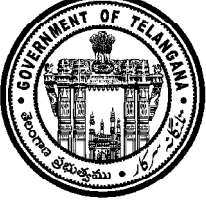




**Sri. K. Chandrashekhara Reddy**  
Hon'ble Chief Minister of Telangana





శ్రీమతి పి. సబితా ఇంద్రారెడ్డి

విద్యాశాఖామాత్యులు  
తెలంగాణ రాష్ట్రం

## సందేశం

ప్రియమైన తెలంగాణ సార్వత్రిక విద్యాపీఠం (టాస్)

విద్యాభ్యాసకులందరికీ శుభాభినందనలు.

“విద్యానామ నరస్యరూపం అధికం, ప్రచ్ఛన్నగుప్తం ధనం” అన్నారు పెద్దలు. విద్య మనిషికి నిజమైన అందాన్ని ఇస్తుంది. ఎప్పటికీ తరగని జ్ఞాన సంపదను ఇస్తుంది. శాస్త్రీయ దృక్పథాన్ని, జీవన నైపుణ్యాలను పెంపొందిస్తుంది. వ్యక్తిలోని అంతర్గత శక్తులను వెలికి తీసి వాటిని తన జీవన వికాసానికి, సమాజ శ్రేయస్సుకు ఎలా వినియోగించుకోవాలో మార్గదర్శనం చేస్తుంది. విద్యను అభ్యసించడం ప్రతి పౌరుడికీ రాజ్యాంగం కల్పించిన ప్రాథమిక హక్కు.

అందరికీ నాణ్యమైన విద్యను అందించాలనే సంకల్పంతో తెలంగాణ రాష్ట్ర ప్రభుత్వం విద్యారంగంలోకి తెచ్చింది. ‘మన ఊరు - మనబడి’ పేరుతో ప్రభుత్వ పాఠశాలలకు సకల సదుపాయాలు కల్పిస్తూ వాటి రూపురేఖల్ని మార్చింది. విద్యారంగం అభివృద్ధిపట్ల ప్రభుత్వానికి ఉన్న చిత్తశుద్ధికి ఇది తార్కాణం.

చదువు పట్ల ఆసక్తి ఉన్నప్పటికీ పేదరికం, ఆర్థిక సమస్యలు, వెనుకబాటుతనం వంటి తదితర కారణాలతో మధ్యలోనే బడి మానేసిన వారికి, ఉపాధికోసం చిన్న చిన్న పనులు చేస్తూ చదువుకోవాలనే ఆసక్తి కలిగిన వారికి ముఖ్యంగా మహిళలకు, చిన్న ఉద్యోగస్తులకు వారు పనులు చేసుకుంటూనే విద్యను అభ్యసించడానికి వీలుగా తెలంగాణ సార్వత్రిక విద్యాపీఠం (టాస్) 10వ తరగతి మరియు ఇంటర్మీడియట్ కోర్సులను అందిస్తోంది. ఈ విద్యాపీఠం ద్వారా ఆదివారాలలో, సెలవు దినాలలో విద్యను అభ్యసించిన అభ్యాసకులు తమ విద్యార్హతలను పెంచుకొని ఉన్నత విద్యలను అభ్యసిస్తున్నారు. చిన్న ఉద్యోగులు తమ ఉద్యోగాలలో ప్రమోషన్లు పొందారు. ఎంతోమంది వివిధ రంగాలలో రాణిస్తున్నారు.

‘అందరికీ విద్య’ అనే విస్తృత లక్ష్యంతో సార్వత్రిక విద్యాపీఠం (ఓపెన్ స్కూల్) చేస్తున్న కృషి ప్రశంసనీయం. వివిధ కారణాలతో చదువుకు దూరమైన తమ విద్యాహక్కును కోల్పోతున్న వారందరూ సార్వత్రిక విద్యాపీఠం అందిస్తున్న సదవకాశాన్ని వినియోగించుకొని నాణ్యమైన విద్యను పొందగలరు. తమ జీవన ప్రమాణాలను పెంచుకొని సమసమాజ స్థాపనలో, బంగారు తెలంగాణ నిర్మాణంలో భాగస్వాములు కాగలరని ఆకాంక్షిస్తున్నాను.

అభినందనలతో...

శ్రీమతి పి. సబితా ఇంద్రారెడ్డి

విద్యాశాఖామాత్యులు



## PROSPECTUS 2023-24



# Reasons to Make Open Schooling Your Choice

## 1. Freedom To Learn

With a motto to 'reach out and reach all', Telangana Open School follows the principle of freedom to learn i.e., what to learn, when to learn, how to learn, learning to learn, relearn, and when to appear for the examination is decided by you. There is no restriction of time, place, and pace of learning.

## 2. Flexibility

The Telangana Open School provides flexibility with respect to:

- 1 **Choice of Subject:** You can choose subject of your choice from the given list keeping in view the criteria.
- 1 **Admission:** You can take admission through Accredited Institutions, abbreviated as AIs (Study Centers). Science learners should take admission in Science Junior Colleges only.
- 1 **Examination:** Telangana Open School Public Examinations are held twice a year. Nine examination chances are offered in five years. You have to appear for your first examination only after completion of the first academic year of your admission.

## 3. Relevance

The Telangana Open School courses and programs are functional and useful in daily life and also they set the pathway for further studies in both academic and vocational streams.

## 4. Transfer of Credit

The Telangana Open School acknowledges previous knowledge of learners who passed in certain subjects by allowing the Transfer of Credit up to Two subjects passed from the Board of Secondary Education/Board of Intermediate Education, other State Open Schools/NIOS recognized by COBSE in India. Details are given in Section 2.3.

## 5. Recognized Quality Education

The Open School takes conscious steps to provide quality education. The Govt. has vested authority with Telangana Open School to conduct SSC/ Intermediate Public Examinations and issue pass certificate which is equivalent to the SSC/ Intermediate of Formal Boards vide G.O. Rt. No. 723, School Education (Budget- SSA) Dept., dt: 27.09.2008. (SSC Course) and G.O. Ms. No. 170, Higher Education (I.E-II) Dept., dt: 04.09.2012 (Intermediate Course)



## PROSPECTUS 2023-24



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- Appendix A : Application form for Admission to SSC(Open School)
- Appendix B : Application form for Admission to Intermediate (Open School)



## Learner's Responsibilities: at a Glance

1. **Read the instructions given in the prospectus carefully before filling the Specimen Copy of Admission application. First Fill the Specimen copy of the Admission application copy printed in the Prospectus carefully, then submit all details in the On-line application after satisfying the correctness of the details and other eligible conditions.**
2. The Learners shall note that the Admission fee will be collected based on their Aadhar number and Mobile number. The admission fee will not be accepted again on the same Aadhar number and Mobile Number for another application. The Aadhar Number will be printed on their pass certificate.
3. All stages of application submission, fee payment, and admission confirmation will be done ONLINE only. No other procedure is allowed in this regard.
4. Do not leave any column or row blank in the application Form for Admission.
5. Do submit the Application Form for Admission with the supporting documents.
6. **DATE OF BIRTH ONCE GIVEN IN THE ADMISSION FORM WILL NOT BE CHANGED FOR ANY REASON.**
7. Do not get influenced by unauthorized agencies who falsely guarantee your success.
8. Do not pay an extra amount for admission or examination over and above the prescribed fee as mentioned in the PROSPECTUS.
9. Do attend the 30 Personal Contact Programmes(PCPs) in each subject which Accredited Institutions will provide on a compulsory basis for a year.
10. Do not forget to submit all three Tutor Marked Assignments (TMAs) in each subject (wherever applicable) as you may not be permitted to write the Public Examination and/or your result may be declared as "INCOMPLETE" without submission of TMAs in a proper manner.
11. Do not indulge in any unfair means such as copying, impersonation, etc.,

**A learner, seeking admission for Telangana Open School courses during 2023-24, can appear first time only in April/May, 2024 Public Examination. The pass Outs of SSC March/May,2023 seeking admission into Intermediate are eligible to write only 1-4 Exams in April/May, 2024 Public Examinations.**

12. Whenever you communicate with Open School, please do not forget to mention your name, enrolment number, and full address.
13. **NO PROVISION TO CHANGE MEDIUM, SUBJECTS, AND GROUP ONCE PRINTED ON HALL TICKETS.**
14. **NO ONE IS AUTHORIZED TO CHANGE THE DATE OF BIRTH PRINTED ON HALL TICKETS/ EXTRACT NOMINAL ROLLS / CENTER NOMINAL ROLLS.**





# 1. Telangana Open Schooling System with a Difference

The Open School Society provides educational opportunities to persons like you who wish to study further and qualify for a better tomorrow. The Mission of Telangana Open School is to provide education to all with special concern for girls and women, rural youth, working men and women, SCs, STs, BCs minorities, differently abled persons, disadvantaged persons, and others who for one reason or another could not continue their education up to Class X with the formal system; It is offering SSC course from the year 2008-09 and operates through a network of 33 district offices under the control of the DEOs of the respective Districts and about 900 SSC & 932 Intermediate effective Accredited Institutions (AIs) and Approved Vocational Institutions (AVIs) commonly known as Study Centers in Telangana. Admission is made through these AIs. From 2010-11, Open School started an Intermediate course also.

## 1.1 Features and Flexibilities

- i. **Age Limit:** There is no upper age limit for admission. However, the minimum age for enrolment for Secondary Course (SSC) is 14 years completed as of 31st August of the year of admission.
- ii. **For Intermediate it is 15 years completed as of 31st August of the year of admission.**
- iii. **Choice in Medium of Instruction:** SSC and Intermediate course is offered in Telugu, English, Urdu and Hindi media.
- iv. **Choice of Subjects:** You can choose any subject combination from the Group lists of subjects offered as per the criteria given in the Scheme of Studies

## 1.2. English subject in Group-A is mandatory for the Intermediate course.

- 1.3. If you wish to use the SSC certificate for higher studies; it is in your own interest that you keep in mind the requirements of the Board you wish to join after passing the Secondary Course.

