GOVERNMENT OF TELANGANA TELANGANA RESIDENTIAL EDUCATIONAL INSTITUTIONS RECRUITMENT BOARD User Manual for Online Application Submission

On your Browser (Preferably Google Chrome), type the website address and press ENTER button then you will see the following screen on your computer screen.



For New Applicant, click on **New Registration** link from home page for registering into Telangana Residential Educational Institutes Recruitment Board (TREI-RB) portal as shown below.

GOVERNMENT OF TELANGANA TELANGANA RESIDENTIAL EDUCATIONAL INSTITUTIONS RECRUITMENT B	SOARD (TREI-RB)
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Sign In Fill Application Form	User Id : LOGIN
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mp.*	Forget Password? Log In
New Registration Payment of Exam Fee Print Application Form	Sign Up New Registration?

After clicking on **New Registration** link, the following page will appear with Registration Status page which will prompt to enter **Aadhar No** as shown in the screen below.

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		(Back)
One Time Re	gistration	
Note :		
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Enter Aadhaar No:*	Enter Aadhaar No Co	
Copyright @ 2023. All	Rights Reserved. Designed & Deve	eloped by TSONING

Enter Aadhar No and click on Go button as shown in the screen below.

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Copyright @ 2023. All	Rights Reserved. Designed & Dev	eloped by TSO nline

The following **One Time Registration (OTR)** form will be displayed by clicking on Go button by entering Aadhar Number, enter all the mandatory details and Click on Submit button as shown below.

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Click on **Preview** button for reviewing filled details of the applicant as shown in the screen below.

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One Time Registration			
Note :			
 Fields marked with ' ' are Mandatory. All the Applicants are requested to submit Applicants are requested to turn off populations. 			
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To be uploaded during the submission of online	application form		
Uploaded Photograph should be [2.5 ^{cm} x2.5 ^{cm}]			
Signature of the candidate shall be scanned [2.	5 ^{cm} x1.5 ^{cm}] separately and uploaded here.		
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	Only jpg files		0
DECLARATION			
	arnished in this application are true, correct ar ect or ineligibility being detected before or al		

Clicking on **Preview** button will display all the details entered in the application which can be edited or modified provided by an Edit button.

If all the mandatory details are entered correctly applicant should click on Submit button present in the Preview page

After clicking on **Submit** button in the registration form, a pop-up message for the applicant confirmation is displayed as shown in the screen below.

Click on **Submit** button from the pop-up message and a User Name and Password are sent to registered Mobile Number of the applicant.

After clicking on **Submit** button from the pop-up message, a pop-up message for successful registration with registration ID will be displayed as shown in the screen below.

Click on **Receipt** button for the print copy of applicant's registration with Telangana ResidentialEducational Institutes Recruitment Board (TREI-RB) as shown in the screen below.

TELANGANA RESIDENTIAL EDUCATIONAL INSTITUTIONS RECRUITMENT BOARD (TREI-RB) One Time Registration(OTR) Receipt Personal Details Demo Del OTR ID: TREI1000001691 Name: Kola Surya Kumar Father's/Husband's Name: Kola Suresh Kumar Mother's Name: Kola Padmini Date of Birth(dd/mm/yyyy): 19/05/1999 Gender: MALE Order Community: OC Claim EWS : NO Mother Tongue: Telugu Religion: Hindu Place of Birth State : Telangana Place of Birth District : VIKARABAD Place of Birth Mandal : MARPALLE Place of Birth Village : Kesaram Identification Marks 1: MOLE ON LEFT HAND Identification Marks 2: MOLE ON RIGHT HAND Email ID: ksocococc@yahoo.com Mobile Number: xxxxxx2501 Aadhaar Number: xxxxxx8562 Other Details Differently Abled Person: NO Instructor in NCC: NO Ex-Service Person: NO Telangana State Government Employee: NO Claiming Sports reservation : NO Involved in any Criminal Cases : NO Address Details Correspondence Address: 2-24, KRPURAM, Vikarabad, Telanagana, 501202 Permanent Address: 2-24, KRPURAM, Vikarabad, Telanagana, 501202 Status Local to Telangana State : YES 1-7 School Study Details CLASS MULTI ZONE SCHOOL NAME DISTRICT STUDY TYPE ZONE VIKARABAD REGULAR MULTIZONE-II ZPHS Mominpet 1st Class Zone-VI 2nd Class VIKADARAD DECULAD. Zone-VI MULTIZONE-II ZPHS Mominpet 3rd Class VIKADARAD DEGULAD Zone-VI MULTIZONE-II ZPHS Mominpet VIKARABAD REGULAR MULTIZONE-II ZPHS Mominpet 4th Class Zone-VI 5th Class VIKARABAD REGULAR MULTIZONE-II ZPHS Mominpet Zone-VI 6th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet 7th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPH5 Mominpet Local District : VIKARABAD Local Zone : Zone-VI Local Multizone : MULTIZONE-II Educational Qualifications 10th Standard Details District: VIKARABAD Study Type: Regula State: Telangana Board: SSC Place of Study: Mominpet Hall Ticket No: 87654321 Date of Pass(dd/mm/yyyy): 11/04/2014 GPA/Grade/Marks: 70 10 + 2 Details

