

**MAHATMA JYOTHIBA PHULE TELANGANA BACKWARD CLASSES
WELFARE RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY,
(MJPTBCWREIS)**

206, 2nd Floor, DSS Bhavan, Masabtank, Hyderabad-500028.

CIRCULAR MEMO

Rc. No. D/240/2017

Dated 26-05-2017

Sub: MJPTBCWREIS – Counseling for admissions into V,VI & VII
Classes – Certain instructions/guidelines Issued – Reg.

The Convener Principals of MJPTBCWR Institutions in the State are informed that, the verification of Certificates and Counseling for admissions into MJPTBCWR Schools are scheduled at the Convener Point Schools. The details of Convener Principals and the venue of counseling are appended.

For V Class : From 22-05-2017 to 30-05-2017
For VI & VII Classes : From 27-05-2017 to 02-06-2017

In this connection, the following instructions/guidelines are issued.

- 1) The Convener Principal of the District concerned will be the Coordinator for admission into V, VI & VII Classes for the academic year 2017-18.
- 2) The supporting staff will assist the Convener for smooth running of admissions.
- 3) The Convener Principals are requested to make necessary arrangements.
- 4) The district wise selected list of candidates for admission into VI & VII classes are uploaded on Society website i.e., mjptbcwreis.cgq.gov.in download it from website.
- 5) SMS message has been sent to the selected students to attend counseling from 27-05-2017 to 02-06-2017 at their concerned districts.
- 6) The contact list of selected list has been sent to Convener Principal concerned mail IDs.
- 7) **All the Convener Principals are requested to divide the total selected students list into 4 parts (as per merit) and intimate them over phone to attend counseling and allot them to their choice of school/place.**
- 8) List of documents to be submitted by the students at the time of counseling is as follows:
 - Caste Certificate issued by Tahsildar - Original
 - Income Certificate issued by Tahsildar- Original
 - Bonafide Certificate - Original
 - Nativity (in case of Private candidate - issued by Tahsildar) - Original
 - Special Reservation i.e., Fishermen Certificate issued by the Competent Authority

- In case of Orphans death certificate of both parents i.e., Father & Mother.
 - Aadhar Card - Xerox
 - Passport size photos - 5
 - Physical Fitness Certificate - Original
(Not below the rank of Asst. Civil Surgeon)
 - Blood Group - Certificate
 - Xerox copies of all certificates - 2 sets
- 9) The original Record Sheet/TC has to be produced by the candidate at the time of admission.
- 10) The Record Sheet/TC of private schools should be countersigned by the concerned MEO.
- 11) The check list for the students, model provisional seat allotment slip and seat matrix for the selected candidates and blank seat matrix proforma are enclosed for the use, at the time of counseling.
- 12) Fee to be collected as detailed below:
- Caution Deposit @ Rs. 25/-.
- 13) The Convener Principals are informed that in case of vacancies available in any category, candidates from the next category have been taken and shown that "against the vacancy". For Example IN CASE OF VACANCIES AVAILABLE IN BC-C, candidates from BC-D category and in case of BC-E candidates from BC-A etc., and so on.
- 14) The Convener Principals are requested to notice that, any merit candidate whose name does not appear in the list due to technical problem, such cases may be considered subject to production of proof in support of their marks and category.
- 15) Provisional seat allotment slip shall be signed by the Coordinator/Convener Principal only. Without admission slip issued by the Coordinator/Convener Principal, no admission is provided.
- 16) After completion of the admissions, the Principals have to furnish the details of candidates admitted in their school along with a copy of seat allotment slip issued by the Coordinator/Convener Principal and upload the admitted candidate details through website.

Any deviation of the instructions will be viewed seriously.

Sd/- Mallaiah Battu,
Secretary

MJPTBCWREIS

for Secretary

MJPTBCWREIS

To

The Convener Principals concerned in the State.

Copy to the Principals of MJPTBCWR Schools in the State.

Copy to Accounts Section.