



**DRAFT NOTIFICATION
GOVERNMENT OF ANDHRA PRADESH
MEDICAL EDUCATION DEPARTMENT
YSR. KADAPA DISTRICT**

Notification No.01/2026, Dated.03.01.2026 for filling up of the various posts in Institute of Mental Health, Kadapa, YSR Kadapa District (Erstwhile) under the control of Director of Medical Education, AP, Vijayawada on Contract & Out sourcing basis though District Selection Committee, Kadapa.

1. Go .MS .No : 86, HM & FW (A1) Department Dated : 03.07.2023
2. Go .MS .No : 77, GAD (Services -D) Department Dated : 02.08.2023
3. Comp. No : 2088924/Planning /2023 Dated 28.07.2023 of the DME, AP, Vijayawada.
4. Govt. Letter No.2539729/I.1/2024 HM&FW(I.2) Dept, Dt:13.11.2024 with Endt Rc.No.2540126/E4/2024, Dt:19.11.2024 of the DME, AP, Vijayawada.
5. Note Orders Approved by the District Collector and Magistrate /Chairman District Selection Committee (DSC) YSR .District, Kadapa Dated : 10.10.2025.

1. Applications are invited from eligible candidates for recruitment to various posts in Institute of Mental Health, Kadapa, YSR Kadapa District (Erstwhile) under the control of Director of Medical Education, AP, Vijayawada on Contract & Out sourcing basis.
 - a. Proforma of application will be available on the portal <https://Kadapa.ap.gov.in/> from 10.30 AM on 05/01/2026 to 05:00 PM on 12/01/2026.
 - b. Last Date for submission of physical applications is 05:00 PM on 12/01/2026. Filled in applications shall be submitted in the specified counters in the Principal Govt. Medical College Putlampalli, YSR Kadapa District, the Candidates are advised to apply as soon as possible without waiting till last date to avoid last hour rush. They are further advised to obtain dated acknowledgement from the receiving authority, in proof of their submission of application.
 - c. District Jurisdiction for this recruitment is erstwhile district only and the vacancies at health facilities in these district boundaries shall be considered to be filled. Hence candidates shall apply to the respective erstwhile districts only.
 - d. Counselling will be conducted for all candidates will be allowed to choose only one category, while exercising his/her option. Roster registers will be maintained separately by the Superintendent, Institute of Mental Health, Kadapa.

e. The Merit List of this notification is valid for one year for the purpose of filling up of arising vacancies if any.

| Details of filling up of various posts, Mode of Recruitment and Remuneration pertaining to Institute of Mental Health, Kadapa | | | | | |
|--|-----------------------------|------------------------------------|-----------|---|-------------------------|
| S. No | Name of the Post | Institute of Mental Health, Kadapa | Total | Mode of recruitment (Contract/ Outsourcing) | Remuneration PM in Rs/- |
| 1 | Clinical Psychologist | 02 | 02 | Contract | Rs.54,060/- |
| 2 | Rehabilitation Psychologist | 01 | 01 | Contract | Rs.54,060/- |
| 3 | Occupational Therapist | 01 | 01 | Contract | Rs.54,060/- |
| 4 | Psychiatry Social Worker | 06 | 06 | Contract | Rs.34,580/- |
| 5 | Medical Record Technician | 01 | 01 | Contract | Rs.34,580/- |
| 6 | ECG Technician | 02 | 02 | Contract | Rs.34,580/- |
| 7 | EEG Technician | 02 | 02 | Contract | Rs.32,670/- |
| 8 | Lab Technician Gr-II | 03 | 03 | Contract | Rs.32,670/- |
| 9 | Anaesthesia Technician | 02 | 02 | Contract | Rs.32,670/- |
| 10 | Yoga Instructor | 01 | 01 | Contract | Rs.27,500/- |
| 11 | Junior Assistant | 02 | 02 | Contract | Rs.25,220/- |
| 12 | Electrician | 02 | 02 | Contract | Rs.22,460/- |
| Total | | 25 | 25 | | |
| 13 | Data Entry Operator | 04 | 04 | Outsourcing | Rs.18,500/- |
| 14 | Barber | 02 | 02 | Outsourcing | Rs.20,000/- |
| 15 | Dhobi | 02 | 02 | Outsourcing | Rs.20,000/- |
| 16 | General Duty Attendant | 20 | 20 | Outsourcing | Rs.15000/- |
| Total | | 28 | 28 | | |
| Grand Total | | 53 | 53 | | |

ABSTRACT

| S.NO. | MODE OF RECRUITMENT | NO.OF VACANCY POSTS |
|--------------|---------------------|---------------------|
| 1 | CONTRACT | 25 |
| 2 | OUTSOURCING | 28 |
| TOTAL | | 53 |

The above No. 53 of vacancies is provisional and likely to increase or decrease as per the need of the department.

