

BOARD OF INTERMEDIATE EDUCATION : ANDHRA PRADESH : HYDERABAD



Rc.No.294/C26-2/2011-12.

Dated: 24-06-2014.

To

All the Principals of the Junior Colleges /
Composite colleges having
Intermediate courses in the State.

Sir / Madam,

- Sub: BIE – Academic year 2014-15 – Capturing student data Online – Reg.
Ref: 1. This office letter Rc.No.294/C26-2/2011-12, dated 29-07-2011
2. This office letter Rc.No.294/C26-2/2011-12, dated 13-07-2012
3. This office letter Rc.No.294/C26-2/2011-12, dated 10-06-2013
4. This office letter Rc.No.294/C26-2/2011-12, dated 24-06-2014

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In continuation of this officer letter 4th cited, once again you are requested to note that it is the time to upload online the data of the students who are admitted into 1st year Intermediate for the academic year 2014-15. You are requested to complete the admissions as per schedule, prepare the Admission Register, close it and submit the same to the O/o. the Regional Inspection Officer, BIE, District concerned for approval. You have also to submit Annexure – I, II & III along with Recognition fee particulars.

You are also requested to do that to key in first admission number and candidate's SSC/CBSE/ICSE/APOSS - Roll No. and Month & Year of Pass. The system generates itself from SSC database much of the details. The Principal has to **upload digital photograph and signature separately, group code, disability code if any, and other essential fields as per Admission Register immediately without failure. In case of T.C. issued candidate, it should be uploaded to that effect clearly as TC issued and issue the original certificates along with the T.C. to the candidate immediately so as to avoid inconvenience to take admission in another college.** A summary report is generated at the end and the Principal gets the data verified, displays it on the Notice-Board, informs the students and invites corrections. Subsequently, the corrections are carried out and a clean Identity Card / data sheet of the candidate is printed and issued to the candidate. The college makes use of the database for its own management.

Hence, you are therefore requested to make necessary arrangements to upload student data along with **digital photograph and signature through Online on or before 31-07 -2014 without missing the data of any candidate admitted in your College.** You will be held responsible for the consequences arise later on if any of the candidate's data is not uploaded within the schedule. A user manual with instructions will be available in the Academic Organiser 2014-2015.

I hope that you shall make all necessary preparations for giving better service to your students. For any query, you are welcome to take the assistance of the Controller of Examinations / E.D.P. Manager / Deputy Secretary (Exams VII) of Board of Intermediate Education, A.P., Hyderabad.

**Sd/-RAMA SANKAR NAIK,I.A.S.
SECRETARY**

To:

All the Regional Inspection Officers, BIE.

All the District Vocational Education Officers in the State. | to monitor the progress.

The Public Relations Officer, BIE.

The E.D.P. Manager, BIE.

The J.S.(Ex-I) / J.S.(Ex-II) / J.S.(VocI) / J.S.(Acad) | to monitor with all the R.I.Os.

The Deputy Secretaries (Exams)

and Colleges in the Districts concerned.

The D.S.(VocI) / D.S.(Acad)

Copy to the Supdt., C-25 / C-26 / 'B' section.

Copy to the Supdt. E-2 Section for taking further necessary action

Copy to the Supdts., of all Examination sections of BIE.