State: Telangana Board: BIE Date of Pass(dd/mm/yyyy): 08/04/2016 Graduation Details

State: Telangana University: Osmania University Optional/Major Subject-3: Chemistry Place of Study: Hyderabad Marks Secured: 750

Optional/Major Subject-1: Mathematics Hall Ticket No: 65465400 Date of Pass(dd/mm/yyyy): 12/03/2019 Percentage of Marks(%): 75

District: VIKARABAD

Place of Study: Mominpet

Maximum Marks: 1000

District: HYDERABAD

DECLARATION

mo Del 1) I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination, action can be initiated against me by the Telangana Residential Educational Institutions Recruitment Board(TREI-RB) or Government of Telangana.

2) I hereby permit to capture my Aadhaar number for this recruitment purpose and I understand that TREI-RB shall ensure security and confidentiality of it. sd/-

Print

Generated By TREI-RB website

Kola Surya Kumar 11/4/2023 04:49:59 PM Powered by TSOnline

Group: M.P.C

Degree: B.Sc

Hall Ticket No: 12341234

Optional/Major Subject-2: Physics

College Name: Nizam College

Maximum Marks: 1000

Marks Secured: 700

Applicant should sign up by clicking on **Sign Up** link in Telangana Residential Educational Institutes Recruitment Board (TREI-RB) home page as shown in the screen below.

GOVERNMENT OF TEL TELANGANA RESIDENTIAL EDUCATIONAL INSTITUT	
Home A Notifications - Contact Us User Manual	P
Sign In Fill Application Form	The second secon
Copyright @ 2020. All rights Reserved.	Designed & Developed by TSenting

After clicking on **Sign Up** link, New User Login Registration page will be displayed where applicant should enter Registration Id/User Id, Mobile Number, Password and click on submit button as shown in the screen below.

# Home 📕 🌲 Notifications - 📄 Addendu		R	(Back)
New User Login Registration			(Back)
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After clicking on submit button, a pop message will be displayed as the password been set for the User Login as shown in the screen below.

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🔛 Appa 🙆 Google M Gmail 🎇 HDRC Bank 👫 HRANS 🕥 APTC	uat-recruitment.tsonline.gov.in:8080 says Your Password has been set successfully OK	Sengauts-Chet

Applicant can Login into the Telangana Residential Educational Institutes Recruitment Board (TREI-RB) website by entering User Id, Password and Captcha as shown in the screen below.



Residential Educational Institutes Recruitment Board (TREI-RB) home page will be displayed after clicking on Login Button by entering User Name, Password and Captcha as shown in the screen below.

After clicking on **Login** button, the following page will appear as shown in the screen below.

т	ELANGANA RESIDI		NMENT OF TELANGANA ONAL INSTITUTIONS REC		-кв)	
# Home A Notifications -	Addendum	🛢 User Manual	Contact Us & Change	Password BLog Off	Welcome: KOLA SURYA KUMAR	
			One Time Registration			
		<u></u>	Online Application Submission			

The Home Page consists of two tabs i.e. One Time Registration & Online Application Submission.

One Time Registration: Clicking on One Time Registration tab will display two options.

Modify One Time Registration (OTR)

Click on "**Modify One Time Registration (OTR)**" link as shown encircled below for modifying the details as shown below.