The Merit List of this notification is valid up to December, 2026 for the purpose of filling up of arising vacancies as per requirement of the Department.

Filled in Applications for the above posts are to be submitted at the Office of the Principal Govt. Medical College Putlampalli, YSR Kadapa District on or before 12/01/2026 by 5.00 P.M.

An acknowledgment must be issued by the O/o of the Principal/Addl.DME, Govt. Medical College Kadapa, YSR Kadapa District on receipt of application immediately.

Application form and other details can be obtained at

<https://Kadapa.ap.gov.in/>

NOTIFICATION SCHEDULE

| S. No | Details | Dates |
|-------|---|---|
| 1 | Notification Published in the Official website | 03-01-2026 |
| 2 | Applications received from (Except Public Holidays) | 05-01-2026 to 12.01.2026 upto 5-00PM |
| 3 | Scrutiny of the applications | 19.01.2026 to 30.01.2026 |
| 4 | Publication of the provisional list and call for objections | 21-02-2026 |
| 5 | Receipt of grievances | 23-02-2026 to 25.02.2026 |
| 6 | Publication of the final merit & Selection list | 17-03-2026 (Subject to condition after approval of District Collector) |
| 7 | Verification of original certificates and issue of appointment orders | 21-03-2026 |

Sd/-XXXXXXX

Collector & District Magistrate
Chairman, District Selection Committee
YSR Kadapa District

Sd/-XXXXXXX
Joint Collector
YSR Kadapa District

Sd/-XXXXXXX
Administrator
GGH/GMC, Kadapa

Sd/-XXXXXXX
ADME/Principal
Govt. Medical College
Kadapa

Sd/-XXXXXXX
Superintendent
Govt. General Hospital
Kadapa

Sd/-XXXXXXX
Superintendent
Institute of Mental Health
Kadapa

Sd/-XXXXXXX
District Medical Health Officer
Kadapa

Sd/-XXXXXXX
District Co-Ordinator of Health Services
Kadapa

2. Reservations :

- i. Reservations are applicable as per Rule 22 of AP State and Subordinate Services Rules and instructions issued from time to time including BC,SC and ST reservations.
- ii. Reservations to woman will be as per General Rule 22-A(G.O.Ms.No.41, WD&CW (Estt) Dept., dated:-01-08-1996, G.O.Ms.No.63, GA(Ser-D) Dept, dt: 17.04.2018 & instructions issued from time to time.
- iii. Presidential order is applicable as per GO Ms No 674; GA (SPF.A) Dept, dated:28.10.1975, GO P No.763 GA.(SPF.A) Dept dated 15.11.1975 read with G.O.Ms.No.8 GA (SPF.A) Dept. dated.08.01.2002.
- iv. Reservations to Differently abled persons is applicable as per G.O.Ms.No.2 Department for WCDA & SC (Prog.II) dt 19.02.2020.
- v. Reservations for economically weaker sections will be as per G.O.Ms.No.73 GA (Services-D) dept. dt:04.08.2021.
- vi. Reservations for ex-servicemen are applicable as per rules in force.
- vii. Go .MS .No : 77, GAD (Services -D) Department Dated : 02.08.2023

Educational (Academic, Professional, Technical) qualifications, nature of appointment and remuneration to various posts:

(Outsourcing/honorarium service & for waiting period Weightage after completion of Academic/Technical/Professional qualifications as applicable).

The Candidate should possess prescribed Academic/Technical/Professional qualifications for the post they are applying for as on the date of this notification (which will be taken for reckoning weightage for contract/Outsourcing).

