

## **Telangana State Level Police Recruitment Board**

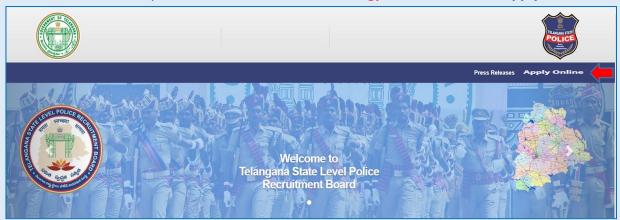
## **USER GUIDE**

To Fill the Online Application Form

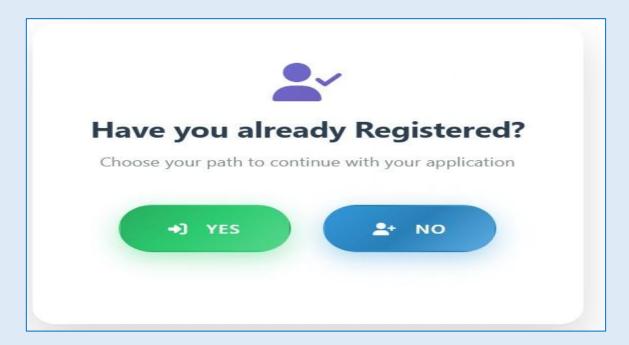
for the Post of Assistant Public Prosecutors (Category-6) in

Telangana State Prosecution Service

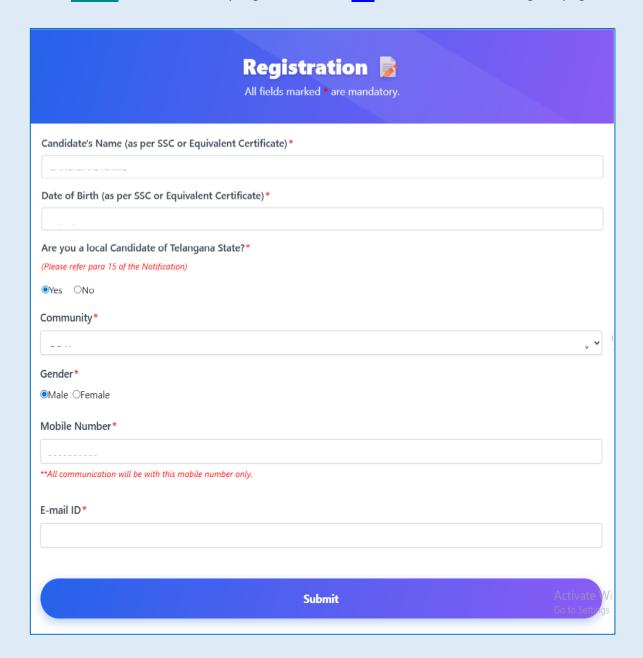
1. The Candidates are required to visit the website www.tgprb.in and Click on Apply Online



2. The following screen will appear



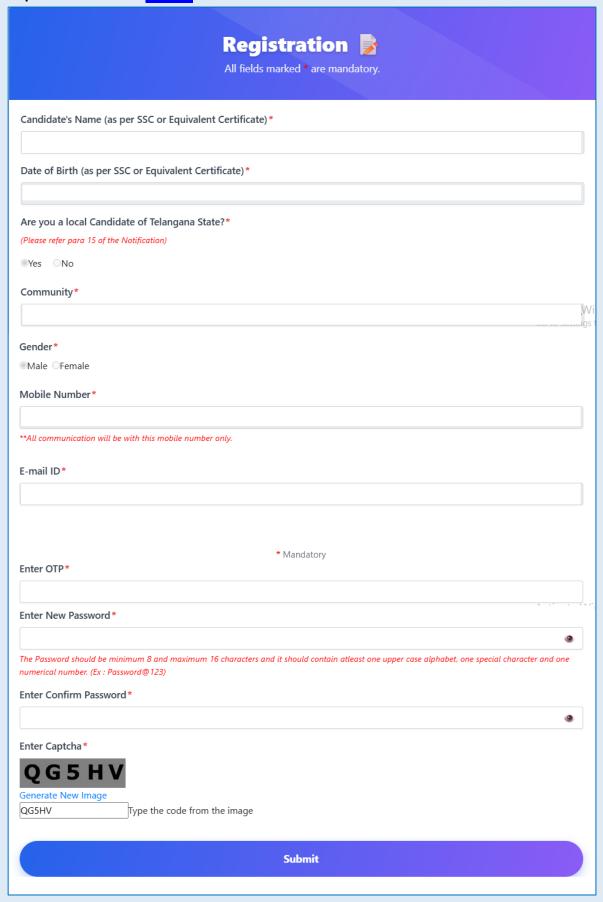
3. If not Registered, select No, it will be directed to the **Registration** page. Fill all the details and click on Submit button. If already registered Select Yes, it will be directed to Sign In page.