For example, the Board of Intermediate Education requires a specific subject combination for **admission to the Junior Colleges affiliated with it i.e., one Indian Language, English, Mathematics, General Science, and Social Studies.** In such a case, you are required to choose the subjects of study accordingly.



## PROSPECTUS 2023-24

**For joining in Intermediate (Science subject combination) of Telangana Open School one should have studied the above subjects at the SSC level.**

- 1.4 Combination of Academic and Vocational Courses:** In order to make the course more meaningful, a number of Vocational subjects are also offered in combination with academic subjects at SSC/ Intermediate level (Refer Table 1).
- 1.5 Continuous Assessment:** During your course of study, you can know your progress through Tutor Marked Assignments (TMAs: Total 3 per subject). Submission of all TMAs in each subject is compulsory, otherwise, you may not be permitted for the Public Examination, and/or your result may be declared as “INCOMPLETE”.
- 1.6 Flexible Scheme of Examination:** Public Examinations are held twice in a year. Nine examination chances are offered for a learner in five years. Learners have to appear for the first examination only after completion of the first academic year of their admission. Thereafter, you are permitted to appear in every half-year public examination (Supplementary Examination) during the remaining four-year registration period. Normally, public examinations in a year will be held in April/ May and October / November tentatively. Learners admitted to Intermediate courses must ensure that for the purpose of obtaining a certificate in Intermediate course, a two-year gap is essential from the year of passing the SSC examination. If a candidate seeking admission again within five years of his/ her admission is deemed to be cancelled for both SSC / Intermediate.
- 1.7 Credit Accumulation:** You can choose to appear in any one or more subjects in any examination and earn credits which will be accumulated till all five subjects required for certification are successfully completed within the period of 5 years of registration.
- 1.8 Transfer of Credit:** You can avail of the facility of Transfer of Credit (TOC) to a maximum of two subjects passed from other Boards of Secondary Education/ Board of Intermediate Education, recognized by COBSE, provided those subjects are also available in Open Schools scheme of studies. TOC is permitted as per the conditions given in section 2.4.
- 1.9 Validity of Admission:** Your admission is valid for five years from the date of Registration. For Public Examination at SSC / Intermediate level, you may take nine or less than nine chances to successfully complete the course during this period.



**1.10 SSC/Intermediate Certificate Holders of other Boards should not enroll once again for SSC/Intermediate of Telangana Open School:**

Persons who have already passed SSC/Intermediate from any other Board of Secondary Education/Intermediate Education of Telangana or from other states should not enroll for SSC/Intermediate Course of Telangana Open School for any reason. On the contrary, if anyone enrolls and passes SSC/Intermediate from Open School suppressing the information that they have already passed SSC/Intermediate from another Board, their SSC/Intermediate pass certificates will be cancelled.

**1.11 SSC Scheme of Studies**

The Scheme of Studies for the Secondary Course is shown in Table-1 under this section. For obtaining an SSC pass certificate, you are required to pass in a minimum of five subjects including two languages from Group A and three subjects from Group B. You can opt for one Vocational subject, from Group C. To simplify further, the choice of subjects can be done as follows.

To simplify further, the choice of subjects can be done as follows.

**Table-1: (A) SSC Scheme of Studies for Academic and Vocational Courses**  
**Classification of Subjects**

<b>GROUP – A ( Select any 2 Languages only)</b>	<b>GROUP – B ( Select any 1 subject each combination of subjects )</b>	<b>GROUP – C</b>
201 Hindi 202-English 204-Marathi 205-Telugu 206-Urdu 208-Kannada 237-Tamil	<b>Combination 1-</b> Mathematics(211) / Indian Culture & Heritage (223)/ Business Studies(215).  <b>Combination 2-</b> Science & Technology (212)/ Home Science(216)  <b>Combination 3-</b> Social Studies ( 213)/ Psychology(222)/ Economics(214)	822 Tailoring, Designing & Dress Making 841-Cell Phone Mechanism 842-Electrician and house wiring 844-Welding 845-Masonry 846-Carpentry 851-Computer Course 853-Pre-School Teacher Training 863--Automobile Mechanism 870-Beautician & Health Care

**NOTE: GROUP CHANGE WILL NOT BE PERMITTED AFTER CONFIRMATION OF ADMISSIONS**



## PROSPECTUS 2023-24

### 1.12 Intermediate Scheme of Studies.

- i. The Scheme of Studies for the **Intermediate** Course is shown in Table-1 under this section. For obtaining an Intermediate pass certificate, you are required to pass in a minimum of five subjects including one or a maximum of two languages from Group A' and a minimum of three subjects from Group B'. You can opt (if you like) one Vocational subject, from Group C.
- ii. If the Learner wishes to pursue further higher courses with TOSS Intermediate Certificate, it is advisable for Learner before taking admission in TOSS to verify subject requirements in Higher Courses with reference to the courses available in TOSS. The Entry Requirements of Certain Universities in Telangana for certain Degree / Professional courses are given here under

### 1.3 Guidelines for learners who want to study Higher Courses:

- i) Eligibility criteria for Admission into **Engineering Courses** - a pass in an Intermediate course with Maths, Physics, Chemistry, and English as the subjects.
- ii) Eligibility criteria for **Medical, Agriculture and Veterinary courses** - a pass in Intermediate course with Biology, Physics and Chemistry, English subjects.
- iii) Eligibility criteria for Admission into **B.A./B.Com/B.B.M/B.Sc./B.Sc. (Home Science) Courses**- As per existing norms, the qualifying examination for admission to any of the various degree courses is pass in Intermediate Public Examination held by any recognized Board of Intermediate Education / Sr. Secondary or its equivalent examination.
- iv) Eligibility Criteria for **D.Ed (Diploma in Education)** a Pass in Intermediate course with 45% Marks in aggregate (40% in case of SC/ST) (refer to the latest NCTE guidelines).
- v) **Admissions to various Degree courses will be made on the basis of the fulfillment of the following conditions:**



a. **B.Sc. Course:** Candidates who opt for any combination of group subjects in the B.Sc. course should have studied at least two subjects of the group in the qualifying subjects studied in the qualifying examination. They must have at least two subjects in common. However, in the case of group combinations with Mathematics in the B.Sc. course, the candidates should necessarily have studied Mathematics as one of the group subjects in the qualifying examination.

**b. Other Combinations in B.Sc Course:**

Group subjects in B.Sc. Course	Group Subjects in (Qualifying Examination) Intermediate
a) Maths, Physics and Chemistry	Maths, Physical Sciences
b) Maths, PPhysics and Electronics	Maths, Physical Sciences
c) Maths, Physics & Comp Sci.	Maths, Physics and Comp. Sci.or Maths, Physical Sciences
d) Maths, Stat, & Comp. Sci.	Maths, Physics and Comp. Sci. or Maths, Physical Sciences or Maths, Eco., and Commerce
e) Maths, Physics and Geology	Maths, Physical Sciences
f) Physics, Chem. & Geology	Biological Sciences and Physical Sciences or Maths, Physical Sciences
g) Chemistry, Botany & Zoology	Biological Sciences and Physical Sciences
h) Chem. Zoology & Fisheries	Biological Sciences and Physical Sciences
i) Chem. Botany and Geology	Biological Sciences and Physical Sciences
j) Chem. Zoology and Geology	Biological Sciences and Physical Sciences
k) Chem. Botany & Agriculture	Biological Sciences and Physical Sciences
l) B.Sc. Home Science	First preference Inter Home Sci. or Biological Science and Physical sciences
m) Micro-Biology, Bio-chem, and Aquaculture	+2 Course with Biology and Physical Sciences or any equivalent qualification
n) Botany, Genetics & Chemistry	+2 Course with Biology and Physical Science or any equivalent qualification
o) Micro-Biology, Bio-Chem., and Applied Nutrition & Public Health	a) Intermediate course with Bi.P.C b) +2 course with Bi.P.C c) P.U.C with Bi.P.C



## PROSPECTUS 2023-24

**Table 1 : (B) Intermediate Scheme of Studies for Academic and Vocational Courses  
Group-wise classification of subjects with Code Nos.**

Code Subject Group 'A'	Code Subject Group 'B'	Code Subject Group 'C'
301 Hindi	311 Mathematics	332 Painting *
302 English - Compulsory	312 Physics *	404 Early Childhood Care & Education *
305 Telugu	313 Chemistry *	426 Apparel Fashion Designing *
306 Urdu	314 Biology *	430 Computer Science *
310 Arabic	315 History	460 Hotel Front Office Operation *
	316 Geography	462 Soil and Fertilizer Management *
	317 Political Science/ (Civics)	
	318 Economics	
	319 Commerce/ Business Studies	
	320 Accountancy	
	321 Home Science *	
	328 Psychology	
	331 Sociology	
	335 Mass Communication	

**Note :**

- 1) Subjects with Asterisk ( \* ) have theory as well as practical work.