If the applicant possesses an equivalent qualification to prescribed qualification in this notification, applicant shall enclose a copy of the Government orders to that effect to the application, failing which their application will be rejected.

| S. No | Name of the post | Educational Qualifications |
|--------------|-----------------------------|---|
| 1 | Clinical Psychologist | <ol style="list-style-type: none">1. Must possess a M.A (Psychology) Degree of University in India establishes or incorporated by or under a central act, provincial act or a recognized by the university Grants Commission or an equivalent qualification.2. Must possess P.G Diploma in Medical and Social Psychology of a recognized institution (or)3. M.Phil in Medical & Social Psychology / M.Phil in Clinical Psychology / M.Phil in Mental Health & Social Psychology of a recognized University.4. Must be registered in Rehabilitation council of India. |
| 2 | Rehabilitation Psychologist | <ol style="list-style-type: none">1.PG in Psychology in M.Phil in Rehabilitation Psychology.2.Must be registered in Rehabilitation council of India. |
| 3 | Occupational Therapist | <ol style="list-style-type: none">1. Must possess a Degree of B.A or B.Sc of any recognized university (or) Masters Degree in Occupational Therapy of any recognized institution.2. A Diploma in Occupational Therapy of any recognized institution. <p>(Note: In case Graduates (B.A or B.Sc) with Diploma in Occupational Therapy are not available, next preference will be given to such candidates who possess a Diploma in Occupational Therapy from any recognized institution with minimum general educational qualification).</p> |

| | | |
|----|---------------------------|--|
| 4 | Psychiatry Social Worker | 1. M.A/M.S.W Degree in Medical Psychiatric Social Work 2. M.Phil Psychiatric Social Work/Ph.D |
| 5 | Medical Technician Record | (i) Pass in PUC or any other equivalent examination of a recognized institution. (ii) Medical Record Technician Course from a recognized Institution. (iii) Must have computer knowledge (iv) Preference shall be given to the candidate with Hospital experience for a minimum period of six months. |
| 6 | ECG Technician | Must have passed Intermediate with science subject or its equivalent. Must possess Diploma in ECG Technician course from a recognized institution (OR) B.Sc. ECG and Cardio Vascular Technician from any Govt. recognized institution. Must be registered in APPMB up to date Renewal |
| 7 | EEG Technician | 1. Must have Passed intermediate examination (or) its equivalent 2. Must Possess Diploma in EEG Technician Course from a recognized institution 3. Must be registered in APPMB up to date Renewal |
| 8 | Lab Technician Gr-II | 1. Must possess DMLT or B.Sc(MLT) 2. If Intermediate (VOC) with one year apprenticeship in Govt. Hospitals 3. Must be registered in APPMB. 4. In case of candidate possess both DMLT and B.Sc MLT, the maximum percentage secured in any of the above shall be considered. |
| 9 | Anaesthesia Technician | 1. Must possess Intermediate with science Groups and 2 years Diploma in Anesthesia Technician 3. Registration in Paramedical Board of Andhra Pradesh up to date Renewal |
| 10 | Yoga Instructor | Graduation from recognized university with diploma in yoga from a recognized institution by the government. (Or) Graduate in yoga sciences from a recognized university |
| 11 | Junior Assistant | 1. Must have any Degree with Computer if any recognized University 2. Must have Passed PG. Diploma in Computer Applications |
| 12 | Electrician | 1. Must have passed SSC or its equivalent. 2. Diploma in electrical engineering or ITI in electrical trade. If a person possess both Diploma and ITI certificate, maximum percentage of marks obtained either of the course shall be considered |
| 13 | Data Entry operator | 1. Must have any Degree with Computer 2. Must have passed P.G Diploma in Computer Applications. |
| 14 | Dhobi | Must have passed SSC/10th Class or its equivalent from a recognized Board |
| 15 | Barber | Must have passed SSC/10th Class or its equivalent from a recognized Board |
| 16 | General Duty Attendant | Must have passed SSC/10th Class or its equivalent from a recognized Board |

3. AGE: Upper age limit is 42 years. Age will be reckoned as on date of issue of notification as per G.O.Ms.No.105 GA (Ser-A) dept, Dt.27.09.2021 with relaxations as applicable. Relaxations will be as follows:-

- a. For SC, ST, BC and EWS candidates: 05 (Five) years.
- b. For Ex-service Men: 03 (Three) years in addition to the length of service in armed forces.
- c. For differently abled persons: 10 (Ten) years.
- d. Maximum age limit is 52 years with all relaxations put together.

