

Coding Plan

Read instruction carefully before filling up the Application Form.

1. Use only Blue or Black Ball Point pen. WRITE IN CAPITAL LETTERS. Do not mark or write outside the boxes.
2. Leave one box blank between two words. Limit your name and/or address within the space provided for it. Please see example as given below.
3. Cross(x) only one of the appropriate boxes in items nos. 4, 5, 6, 7, 10, 11 and 21.
4. Please write code number in items nos 12, 13, 14, 15 and 16 as given overleaf.
5. It is the responsibility of the candidate and the principal of the school to deposit the filled in form with the state concerned Officer before the last date. No request for condoning delay in submission will be entertained whether it is due to the fault of the Candidate or the Headmaster/Principal of his/her institution.
6. Incomplete or defective applications are liable to be rejected.
7. 4% for Physically Challenged Group of Students, with benchmark disabilities of which, one per cent each shall be reserved for persons with benchmark disabilities under clauses (a), (b) and (c) and one per cent for persons with benchmark disabilities under clauses (d) and (e) namely:

- (a) blindness and low vision (BLV);
- (b) deaf and hard of hearing (DH);
- (c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular Dystrophy (LD);
- (d) autism, intellectual disability, specific learning disability and mental illness (AID);
- (e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities' (MD)

Example for writing Name and Address.

Father's Name

		P			G		U		P		T		A
--	--	---	--	--	---	--	---	--	---	--	---	--	---

Postal Address: do not try to write complete address in one line. Break it appropriately as shown below:

I	4	5	/	6		M	O	U	N	T		R	O	A	D
---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---

C	H	E	N	N	A	I
---	---	---	---	---	---	---

 PIN

--	--	--	--	--	--

Medium of Examination (Refer to item 12)		Education of Father or Mother (Refer to item Nos 13 & 15)	
Medium of Examination	Code	Education	Code
Assamese	11	No Formal Education	1
Bangla	12	Up to primary	2
English	13	Upper primary	3
Gujarati	14	Secondary	4
Hindi	15	Senior secondary	5
Kannada	16	Graduation	6
Marathi	17	Post graduation	7
Malayalam	18	Doctoral	8
Oriya	19	Professional degree (Engineering, Law, Medicine, MCA, BA, etc)	9
Punjabi	20		
Tamil	21		
Telugu	22		
Urdu	23		

Father's/ Mother's occupation (refer to item Nos 14 & 16)	
Occupation	Code
Professional	1
Executive and Managerial	2
Clerical	3
Business	4
Agriculture, fishery	5
Production and Transport	6
Operators and labourers	7
Not employed	8

*Type of School/Institutions (refer to item No.10)

GOVERNMENT A Government school is that which is run by the State Government or Public Sector undertaking or an Autonomous Organization completely financed by the Government.

LOCAL BODY A Local Body School is that which is run by Panchayati Raj and local body institutions such as Zila Parishad, municipal Corporation, Municipal Committee, Notified Area Committee and Cantonment Board.

PRIVATE AIDED A private aided school is that which is run by an individual or a private organization and receives grant from government or local body.

PRIVATE UNAIDED Private Unaided School is that which is managed by an individual or a private organization and does not receive any grant from government or local body.

Region	State/UT	Code	
North East	Arunachal Pradesh	11	
	Assam	12	
	Manipur	13	
	Meghalaya	14	
	Mizoram	15	
	Nagaland	16	
	Sikkim	17	
	Tripura	18	
	East	A& N Islands	19
	Bihar	20	
	Jharkhand	21	
	Odisha	22	
	West Bengal	23	
	North	Chandigarh	24
	Delhi	25	
	Jammu & Kashmir	26	
	Haryana	27	
	Himachal Pradesh	28	
	Punjab	29	
Rajasthan	30		
Uttar Pradesh	31		
Uttarakhand	32		
West	Chhattisgarh	33	
Daman & Diu	34		
D&N Haveli	35		
Goa	36		
Gujarat	37		
Madhya Pradesh	38		
Maharashtra	39		
South	Andhra Pradesh	40	
Karnataka	41		
Kerala	42		
Lakshadweep	43		
Puducherry	44		
Tamil Nadu	45		
Telangana	46		
Abroad		47	