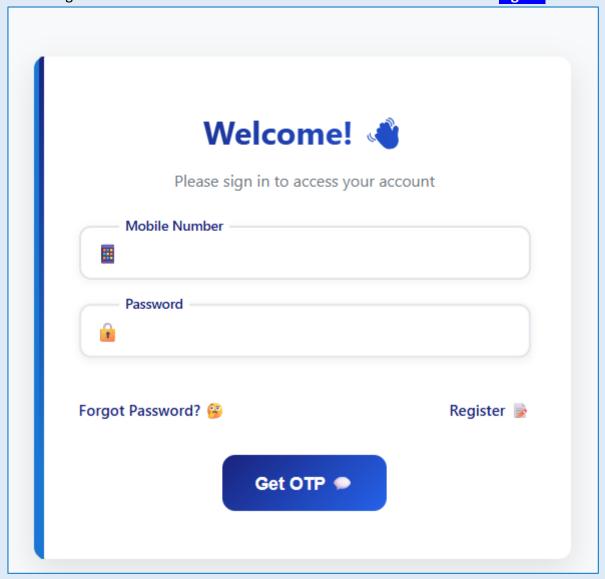
4. The following screen will appear showing the details given in Registration Page. Please verify all your details. If any modifications required click on Cancel & Edit Details button to modify the details. If all the details are correct click on Confirm & Get OTP button. An OTP will be sent to the Registered Mobile Number and e-mail ID.

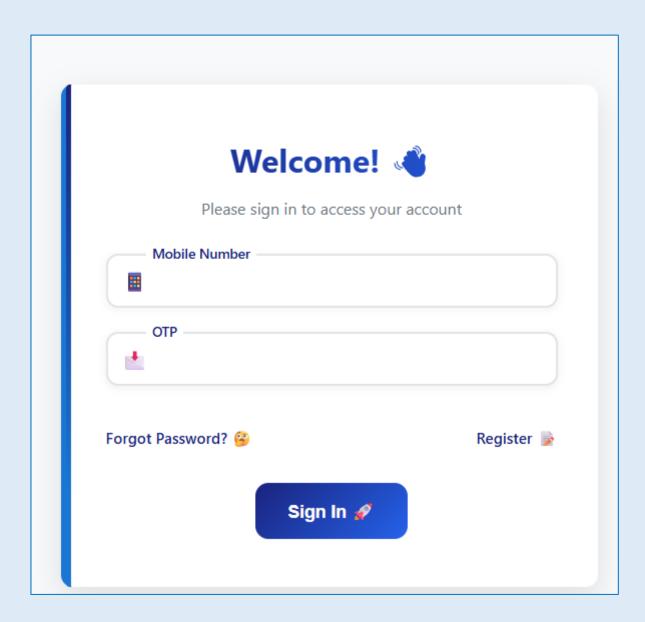
Preview 🗟 ×
Candidate's Name (as per SSC or Equivalent Certificate) *
Date of Birth (as per SSC or Equivalent Certificate) *
Local Candidate of Telangana State? *
Community *
Gender *
Mobile Number *
Email ID *
□ I confirm that I verified my entered details.
Cancel & Edit Details Confirm & Get OTP

5. The following screen will appear. Enter the **OTP**, **Enter New Password**, **Confirm Password & Captcha** and click on **Submit** button.

