

PHOTO, SIGNATURE AND DOCUMENTS TO BE UPLOADED

1. Photograph must be a recent passport size coloured photo. Make sure that the picture is in colour, taken against a light-coloured, preferably white background, and has no harsh shadows. If you wear glasses make sure that there are no reflections so that your eyes can be clearly seen. Also, ensure that both ears are visible in the picture. **The image should only be in .jpg or .jpeg format. Size of file should not be more than 50 Kb.**
2. Sign on white paper with Black ink pen and scan it. Please scan the signature area only and not the entire page and ensure that the size of the scanned image is not more than 50 kb. **The image should only be in .jpg or .jpeg format. Size of the file should not be more than 50 kb.**
3. Keep soft copy of the HSLC Admit Card ready to upload. (Only PDF) (Max Size- 300 kb)
4. Keep soft copy of HSSLC(12TH) Marksheets and betterment, if any, ready for upload. (All in one PDF) (Only PDF) -(Max size-400 kb)
5. Keep soft copy of HSSLC(12TH) Certificate ready for upload. (Only PDF) (Max Size- 400 kb)
6. Keep soft copy of TET Marksheet ready for upload. (Only PDF) (Max size- 400 kb)
7. Keep soft copy of TET Certificate ready for upload. (Only PDF) (Max size- 300 kb)
8. Keep soft copy of Professional qualification (D.El.Ed/B.El.Ed/B.Ed/B.Ed Special Education/D.Ed Special Education) Marksheet, if applicable, ready for upload. (All in one PDF) (Only PDF) -(Max size- 400 kb)
9. Keep soft copy of Professional qualification (D.El.Ed/B.El.Ed/B.Ed/B.Ed Special Education/D.Ed Special Education) Certificate, if applicable, ready for upload. (Only PDF) -(Max size- 300 kb)
10. Keep soft copy of graduation final semester Marksheet, if applicable, ready for upload. (Only PDF) -(Max size- 400 kb)
11. Keep soft copy of graduation certificate, if applicable, ready for upload. (Only PDF) -(Max size- 300 kb)
12. Keep soft copy of Master Marksheets, if applicable, ready for upload. (All in one PDF) (Only PDF) -(Max size- 400 kb)
13. Keep soft copy of Master Certificate, if applicable, ready for upload. (Only PDF) -(Max size- 300 kb)
14. Keep soft copy of Caste Certificate ready, if applicable, for upload. (Only PDF) -(Max size- 300 kb)
15. Keep soft copy of PRC issued by competent authority [Aadhaar card (both side)] ready for upload. (Only PDF) -(Max size- 300 kb)
16. Keep soft copy of Appointment Letter issued by SSA, Assam ready for upload. (Only PDF) -(Max size- 1 MB)
[(All orders starting from 1st appointment to the presently working school must be uploaded in a single PDF file) (Applicant must be in continuance of service as a Teacher for 3 years or more as on 30th Sept 2025)]
17. Keep soft copy of Sports/Cultural/NCC/ PWD certificate ready, if applicable, for upload. (Only PDF) -(Max size- 300 kb)
18. Keep soft copy of Attachment order/CRCC order, if applicable, ready for upload. (Only PDF) -(Max size- 400 kb)