4. Fee: Applicant must enclose a **Demand Draft towards application processing fee in favour of Principal, Govt. Medical College, Kadapa.** if candidate is eligible for more than one post is required to enclose demand draft for each post and apply for each post separately) as given below:

- a) For OC candidates.....=Rs.300/-
- b) For SC/ST/BC/EWS/Physically challenged candidates =Rs.250/-

5. METHOD OF SELECTION:

Total Marks: 100

- a) 75% will be allocated for aggregate of marks obtained in all the years in qualifying examination or any other equivalent qualification.
- b) Up to 10 marks @ 1.0 mark per completed year after acquiring requisite Qualification as mentioned in the pass certificate. Weightage will be reckoned up date of notification as per Govt. Memo no.4274/D1/2013, HM&FW (D1) Dept., dt.10.07.2014
- c) Weightage up to 15% will be given to the candidates working on Contract/Outsourcing/Honorarium basis including COVID-19 service as shown below subject to their Satisfactory service certified by the competent authority, as per GO Ms No. 211, HM& FW (B2) Dept., Dt: 08.05.2021, GO Rt No.573 HM&FW (B2) dept. Dt.01.11.2021 and GO Rt No.07 HM&FW (B2) dept. Dt.06.01.2022.
Govt.Memo.no. 3740784/B2/2020 of HM&FW (B2) Dept., dt.14.02.2022,
Circular No.03/CHFW/2022, of CHFW, AP, dated.11.02.2022. If any individual work less than 6 months for covid, the weightage shall be 0.8 marks per completed month will be awarded.
- d) Weightage to contract employment based on working area:
 - i. @ 2.5 marks per six months in Tribal Area
 - ii. @ 2.0 marks per six months in Rural Area
 - iii. @ 1.0 marks per six months in urban areas
 - iv. No weightage will be given for the services less than six months for **Non-COVID** service.
- e. The COVID-19 weightage shall be applicable only to the persons who have rendered their services for COVID-19 on Contract/Outsourcing/Honorarium basis and are appointed by the District Collector or any other competent authority based on orders issued by Government from time to time and certified by the controlling officers (DMHO/DCHS/Principal of GMC/Superintendent of GGH) to that effect.

(Note: Certificates taken earlier are valid. If additional period of service is there, fresh certificate to that effect shall be obtained and enclosed)

f. The candidates claiming service weightage shall submit original contract/Outsourcing/ Honorarium service certificate in the enclosed proforma issued by competent authority along with copy of appointment orders. Applications without the service certificates as prescribed above will not be considered for service weightage.

(Note: Certificates taken earlier are valid. If additional period of service is there, fresh certificate to that effect shall be obtained and enclosed)

g. Contract service will be reckoned up to the date of notification as per DME A,P VJA Memo no.Rc.No 2216683/P2/2023 dated 26.10.2023.

6. Tenure of appointment and important conditions:

The tenure for the contract/outsourcing posts is initially one year from the date of joining in the post and may be extended for further period as per the instructions issued by the Government from time to time. The District Selection Committee reserves all the rights to terminate the contract/Outsourcing services of any Candidate/Candidates at any time with one month notice or as per directions of the Government from time to time.

7. Self attested copies of the certificates to be enclosed to the filled in application:

a) SSC or its equivalent (for date of birth).

Pass certificates of qualifications prescribed for the post concerned.

b) Proof of appearance for the qualifying examination where ever applicable.

c) Marks memos of all years of qualifying examination or its equivalent. In the absence of marks memos, marks will be calculated as per rules in force.

d) Valid certificate of registration in A.P.Para Medical Board/ Allied Health Care sciences / any other council constituted under the relevant rules for specific courses where ever applicable.

e) Study Certificates from class IV to X from the school where the candidate studied. In case of private study local candidature certificate for that particular 7 years period preceding to the year of passing X class from competent authority in Form Appendix I certificate of residence prescribed vide Sub clause (ii) of clause (a) of para 7 of the Presidential Order (proforma is herewith enclosed). Candidates migrated from Telangana shall submit certificate of Local candidature as per GO No 132 & 133 dt: 13.06.2017. In the absence of the suitable certificate, the candidate will be considered as non local and further action will be as per rules in force.

f) Copy of valid caste certificate. In case of non submission of valid caste certificate, the candidate will be considered as OC.

g) Latest EWS (Economically weaker sections) certificate issued by the competent authority in case of the EWS categories.

h) Certificate of disability issued in SADAREM.

- i) Service certificate from the controlling officer concerned (DM&HO/DCHS/ Principals of GMCs / Superintendent of GGH / Any competent authority who appointed the applicant) for claiming weightage for Contract/outsourcing/honorary service, in the absence of which the candidate will not be given service weightage (proforma is herewith enclosed).
- j) Any other certificates as relevant and applicable.

Note:- Candidates must submit clear, visible documents (a to k of para.9), failing which application will be summarily rejected. Applications without the above documents will be summarily rejected.

