5. Candidate Mobile No | : | <input type="text"/> |
| 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:

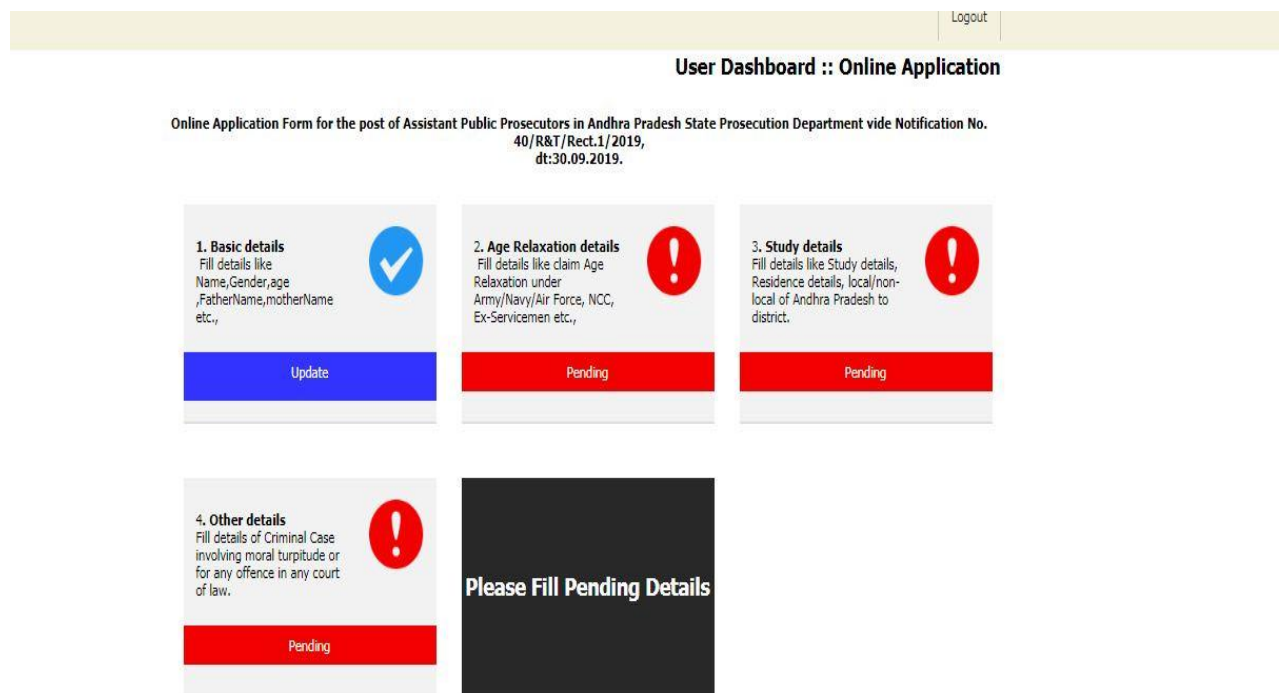
Proceed To Online Application Form Filling

4. 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

| | | |
|---|--|--|
| Name of the Candidate (as per SSC or Equivalent Certificate) | | Photo  |
| Father's/ Husband's Name | <input type="text"/> | |
| Mothers's Name | <input type="text"/> | <input type="button" value="Choose File"/> No file chosen (File should be in jpg format and file size should be below 50 KB) |
| Gender: | <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other | Signature  |
| Date of Birth (as per SSC or Equivalent certificate) | <input type="text"/> | (File should be in jpg format and file size should be below 50 KB) <input type="button" value="Choose File"/> No file chosen |
| Upload SSC or Equivalent Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen | |
| Age as on 01.07.2019 | <input type="text"/> | |
| Community | <input type="radio"/> OC <input type="radio"/> BC-A <input checked="" 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="radio"/> ABO-ST | |
| Upload Community Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen | |
| a) BC candidates only | | |
| Do you belong to Creamy Layer or Non Creamy Layer? | <input type="radio"/> Creamy Layer <input type="radio"/> Non Creamy Layer | |
| Identification Marks-1 (As per SSC or Equivalent certificate) | <input type="text"/> | |
| Identification Marks-2 (As per SSC or Equivalent certificate) | <input type="text"/> | |
| Mobile No. | <input type="text"/> | |
| E-mail id | <input type="text"/> | |
| Do You have Aadhaar Number? | <input type="radio"/> Yes <input type="radio"/> No | |
| Which is your preferred place for writing Written exam ? | | |
| 1st Preference | --Select-- ▼ | |
| 2nd Preference | --Select-- ▼ | |
| 3rd Preference | --Select-- ▼ | |
| Note: Candidate has to Choose 3 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 | | |
| <input type="button" value="Continue"/> | | |

