

**BOARD OF INTERMEDIATE EDUCATION, ANDHRA PRADESH
"VIDYA BHAVAN" NAMPALLY, HYDERABAD**



Rc.No:318/B-B2/ Mar 2005-1

Dated: 25-06-2011.

To
All the RIOs in the State.
Sir/Madam,

Sub:-IPE, June 2011 – Online data transfer of Recounting and
Re-verification applications– certain instructions issued – Reg.

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“Only ASE May/June 2011 Answer Scripts will be Recounted / Re-verified ”

You are aware that applications are received for Re-verification & Re-Counting after the announcement of results every year. The procedure followed during I.P.E March, 2011 has the following provisions.

Re-Verification:

1. Re-totaling.
2. Marks for all answers are posted or not.
3. Re-verification of only those answers which are not awarded marks and awarded zero for correct answers.
4. Initial scrutiny will be done by a single Examiner and in cases where discrepancies are noticed RV will be done by two independent examiners and the third member will check and reconcile the marks.

Re-Counting:

There is a provision for Re-counting of marks in the valued answer scripts.

The prescribed fee for Re-verification is Rs. **600/-** per script and for Re-counting the fee is Rs.**100/-**. There are separate applications for Re-verification & Recounting.

To speed up the processing of RV/RC applications it is proposed to introduce the procedure of receiving RV & RC applications data online from the RIO's with effect from RV & RC of IPE March, 2011.

The candidate submits application for RV & RC to the Principal as was done last year. The following change in the later procedure is introduced w.e.f March 2011. The Principal will send the applications along with DD's received from the candidates on

each day to the RIO office on the same day itself through a special messenger. The RIO has to verify whether the number of papers applied for RV & RC and amount paid in the form of DD's are tallying or not. If tallying the application details are entered online to the BIE server the same day for instantaneous generation and automatic onward transmission of indents to the concerned camps, which will save a lot of time. The original applications have to be sent to the Board once in 2 days by the RIO's. Wide publicity will be given to the principals on this instructions. The last date for applying by the candidates is 02-07-2011. The Principals / RIOs should not accept any application beyond this date.

Step by step procedure to be followed is given bellow.

Each RIO is provided with login ID and password. It is suggested that the password is frequently changed.

On receipt of RV and RC application the RIO has to login with his password on to the RV, RC web application. The format of RV/RC application form appears on the screen.

- The cursor blinks at the roll number column.
- On entry of the correct roll number, the students name, fathers name and subjects appeared for May/June 2011 appear on the screen.
- The cursor shifts to the column "papers applied for". He has to check the boxes for which the candidate applied for RV/RC. On checking the required boxes click on '**confirm**' box. The system displays applied papers.
- Immediately the computer calculates the fee amount to be paid and displays at the column 'amount to be paid'.
- Proceed to the entry of address for communication column including pin code and mobile phone number.
- Enter DD details.
- There is a provision to enter a maximum of two DDs.
- The candidate has option to submit more than one application.
- Once again confirm the details of the applicant and click on the check box 'commit'.
- Immediately receipt in the name of candidate, with subject applied for and amount paid details is generated.
- Proceed to next application.

- At the day's end generate summary of applications submitted.
- **The summary should be verified with reference to rollno, paper applied for, postal address and amount of DD and details and may be attested by the supdt. / A.O. and the RIO. These Officers should ensure correctness of data and will be held responsible for any errors. The attested summary should be faxed every day. The physical applications may be sent to the Head Office once in two days.**

Sd/-
A. VANI PRASAD
Secretary

// True Copy Attested //

Controller of Examinations