After clicking on **Modify One Time Registration (OTR)** link, Applicant can change desired details he/she wants and click on **Update** button.

Click on **Preview** button for reviewing filled details of the applicant.

Clicking on **Preview** button will display all the details entered in the application which can be edited or modified provided by an Edit button.

If all the mandatory details are entered correctly applicant should click on Update button present in the Preview page

After clicking on **Update** button, a pop message for Applicant's confirmation of modification done will beprompted select **Submit** button from the pop-up message.

After clicking on Submit button from the pop-up message, a pop-up message confirming the successful modifications in OTR has been done with a **Receipt** button is displayed as shown in the screen below. Click on **Receipt** button for printing the receipt for OTR Modifications.



Applicant can print One Time Registration (OTR) Receipt by clicking on Print One Time Registration (OTR) Receipt link present in the home page of applicant's log in.

Print One Time Registration (OTR) Receipt

Click on **Print One Time Registration (OTR) Receipt** link, for taking the printout of the One Time Registration Form as shown below.



After clicking on **One Time Registration (OTR) Receipt** link the following One Time Registration Form will appear with auto populated OTR Id as shown in the screen below.

Home A Notifications Addendum A User Manual C Centact Us Q Change Password (eLog Off Weicome: KOLA SURYA KUMAR (Back) Print One Time Registration Receipt OTR Id:* TREIN00001691 Cet Receipt	(Back) Print One Time Registration Receipt Print One Time Registration Receipt One Time Registration Receipt		TELANGANA RESIDE	GOVERNMENT OF	TELANGANA TUTIONS RECRUITMENT BOARD (TRE	ьяв)
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Print One Time Registration Receipt	Print One Time Registration Receipt					(Back)
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			-		Get Receipt	

Click on **Get Receipt** in One Time Registration (OTR) Receipt link, the OTR receipt will be displayed as shown in the screen below.

GOVERNMENT OF TELANGANA TELANGANA RESIDENTIAL EDUCATIONAL INSTITUTIONS RECRUITMENT BOARD (TREI-RB) One Time Registration(OTR) Receipt onal Details OTR ID: TREIT Name: Kola Surya Kuma Father's/Husband's Name: Kola Suresh Kumar Mother's Name: Kola Padm Date of Birth(dd/mm/yyyy): 19/05/1999 Gender: MALE Order Community: OC Claim EWS : NO Mother Tongue: Telugu Religion: Hindu Place of Birth State : Telangana Place of Birth District : VIKARABAD Place of Birth Mandal : MARPALLE Place of Birth Village : Kesaram Identification Marks 1: MOLE ON LEFT HAND Identification Marks 2: MOLE ON RIGHT HAND Email ID: kstocococc@yahoo.com Mobile Number: xxxxxx2501 Aadhaar Number: xxxxx8562 Other Details Differently Abled Person: NO Instructor in NCC: NO Ex-Service Person: NO Telangana State Government Employee: NO Claiming Sports reservation : NO Involved in any Criminal Cases : NO Address Details Correspondence Address: 2-24, KRPURAM, Vikarabad, Telanagana, 501202 Permanent Address: 2-24, KRPURAM, Vikarabad, Telanagana, 501202 Local to Telangana State : YES 1-7 School Study Details CLASS DISTRICT STUDY TYPE ZONE MULTI ZONE SCHOOL NAME 1st Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet 2nd Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet VIKARABAD REGULAR MULTIZONE-II ZPHS Mominpet 3rd Class Zone-VI 4th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet 5th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet 6th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet 7th Class VIKARABAD REGULAR Zone-VI MULTIZONE-II ZPHS Mominpet Local District : VIKARABAD Local Zone : Zone-VI Local Multizone : MULTIZONE-II Educational Qualification 10th Standard Details District: VIKARABAD Study Type: Regular State: Telangana Board: SSC Place of Study: Mominpet Hall Ticket No: 87654321 Date of Pass(dd/mm/yyyy): 11/04/2014 GPA/Grade/Marks: 70 10 + 2 Details District: VIKARABAD State: Telangana Group: M.P.C Hall Ticket No: 12341234 Board: BIE Place of Study: Mominpet Date of Pass(dd/mm/yyyy): 08/04/2016 Maximum Marks: 1000 Marks Secured: 700 Graduation Details State: Telangana District: HYDERABAD Degree: B.Sc University: Osmania University Optional/Major Subject-1: Mathematics Optional/Major Subject-2: Physics Optional/Major Subject-3: Chemistry College Name: Nizam College Hall Ticket No: 65465400 Place of Study: Hyderabad Date of Pass(dd/mm/yyyy): 12/03/2019 Maximum Marks: 1000 Marks Secured: 750 Percentage of Marks(%): 75 DECLARATION 1) I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination, action can be initiated against me by the Telangana Residential Educational Institutions Recruitment Board(TREI-RB) or Government of Telangana. 2) I hereby permit to capture my Aadhaar number for this recruitment purpose and I understand that TREI-RB shall ensure security and confidentiality of it. sd/-Kola Surya Kumar 11/4/2023 04:49:59 PM Generated By TREI-RB website Powered by TSOnline