8. Important information to candidates:

- h. if selected, he/she should stay at the bonafide Head Quarters compulsorily.
- i. If selected and appointed he / she should be abide by the Government rules in force regularly from time to time.
- j. Candidates are advised to follow official website of the District from time to time for further information.

9. DEBARMENT:

- k. Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility in all aspects. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to be debarred from recruitment conducted by the department and summarily rejection of their candidature for this recruitment & future recruitment.
- l. The department is vested with duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by any one causing or likely to cause breach of this duty in such manner or such action as to violate or likely to violate the fair practices followed and ensured by the department will be sufficient for rendering such questionable means ground for debarment.

10) DEPARTMENT'S DECISION TO BE FINAL

m. The decision of the department regarding acceptance or rejection of the candidature, conduct of counselling and at all consequent stages culminating in the selection or otherwise of any candidates shall be final in all respects and binding on all concerned under the powers vested with. The department also reserves its right and modify regarding time and conditions laid down in the notification for conducting the various stages up to selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.

n. All interested and eligible candidates shall apply after satisfying themselves that they are eligible as per the terms and conditions of this recruitment notification any application sent through any mode other than the prescribed (offline mode) physical application will not be entertained under any circumstances. Submission of application form by the candidate is authenticated that he/she has read the notification and abide by the terms and conditions laid down there under.

Sd/- X X X X X X
District Collector & District Magistrate
Chairman, District Selection Committee
YSR Kadapa District

Sd/- X X X X X X
Joint Collector
YSR Kadapa District

Sd/- X X X X X X
Administrator
GGH/GMC, Kadapa

Sd/- X X X X X X
ADME/Principal
Govt. Medical College
Kadapa

Sd/- X X X X X X
Superintendent
Govt. General Hospital
Kadapa

Sd/- X X X X X X
Superintendent
Institute of Mental Health
Kadapa

Sd/- X X X X X X
District Medical Health Officer
Kadapa

Sd/- X X X X X X
District Co-Ordinator of Health Services
Kadapa

GOVERNMENT OF ANDHRA PRADESH

HM&FW Department

(Notification No:01/2026, Date: 03.01.2026)

**Recruitment to the various posts to work on contract/Outsourcing basis in
Institute of Mental Health, Kadapa**

| | | |
|---|--|---|
| Application for the Post of : | | Affix Pass port size latest colour photograph |
| Application No.(to be filled by the office) | | |

| | | | | |
|----|--|---------|-------|---------|
| 1 | Name of the Candidate | | | |
| 2 | Gender | | | |
| 3 | Fathers Name | | | |
| 4 | Date of Birth(DD-MM-YYYY) | | | |
| 5 | Social Status (OC/OC-EWS/SC/ST/BC-A,B,C,D,E) | | | |
| 6 | Whether claiming for service weightage for Contract / Outsourcing service (enclose contract / outsourcing service certificate) | Yes /No | | |
| 7 | Whether Physically Handicapped (VH/HH/OH) (SADAREM Certificate to be enclosed) | | | |
| 8 | Whether claiming EWS reservation (copy of the certificate enclosed) | | | |
| 9 | Whether Ex-Servicemen (enclose Service Certificate) | Yes /No | | |
| 10 | Mobile number of the applicant | | | |
| 11 | DD particulars | DD.No. | Date: | Amount: |
| 12 | <u>Address for communication:</u> | | | |

Marks obtained in the requisite Academic / Professional /
Technical qualification

| Qualification | Maximum Marks | Marks obtained | Year of passing (Month & Year) | Whether registered in respective council (Yes/No) |
|---------------|---------------|----------------|-----------------------------------|---|
| | | | | |
| | | | | |
| | | | | |

Details of Contract/Outsourcing/Honorarium service as on 31.12.2025:

| Sl. No | Name of the Institution | Contract / Out- sourcing | Urban /Rural / Tribal(or) Covid-19 | Period of service | | Total period (Years- Months- Days) | Service certificate issued by the competent authority enclosed (yes/no) |
|-----------|----------------------------|--------------------------------|---|----------------------|----|---|---|
| | | | | From | To | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Details of School studies from 4thClass to 10thClass (for local status):

| Sl. No | Class | Year of passing | Name of the School | Town and District |
|-----------|-------|--------------------|--------------------|----------------------|
| 1 | IV | | | |
| 2 | V | | | |
| 3 | VI | | | |
| 4 | VII | | | |
| 5 | VIII | | | |
| 6 | IX | | | |
| 7 | X | | | |

DECLARATION

I, Smt/Kum/Sri.....D/o or S/o or W/o.....do hereby declare that, above particulars furnished by me are true to the best of my knowledge. I agree that in the event of any of the details furnished above being found to be incorrect or false at a later date, my candidature will be forfeited summarily.