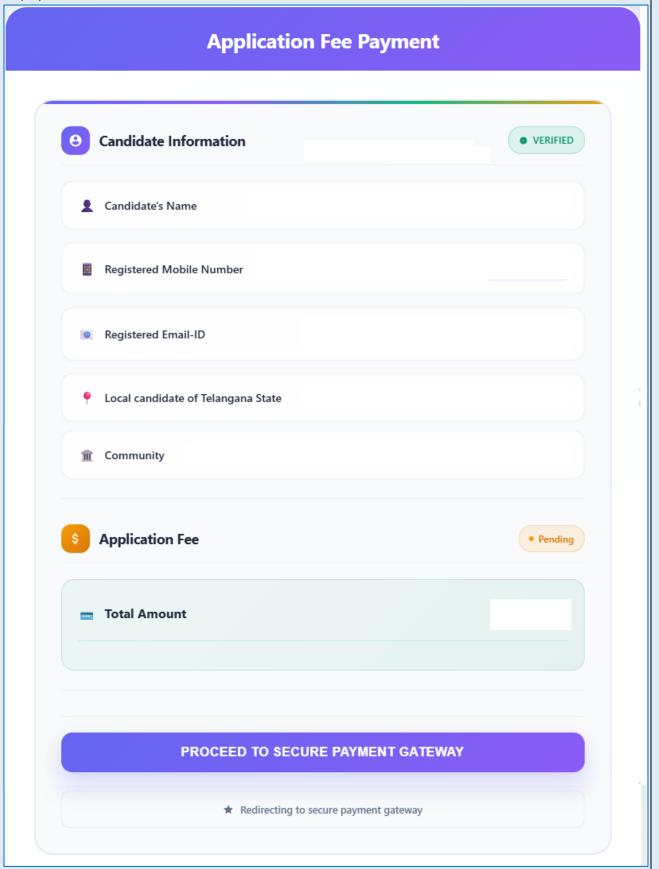


6. After clicking on **Submit** button, the following Sign in screen will appear. Enter your Registered Mobile Number & Password and click on Get OTP button. An OTP will be sent to the Registered Mobile Number and e-mail ID. Enter the OTP and Click on Sign In button.

