

INSTRUCTIONS

(Please read the instructions carefully before filling the OMR Answer Sheet)

1. Make sure that the OMR Answer Sheet contains your pre printed Hall Ticket No., Photograph, Name, Father Name etc. as printed in the Hall Ticket. If the data is wrongly printed the candidate is informed to bring it to the notice of invigilator immediately.
2. In case of a spoiled, damaged, misprinted OMR Answer Sheet, return it to the Invigilator immediately and request for blank OMR Answer Sheet, where in the candidate is expected to fill in all the required details in the appropriate places, including Hall Ticket No.
3. Before entering the Question Paper Booklet Number on the OMR Answer Sheet, ensure that Question Paper Booklet is in full shape with all the 150 questions clearly printed.
4. Before you start answering, Question Paper Booklet Number should be written in the space provided and appropriate circles have to be darkened in the OMR Answer Sheet.
Note : If the candidate fails to darken the correct Question Paper Booklet Number or leaves it blank, the OMR Answer Sheet will be liable for rejection, and no correspondence in this regard shall be entertained.
5. Sign on the OMR Answer Sheet in the space provided, **make sure that the Invigilator signs in the space provided.**
6. Copy the paragraph given in this OMR Answer Sheet in the space provided, in your own running hand writing in Sl. No. 4 of Part-A
7. OMR Answer sheet will be machine graded and processed by electronic means i.e., Computers and Scanners. Invalidation of OMR Answer Sheet due to incomplete / incorrect filling of the OMR Answer Sheet will be the sole responsibility of the candidate.
8. Use Blue / Black Ball Point Pen to darken the circles. Pens with any other colors are prohibited. Do not use Pencil or Ink / Gel pen.
9. Do not write or mark outside the demarcated areas on this OMR Answer Sheet as it may invalidate the OMR Answer Sheet. Do not write irrelevant matter or scribble on this sheet. Do not fold, tear, wrinkle or staple this sheet.
10. The OMR answer sheet will be invalidated if the candidate writes the Hall Ticket Number in any place of OMR answer sheet (except in blank OMR answer sheet at the space provided for the purpose). Writing Symbols or any type of identification marks etc on OMR answer sheet will also lead to invalidation/rejection.
11. Changing an answer is NOT ALLOWED :
 - While answering, choose the BEST alternative answer from the four choices given below the question and darken the same in the corresponding circle in the OMR Answer Sheet. Do not shade more than one circle for a question.
 - The candidates must fully satisfy themselves about the accuracy of the answer before darkening the appropriate circle, as change of answer after darkening one circle will also lead to invalidation of that answer.
 - Use of eraser or white fluid on the OMR Answer Sheet is not permitted, as the OMR Answer Sheets are machine gradable and it may lead to invalidation.
12. The candidate should return the OMR Answer Sheet before leaving the Examination Hall. Failure to do so will make him / her liable for criminal action besides rejection of his / her candidature.
13. In case the candidate violates any of the OMR Answer Sheet related instructions, the OMR Answer Sheet is liable to be REJECTED.
14. In case of any other ambiguity, the decision of the TGPSC is final.
15. The digital copy of each candidate's answered OMR answer sheet will be made available in the candidate login in the TGPSC website.
16. The Question Paper Booklet is printed in bilingual viz., English / Telugu or English / Urdu. In case of any discrepancy between English and Telugu or between English and Urdu versions, English version shall be treated as final. If appropriate word for any English word is not found in Telugu/Urdu, it would be transliterated.
17. Candidate shall enroll with Biometric (fingerprint and photo) data during the examination, failing which his / her candidature will be invalidated. The Biometric data collected will be authenticated / verified at various stages during the recruitment process.
18. Correct/incorrect way of darkening/shading is shown in the table below for strict compliance.

S No.	Darkening of Circle	Response	Reason
1		Valid	Correct way of Darkening
2		Valid	Correct way of Darkening
3		Invalid	Darkening of circle is done partially
4		Invalid	Darkening of circle is done partially
5		Invalid	Darkening of circle is done partially
6		Invalid	Tick mark (✓) is not allowed and treated as partially darkened
7		Invalid	Cross mark (X) is not allowed and treated as partially darkened
8		Invalid	More than one circle darkened and (✓) and (X) are not permitted
9		Invalid	Darkening is done in more than one circle and also partial
10		Invalid	Treated as darkened in more than one circle
11		Invalid	Treated as darkened in more than one circle
12		Invalid	Darkening in a circle extended to another circle and treated as darkened in more than one circle
13		Invalid	Darkening is not done properly
14		Invalid	More than one circle Darkened
15		Invalid	One darkened circle is erased and other circle is darkened and treated as darkened more than one circle
16		Invalid	Circle is not completely bubbled

Note : (1) Response is Valid, if only darkened one circle properly. i.e. either 1 (or) 2 (or) 3 (or) 4 and if it is the correct answer, one mark will be awarded.
 (2) Even if candidate feels that there are two answers, only one circle should be darkened, which is nearest or closest to answer. If two or more circles are darkened, it will be treated as INVALID.

19. Example for writing the Question Paper Booklet (Q.P.B) Number and darkening appropriate circles for Q.P.B. Number of 350753.

1. Question Paper Booklet Number
(It is printed on your Question Paper Booklet)

3	5	0	7	5	3
0	0	●	0	0	0
1	1	1	1	1	1
2	2	2	2	2	2
●	3	3	3	3	●
4	4	4	4	4	4
5	●	5	5	●	5
6	6	6	6	6	6
7	7	7	●	7	7
8	8	8	8	8	8
9	9	9	9	9	9