

# **IMPORTANT**

## **CANDIDATES ARE REQUESTED TO KINDLY GO THROUGH THESE INSTRUCTIONS CAREFULLY**

### **GENERAL INSTRUCTIONS FOR CANDIDATES** **COMBINED SELECTION SCREENING EXAMINATION : 2018**

#### **General**

1. There are 137 Army Public Schools (APS) located in various Cantonments and Military Stations across India. These schools are administered and managed by local Army authorities and affiliated to CBSE through Army Welfare Education Society (AWES). A List of these schools is placed at **Annexure 1**.
2. There are approximately 8000 teachers on the rolls of these schools. Out of these, a large number get turned over every year due to various reasons.

**Note:** The exact number of vacancies will be projected by the School/Management while advertising for holding interviews/evaluation of teaching skills for selection of teachers.

3. Vacancies could be regular or contractual nature which shall be informed alongwith the announcement of vacancies. Regular appointments would be liable to transfer.

4. **Selection Procedure.** Will be done in three stages:-

(a) **Stage 1.** Screening Exam will be conducted on **17 and 18 November 2018**, for vacancies that will arise during the ensuing academic year. This shall be conducted **on-line by an agency** identified by HQ AWES centrally, to ensure uniform quality of teachers in all Army Public Schools. Those who qualify in this stage will be given Score Cards which are valid for life provided the candidate picks up a teaching job within three years from the date of passing the screening exam in any CBSE affiliated school for a continuous duration of at least one year. A Score Card will make candidates eligible to appear for the remaining stages of the selection process. In addition to fresh candidates, the following may also appear for the screening test:-

(i) Holders of Score Cards who want to improve their scores.

(ii) Those desirous of upgrading themselves. For E.g. a candidate holding Score Card of TGT may now want to obtain a card for PGT, having acquired additional qualification.

(b) **Stage 2. Interview.** There may or may not be held at the location of the school. They may be held as per discretion of the local management

(c) **Stage 3. Evaluation of Teaching skills and computer proficiency.** For Language teachers, written test comprising Essay & Comprehension of 15 marks each will be held along with evaluation of teaching skills. Selection Committee may also hold Computer proficiency tests if they so desire.

**Notes:**

1. Stages 2 & 3 will be held in tandem under the aegis of Board of Administration at HQ Command/School Management.

2. Appointments will be made as per CBSE/AWES Rules.

**Please note that holding a Score Card by itself does not entitle you to appointment as teacher in any Army Public School. It only renders you eligible for Stages 2 & 3 of the selection process.**

5. To qualify for interview and evaluation of teaching skills, the candidates have to pass a Screening Examination. The next exam will be conducted on **17 and 18 Nov 2018**. The general guidelines for candidates are given in the succeeding paragraphs.

**Note : HQ AWES conducts the Screening Examination on behalf of the Boards of Administration at Regional Command Headquarters. Selection and appointment will be done by the Board of Administration/School Administration and Management Committee. Grievances in selection procedure if any will be addressed to Secretary Board of Administration at Regional Commands.**

**Selection of Teachers**

6. **Categories of Teachers.** The exam will be held for the posts of **PGT/TGT/PRT** for subjects as per list placed at **Annexure 2**.

7. **Qualifications.** The requisite qualifications are :-

(a) Educational/Professional Qualifications :-

<b>Ser No</b>	<b>Post</b>	<b>Minimum Qualifications</b>			
		<b>Education</b>	<b>% Marks</b>	<b>Professional</b>	<b>% Marks</b>
1.	PGT	Post Graduation	50	B Ed	50
2.	TGT	Graduation	50	B Ed	50
3.	PRT	Graduation	50	B Ed/ Two yr Diploma	50

**Note :** Detailed List of minimum qualifications for Teachers in Army Public Schools is at **Annexure 3**.

(b) Age - As on 01 April 2019 :-

- (i) Fresh Candidates - Below 40 years  
(In the case of Delhi schools TGT/PRT should be < 29 yrs & PGT <36 years)
- (ii) Experienced Candidates - Below 57 years (in the case of Delhi 40 Yrs)  
**should have minimum 5 years teaching experience in the last 10 years)**

(c) CTET/TET conducted by state governments is mandatory for appointment as TGTs/PRTs to be appointed Regular/Contractual. Others found fit in all other respects may be appointed on 'Adhoc' basis only till attainment of qualification. **However CTET/TET is not mandatory for appearing in CSB online Screening exam.**

**Please ensure that you meet the educational and age criteria before you start registering yourself. If you do not, you are liable to be disqualified without refund of exam fees any time during the selection process and even thereafter whenever a discrepancy is noticed.**

8. The Screening Exam for 2018 will be conducted as under:-

(a) **Date.** 17 and 18 November 2018 as per schedule to be decided depending on the number of candidates who register for the exam.