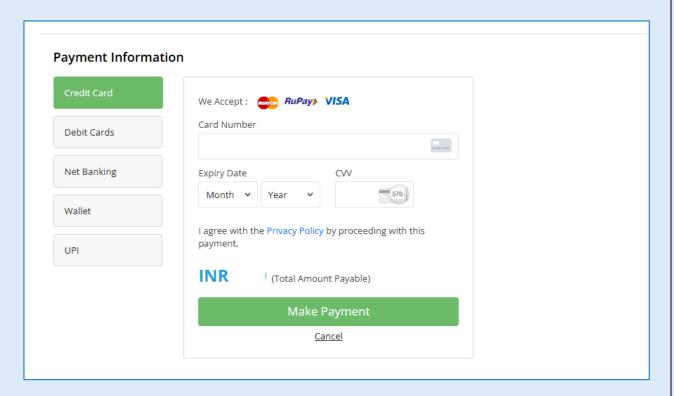




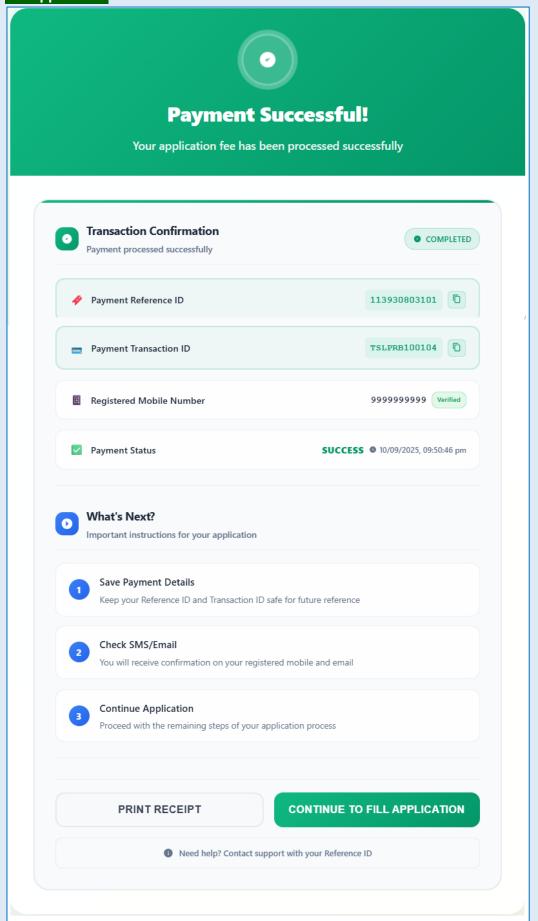
7. The following screen will appear. Click on Proceed to Secure Payment Gateway button to pay Fee.



8. After clicking on **Proceed to Secure Payment Gateway** button, it will be directed to the following Payment Gateway page. Choose appropriate payment mode i.e. Credit Card / Debit Card / Internet Banking / Wallet / UPI etc. and pay the Fee by clicking on May Payment.



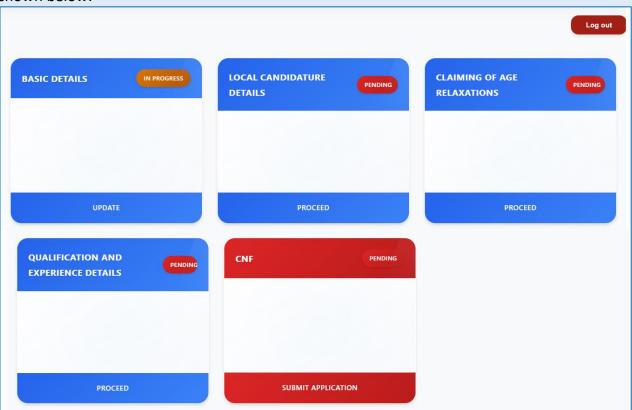
9. Once the Fee amount is successful, the following screen will appear. Click on **Continue to Fill Application** button.



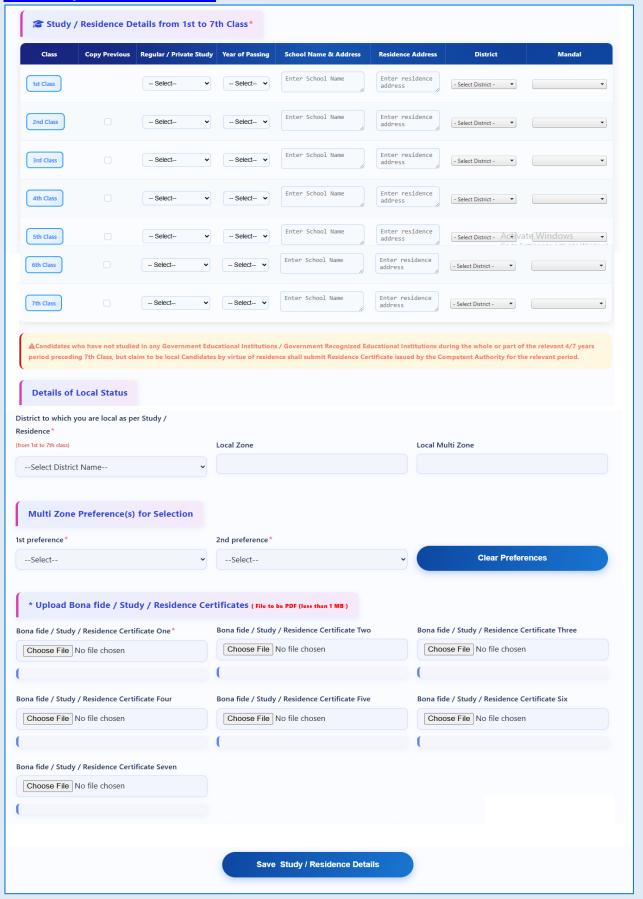
10. The Basic Details screen will appear. Enter all the required details, upload Photo & Signature as a single file in jpg /jpeg format (30 KB to 100 KB) and upload the necessary relevant certificates in PDF (50 KB to 1 MB). Click on Save Basic Details to proceed for the next page.