The popular subject combinations in the Intermediate course are

S.No.	Group	Language-1	Language-2 (Select Only One Language)	Optional-1	Optional-2	Optional-3	
1	MPC	English (302) (Compulsory Language For All Courses)	Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Mathematics (311)	Physics (312) ( * )	Chemistry (313) ( * )	
2	BI.PC		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Biology (314) ( * )	Physics (312) ( * )	Chemistry (313) ( * )	
3	CEC		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Commerce/ Business Studies(319)	Economics (318)	Political Science(317) (Civics)	
4	HEC		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	History (315)	Economics (318)	Political Science(317) (Civics)	
5	MEC		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Mathematics (311)	Economics (318)	Commerce/ Business Studies (319) Accountancy (320)	
6	OTHER SUBJECTS GROUP		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Home Science (321) ( * ) /Mass Communication (335) (Select Only One Subject )	Psychology (328)	Sociology (331) / Geography (316) (Select Only One Subject )	
7	M.BI.PC		Telugu(305)/Urdu(306)/Hindi(301)/Arabic(310)	Mathematics (311)	Biology (314) ( * )	Physics (312) ( * )	Chemistry (313) ( * )

**Note:**

- i. **GROUP CHANGE WILL NOT BE PERMITTED AFTER CONFIRMATION OF ADMISSION**
- ii. Subjects with Asterisk ( \* ) have a theory as well as practical work.
- iii. **INTRODUCING REVISED TEXTBOOKS FOR NON-LANGUAGES SUBJECTS FROM THE ACADEMIC YEAR 2023-2024. THE E-TEXTBOOKS ARE READILY AVAILABLE ON THE TOSS WEBSITE. THE LEARNER CAN DOWNLOAD FROM THE WEBSITE FREELY.**



## 2. Admissions 2023-24

### 2.1 Procedure for Admission

- i. **Aadhar Number & Mobile Number:** The learner has to enter the correct Aadhar Number in the application. One Aadhar number is only allowed for one application.
- ii. The candidates who passed the SSC/Secondary course and Intermediate/XII Class failed candidates of other Boards can join in Intermediate.
- iii. Maximum of 200 learners can be admitted to an Accredited Institution (AI) for SSC and Intermediate, respectively. Enrolment shall be made on a first come first serve basis.
- iv. Science candidates should take admitted to Science Jr. Colleges only. The maximum intake of learners is 80 for science subject combinations.
- v. Admission of learners will be made through Accredited Institutions (AIs). Admission is open to one and all. The Schedule for admissions for the Academic year 2023-24 is as follows:

Sl. No.	Item	Dates
1.	Admission Notification	10-07-2023
2.	Issue of Prospectus cum Application Form	10-07-2023
3.	a) With Prescribed fee	10-07-2023 to 10-08-2023
	b) With Prescribed fee and Late Fee	11-08-2023 to 31-08-2023
	Dates of submission / of uploading of application through TOSS Website / Mee-Seva / TS Online	10-07-2023

- vi. The prescribed fee structure for admission is given in Section 2.5. The admissions will be made based on the intake capacity of the Accredited Institution.
- vii. Obtain a prospectus from your choice of AI.
- viii. Read the instructions given in the prospectus carefully before filling the Specimen Copy of Admission application. First Fill the Specimen copy of the Admission application copy printed in the Prospectus carefully, then submit all details in the On-line application after satisfying the correctness of the details and other eligible conditions.
- ix. Candidate's Name , Father Name & Mother Name: At the time of admission, the learner has to enter their full name, Father Name & Mother Name, including their Sur Name, as recorded in the SSC Memo/T.C/ Record Sheet/Date of Birth Certificate. If the learner is a married woman, the Sur Name of the Father has to be entered in the admission form. If Mother's Name is not recorded in the prescribed certificates, then learners have to enter Mother's Name as per the Aadhar/Ration Card with sufficient care and without mistakes.





- x. Guardian Name: If the learner is under the care of a Guardian and wishes to enter Guardian's Name, then he/she has to upload/submit a concerned certificate issued by a competent authority/certificate issued by the Women and Child and Welfare Department.
- xi. Candidate's Photo and Signature: The learner has to upload the latest and clear Passport-size, colour Photo with white background **(size between 50 kb to 100 kb in jpg, jpeg, png format ) , and a Signature (size between (30 kb to 50 kb in jpg, jpeg, png format)** on white background. Both photo and signature must be uploaded as a separate image in the ONLINE application. The signature should not be made on the photograph. **Learners will have to take responsibility for unclear uploads.**
- xii. Sex: Male/Female/Transgender column has to be entered into the application. In the case of transgender, the certificate issued by the District Medical Board has to be uploaded/submitted along with the application.
- xiii. Identification Marks: Two visible identification marks have to be entered into the application.
- xiv. Fill the Specimen copy of the application and get it certified by the A.I. Coordinator and submit it through On-Line at " www.telanganaopenschool.org or TSONline / MeeSeva centers in person by paying the requisite fee.
- xv. One printout copy of the On-Line registered application along with relevant enclosures should be submitted to the A.I. Coordinator for confirmation of admission **WITHIN 10 WORKING DAYS.** The other copy should be kept with you for future correspondence.
- xvi. The AI Coordinator shall scrutinize the ON-LINE application with reference to the Original Certificates and ON-LINE data available in the AI Logins. If any corrections are to be made in the ONLINE application, the AI Coordinator shall carry out corrections and shall confirm the application at his/her level. Once confirmed the application, further editing will not be possible. After confirmation of the application the AI Coordinator shall keep in safe custody of the printout of the application along with all copies of enclosures. The original certificates can be returned to the learner. The AI coordinator will register all details in the admission register and other corresponding registers, like PCP Attendance registers, TMA register, examination register etc .
- xvii. **The signed ONLINE printout copy of the learners' application will only be accepted and other handwritten applications will not be accepted.**
- xviii. **The Learners shall note that mere confirmation of application at AI shall not entail the Admission.** Final confirmation of the admission has to be made by the District/ State authorities, duly verifying all the details and certificates submitted by the Learner.
- xix. The District/State authorities have the right either to correct the details of the learner as per the certificates submitted and to confirm or to cancel the admission without prior notice. If found any irregularities/incorrectness / insufficient/false details of the certificates submitted, the application will be rejected.
- xx. **Once admission is confirmed under a particular stream( group / Medium), the learner cannot change the Stream of admission for the remaining period.**
- xxi. **CORRECTION IN THE ADMISSION RECORDS : Correction in the admission records of the learner will be considered prior to appear in the first attempt**



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**for examination upon submitting supporting documents to the Director TOSS through DEO concerned duly enclosing the required fee (DD in favour of Director TOSS). However, it is desired that correction, if any, may be requested before the issue of a Hall Ticket for appearing in the examination (first attempt) so that Pass Certificates are issue with the correct details. No request for correction will be accepted after 3 years from the date of registration.**

xxii. If any admission is rejected for any reason, the fees paid shall not be refunded or adjusted to other applicants under any circumstances. The learners will be held responsible for the proper submission of the application along with enclosures.

xxiii. Learners can download e-self learning material from Toss website [www.telanganaopenschool.org](http://www.telanganaopenschool.org).

### 2.2 (a) Entry Requirements at SSC:

Table-2 (A)

Requirement	SSC
(i) Minimum age supporting documents	At the time of admission, the learner has to enter the correct Date of Birth as recorded in T.C/ Record Sheet/Date of birth certificate and upload/ submit the concerned document. Corrections in DOB are not entertained at a later stage, hence care should be taken. DOB : 14 years as on 31st August, 2023 i. Supporting documents for DOB: a. Transfer Certificate/Record Sheet (with two attested Xerox copies) showing the applicant's date of birth, issued by the last school attended by the applicant. In the case of Govt. schools, the transfer certificate/ school leaving certificate should be signed by the Head of the institution while in the case of Private schools, it should also be countersigned by the competent education authority of Govt. i.e., MEO / Dy. E.O/District Educational Officer. (OR) b. Birth Certificate issued by Municipal Authority /District office of the Registrar of Births and Deaths /Tahsildar (with two attested Xerox copies) Concerned.
(ii) Minimum educational qualifications	NIL (i) However, a candidate may submit a self declaration that he/she has sufficient knowledge and is capable of studying class X. (ii) If a candidate has studied certain classes in a school he/She has to produce T.C/Record Sheet to that effect.
(iii) Proof of residence	To be furnished from Tahasildar /Competent Municipal Authority concerned in case of learners from other States/Country.

#### NOTE:

- i) **DATE OF BIRTH ONCE GIVEN IN THE ONLINE ADMISSION APPLICATION FORM WILL NOT BE CHANGED FOR ANY REASON.**
- ii) **The AI Coordinators are not Authorized to issue Migration Certificate For SSC & Intermediate Courses**



**2.2 (b) Entry Requirements at Intermediate Level:**

**Table 2 (B):**

Requirement	Intermediate Course
(i) Minimum age supporting documents	15 years as on <b>31<sup>st</sup> August 2023</b> of the year of registration. Original copy of the Certificate of Matriculation/ Secondary Examination having a record of the Date of Birth along with Two attested Xerox copies.
(ii) Minimum educational qualifications	Pass in S.S.C from a recognized board. (*)
(iii) Proof of residence in Telangana	If Passed SSC from another State/Country proof of Residence should be enclosed in the case of learners from other States/ Country.