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The **Online Application Submission** tab has the following sub tabs:

Click on **Online Application Submission** tab from TREIB Home Page as shown in the screen below.

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				One Time Registration			
			1	Online Application Submission			

Clicking on **Online Application Submission** tab will display the following sub tabs as shown in the screen below.

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🖶 Home	💪 Contact Us	&Change Password	€+Log Off			Welcome: A
				Fee Payment		
				Check Payment Status		
			٣	Fill Application Form		
				Print Application Receipts		
Copyright	t @ 2023. All Rigi	nts Reserved.				Designed & Developed

Fee Payment

Click on Fee Payment link for Paying Fee for Application.

After clicking on **Fee Payment** link, the following page will appear. Select Notification for the Post from the list then click on **Fee Payment** button as shown below. (One Applicant can eligible for only one post).

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e Home	A Notifications -	Addendum 📔 🖉 User Manual 🗍 🖕 Centact Us 🗍 🍕 Chi	ange Password 📕 🖲 La	og Off Welcon	NE: KOLA SURYA KUMA
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N	tifications		-		
5.N	o. Notification No.	Notification Name	Start Date (DD/MM/YYYY)	End Date (DD/MM/YYYY)	
1	NOTIFICATION NO. 00/2023	(00/2023) - DEGREE COLLEGE LECTURERS IN RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETIES	27/01/2023	17/04/2023	Fee Payment
2	NOTIFICATION NO. 04/2023	(04/2023) - JUNIOR LECTURERS IN RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETIES (GENERAL RECRUITMENT)	27/01/2023	17/04/2023	Fee Payment
3	NOTIFICATION NO.03/2023	(03/2023) - POST GRADUATION TEACHERS IN TSWREIS, TTWREIS & MJPTBCWREIS (GENERAL RECRUITMENT).	27/01/2023	10/05/2023	Fee Payment

After clicking on **Fee Payment** button, the following page will appear \rightarrow Confirm the details appeared and select the declaration check box \rightarrow Click on **Initiate Payment** button as shown below.

# Home A Notifications - D Adde	ndum 🖉 User Manual 🔍 Conta	tt Us AChange Password BLog Off Welcome: KOLA	SURYA KUMAR
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Note :			
Fields marked with ** ' are Applicants are requested to		ensure that they are eligible before filling the Online Applica	ation
form. • Applicants are requested to	check the data thoroughly before	submitting the Online Application form.	1227030
By any chance if the amount	nt gets debited from your account a	and the payment receipt is not generated, please check your ;	
fee again. In any case if the	payment is not successful then Ca	he TREI-RB website. If the Payment status is 'Not Paid', please ndidate should pay the fee and amount for the failed transact	
	fidate from his banker and TREI-RE turn off popup blocker in their bro	i is not responsible for any refunds. wsers.	1
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Personal Details			
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		Kola Sahelo Kumar	18
Date of Birth (DD/MM/YYYY) :	Gender : Male Female TransGender		
19/05/1999			
E-Mail ID:	Mobile Number :	Community :	11
ksXXXX@yahoo.com	3000002501	oc	
Are you Physically Handicapped	PH) Yes No		
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employee? Do you claim EWS?	Yes No.		
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Declaration			
		lication are true, complete and correct to the best of my know tified for the post/s applied for, in the event of any informatio	
found false or incorrect or inelig		in the examination, the TREI-RB can take action against me as	
rules. • Note : Once fee is paid it will	not be refunded or adjusted.		
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A pop-up message for confirmation of initiating payment, select Confirm button which will be redirected

to the Payment Gateway page.