Candidate Information		
Candidate's Surname*	Name of the Candidate(as per SSC or Equivalent	t Certificate) Father's Name*
Candidate's Surname		Father's Name
Mother's Name*	Gender	Registered Mobile Number
Mother's Name		
Registered e-mail Id	Local Candidate of Telangana State	
Community Details  Upload Community Certificate*		
Community File to be PDF (less than 1 MB)	ıb Caste*	
Choose File No file chosen	Select Sub Caste	~
(		
Do you belong to section of Non Creamy Layer*		
Select		
Date of Birth Information		Upload SSC or Equivalent Certificate*
Date of Birth(as per SSC or Equivalent Certificate)		File to be PDF (less than 1 MB)
	23 year(s), 11 month(s) and 0 day(s)	Choose File No file chosen
Address		
Name*	S/o / D/o / W/o / C/o*	H.No / Colony*
Address Name	S/o / D/o / W/o / C/o	H.No / Colony
Village / Town*	Pin Code*	State *
Village / Town	Pin Code	Select State Name
District*	Mandal*	Aadhaar Number*
Select District Name	Select	<b>→</b> Aadhaar Number
Identification Marks		
Identification Mark - One*	Identification Mark - Two*	SSC Roll No. or Equivalent Certificate Roll No.*
Identification Mark - One	Identification Mark - Two	SSC Roll No. or Equivalent Certificate Roll No.
Do you claim Reservation as Meritorious Sports Person?*		
Select		
Photo & Signature Upload		
Photo & Signature Sample	Upload	Your Photo & Signature*
(**************************************	ur Photo & Signature as a Single File	
	Choose	File No file chosen
	Photo I	tequirements:
Janu-		t passport-size photograph
		ight-colored background
		rmat: JPG /JPEG e size: 30KB
		le size: 100KB
	• No ha	ts, sunglasses or filters  Activate Windows  Go to Settings to activate Windows.
	Save Basic Details	

11. After successful completion of Basic Details, you will be redirected to **User Home Page** as shown below.



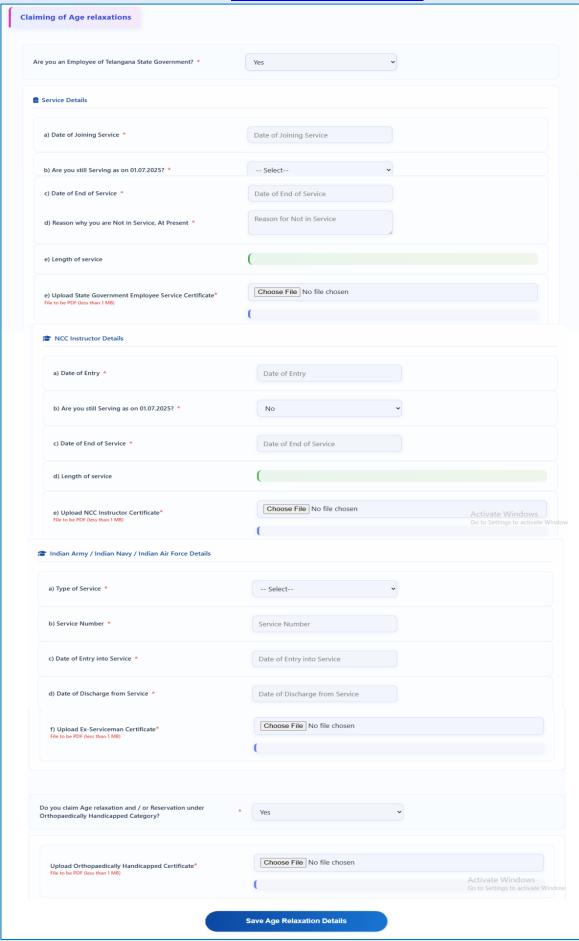
12. Click on **Local Candidature Details** and fill all the required details and upload the necessary certificates / documents. After filling all the details, click on **Save Study / Residence Details** Button.