**(\*) List of Recognized Boards:**

**The candidates who passed SSC Examination from the Boards recognized by COBSE as mentioned in Table 2.3 are only eligible to join in Intermediate Course:**



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### 2.3 LIST OF RECOGNIZED BOARDS / COUNCILS / OPEN SCHOOLS

Sl. No.	Council of Boards and Recognized Boards
1	Board of Intermediate Education, VidyaBhavan, Nampally, Hyderabad
2	Board of Secondary Education, Chappel Road, Nampally, Hyderabad
3	T.S. Open School Society, Government of Telangana, Opp. L. B. Stadium 'E' Gate, S.C.E.R.T Campus, III Floor, Basheerbagh, Hyderabad
4	Assam Higher Secondary Education Council, Bamunimaidam, Guwahati
5	Board of Secondary Education, ASSAM
6	Bihar School Examination Board, Budh Marg, Patna
7	Bihar Board of Open Schooling & Examination, Chanakya National Law University Campus, Nyay Nagar, Mithapur, Patna
8	Bihar State Madrasa Education Board, 5, Vidyapati Marg, Patna
9	Bihar Sanskrit Shiksha Board, 414 F, Govindayan, East Boaring Canal Road, Patna
10	Banashtali Vidyapith, P.O. Banasthali, Vidyapith
11	Central Board of Secondary Education, 2, Community Centre, Shiksha Kendra, PreetVihar, Delhi
12	Chattisgarh Board of Secondary Education, Pension Bada, Raipur
13	Chattisgarh State Open School, Pension Bada, Raipur
14	Chattisgarh Sanskrit Board, Pension Bada, Raipur
15	Chattisgarh Madrasa Board, A-55, Street No. 4, Katara Talab, (C.G), Raipur
16	Council of the Indian School Certificate Examinations, Plot No.35 & 36, M.B. Road, Sector VI, PushpVihar, Saket, New Delhi
17	Dayalbagh Educational Institute (Deemed University), Dayalbagh, Agra
18	Goa Board of Secondary and Higher Secondary Education, Alto Betim, Berdez, Goa
19	Gujarat Secondary & Higher Secondary Education Board, Sector 10-B, Near Old Sachivalaya, Gandhinagar
20	Board of School Education, Haryana, Hansi Road, Bhiwani
21	H.P. Board of School Education, GyanaLok Parisar, Civil Lines, Dharmasala, Kangra
22	J & K State Board of School Education, Rehari Colony, Jammu (Nov to April), New Campus Bemina, Bye Pass, Srinagar (May to Oct)
23	Jharkand Academic Council, Ranchi, Gyandeep Campus, Bargawan, Namkum, Ranchi
24	Government of Karnataka, Deptt. Of Pre-University Education, 18th Cross, Sampige Road, Malleswaram, Bangalore
25	Karnataka Secondary Education Examination Board, 6th Cross, Malleswaram, Bangalore
26	Kerala Board of Public Examination Pareeksha Bhawan, Poojapura, Thiruvananthapuram
27	Kerala Board of Higher Secondary Examination, Housing Board Buildings, Santhi Nagar, Thiruvananthapuram
28	Maharashtra State Board of Secondary and Higher Secondary Education, S.R. No. - 832-A, Final Plot No-178,179, Near Balchitrawani, Behind Agharkar Research Institute, Bhamburda, Shivajinagar, Pune
29	Board of Secondary Education, Shivaji Nagar, Bhopal, Madhya Pradesh
30	M.P. State Open School, School Education Department, Govt. of M.P., Shivajinagar, Bhopal
31	Maharishi Patanjali Sanskrit Sansthan, Tulsinagar, Bhopal, Madhya Pradesh
32	Board of Secondary Education, Babupara, Imphal, Manipur
33	Council of Higher Secondary Education, Babupara, Imphal, Manipur
34	Meghalaya Board of School Education, West Garo Hills, Tura, Meghalaya
35	Mizoram Board of School Education, Chaltlang, P.O. Ramhlan, Aizwal
36	Nagaland Board of School Education, Post Box. 613, Kohima
37	National Institute of Open Schooling, A-24-25, Insitutional Area, Sector-62, NOIDA
38	Council of Higher Secondary Education, Orissa, C-2 Prajnapiitha, Samantapur, Bhubaneswar
39	Board of Secondary Education, Bajrakabati Road, Cuttack
40	Punjab School Education Board, VidyaBhawan, SAS Nagar Phase-8, Mohali
41	Board of Secondary Education, Jaipur Road, Ajmer, Rajasthan
42	Rajasthan State Open School, 2-2 A, JhalanaDoongri, Jaipur
43	State Board of School Examinations & Board of Higher Secondary Examinations, Directorate of Govt. Examinations, College Road, Chennai
44	Tripura Board of Secondary Education, P.N. Complex, GurkhaBasti, P.O. Kunjaban, Agartala, Tripura West
45	U.P. Board of High School & Intermediate Education, Allahabad
46	U.P. Sec. Sanskrit Education Council, Sanskrit Bhawan, 2 Shahmeena Road, Lucknow
47	Board of School Education, Uttarakhand, Ram Nagar, Nainital
48	West Bengal Board of Secondary Education, Nivedita Bhawan, Block DJ-8, Sect.III, Vidhan Nagar, Kolkatta
49	W.B. Council of Higher Secondary Education, Vidyasagar Bhavan, 9/2, D.J. Block, Sector-II, Salt Lake, Kolkatta
50	West Bengal Board of Primary Education, Acharya Prafulla Chandra Bhavan, DK 7/1, Sector-2, Salt Lake City, Kolkatta
51	West Bengal Board of Madrasah Education, Begum Rokaiya Bhavan, 19 Haji Md. Mohan Square, Kolkatta
52	West Bengal Council of Rabindra Open Schooling, Bikash Bhavan (2nd Floor) East Block, Salt Lake, Kolkatta
53	A.P. Open School Society, Government of Andhra Pradesh, Opp. L. B. Stadium 'E' Gate, S.C.E.R.T Campus, III Floor, Basheerbagh, Hyderabad



### 2.4 (a) Transfer of Credit (TOC) for SSC

Students of the Boards of Secondary Education recognized by COBSE who have passed in at least one subject, but have not qualified in the course, may seek admission in Open School using the facility of TOC.

You will have the option to get the credit transferred to a maximum of two subjects, provided these subjects are passed with 35% in the last five years (i.e. Passed during 2019 or later). And provided these 1 or 2 subjects under TOC are also available in Open School scheme of studies and the scheme of examination. **Further, it is clarified that a Second Language of Hindi with a regular SSC certificate who studied as a Second Language of A.P/Telangana is not eligible to be transferred under TOC.**

You will have to give full details of the TOC subjects and marks obtained at the time of admission while attaching the original marks sheet issued by the respective boards. If claiming TOC, you will have to pay the requisite fee of an amount of Rs.200/- per subject under transfer of credits at the time of **admission**.

Note: In case of claiming TOC, the learners should opt for the same medium of study, in which he/she had already passed.

### 2.4 (b) Transfer of Credit (TOC) for Intermediate course:

Senior Secondary Board students of the Recognized Boards of Intermediate / Senior Secondary Education who have passed in at least one subject, but have not become qualified in the course, may seek admission in Intermediate course using facility of TOC, up to a limit of 2 subjects provided he/she has to pass in these subjects both in 1st and 2nd year. These subjects are passed with 35% in the last five years (i.e. Passed during 2019 or later) and these 1 or 2 subjects under TOC **are also available in the Open School scheme of studies and the scheme of examination**. If the Learner is eligible for TOC (1 or 2 subjects, She/he can choose the remaining 3 or 4 subjects of study in the Intermediate (TOSS) course. You can also choose to study 6th subject if you like. In case of claiming TOC in subjects having practicals, you should have passed the examination in theory as well as in practicals.

**You will have to give full details of the TOC subjects and marks obtained at the time of admission while attaching the original marks sheet issued by the respective boards to the concerned AI coordinator who in turn must submit to the TOSS through DEO/DC immediately after confirmation of the Admission. The failed Memos submitted at a later stage will not be entertained under any circumstances.**



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If claiming TOC, you will have to pay requisite fee of an amount of **Rs.300/-** per subject under Transfer of Credits at the time of **admission** as also prescribed in Table 3 (B).

**Note:** In case of claiming TOC, the learners should opt for the same medium of study, in which he/she had already passed.

### 2.5 (a) Fee Structure for SSC Admission

Admission fee payable for Secondary course/SSC is given in Table-3 (A) below. Do not pay any additional amount of money for admission other than specified.

**Table-3 (A)**

Course	General Category (Male)	SC/ST/BC/ Minorities/Ex-Servicemen / Category differently abled persons, Transgenders, and Women of all categories
SSC		
(a) Registration Fee	Rs. 150/-	Rs. 150/-
(b) Admission Fee		
(i) Up to 5 subjects	Rs. 1400/-	Rs. 1000/-
(ii) for additional subject	Rs. 200/-	Rs. 200/-

#### Late Fee:

During the stipulated period of late fee, a late fee of Rs. 100/- is to be paid in addition to above admission fee given in the Table-3 (A).

### 2.5 (b) Fee Structure for Intermediate Admission

Admission fee payable for the Intermediate course is given in Table-3(B) below. Do not pay any additional amount of money for admission other than specified.

**Table 3 (B)**

Course	General Category (Male)	SC/ST/BC/ Minorities/Ex-Servicemen / Category differently abled persons, Transgenders, and Women of all categories
(a) Intermediate Registration Fee	Rs. 300/-	Rs. 300/-
(b) Admission fee		
(i) Up to five subjects	Rs. 1500/-	Rs. 1200/-
(ii) For additional Subject	Rs. 300/- per subject	Rs. 300/- per subject



**Late Fee:**

During the stipulated period of late fee, a late fee of Rs. 200/- is to be paid in addition to the above admission fee given in Table 3 (B).

- NOTE:**
- i. Fee once paid will not be refunded or adjusted under any circumstances.
  - ii. For claiming fee concession under SC/ST/BC/ Minorities/Transgenders/Ex-Servicemen and differently-abled persons, the candidate should enclose supporting documents at the time of admission as per the rules given.
  - iii. The above admission fee includes the cost of study materials, personal contact program, identity card etc.