Select the payment options from the Payment Gateway page and click on Pay Now button.

- → After clicking on Pay Now button, a pop-up message with Payment reference Id is displayed.
- → Click on Confirm button from pop up message and the page will be redirected to the selected payment option for fee payment.

Once the payment is done successfully, the system will navigate to Applicants Fill Application Form page as shown in the screen below.

Enter all the mandatory details in the TREI-RB application form and click on **Submit** button.

Clicking on **Submit** button after filling all the mandatory details in the application form, a pop-up messagefor confirmation will be displayed.

→ Click on **Confirm** button

A pop-up message with Application Reference ID with a Receipt button will be displayed.

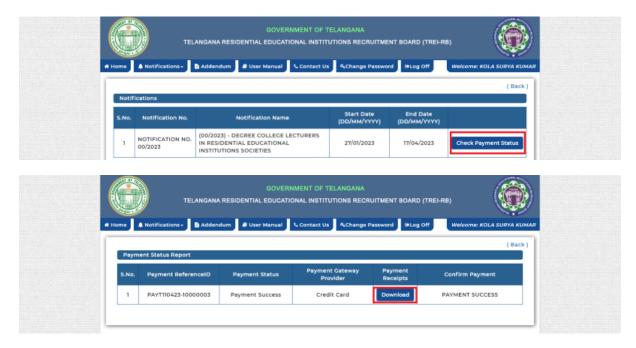
Click on Receipt button for printing the TREI-RB application form as shown in the screen below.

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Check Payment Status

Click on **Check Payment Status** link, for checking the Status of the Payment.

After clicking on **Check Payment Status** link, the following page will appear. Click on **Check Payment Status** button for downloading the Status of the Payment Page as shown below.



After clicking on **Download** button, the following Page will appear. Click on **Print** button for taking printout as shown below.

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Noitification No : NOTIFICATION NO. 00/2023	
Noitification Name : DEGREE COLLEGE LECTURERS IN RESIDENTIAL EDU	JCATIONAL INSTITUTIONS SOCIETIES
Payment Reference Id	PAYT110423-10000003
OTR ID	TRE1000001691
Candidate Name	Kola Surya Kumar
Cender	Male
Email Id	ksxxxxxxQyahoo.com
Mobile Number	xxxxxx2501
Date of Birth (dd/mm/yyyy)	19/05/1999
Fee Paid Date (dd/mm/yyyy)	11/04/2023
Total Fee(INR)	1200.00
Fee Paid Status	PAID
	Print

Fill Application Form (Only After Fee Payment)

Click on **Fill Application Form (Only After Fee Payment)** link, for filling the Application Form as shown below.

After clicking on **Fill Application Form (Only after Fee Payment)** link, the following page will appear. Click on **Fill Application** button as shown below.

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,	NOTIFICATION NO 00/2023	(00/2023) - DEGREE COLLEGE LECTURERS IN RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETIES	27/01/2023	17/04/2023	Fill Application				

Application form will be displayed if not filled or the system will display a message if the application is filled else it will display application to download as shown in the screen below.

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Print Application Receipts

Click on **Print Application Receipts** link, for taking the printout of the Application Form.

After clicking on **Print Application Receipts**, the following page will appear.

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3	NOTIFICATION NO. 00/2023	(00/2025) - DEGREE COLLEGE LECTURERS IN RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETIES	27/01/2023	17/04/2023	Download Application
z	NOTIFICATION NO. 04/2023	(04/2023) - JUNIOR LECTURERS IN RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETIES (CENERAL RECRUITMENT)	27/01/2023	17/04/2023	Download Application
	NOTIFICATION	(03/2023) - POST GRADUATION TEACHERS IN TSWREIS, TTWREIS & MIPTECWREIS	27/01/2023	10/05/2023	Download Application

Click on **Download Application** button from the page, then the TREI-RB application will be downloaded as shown in the screen below.

GOVERNMENT OF TELANGANA TELANGANA RESIDENTIAL EDUCATIONAL INSTITUTIONS RECRUITMENT BOARD (TREI-RB)								
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