(b) **Method.** Test will be conducted ON-LINE in the MCQ format .For details see table below.

Post	Paper	Contents	Duration of exam	Marks	Type of Questions
PGT/ TGT	Part A	General awareness, Mental Ability, English Comprehension, Educational Concepts and Methodology	3 Hours	90	Objective:
	Part B	Specific to subject		90	Objective
PRT	Part A	Same as Part A for PGT/TGT	1 Hour 30 Minutes	90	Objective

**Those PGT/TGT candidates who fail in Part B but pass Part A may opt to take a score card for PRT**

**Notes :-**

1. Scores will be normalized to 100.
2. There will be negative marking. 1/4 marks will be deducted for each wrong answer.
3. Parts A & B will be available together and the candidates have freedom to answer questions in the order in which they prefer.
4. **To qualify for a post, the candidate must score minimum 50 % marks in each part.**

(c) **Exam Fee.** Rs 500/-(non refundable).

9. **Registration.** Candidates are expected to register ON-LINE for the screening exam by logging onto the Registration Portal <http://aps-csb.in> . The registration portal will be open from **01 Oct 2017 to 24 Oct 2018**. Candidates can register from **9AM on 01 Oct 2018 to 5PM on 24 Oct 2018**. Thereafter the portal will be closed for registration. The procedure to be followed will be as under :-

(a) Log onto the web-site <http://aps-csb.in> and study the detailed instructions for Registration that will be available on the portal.

(b) Fill up the personal information or the application form.

(c) The system will then ask the candidates to pay the exam fee ON-LINE. Payment options are Debit/Credit Cards/ Net banking. A payment gateway has been integrated with the web-site for the purpose and candidates will be guided through the payment process.

(d) After payment of fee, the candidates will be asked by the system to attached following documents :-

- (i) Photographs and signatures
- (ii) Proof of date of birth
- (iii) Certificates of academic qualifications.

(e) Once registration is completed, the candidates will get a confirmation that registration is successful. Candidates will also be informed through e-mail and SMS regarding the same.

(f) A 'Help Line' will be available to the candidates to seek any assistance, till the conduct of the exam. The helpline tab will be available on the portal <http://aps-csb.in>

(g) Candidates would be able to take mock-tests ON-LINE to familiarize themselves with the exam procedure. A link for this will be available on the Registration Portal with effect from **03 Nov to 10 Nov 2018**.

10. **Exam Centres.** A list of Exam Centres will be available on the Registration Portal. A tentative List is also placed at **Annexure 4**. The candidates are required to fill in three choices in order of preference. Effort shall be made to allot one of the three choices. If none of the choice is available the application fee shall be refunded.

**Note : There may be some changes in the list of exam centres due to administrative reasons. However no change will be made after issue of Admit Cards.**

11. **Admit Cards.** Admit Cards will be available ON-LINE. Candidates may download and print the same. The same should be produced for gaining entry to the Exam Centre. **Candidates are advised to read the instructions appended to the Admit Cards carefully.**

12. **Exam Results.** Will be put up on the AWES web-site [www.awesindia.com](http://www.awesindia.com). This being an on-line examination. No review of results shall be allowable.

13. **Score Card.** The Score Cards of successful candidates will be available on the Registration Portal after the exam which the candidates may download and laminate. The card will be valid for life **provided the candidate takes up teaching position in any CBSE recognized school (for a period of at least one year) within 3 years of issue of Score Card.**

14. **Timelines**

- (a) Registration - 01 October to 24 October 2018.
- (b) Availability of Admit cards on-line - 03 Nov 2018 (Tentative. Will be informed after uploading)
- (c) Exam - 17 and 18 November 2018.
- (d) Publication of Results - 03 Dec 2018.

15. **Sample Question Papers.** Sample question papers of previous years shall be available for which desirous candidates have to demand by logging onto to the appropriate link on the Registration Portal <http://aps-csb.in> and making payment on-line. Once you have made payment successfully, you need to login after 24 hours and your paper(s) will be available for download.