**Supporting Documents required from the Concessional Categories claiming fee Concession For SSC/Intermediate**

Category	Supporting Documents required
(i) SC,ST,BC, Minorities	<input type="checkbox"/> This should be issued by Tahasildar or RDO concerned but not by any other person. It is to be in the prescribed form of integrated certificate covering Community, Age, Nativity and Residence.
(ii) Differently-abled persons (PH) Transgenders	<input type="checkbox"/> It should be from the Medical Board concerned.
(iii) Ex-Servicemen	<input type="checkbox"/> It should be from the District Sainik Welfare Officer

**2.6 How to pay Admission Fee**

The required admission fee should be paid through [www.telanganaopenschool.org](http://www.telanganaopenschool.org) or TSONline /MeeSeva centers and submit the receipt to the AI coordinator at the chosen study center. Please keep a copy of the registered Online Application form and fee payment receipt for future reference.

**2.7.1 Admission Process and ON-LINE Registration**

Go through the Prospectus thoroughly. After satisfying the eligibility criteria, fill in Two sets of Specimen Copy of Application (Original and Duplicate) forms (Prospectus at Appendix-A or B). After scrutinizing the Specimen copies of Application thoroughly, the AI Coordinator shall attest to Specimen copy Applications with signature and seal.



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### i. **Learner need not have to pay any amount at AI Centre.**

Take a Duplicate copy of the Specimen copy of the Application attested by AI concerned to the 'T.S online' centre or TOSS website, pay the Registration cum Admission Fee, and upload all the details and documents in the ON-LINE. For utilizing TS online you will have to pay Rs. 25/- additionally as user charges apart from admission fees.

For claiming privileges under the PH category, the learners should submit PH certificate (SADERAM Certificate) Xerox copy attested by the Gazetted officer to the AI coordinator who in turn submits the same to the DEO for onward transmission to the Director, TOSS. PH certificates submitted at a later stage will not be entertained.

- ii. The PH candidates claiming language exemption under Group-A subjects should clearly indicate the Language code and language in the space available in the prescribed format available with the AI coordinator. This will be entertained at the time of admission only and such claims at a later stage will not be entertained in any circumstances.
- iii. The Mee-Seva/TSOnline center shall give you a Printout copy of the ON-LINE registered Application along with the Fee receipt. Keep them with you for future reference.
- iv. Two copies of (Original + Xerox) Online Application along with enclosures i.e Proof of Date of Birth, Educational Qualification, Integrated Caste Certificate, Residence Certificate, Disability Certificate etc. shall be submitted to the AI Coordinator within Seven working days.
- v. The AI Coordinator shall carry out corrections, if any in ON-LINE Online Application as per enclosures at first instance.
- vi. ON-LINE Registration of Application does not give any guarantee of Admission.
- vii. AI Coordinator should submit the ON-LINE Registered Applications within the time prescribed by the TOSS along with enclosures to the District Level Committee.
- viii. The Admission Committee constituted at the DEO office under the Chairmanship of the DEO shall scrutinize all hard copies of Online Applications received from AI Coordinators concerned within the stipulated period based on the documents enclosed and confirm eligible admissions online.
- ix. The Incomplete Online Applications without sufficient information /documents, without a proper/clear /required size of Photo, Signature shall summarily be rejected.
- x. The Admission Fee once paid will not be refunded.
- xi. Learners can download e-Self Learning material from TOSS Website.

### **Cancellation of admission**

Your admission will be cancelled:

- a. If the admission form is incomplete,
- b. If the required amount of fee is not paid.
- c. If the supporting documents are not completely submitted.
- d. If documents enclosed are false,
- e. If the minimum age criteria are not fulfilled,
- f. If incorrect or wrong information is given,
- g. If Double admission is taken,





- h. If the candidate is having admitted in Intermediate for the previous five years
- i. If the Photo and Signature are not clear
- j. If the wrong Aadhar number is provided in the application.
- k. If the wrong mobile number is provided in the application.
- l. If the Communication address is incorrect.

**Note:** Admission once cancelled will not be re-considered and the fee paid will not be refunded under any circumstances. In case of submission of false documents/false information, action as per rules will also be initiated against the concerned

### 2.7.2: SSC & Intermediate Confirmation of Admission

- i. Admission to a particular course initially confirmed by the District Level Committee. The State Telangana Open School Society will allot online admission numbers based on the online confirmation provided by the District Level Committee. If any discrepancy is noticed at any stage of admission/course the admission will be cancelled and the result will not be declared even if appeared at the examination.
- ii. Do check the particulars given on Identity Card. Discrepancies, if any, in ID cards may be brought to the notice of the AI immediately. Preserve ID Card till the completion of the course.
- iii. The candidate will be allotted to the same AI where he/she was chosen for admission, except in some special circumstances which may include non-viable or uneconomic enrolment. An AI is treated as viable normally if it has a minimum of 20 enrolments for SSC, 25 for Intermediate, and a maximum of 200. In case of less than 20 or 25, the learners will be allotted to other neighboring viable A.I.

### 2.8 Other Facilities on admission:

- i. Issue of Duplicate Identity Card In case of loss of an Identity Card, a duplicate Identity Card can be issued. For obtaining a duplicate Identity Card apply on a plain paper to the coordinator of the AI concerned along with SBI D.D for Rs. 50/- for SSC and Rs. 100/- in case of Intermediate. Enclose two photographs out of which one photograph should carry your specimen signature duly attested by the Coordinator of AI.
- ii. **Change of Subject / Group:**
  - a. If the learner needs to change any subject/subjects/Medium in the first year of admission, such request for a change of subject/Medium will only be allowed before the completion of 6 PCPs. For this change, the Learner has to pay Rs. 500/- for SSC and Rs.600/- for Intermediate for each subject by way of Demand Draft in favour of the Director, TOSS and submit his/her written request application to the AI Coordinator within three working days after completion of 6 th PCP. It is the responsibility of the AI Coordinator to submit the same to the District Educational Officer concerned within Seven working days after the completion of 6 th PCP.



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- b. If the learner needs to change any subject/subjects/Medium in the first year of admission, such request for a change of subject/Medium will also be considered between 7th PCP and before payment of the Examination fee ( without fine), the learner has to pay Rs. 2500/- for SSC and Rs. 3000/- for Intermediate subject to fulfillment of other conditions. The AI Coordinator has to submit the request of the Learner with Justification to the Director.TOSS within 3 days after payment of the requisite fee for the change. It will be allowed during the first year of admission only.
- c. No case will be entertained after payment of the Examination fee for a change of Medium/Subject Group/The learner does not have this facility for the passed subjects in case of considered.
- d. There is NO PROVISION for Change of Group at any point of TIME. If the Learner wants to Change his group he/she should take fresh admission with the permission of the Telangana Open School Society during the next academic year.
- e. The learner should attend 24 PCPs compulsorily in the changed subject/Medium to get eligibility to appear for the examination.
- f. The District Educational Officer concerned will communicate information on the change of subject/medium at your mailing address under intimation to your AI. Do keep in contact with your AI and ensure that desired changes have been made. If the request is rejected, the fee paid will not be refunded.

### 2.9 About your AI (Study Centre)

The Accredited Institute (i.e., the Study Centre) chosen by you at the time of admission will provide the following services to you:

- i) Accept filled-in Online Applications.
- ii) Issuing Identity Card and Enrolment Number.
- iii) Supply the study materials (Text Books) without charging any money.
- iv) Holding 30 Personal Contact Programmes (PCPs) out of which every learner has to attend at least 24 for each subject compulsorily, otherwise they may not be allowed to appear for the Public Examination and/or the result may be declared as "INCOMPLETE", if allowed for examination by oversight.
- v) 48 Additional classes will be conducted for subjects having Practicals which are compulsory.
- vi) Counselling to solve your problems/queries related to the course.
- vii) Accept Online Applications for change of subject(s) or Medium and forward the same to the District Educational Officers concerned.
- viii) Informing the dates of payment of fees, examination Time Table, Conduct of PCPs, issuing Hall tickets, examination centre and other important information.
- ix) Display of results of Public Examinations and distribution of Mark sheet/Certificate.
- x) Giving information on vocational agencies available in the vicinity of the district with vocational courses offered.



### 3. Instructional Process

In Open School, you have to learn on your own i.e., you are a self-learner. You can learn at your own pace and convenience. The instructional process comprises studying self-instructional print materials, listening / and viewing audio and video programmes, attending Personal Contact Programmes at the Study Centre, and writing Tutor Marked Assignments.

#### 3.1 Self Learning Material (SLM)

The specially designed printed Self-Learning Material will be provided to you through your AI.

You must collect the study material from your AI in all the subjects in which you have registered and in the medium of instruction, you have opted for, during the time stated in Section 3.2.

#### 3.2 Personal Contact Programme (PCPs) Through online / off line

30 PCP classes will be organized per subject, of which 24 are mandatory for the learner to attend for each subject. For subjects having practicals, 10 for SSC (Vocational subjects) and 48 for Intermediate subjects having practicals shall be conducted additionally and Attendance is compulsory.

PCP on a given day will be from 9.30 a.m. to 4.30 p.m. and 8.00 a.m. to 5.00 p.m. on Practical PCP days. 30 day PCP schedule and 48 days practical schedule is given in Section 3.2 (a).

These contact classes are not meant for covering the curriculum. DO NOT EXPECT FULL TIME CLASSROOM TEACHING as in formal education system. The teachers are there to help and guide you with regard to your difficulties. It would be in your interest to attend all the contact sessions. Attendance 48 practical sessions is compulsory.

Dates of PCPs month-wise are given in Section 3.2 (a).