Signature of the applicant



GOVERNMENT OF ANDHRA PRADESH
Contract/Outsourcing/Honorarium Service Certificate
(Certificate to be issued by the Controlling Officer concerned
(DM&HO/DCHS/Principals of GMC/ Superintendents of GGH/ or any
Other Appointing Authority)

This is to certify that,
S/o,D/o has been working / worked as (name of the post) in
PHC / CHC / AH / DH / GGH / or any other AP State Institution
at on Contract / Out-Sourcing / Honorarium basis with
concurrence of finance department, Government of AP. Details of his / her Contract / Out-
Sourcing service as on the date of notification are as follows:

| Name of the institution | Urban/ Rural/Trib al (or) Covid-19 | Period | | Duration | Reasons for break in service (if any) | Charges /allegation s /adverse remarks if any |
|-------------------------|---|--------|----|----------|---------------------------------------|---|
| | | From | To | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

I hereby declare that:

1. His /her services ason Contract/Out-sourcing honorary basis during the above said period are satisfactory.
2. He/she does not have any adverse remarks from his superiors during the period of Contract/Out-sourcing/Honorarium service.
3. He/she is eligible for Contract / Outsourcing Service Weightage as per the rules published in the notification.

Signature& Seal of the Controlling Officer
(DMHO/DCHS/any other competent District Authority
who appointed the applicant)

Imp. Note: The self attested copy of appointment order must be en-closed along with this service certificate, otherwise weightage for Contract/ Outsourcing/honorary service will not be considered for final merit.

APPENDIX-I
CERTIFICATE OF RESIDENCE
(Candidates Studied Privately)

(Vide Sub-Clause (ii) of Clause (a) para7 of the Presidential order) It is hereby certified,
That Sri/Srimathi/Kumari _____

S/o.W/o,D/o _____ appeared for the first time for the matriculation(S.SC)
Examination in (month) _____ year;

(a) That he/she has not studied in any educational institution during
the whole or a part of the 4 consecutive academic years ending
with the academic year in which he/she first appeared for the
aforesaid examination;

(b) That in the 4 years immediately preceding the commencement of the aforesaid
examination, he/she resided in the following place/places namely,

| Village | Taluk | District | Period |
|----------|-------------|---|--------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| Station: | OFFICE SEAL | Officer of Revenue Department not Below the rank of Tahsildhar or Deputy Tahsildhar in independent Charge Of a Sub Taluk | |
| Date: | | | |

Date:

*Strike off 'whole' 'a part', as the case may be.

CHECK LIST - ACKNOWLEDGEMENT

(The Check list should be submitted in 02 (TWO) Copies one copy will be returned to the applicant as an Acknowledgement)

| | |
|---|--|
| Name of the Candidate | |
| Application No (will be allotted at the time of submission of Application) | |
| Post Applied for | |
| Demand Draft Number | |
| Mobile Number | |

The Candidate should enclose self attested documents/Certificates in the following order:

| Sl No | Name of the Document | Enclosed (YES/NO) |
|--------------|---|--------------------------|
| 1. | Filled prescribed application form | |
| 2. | S.S.C or its Equivalent for date of birth | |
| 3. | Proof of appearance for the qualifying examination wherever applicable | |
| 4. | Qualifying Examination Pass Certificates | |
| 5. | Marks memos of all years of (qualifying examination) or its equivalents | |
| 6. | Valid Certificate of Registration in AP Paramedical Board/Allied Health Care Sciences/Any other council constituted under the relevant rules for specific courses wherever applicable | |
| 7. | Clinical training Certificate if applicable. | |
| 8. | Copy of valid caste certificate | |
| 9. | Latest EWS certificate issued by the Tahsildar concerned | |
| 10.(a) | Study certificate for the years from IV class to X Class. | |
| 10.(b) | In case of Private study candidates, the residence certificate issued by the Tahsildar concerned for 04 to 07 years prior to SSC and its equivalent. | |
| 11. | The service certificate should be submitted in the prescribed proforma. | |
| 12 | Certificate of disability issued in SADAREM | |
| 13 | Any other certificates as relevant and applicable | |

Signature of the candidate

Acknowledgement (for Office use only)
Application is received from the applicant along with the above mentioned documents /enclosures on .01.2026.

Office Seal & Signature of the employee Authorized to receive the Application