

**Most Urgent/Top Priority**

**PROCEEDINGS OF THE DIRECTOR, SCERT, ANDHRA PRADESH, AMARAVATI**

***Present: Shri M. Venkata Krishna Reddy, M.A., B.Ed.***

**Rc.No. 109/B/IT Cell/SCERT/2016**

**Dated: 05-02-2018**

**Sub:** School Education – CCE Marks Entry for Classes VI, VII and X– SA1 Examination of Academic Year 2017-18 – Instructions to School Headmasters – Reg.

**Ref:** 1. Minutes of Meeting on CCE Pattern and Data Entry held with JD, SCERT, PMU, O/o CSE and select teachers, dated 18.08.2017

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All the Regional Joint Directors of School Education and District Educational Officers in the State are informed that the online screen for uploading SA1 marks of Academic Year 2017-18 is enabled and available for uploading of marks. The link to CCE marks entry is available on the website of Commissionerate of School Education ([www.cse.ap.gov.in](http://www.cse.ap.gov.in)). The guidelines for marks entry of SA1 online is as follows:

- a. CCE marks entry for SA1 is enabled only through the individual school logins already given to schools. Marks entry through APOne franchise is not available this academic year.
- b. As per the guidelines on implementation of CCE issued by CSE, the responsibility of ensuring timely entry of marks is entrusted to the headmasters.
- c. Headmasters are requested to first complete any pending language mapping of students on the portal before proceeding to marks entry.
- d. The last date of data entry for SA1 is Thursday, 15<sup>th</sup> February, 2018. Headmasters are requested to ensure that the marks entry is completed on time.
- e. Any request for data entry beyond the deadline will not be entertained and will be considered seriously.
- f. Headmasters are therefore requested to start the data entry process well in advance and complete within the prescribed time.
- g. In case of any queries/issues, the headmasters are requested to contact APOne either on the helpline number +91 7032901380 or use the Request Tracking System (RTS) available on the portal.
- h. Every registered ticket on marks entry from Headmasters will be resolved by APOne within a maximum of 2 working days to enable easy data entry.

**Director**

**SCERT, Andhra Pradesh**

To:  
All the RJDSEs in the State  
All the DEOs in the State  
All the Project Officers in the State

Copy to:  
Commissioner of School Education, Amaravati, Andhra Pradesh for information  
State Project Director, SarvaShikshaAbhiyan, Andhra Pradesh, Amaravati for information  
The Special Chief Secretary, School Education, Government of Andhra Pradesh, AP Secretariat, Amaravati