**Notes**

**No hard copies will be sent. Only on-line payments through Registration Portal will be accepted. Please do not send cheques/drafts/postal orders/money orders.**

Costs of the papers are as under :-

- (a) Part A - Rs 100/-
- (b) Part B - Rs 100/-( specific subject)

16. Once the candidate is in possession of a CSB card on successful clearing of the on-line examination, the candidate would need to look for vacancy announcements by the Army Public School of their choice/ neighborhood. For this, they may contact the school/check the website of the schools concerned or look for advertisement on the news papers. Stage 2 and 3 of selection shall be conducted by the respective schools/their controlling management at different time usually between Dec - Mar. Application form for the same shall be available on school websites accordingly

**Annexure 1****LIST OF ARMY PUBLIC SCHOOLS**

S. No	School Name	S. No	School Name	S. No	School Name	S.No	School Name
1	APS Pune	44	APS Sukna	87	APS Lucknow (SP)	130	APS Faridkot
2	APS Kirkee	45	APS Gangtok	88	APS Lucknow (NR)	131	APS Abohar
3	APS Dighi	46	APS Darjeeling	89	APS Lucnow (LSB)	132	APS Ganganagar
4	APS Dehu Road	47	APS Kalimpong	90	APS Faizabad	133	APS Lalgah
5	APS Khadakswala	48	APS Tezpur	91	APS Kunraghat	134	APS Hisar
6	APS Devlali	49	APS Tenga Valley	92	APS Agra	135	APS Kanpur
7	APS Mumbai	50	APS Missamari	93	APS Bareilly	136	APS Ranchi
8	APS Ahmednagar	51	APS Rangapahar	94	APS Pithoragarh (BCJ)	137	APS Bichugunj
9	APS Kamptee	52	APS Agartala	95	APS Pithoragarh		
10	APS Jaisalmer	53	APS Dinjan	96	APS Ranikhet		
11	APS Jodhpur	54	APS Chandimandir	97	APS Almora		
12	APS Nasirabad	55	APS Dagshai	98	APS Hampur		
13	APS Ahmedabad	56	APS Ambala	99	APS Fatehgarh		
14	APS Dharandghara	57	APS Patiala	100	APS Jabalpur No 1		
15	APS Bhuj	58	APS Sangrur	101	APS Jabalpur No 2		
16	APS Bhopal	59	APS Nahan	102	APS Mhow		
17	APS Gwalior	60	APS (CT) Dehradun	103	APS Danapur		
18	APS Babina	61	APS Birpur	104	APS Ramgarh		
19	APS Saugor	62	APS Jalandhar	105	APS Gaya		
20	APS Jhansi	63	APS Kapurthala	106	APS Allahabad		
21	APS Telbehat	64	APS Ferozpur	107	APS Old Cantt Allahabad		
22	APS S,Bad (RKP)	65	APS Amritsar	108	APS Varanasi		
23	APS S,Bad (Bolarum)	66	APS Tibri	109	APS Roorkee No 1		
24	APS Golconda	67	APS Beas	110	APS Roorkee No 2		
25	APS Bangalore	68	APS Mamun Cantt	111	APS Lansdowne		
26	APS ASC C & C	69	APS Yol Cantt	112	APS Meerut		
27	APS PRT Centre	70	APS Unchibassi	113	APS Raiwala		
28	APS Chennai	71	APS Kandrori	114	APS Gopalpur		
29	APS Wellington	72	APS Janglot	115	APS Udampur		
30	APS Trivandrum	73	APS Madhopur	116	APS Dhar Road		
31	APS Cannanore	74	APS Pathankot	117	APS Leh		
32	APS Kolkata	75	APS Kaluchak	118	APS Srinagar		
33	APS Barrackpore	76	APS Sunjwan	119	APS Akhnoor		
34	APS Panagarh	77	APS Damana	120	APS Rakh Muthi		
35	APS Narangi	78	APS Ratnuchak	121	APS Nagrota		
36	APS Basistha	79	APS BD Bari	122	APS Jaipur		
37	APS Shillong	80	APS Samba	123	APS Itarana (Alwar)		
38	APS Umroi	81	APS Jammu	124	APS Kota		
39	APS Happy Valley	82	APS Miran Sahib	125	APS Mathura		
40	APS Jorhat	83	APS Delhi Cantt	126	APS Bikaner		
41	APS Binnaguri	84	APS Dhaula Kuan	127	APS Suratgarh		
42	APS Bagrakote	85	APS Shankar Vihar	128	APS Bhatinda		
43	APS Bengdubi	86	APS NOIDA	129	APS Fazilka		

**LIST OF SUBJECTS**

<b><u>Ser No</u></b>	<b><u>Subject</u></b>	<b><u>Applicable to</u></b>	
		<b><u>PGT</u></b>	<b><u>TGT</u></b>
1.	English	✓	✓
2.	Hindi	✓	✓
3.	Sanskrit	-	✓
4.	History	✓	✓
5.	Geography	✓	✓
6.	Economics	✓	-
7.	Political Science	✓	✓
8.	Mathematics	✓	✓
9.	Physics	✓	✓
10.	Chemistry	✓	✓
11.	Biology	✓	✓
12.	Biotechnology	✓	-
13.	Psychology	✓	-
14.	Commerce	✓	-
15.	Computer Science/ Informatics	✓	-
16.	Home Science	✓	-
17.	Physical Education	✓	-

