

**Government of Andhra Pradesh**  
**Andhra Pradesh Survey Training Academy**  
**(Department of Survey, Settlements and Land Records)**  
3<sup>rd</sup> Floor, Survey Bhavan, Narayanaguda, Hyderabad-29

Application Form for Admission into Training in Cadastral Survey  
under Licensed Surveyor System

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1. Name of the candidate :  
(IN BLOCK LETTERS)

2. Father's Name :

3. Date of Birth :

4. Nationality :

5. Religion :

6. Community (with sub caste):

7. a) Address (Permanent )

H.No : Street :  
Village : Mandal :  
District : PIN : Phone:

b) Address for correspondence

H.No: Street :  
Village : Mandal :  
District : PIN : Phone:

8. Educational Qualifications (enclose attested copies of certificates):

- a) Academic
- b) Technical
- c) Others

9. Experience, in case of retired persons of Survey & Land Records department or Survey of India (enclose proof):

10. Fee Details:

| Crossed Demand Draft<br>No. & Date | Name of Bank, Station | Amount Rs/- |
|------------------------------------|-----------------------|-------------|
|                                    |                       |             |

11. Declaration:

The above facts furnished by me are true. I also understand that in the event of the information given herein being found false or incorrect, my candidature for the training is liable to be **CANCELLED** and in the event of wrong statement/discrepancy in particulars being detected after my admission and at any time later, my license is liable to be **TERMINATED** without notice. In the event of the candidature being cancelled, I understand that the training fee paid by me shall not be refunded.

Date :  
Station :

Signature of the candidate

# **PROSPECTUS AND INSTRUCTIONS FOR THE TRAINING PROGRAMME OF LICENSED SURVEYORS**

## **1. ELIGIBILITY:**

The candidate applying for a license to conduct cadastral surveys should fulfill the following criteria:

- i) The candidate should have completed 18 years of age as on the 1<sup>st</sup> of July of the year in which application is made.
- ii) He or she should possess the qualifications prescribed herein.
- iii) He or she should have undergone the prescribed training and or apprenticeship.
- iv) He or she should be physically fit.

## **2. QUALIFICATIONS:**

- i) NCVT Certificate in Draughtsman (Civil) Trade and a pass in SSC examination conducted by the Board of Secondary Education, A.P., or equivalent  
Or
- ii) Diploma or degree in civil engineering from an institution recognized by the Government of A.P.  
Or
- iii) A pass in Intermediate (vocational) course for Surveyor and Estimator conducted by the Board of Intermediate Education, A.P.  
Or
- iv) A pass in final or Intermediate examination in Land Surveying conducted by the Institution of Surveyors, India.  
Or
- v) Technical personnel who worked in the category of Surveyor, Survey officers in A.P. Survey and Land Records department or Survey of India with actual experience in field survey work for not less than 5 years.

## **3. TRAINING:**

- i) Candidates possessing any qualifications mentioned at 2(i) to 2 (iv) above shall undergo training of 6 weeks duration as per prescribed syllabus.
- ii) Candidates possessing the qualification mentioned at 2 (v) above shall undergo training for a period of 4 weeks as per prescribed syllabus.

## **4. FEES FOR TRAINING:**

For the training course of 6 weeks duration, the fee shall be Rs.6000/- and for the 4 week course, the fee shall be Rs.4000/-.

## **5. APPRENTICESHIP:**

Candidates other than those who have the qualification prescribed at para 2 (v) above shall undergo apprenticeship of one year under a licensed surveyor before they are granted license. The apprenticeship fee payable to the Director of Survey, Settlements and Land Records by an apprentice shall be Rs.1000/- for the entire period.

## **6. TEST:**

- i) There shall be a test at the end of the prescribed period of training. The test shall consist of 3 parts, viz., theory, plotting and practical parts. 60% shall be the pass marks in each part of the test and they must secure 70% in an aggregate.
- ii) If a candidate fails to clear one or more parts of the Test, he shall have to appear for the part/parts of the Test in which he failed. An examination fee of Rs.500/- shall be payable for each part of the Test.
- iii) A candidate who failed in one or more parts of the Test shall have the option to undergo training again, on payment of the fees for training as prescribed at (4) above.
- iv) Candidates who failed in one or more parts of the Test thrice shall not be eligible to make further attempts.

## **7. LICENSE FEE:**

The license fee for the initial block of 3 years shall be Rs.5000/-. The Commissioner and Director of Survey, Settlements and Land Records may order for its collection, not more than (3) annual installments. In cases, where the economic condition of the licensed surveyors does not permit lump sum payment. License shall be renewed only after test of professional competence and on production as of a certificate of physical fitness issued by a civil surgeon. Renewal fee shall be Rs.5000/- for each block of 5 years.

## **8. HOW TO APPLY FOR TRAINING PROGRAMME:**

- i) The Applicant shall submit the application form duly filled in along with attested copies of certificates and a crossed Demand Draft for Rs.6000/- towards course fee Rs.4000/- in case of retired employees of Survey and Land Records department or Survey of India in favour of Vice Principal, A.P. Survey Training Academy, payable at Hyderabad before 14.07.2007.
- ii) Candidates will not be admitted for training unless the application form is submitted in full shape along with the demand draft towards the course fee.
- iii) The completion of the training will not confer any right for your employment in Government service.
- iv) The License will be issued subject to the rules governing, under Licensed Surveyors System.
- v) The course fee will not be refunded under any circumstances after admission.