5. The following page will display



6. 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

| | |
|---|---|
| 15) 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 checked="" type="radio"/> Yes <input type="radio"/> No |
| i) If yes, Date of Entry into Service | <input type="text"/> |
| ii) Length of Service as on 01.07.2019 | <input type="text"/> |
| iii) Are you still in Service | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| if Yes, Upload Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen |
| b) Ex-servicemen (Army, Navy or Air force of the Union) | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| i) If Yes, Date of Entry into Service | <input type="text"/> |
| ii) Date of Discharge | <input type="text"/> |
| iii) Total Service rendered | <input type="text"/> |
| iv) Upload Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen |
| c) NCC Instructor | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| i) If Yes, Date of Entry into Service | <input type="text"/> |
| ii) Date of Discharge | <input type="text"/> |
| iii) Total Service rendered | <input type="text"/> |
| iv) Upload Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen |
| d) Retrenched Temporary Employee in State Census Department during 1991: | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| If Yes, Length of Service in Census Dept. | Years <input type="text"/> -select- Months <input type="text"/> -select- Days <input type="text"/> -select- |
| If Yes, Upload Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen |
| e) Orthopadically Handicapped ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| If Yes, Upload Certificate (pdf File) | <input type="button" value="Choose File"/> No file chosen |

| 16) Do you claim reservation under Orthopadically Handicapped ? | | <input checked="" type="radio"/> Yes <input type="radio"/> No | |
|---|--|---|----------------|
| If Yes, Upload Certificate (pdf File) | | Choose File | No file chosen |
| 17) Education Qualification (as per Notification) | | -select- ▼ | |
| Upload Certificate (pdf File) | | Choose File | No file chosen |
| 18) Date of Enrolment as advocate in Bar Council of the State of Andhra Pradesh or any other State or Bar Council of India | | <input type="text"/> | |
| 19) Places of practice in Criminal Court in the State of Andhra Pradesh | | | |
| SNO | Place Including Name of District and State | Period | |
| | | From | To |
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

Save

7. 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.

Study details

Logout

20) To Justify your local status, select your Study/Residence details as applicable from 4th to 10th Class: (Please mention duration of study)

Regular studies Residence Details

a) Study details as applicable from 4th to 10th 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.

| Sl. No | Class | Month & Year | School Name | Name of the District |
|--------|------------|-------------------|----------------------|----------------------|
| 1 | 4th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 2 | 5th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 3 | 6th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 4 | 7th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 5 | 8th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 6 | 9th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |
| 7 | 10th Class | Select ▼ Select ▼ | <input type="text"/> | Select ▼ |

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

| | |
|--|---|
| Upload Study /Residence Certificates from 4th to 10th (pdf file) | <input type="button" value="Choose File"/> No file chosen |
| 21) Have you migrated from Telangana to Andhra Pradesh ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| a) If Yes, mention the period of Residing / the date which was mentioned at Column no. 13 as per the migration certificate. | <input type="text"/> |
| b) Mention Migrated District in AP | <input type="text" value="Select"/> |
| Upload Migration Certificate (pdf file) | <input type="button" value="Choose File"/> No file chosen |
| 22) Are you Local / Non Local to the state of Andhra Pradesh as per 20 a) Study Details or 20 b) Residence Details or 21 b) Migrated District in AP? (Select Yes - If Local to AP, Select No - If Non Local to AP) | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| If Yes, to which District you are Local | <input type="text" value="Select"/> |
| 23) You are Local to Zone | <input type="text" value="-select-"/> |
| 24) Indicate the Zone Preference for which you would like to be allocated in the event of selection for post | |
| Preference-I | <input type="text" value="-select-"/> |
| Preference-II | <input type="text" value="-select-"/> |
| Preference-III | <input type="text" value="-select-"/> |
| Preference-IV | <input type="text" value="-select-"/> |
| * The Zones comprise the Districts/Area mentioned against each as given below | |
| Zones | District / Area |
| Zone-I (Visakhapatnam Range) | Srikakulam, Vizianagaram, Visakhapatnam Rural, Visakhapatnam City |
| Zone-II (Eluru Range) | East Godavari, Rajamahendravaram Urban, West Godavari, Krishna, Vijayawada City |
| Zone-III (Guntur Range) | Guntur Rural, Guntur Urban, Nellore, Prakasam |
| Zone-IV (Kurnool Range) | Anantapuram, Chittoor, Tirupati Urban, Y.S.R. Kadapa District, Kurnool. |