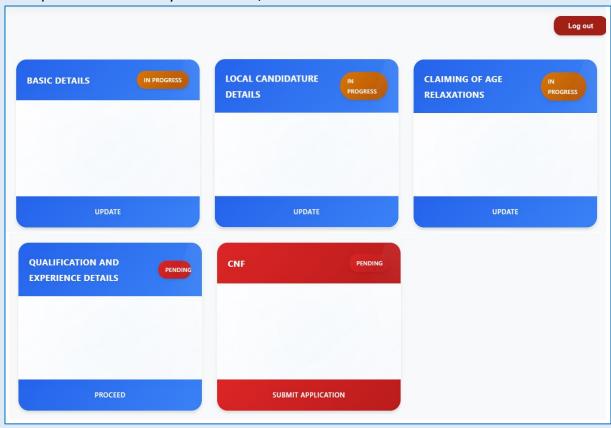
13. After successful completion of Local Candidature details, you will be redirected to the **User Home Page.** Click on **Claiming of Age relaxations** and fill all the required details and upload the necessary certificates / documents.



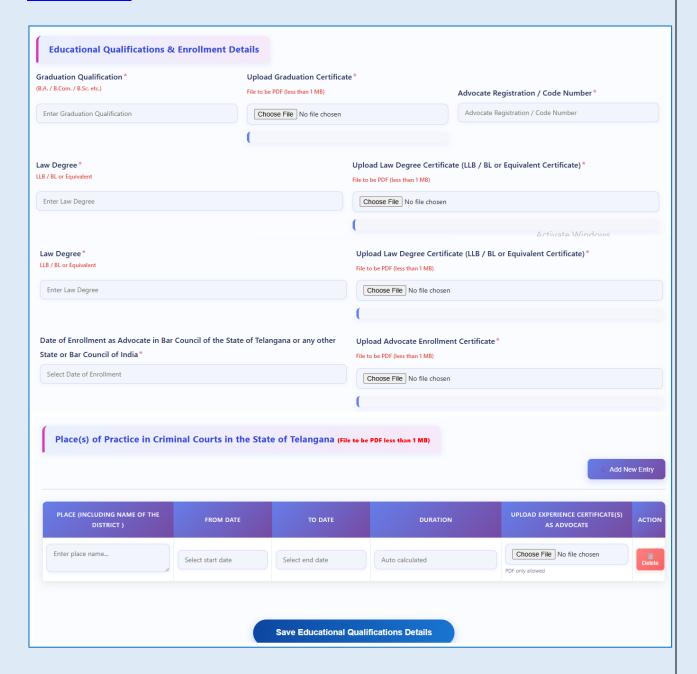
14. After filling all the details click on Save Age Relaxation Details Button.



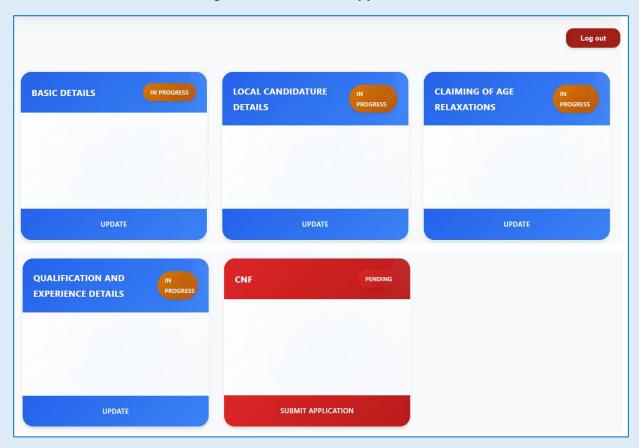
15. After successful completion of **Age relaxation details**, you will be redirected to the **User Home Page.** Click on **Qualification and Experience Details** and fill all the required details and upload the necessary certificates / documents.