**MINIMUM QUALIFICATIONS FOR TEACHERS IN ARMY PUBLIC SCHOOLS**

Subject	Educational		Professional
	Primary	Alternative	
<b>PGT</b>			
English	Masters Degree in English	-	B Ed
Hindi	Masters Degree in Hindi	-	B Ed
History	Masters Degree in History	-	B Ed
Geography	Masters Degree in Geography	-	B Ed
Economics	Masters Degree in Economics	-	B Ed
Political Science	Masters Degree in Politics	MA in Public Administration/ International relations	B Ed
Maths	Masters Degree in Maths	PG in Statistics/ Operational Research provided it is preceded by graduation in Maths Or MSc Ed in Maths from RCE, NCERT	B Ed
Physics	Masters Degree in Physics	MSc Ed in Physics from RCE, NCERT	B Ed
Chemistry	Masters Degree in Chemistry or Bio-Chemistry	PG in Pharma Chemistry provided it is preceded by graduation in Chemistry Or MSc Ed in Chemistry from RCE, NCERT	B Ed
Biology	Masters Degree in Zoology( with Botany)/Botany(with Zoology)	PG in Micro Biology/Molecular Biology/Agricultural Botany/genetics provided it is preceded by graduation in Botany/Zoology Or MSc Ed in Zoology/ Botany from RCE, NCERT	B Ed
Biotech	Masters Degree in Biotechnology / Relevant subjects	-	B Ed
Psychology	Masters Degree in Psychology		B Ed
Commerce	Masters Degree in Commerce	-	B Ed
Computer Science Informatics	BE/BTech in Computer science/IT/ Computer Engg/ Electronins/ Electronics& Communications	MCA/MSc Computer Science/IT Or MSC Maths/Physics/ Statistics and BSc Computer Science/BCA/ 3yr Diploma in Computer Engineering or IT/PGDCA recognized by AICTE Or B Level from DOEACC	
Home Science	Masters Degree in Home Science	-	B Ed
Physical Education	Masters Degree in Physical Education	-	



<b>TGT</b>			
English	Degree in English	BA Ed with English from RCE, NCERT	B Ed
Hindi	Degree in Hindi	BA Ed with Hindi from RCE, NCERT	B Ed
Sanskrit	Degree in Sanskrit	BA Ed with Sanskrit from RCE, NCERT	B Ed
History	Degree in History	BA Ed with History from RCE, NCERT	B Ed
Geography	Degree in Geography	BA Ed with Geography from RCE, NCERT	B Ed
Political Science	Degree in Politics	BA Ed with Political Science from RCE, NCERT	B Ed
Maths	Degree in Maths	BA Ed with Maths from RCE, NCERT	B Ed
Physics	Degree in Physics	BSc Ed from RCE, NCERT	B Ed
Chemistry	Degree in Chemistry	BSc Ed from RCE, NCERT	B Ed
Biology	Degree with Botany & Zoology	BSc Home Science	B Ed
<b>PRT</b>	Graduate	-	B Ed/2 Year Diploma Or B.El.Ed(four year integrated course)

**LIST OF EXAM CENTRES**

S.No	City/Town	S.No	City/Town	S.No	City/Town
1	Agartala	31	Hisar	61	Saugor
2	Agra	32	Hyderabad	62	Secunderabad
3	Ahmedabad	33	Indore	63	Shillong
4	Ahmednagar	34	Jabalpur	64	Siliguri
5	Ajmer	35	Jaipur	65	Solan
6	Allahabad	36	Jalandhar	66	Sriganganagar
7	Alwar	37	Jammu	67	Srinagar
8	Ambala	38	Jhansi	68	Trivendrum
9	Amritsar	39	Jodhpur	69	Varanasi
10	Bangalore	40	Kangra	70	Vijaywada
11	Bareilly	41	Kanpur		
12	Barrackpore	42	Kapurthala		
13	Behrampur	43	Kolkata		
14	Bhatinda	44	Kota		
15	Bhopal	45	Lucknow		
16	Bhubneshwar	46	Mathura		
17	Bhuj	47	Meerut		
18	Bikaner	48	Mumbai		
19	Chandigarh	49	Nagpur		
20	Chennai	50	Najibabad		
21	Coimbatore	51	Nashik		
22	Dehradun	52	Noida/Gr. Noida		
23	Delhi	53	Pathankot		
24	Durgapur	54	Patiala		
25	Ghaziabad	55	Patna		
26	Gorakhpur	56	Pune		
27	Gurugram	57	Ranchi		
28	Guwahati	58	Ranikhet		
29	Gwalior	59	Roorkee		
30	Haldwani	60	Sangrur		

**Subject to review based on the number of candidates who register for the exam**