8. 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.

Other Details

Logout

| | |
|--|---|
| 24) Are you involved in a Criminal case involving moral turpitude (OR) conviction for any offence in any court of law, which is a bar for employment ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| If yes, furnish the following: | |
| Crime No. & Year | <input type="text"/> <input type="text"/> |
| Name of the Police Station | <input type="text"/> |
| Name of the District | <input type="text"/> |
| 25) Were you ever arrested by the Police ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| If you were prosecuted by the Police in a Court of Law, furnish the present stage of the case. | --Select-- ▾ |
| 26) Were you involved in more than one Criminal case ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Total No. of Criminal cases involved in. | <input type="text"/> |
| 27) Were you at any time employed and discharged / terminated/ removed/dismitted from service of the Government (whether during training or later) ? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Name of the Post | <input type="text"/> |
| Name of the Department | <input type="text"/> |
| Date of declaration of Probation | <input type="text"/> |
| Date of Discharge / Terminated/ Removal /Dismissal | <input type="text"/> |
| Type of Punishment | --Select-- ▾ |
| Present Status | <input checked="" type="radio"/> Active <input type="radio"/> In Active |
| Office Address | <input type="text"/> |
| 28) Address for Communication : | <input type="text"/> |

29) The following relevant ORIGINAL DOCUMENTS along with one set of Xerox copies will be submitted by me when I appear for Certificate Verification and Interview. I understood the instructions given in the Notification

1. SSC or its equivalent certificate
2. Community certificate
3. Educatinal Qualification Certificate - BL or ML or Equivalent certificate
4. Certificate issued by the Bar Council of the State of Andhra Pradesh / any State or Bar Criminal Courts in the State of Andhra Pradesh
5. Certificate of Active Practice not less than three(3) years as on date of notification in criminal courts in State of Andhra Pradesh
6. Certificate of Non Creamy Layer status for BC candidates (Latest)
7. Certificate of Residence as residential proof in the scheduled area for STs and Aboriginal Tribes
8. State Government employee Service Certificate
9. Service certificate of the Army, Navy or Air Force of the Union of India
10. NCC instructor service certificate
11. Retrenched temporary employee certificate in the State Census Dept.
12. Study certificate (s) from 4th to 10th class
13. Residence certificate from 4th to 10th class
14. Ex-Servicemen certificate
15. Online Application Form
16. Medical Certificate in respect of Orthopedically handicapped Candidate if the candidate claims reservation and / or age concession
17. Service Certificate from the competent authority in the State of Andhra Pradesh for those who have worked are working as a Assistant Public Prosecutor or other Prosecuting Officer
18. Any other document (specify)

Save

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

Logout

User Dashboard :: Online Application

Online Application Form for the post of Assistant Public Prosecutors in Andhra Pradesh State Prosecution Department vide Notification No. 40/R&T/Rect.1/2019, dt:30.09.2019.

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.,

Update

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

Submit Application

10. 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.

User Dashboard :: Online Applicati

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1. Basic details

Fill details like Name,Gender,age ,FatherName,motherName etc.,

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

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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

Successfully Submitted

Download Application Form

11. 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.
12. Preserve this Filled in Online Application Form till the completion of Recruitment process.

-----End of the Document-----