16. After filling all the details click on Save Educational Qualifications Details Button. To enter Place(s) of Practice in Criminal Courts in the State of Telangana, click on Add New Entry button.



17. After successful completion of **Qualification and Experience details,** you will be redirected to **User Home Page**. Click on **Submit Application**.



18. You will be directed to the following page with the options **Edit Application**, **Preview Application** available. You can click on **Preview Application** to see all the details furnished by you in a PDF file. Verify all the details and if you have any corrections Click on **Edit Application** and make the necessary corrections.

	0 of 8 declarations accepted		
	I hereby declare that I have read all the instructions issued in the present notification carefully and undertake to abide by them. I am responsible for the correctness of the details filled in the application form by me. I further declare that I have not been debarred from appearing in any examination.		
	I declare that I am aware of the rules and conditions being followed in the direct recruitment of Assistant Public Prosecutors given in the present Notification and agree to abide by them with my absolute consent.		
	I declare that I am aware of the selection procedure given as delineated in para 12 of the Notification with regard to the written examination, selection and relative merit among candidates with equal marks, and agree to abide by it with my absolute consent.		
	I declare that I fulfill all the conditions of eligibility regarding age, educational qualifications, experience, etc., as prescribed in the Notification.		
	I hereby declare that all the 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, incorrect, or incomplete, or if I have suppressed any information, or if I do not satisfy the eligibility criteria, my candidature for the selection is liable to be rejected or cancelled at any stage of the recruitment process and even after appointment, my services are liable to be terminated without notice, besides criminal action being taken against me.		
	I declare that I am fully qualified and that I have read and understood the eligibility criteria. I further declare that, I will not involve myself in any malpractice or illegal activities in the recruitment test. In case I have furnished any false information or if I am involved in any malpractice or illegal activities, I am liable for punishment as per the existing rules / law.		
	I AGREE to abide by all of the above.		
ENTER VERIFICATION CODE*			
	Edit Application  Preview Application  Submit Application		

19. Select all the Declaration check boxes and I AGREE to abide by all of the above. An OTP will be sent to the Registered Mobile Number and e-mail ID. Enter the OTP in Verification Code and Click on Submit Application for the Final submission. Once the Final Submission is done, no further modifications will be allowed.

0 of 8 declarations accepted		
I hereby declare that I have read all the instructions issued in the present notification carefully and undertake to abide by them. I am responsible for the correctness of the details filled in the application form by me. I further declare that I have not been debarred from appearing in any examination.		
I declare that I am aware of the rules and conditions being followed in the direct recruitment of Assistant Public Prosecutors given in the present Notification and agree to abide by them with my absolute consent.		
I declare that I am aware of the selection procedure given as delineated in para 12 of the Notification with regard to the written examination, selection and relative merit among candidates with equal marks, and agree to abide by it with my absolute consent.		
I declare that I fulfill all the conditions of eligibility regarding age, educational qualifications, experience, etc., as prescribed in the Notification.		
I hereby declare that all the 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, incorrect, or incomplete, or if I have suppressed any information, or if I do not satisfy the eligibility criteria, my candidature for the selection is liable to be rejected or cancelled at any stage of the recruitment process and even after appointment, my services are liable to be terminated without notice, besides criminal action being taken against me.		
I declare that I am fully qualified and that I have read and understood the eligibility criteria. I further declare that, I will not involve myself in any malpractice or illegal activities in the recruitment test. In case I have furnished any false information or if I am involved in any malpractice or illegal activities, I am liable for punishment as per the existing rules / law.		
I AGREE to abide by all of the above.		
ENTER VERIFICATION CODE*		
Edit Application  Preview Application  Submit Application		

20. After submission of Application, the following screen will appear



21. Click on **Download Application** button. Filled in Online Application Form will be downloaded as a PDF file. Take the printout of the Filled in Online Application Form. Preserve this Filled in Online Application Form till the completion of Recruitment process.

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