#### 3.2 (a). Personal Contact Programme (PCP) Schedule 2023-24:

##### Tentative

S.No	PCP Schedule	No.of Days	Submission of TMA
1	Sep. 2023: 03, 09, 10, 17 & 27	05	
2	Oct: 2023: 1, 8, 15 & 29	04	
3	Nov: 2023: 3, 19 & 26	03	I- TMA, 19th Nov, 2023
4	Dec: 2023: 3, 09, 10, 17 & 31	05	
5	Jan : 2024: 7, 21 & 28	03	II-TMA , 28th Jan, 2024
6	Feb: 2024: 4, 10, 11, 18 & 25	05	
7	March : 2024: 3, 9, 10, 17 & 31	05	III-TMA, 17th March, 2024
	<b>TOTAL</b>	<b>30</b>	



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Sl. No	Dates	Total PCP	Tutor Marked Assignments (TMA)
1.	<b>PRACTICALS (INTERMEDIATE)</b> 13 <sup>th</sup> to 19 <sup>th</sup> November 2023	07	Submission of practical Records is compulsory
2.	4 <sup>th</sup> to 10 <sup>th</sup> & 13 <sup>th</sup> to 21 <sup>st</sup> 27 <sup>th</sup> to 31 <sup>st</sup> December 2023	07, 09 05	
3.	03 <sup>rd</sup> to 10 <sup>th</sup> Jan 2024 & 19 <sup>th</sup> to 28 <sup>th</sup> 2024	08, 10	
4.	15 <sup>th</sup> to 16 <sup>th</sup> Feb 2024	02	
	<b>TOTAL</b>	48	

- i. 48 Practical classes (Intermediate) will be conducted in PCPs for the subjects having practicals. Learners must attend these 48 classes.
- ii. Study Centre will give attendance certificates for 48 classes.
- iii. AI Coordinator should submit this attendance certificate along with N.Rs to District Coordinator.
- iv. The learners who do not submit attendance certificates cannot attend for Public Examination.
- v. SSC & Intermediate Public Examinations for the year 2023-24 will be held in May 2024.
- vi. Day-wise Examination Time Table for 2024 will be notified well in advance. Learners should be in touch with AI center / District Coordinator / TOSS website for the latest information.

### 3.3 Tutor Marked Assignments (TMAs)

In order to check your progress during the course of study, Learners have to submit three Tutor Marked Assignments (TMA'S) on each subject. AI Coordinators assign TMA's according to syllabuses, curriculums, and evaluation procedures, and obtain information from learners according to schedules. TMA's will be preserved with the AI coordinator on par with registers like Admission, Examination, attendance, etc.



## 4. Vocational courses

Along with the academic courses vocational courses are also offered for SSC, Intermediate courses in Open Schools. A learner can select one vocational course out of the five/six subjects if he/she desires.

The list of the vocational courses and course codes is given hereunder.

### 4.1 SSC (Group-C)

Sl.No.	Title of the Course	Vocational Code Allotted
1	Tailoring, Designing & Making	822
2	Cell Phone Mechanism	841
3	Electrician and House Wiring	842
4	Welding	844
5	Carpentry	846
6	Computer Course	851
7	Pre-School Teacher Training	853
8	Masonry	845
9	Automobile Mechanic	863
10	Beautician & Health Care	870

**Note:**

Learners have to take training in the above-mentioned courses at recognized agencies as per the duration. If not they are not eligible for theory/practical examinations.

### 4.2 Intermediate (Group-C)

Sl.No.	Title of the Course	Vocational Code Allotted	
		for Theory	for Practical
1	Early Childhood Care & Education	404	604
2	Apparel Fashion Designing	426	626
3	Computer Science	430	630
4	Hotel Front Office Operation	460	660
5	Soil and Fertilizer Management	462	662

**Note:**

Learners who opt for (Group-C) Vocational subjects should take admission in Vocational Junior Colleges only where such subjects are offered. They have to undergo On Job Training (OJT) besides theory classes at Vocational Junior College at a training centre/ industry compulsorily for 8 weeks. Learners have to submit a copy of OJT certificate for allowing to Practical examination.



## 5. Evaluation and Examination System

### 5.1. Public Examinations

The Public Examinations are held twice a year tentatively in the months of April/May and October/ November on the dates fixed by the Open School.

#### (i) Registration for Public Examination

- a. To appear for the Telangana Open School examination, you must register yourself through [www.telanganaopenschool.org](http://www.telanganaopenschool.org). or TSONline/Mee-Seva by paying the requisite examination fee in the admitted course/group , Subjects, and Medium. All details like Name, Father Name, DOB, Subjects , Medium, etc will be printed on Fee paid receipt. The Learner should verify all details with reference to his/her Online admission data available with AI concerned. The fee paid receipt should be submitted immediately to AI concerned.
- b. **The Learner should note that Date of Birth , Medium, Subject, and Group will not be changed after payment of the Examination Fee ( without Fine). The Learner should appear in Examinations in the Subjects, Medium, Group printed on Hall Tickets.**
- c. **The Chief Superintendents of Examination Centers and AI Coordinators are not authorized to do any correction in Nominal Rolls, Hall Tickets with regard to Date of Birth, Subjects, Medium, and Group.**

#### ii. Examination fee payment with late fee:

- a. For those learners who could not pay the examination fee in time, they can pay the examination fee along with the prescribed late fees in addition to the examination fee during the schedule of examination fee payment.
- b. **Provision for examination registration with penal fee beyond late fee period:**  
Subject to all other conditions being fulfilled, for payment of exam fee after the prescribed dates without and with fine, the Learners have the opportunity to register by paying the requisite examination fee along with consolidated late fee under Tatkal Scheme of Rs. 500/-, for SSC and Rs.1000/- for Intermediate There will be no registration for the examination after **the fee payment schedule.**
- c. The examination fee once paid is neither refunded nor adjusted to the next Examinations.

#### 5.2 i. Credit Accumulation

You can avail as many as nine chances to appear in the Public Examinations spread over a period of five years. Telangana Open School will keep and accumulate



your credits already secured in particular subjects in its records till you clear all the required subjects for certification. Avail of this flexible scheme of examination to learn and to get better results.

It may, however, become necessary for Telangana Open School to revise the syllabus of different courses from time to time and in that case, the decision of Telangana Open School will be binding.

#### ii. **Part Credit in Practical Subjects.**

For SSC/Inter examinations, theory and practicals are considered as one unit and you have to pass in aggregate of the two. Hence, for appearing in a subject with practical at SSC/Inter, you are required to appear in both theory and practical and pay the exam fee for theory and practical examinations. Separate Hall tickets are issued for theory and practical exams in the Intermediate (TOSS) course if the practical exam fee is not paid Hall tickets will not be issued. Pass criteria and certification criteria are given in Section 5.6.

### 5.3 Improvement of Performance

Telangana Open School allows you to apply again in subjects, which you have already passed, for improvement of performance but only once within the period of registration. If a learner passes all the subjects and completed SSC/ Intermediate course, in such cases, improvement is not allowed. The learner has to cancel his previous performance and write all the subjects afresh to improve his/her performance. Only the latest performance will be considered.

You have to apply for improvement in the same manner as for appearing at the first examination by paying the requisite fee of Rs. 200/- for SSC and Rs. 350/- for Intermediate. This chance can be availed only once within five years from the time of admission. The practical fee is to be paid for the subjects having practicals.

For subjects involving practicals, you have to appear in both theory and practical for improvement in performance. In each of theory and practical learner has to get a minimum of 35% of marks to pass.

#### 5.4 (i) **Issue of Marks sheet and Migration cum Transfer Certificate**

You shall receive a Mark sheet of failed/passed Migration cum Transfer certificate to the passed candidates only. On declaration of result through your AI. Pass certificates will be issued to successful candidates only.

#### (ii) **Examination and Other Fees**

The Examination and Other Miscellaneous Fees for SSC and Intermediate courses are shown in Tables 5.5 (A) and 5.5 (B).



## PROSPECTUS 2023-24

### (b) Examination and Other Fees

The Examination and Other Miscellaneous Fees for SSC and Intermediate courses are shown in Tables 5.5 (A) and 5.5 (B).

### SSC Vocational Group - C (Subjects)

Subjects	Theory			Practical		
	Max. Marks	Time	Pass Marks	Max. Marks	Time	Pass Marks
822 Tailoring designing and Dress making	30	2 Hrs	10	70	3 Hrs	25
841 Cellphone Mechanism	30	2 Hrs	10	70	3 Hrs	25
842 Electrical and House wiring	30	2 Hrs	10	70	3 Hrs	25
844 Welding	30	2 Hrs	10	70	3 Hrs	25
845 Masonry	30	2 Hrs	10	70	3 Hrs	25
846 Carpentry	30	2 Hrs	10	70	3 Hrs	25
851 Computer Course	30	2 Hrs	10	70	3 Hrs	25
853 Pre School Teacher Training	70	3 Hrs	25	30	2 Hrs	10
863 Automobile Mechanism	30	2 Hrs	10	70	3 Hrs	25
870 Beautician	30	2 Hrs	10	70	3 Hrs	25

### Intermediate

Subjects	Theory			Practical		
	Max. Marks	Time	Pass Marks	Max. Marks	Time	Pass Marks
<b>Group B</b>						
312 Physics	80	3 Hrs	28	20	3 Hrs	7
313 Chemistry	80	3 Hrs	28	20	3 Hrs	7
314 Biology	80	3 Hrs	28	20	3 Hrs	7
321 Home Science	80	3 Hrs	28	20	3 Hrs	7
<b>Vocational Group - C</b>						
332 Painting	50	3 Hrs	18	50	3 Hrs	17
426 Apparel Fashion Designing	30	3 Hrs	11	70	3 Hrs	24
404 Early Childhood Care and Education	70	3 Hrs	24	30	3 Hrs	11
430 Computer Science	50	3 Hrs	17	50	3 Hrs	18
460 Hotel Front Office Operations	40	3 Hrs	14	60	3 Hrs	21
462 Soil and Fertilizer Management	60	3 Hrs	21	40	3 Hrs	14





## 5.5

Table-5.5 (A) : Examination and Other Miscellaneous Fees (SSC)

<b>(i) For Secondary Course</b>		
1	Examination fees	= Rs. 100/- per subject
2	Additional Fee for Practicals(in Subjects having both Theory and Practicals)	= Rs. 100/- per subject
3	TOC Fee	= Rs.200/- per subject
4	<b>LATE FEE FOR EXAMINATION</b>	
5	(During first week days of late fee period)	= Rs. 25/- per subject
6	(During last week days of late fee period)	= Rs. 50/- per subject
7	Examination fee for Improvement	= Rs. 200/-
8	Duplicate copy of the Certificate	= Rs. 1000/-
9	Duplicate Mark sheet	= Rs. 250/-
10	Duplicate Identity Card	= Rs. 50/-
11	Scribe for visually challenged (per session)	= Rs. 50/-
12	Re-Counting of Answer Script	= Rs. 350/- per subject
13	Re-Verification of Answer Script	= Rs.1200/-
14	Genuineness Certificate	= Rs.300/-(Private Sector other than Govt.Dept)
15	Duplicate Migration cum Transfer Certificate	= Rs. 500/-
16	Migration Cum T.C	= Rs. 300/-
17	Pass Certificate correction fee	= Rs. 1000/-
18	Migration cum T.C Correction Fee	= Rs. 500/-

**Note : 1. Differently abled learners are eligible for fee concession in Examination fee in terms of G.O.M.s No. 27SE (Prog - II), Dt. 07-11-2022. The Learners have to enter disability codes as per he said G.O. only.**



## PROSPECTUS 2023-24

**Table 5.5 (B) Examination and Other Miscellaneous Fees (Intermediate)**

**(i) For Intermediate Course**

1	Additional fees for Practicals(in subjects Examination fees)	= Rs. 150/- per subject
2	Additional fees for Practicals(in subjects having Practicals)	= Rs. 150/- per subject
3	TOC Fee	= Rs. 300/-
4	Late fee for Examination (During first week days of late fee period)	= Rs.25/-per subject
	(During last week days of late fee period)	= Rs.50/-per subject
5	Improvement of performance (only before completion of Intermediate course)–Exam Fee (only One chance will be given)	= Rs.350/- per subject
6	T.C. cum Migration Certificate	= Rs. 300/-
7	Genuineness Certificate (Private Sector other than Govt. Depts.) Duplicate	= Rs. 300/-
8	T.C & Migration Certificate	= Rs. 800/-
9	Other Miscellaneous Fees Duplicate copy of the Certificate	= Rs. 1200/-
10	Duplicate Mark sheet	= Rs. 350/-
11	Duplicate Identity Card	= Rs. 100/-
12	Postal charges (if the document(s) are required by Speed post/ Regd. Post)	= Rs. 100/-
13	Re-counting of Answer Script	= Rs.400/- per Subject
14	Re-Verification of Answer Script	= Rs. 1200/-
15	Pass certificate correction fee	= Rs. 1100/-
16	Migration cum T.C Correction Fee	= Rs. 500/-

**Note : 1. Differently abled learners are eligible for fee concession in Examination fee as shown in GOMS No. 170 Dt. 30-12-2011.**

**2. In the Inter (TOSS) online admission form of the differently abled learners the following codes are to be mentioned.**

**(1) Blind Candidates - 2 (2) Deaf & Dumb Candidates - 3, (3) Physically handicapped candidates - 1 (4) Dislexia Candidates - 4.**

**3. Code No. 4 is to be mentioned in the admission form when Dislexia is clearly mentioned in Medical Certificate.**



**5.6 Note:**

- (i) The examination fee is required to be paid by all learners during the notified period of public examinations.
- (ii) The fee once paid for examinations will not be refunded or adjusted under any circumstance.
- (iii) No Migration Certificate will be issued to the learner unless he/she completed the course of study.
- (iv) Pass certificates will be issued only for 5 subjects. However, a mark sheet will be issued for an additional Sixth subject.
- (v) If a learner fails in any one of the chosen five subjects and passes in the Sixth subject, in such case his/her performance will be treated as failed. The Sixth subject marks will not be considered in the first five subjects. His/her performance will be declared as failed.
- (vi) If a learner opts 6 subjects (5 compulsory/One additional) and if he/she fails in the sixth subject and passes in the first five subjects in that case he will be declared as passed based on the performance of the first five subjects.
- (vii) Any correction in the Intermediate pass certificate will be made on the production of the original SSC pass certificate along with one attested Xerox copy.
- (viii) Instructions, Rules, and Regulations, Dates, and Programs given in the Prospectus are subject to change as per the orders of the Government / Director, TS Open School from time to time. Hence, the Learner is requested to contact the AI Coordinator/ District Coordinator/TOSS official website concerned for the latest information.
- (ix) Rules and regulations in this prospectus are also applicable to admitted learners in previous years.

**5.7 Scheme of Examination & Certification Criteria**

In order to pass in a subject and get a pass certificate the criteria laid down by Open School is given below:

<b>Table-6: Certification Criteria</b>		
<b>Course</b>	<b>Pass Criteria in a subject</b>	<b>Certification Criteria</b>
<b>SSC &amp; Inter</b>	A minimum of 35% marks* in aggregate (Theory plus practical wherever applicable) in the public examination.	Pass in each of 5 subjects chosen in accordance with Section 1.3.

<sup>1</sup> **In SSC a candidate has to get a minimum of 35% marks in Hindi subject also to declare as pass in that subject.**

The total marks for every subject will be 100 and the duration of the exam will be for 3 hours for a paper/subject in general. For vocational subjects, marks for theory and practical varied from subject to subject.



## PROSPECTUS 2023-24

### 5.8 Re-Counting of Answer Scripts

If you have appeared in one of the Public Examinations and you are not satisfied with your result, Open School provides you an opportunity for re-counting of your answer scripts in which re-totalling of marks is done and it is also ensured that no question is left unevaluated. Remember that the answers are not re-evaluated during re-counting. You may apply for re-checking of the Answer Script in any subject within stipulated days from the date of declaration of results. You have to pay the prescribed fee of Rs. 350/- (Rupees Three Hundred Fifty Only) for SSC and Rs. 400/- (Rupees Four hundred only) for Intermediate per subject through Mee-Seva.

### 5.9 Re-verification of Answer Script:

Telangana Open School provides you an opportunity for re-verification of your answer scripts. The procedure for applying for this facility is the same as for Re-counting. You have to pay the prescribed fee of Rs. 1200/- for SSC and Rs. 1200/- for Intermediate per subject.

### 5.10 Unfair Means

In case of use of unfair means in the examination, your examination will be cancelled and you could be further debarred from appearing in the future examinations. Even your admission may also be cancelled.

Conduct of exams is governed by Prevention of Malpractices and CCA rules in Act No.25 of 1997 governing Public Examinations.

### 5.11 Standards of Education and validity of SSC and Intermediate Certificate:

Open School maintains a high standard of education and this has been recognized by the Government. The Certificate issued with the emblem of Open School is recognized both for purposes of higher education and employment as detailed in the Government orders furnished below and appended in Appendices **C to F**.

- Ref:-
- 1) G.O. Rt. No. 723 School Edn. (Budget-SSA) Dept., dt: 27.09.2008 (SSC)
  - 2) G.O. Rt. No. 372 Higher Edn. (I.E.II-2) Dept., dt: 19.05.2010 (SSC Equivalency)
  - 3) G.O. Rt. No. 96 Higher Edn. (I.E.II-2) Dept., dt: 18.02.2011 (Fee Exemption)
  - 4) G.O. Ms. No. 170 Higher Edn. (I.E. II) Dept., dt: 04.09.2010 (Intermediate)

Note : Instructions, Dates, Schedules and figures given in the Prospectus are final, unless there are any specific instructions from the Director or Government about the changes.

**For further details, you can contact the “ District Coordinator of Open School Society “ over the Phone. Contact Numbers of the District Coordinators will be available on the TOSS website. If further information is required submit a request on TOSS website.**





## PROSPECTUS 2023-24

12. Identification Marks:

- 1 .....
- 2 .....

13. Previous Educational Qualifications: \_\_\_\_\_  
(only passed class shall be mentioned and enclose certificate)

14. If already Studied & failed in SSC of any other Board give details:

Sl. No.	Hall Ticket No.	Year of Appearance	Name of the Board & Address	Medium	No. of subjects passed	Marks obtained
1						
2						
3						
4						

\* Candidates who appeared SSC on or after March 2019 are only eligible to claim TOC.

\*\* Please refer Prospectus for List of Recognized Boards.

15. Transfer of Credit (TOC) of Two subjects for which exemption claimed:

Subject-1:  Code  Subject-2 :  Code

16. Subjects Selected for study in SSC (APOSS):

Sl.No	Group	Code No	Subject
1.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

17. Medium of Instruction : .....

18. Postal Address: Present

Permanent

Mobile No:

Declaration:

I hereby solemnly affirm that all the particulars and information furnished by me in this application form are true. If any information is found false and /or if any document / enclosure is found fraudulent, I may be liable for any action by the Director, TOSS /Government besides canceling my admission / performance in the examination at any stage. I have carefully gone through the prospectus booklet of TOSS and have become fully conversant with the eligibility conditions to be satisfied for appearing at SSC (TOSS) exams and I further declare that I have sufficient knowledge and I am capable of studying Class X.

Signature of AI Coordinator with Seal

Full Signature of the candidate



**Original (AI Coordinator's Copy)**

**APPENDIX B**  
**TELANGANA STATE OPEN SCHOOL HYDERABAD**  
**Application form for Admission to Intermediate**

\* Before filling up the Application form read the instructions in the Prospectus carefully.

(To be filled by AI Coordinator as per Sl.No. assigned in Admission Register)

<b>Accredited Institute (AI) Code</b>	<b>Admission Sl. No.</b>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
<b>SSC Hall Ticket .....</b>	<b>Year of Passing .....</b>

Fee Particulars:

Application cum Registration Fee (in Rs.)	Admission Fees (in Rs.)	Other Fees, if any (in Rs.)	Total Fee (in Rs.)

To be filled by the candidate

1. Name of the Accredited Institution with Address : \_\_\_\_\_

2. Name of the Candidate in full (in Block Letters as in SSC Records) :

Surname:

Name :

Paste Latest  
Passport Size  
Photograph  
(Colour)

3. Father's Name: Even married woman also should enter only Father's Name

Candidate's Signature

4. Mother's Name: (Proof should be enclosed)

Category of Candidate 1. School Drop-out  2. House Wife  3. Inservice   
 4. Ex. Service Men  5. Others

**Item No. 5 & 6 Put tick mark (3)**

5. Sex : Male  Female  Transgender  6. Marital Status: Married  Unmarried

Date of Birth	In Figures	Date	Month	Year
		<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

8. Community: OC  BC (A)  BC (B)  BC (C)  BC (D)  BC (E)  SC  ST  Minority   
 Put tick mark (3) (MRO Certificate Be enclosed)

(a) Name of the Sub caste in case of Other than OC : .....

9. (a) Annual Family Income: Rs..... (b) Adhaar Card No:

10. Nationality :  Religion:  State :  Mother Tongue:

11. Differently Abled(DA) : Put tick mark (3)

(If deformity is 40% or more 1) Visually impaired  2) Deaf, Deaf and Dumb   
 Enclose certificate) 3) P.H  4) Dyslexia   
 5) Mentally Handcapped



## PROSPECTUS 2023-24

12. Identification Marks (as in SSC):

- 1 .....
- 2 .....

13. SSC Pass Details: H.T.No ..... Year of Passing:.....

Subjects studied in SSC : (i) ..... (ii) ..... (iii) .....

(iv) ..... (v) ..... (vi) .....

14. If already studied and failed INTERMEDIATE of any Recognized (\*\*) Board give details:

Sl. No.	Hall Ticket No.	Year of Appearance	Name of the Board & Address	Medium	No. of subjects passed	Marks obtained
1						
2						
3						
4						

\* Candidates who appeared Intermediate Examinations on or after March 2019 are only eligible to claim TOC.

\*\* Please refer Prospectus for List of Recognized Boards.

15. Transfer of Credit (TOC) of Two subjects for which exemption claimed:

Subject-1:  Code  Subject-2 :  Code

Hall Ticket Number : ..... Year of first Appearance : .....

16. Subjects Selected for study in INTERMEDIATE (TOSS) (English Compulsory):

Sl.No	Group	Code No	Subject
1.	<input type="text" value="A"/>	<input type="text" value="3"/> <input type="text" value="0"/> <input type="text" value="2"/>	<input type="text" value="English"/>
2.	<input type="text" value="B"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	

M.P.C  Bi.P.C  C.E.C  H.E.C  M.E.C  M. Bipc

Others: 1. Code : ..... Subject : .....

2. Code : ..... Subject: .....

3. Code : ..... Subject: .....

4.   1. Code : ..... Subject: .....

5. Additional Subject: Sixth Subject: Code:..... Subject : .....

17. Medium of Instruction : .....

18. Postal Address: Present

Mobile No:

Permanent

Mobile No:

Declaration:

I hereby solemnly affirm that all the particulars and information furnished by me in this application form are true. If any information is found false and /or if any document / enclosure is found fraudulent, I may be liable for any action by the Director, TOSS /Government besides canceling my admission / performance in the examination at any stage. I have carefully gone through the prospectus booklet of TOSS and have become fully conversant with the eligibility conditions to be satisfied for appearing at SSC (TOSS) exams and I further declare that I have sufficient knowledge and I am capable of studying Intermediate Course.

Signature of AI Coordinator with Seal

Full Signature of the candidate





**TELANGANA STATE OPEN SCHOOL SOCIETY, HYDERABAD**

S.No.	G.O. No.	SUBJECT
1	<b>G.O. Rt. No. 723, Dated 27-09-2008.</b> School of Education Department	School of Education Department - A.P. Open School Society - Revampig of Open School System in the State - Orders - Issued.
2	<b>G.O. Rt. No. 372, Dated 19-05-2010.</b> Higher Education Department	Higher Education Department - Recognition of SSC (APOSS) as Equivalent to SSC of Board of Secondary Education A.P. with effect from the academic year 2010-11 - Orders - Issued
3	<b>G.O. Rt. No.170, Dated 04-09-2010.</b> Education Department	Education Department - A.P. Open School Society (APOSS) - Satarting of Intermediate Courses under Open School System by the A.P. Open School Socoeyti, Hyderabad - Permission accord - Orders - Issued.
4	<b>G.O. Rt. No. 96, Dated 18-02-2011.</b> Higher Education Department	Higher Education Department - APOSS, Hyderabad - Recognition of SSC (APOSS) as equivalent to SSC of Board of Secondary Education from the Academic year 2010-2011 onwards - Exempting from payment of Rs.500/- for obtaining Eligibility Certificate from the Board of Intermediate Education, A.P., Hyderabad - Orders - Issued.
5	<b>RC No. Acad I-1 117418/2011.</b> <b>Date : 23-11-2011</b> Intermediate Education	Intermediate Education A.P. State Open School, Hyderabad Intermediate (Open School) Public Examinations - instructions to open study centres - issued.
6	<b>G.O. Rt. No. 170, Dated 30-12-2011.</b> Education (PE) Department	Education Department - APOSS, SSC (Open Schools) Public Examination and Intermedaite (Open Schools) Public Examinations - Certain exemptions to the Physical Handicapped candidates appearing for the SSC & Inter examinations under Open School Sysem - Adoption of relvant G.Os to the APOSS Exams - Permission Accorded - Orders - Issued.
7	<b>Ref. No. COBSC/C.65/2011.</b> <b>Dated 13 February 2012.</b> Council of Boards of School Education in India.	Subject : Grant of COBSE membership APOSS
8	<b>Ref. No. COBSC/C.81/2011.</b> <b>Dated 13 February 2012.</b> Council of Boards of School Education in India.	Subject : Grant of COBSE membership to Telangana Open Society Schools (TOSS)
9	<b>F.No. 26.C03/NIOS/OS/SSS/PA</b> <b>Dated 02-04-2012</b> National Institute of Open Schooling (SSS Department)	The Learners of the State Open Schools would be eligible for admission in the courses offered by the NIOS.
10	<b>NO. 140211112012 - Estt.D</b> <b>Dated 6<sup>th</sup> March, 2013</b> Government of India Ministry of Personnel, P.G. & Pensions Department of Personnel & Training.	Recognition of Certificate/qualifications awarded by Rajasthan State Open School, Jaipur and Andhra Pradesh Open Schooling Society for the purpose of employment in Central Government Offices.
11	<b>NO. F-2-35/2011, School</b> <b>Dated 7<sup>th</sup> September, 2012</b> Government of India Ministry of Human Resource Development, Department of School Education & literacy School-3 Section.	Recognition of Certificate/qualifications awarded by State Open Schools (SOS) for the purpose of employment in Central Government Offices.

**Note:All the above G.O s are available at Telangana Open School Society website [www.telanganaopenschool.org](http://www.telanganaopenschool.org)**



## PROSPECTUS 2023-24

### PROCEEDINGS OF THE DIRECTOR, TELANGANA OPEN SCHOOL SOCIETY, HYDERBAD

Rc.No. 772/B1/Academic/2023

Dated : 26-06-2023

Sub : School Education - Telangana Open School - Maintenance of Records by the Coordinators of Accreditation Institute (AI Centres) of Telangana State Open School - Certain Instructions - Issued.

\*\*\*\*

All the District Educational Officers in the State are informed that, the Coordinators of Accreditation Institutions (AI Centres) of Telangana State Open School should strictly follow the terms and conditions stipulated in Prospectus brought out by the Telangana Open School Society, Hyderabad, every year and maintain the following Registers, Records and documents for SSC and Intermediate (TOSS) Courses separately, without fail.

1. Maintain proper Registers like Admission Registers, Learners Attendance Registers, Acquittance Registers, Marks Registers/Certificate issue Registers, Fee Payment Registers with online remittance receipts and Teachers Attendance Registers and all other required information pertaining of Learners.
2. Maintenance of Subject Teacher and Lecturers data with a set of Xerox copies of Qualifications.
3. Preservation of Learners Applications along with enclosures, Fee Receipt Book, TOC Registers and other relevant statutory records (Year Wise).
4. Providing of accommodation for conduct of PCPs.
5. Preservation of records like Admissions, Examination NRs, Caste Certificate, Birth Certificates etc. for verification of TOSS Coordinator or any other officer deputed for the purpose.

Therefore, the District Educational Officers are requested to ensure that these instructions should be followed by the AI Coordinator (HMs/Principals) of Open School, Invariably.

Sd/-  
DIRECTOR, TOSS

To  
All the District Educational Officers in the State.  
Copy to all the District Coordinators of Open School in the erstwhile 10 districts of Telangana.

Cop to all the AI Coordinators of Open Schools for Strict compliance.  
Copy to all Section Incharges, O/o Director, TOSS for strict compliance.

