

**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING
TELANGANA :: HYDERABAD**

From:
Er.A.Pulliah, M.I.E., MISTE, F.I.E.,
Secretary,
State Board of Technical Education
and Training, S.V. Bhavan, MasabTank,
Hyderabad- 500 028, T.G.

To:
The Principals,
of all CCIC colleges and
Chief. Superintends of Examination
Centers.

Sir/Madam

Sub:- SBTET TG – Pre-Exams – Certificate Course in Computer (CCIC)/Craft/Other Technical Courses -
Regular & Supplementary Examination August-2025-Reg.

With reference to the subject cited above, I furnish here with the detailed notification inviting applications from eligible candidates of CCIC/Craft/Other Technical Courses New Scheme (CC-20) for Regular and Supplementary examination for the courses mentioned in the Annexure-I, the revised Question Paper Blue print (CC-20 Scheme) is made available in Annexure-II, examination centers mentioned in Annexure- III and Time Tables are shown in Annexure-IV.

1. In this regard, it is informed that the regular candidates who intend to appear for the examinations can approach the Colleges/Institutes where they are studying (or) **visit www.sbtet.telangana.gov.in** for making fee payment online. After downloading the Hall Ticket from **www.sbtet.telangana.gov.in** the candidate has to obtain the signature of the concerned Head of Section/Principal before appearing for the examination. Further, Principals are requested to give the necessary instructions to the Head of Sections to sign on the hall tickets for subjects after thorough verification of eligibility.

2. The Principals of the concerned Colleges/Institutions where Regular examinations are being conducted are requested to ensure that the syllabus should be completed on or before examinations.

3. Schedule of Examination Fee Payment.

A	Fee Schedule with Dates	
I	Commencement of Theory Examinations.	18-08-2025
II	Date of Commencement for Payment of Examination Fee Through Online.	22-07-2025
III	Last Date for Payment of Examination Fee without Penalty to All Candidates.	12-08-2025
IV	Last Date for Payment of Examination Fee with Penalty to All Candidates.	14-08-2025
V	Last Date for Payment of Examination Fee and Submission of Application Form (UNDER TATKAL SCHEME)	16-08-2025
VI	Fee Payment Under Premium Tatkal Fee	One Day Before Examination (17-08-2025)

B	Fee Details	
I	Fee for Whole or Part Examination	Rs.650/-
II	Late Fee (Penalty)	Rs.400/-
III	Certificate Fee (for Regular Students one-time Payment)	Rs.600/-
IV	Condonation fee (Up to 10%) for all the courses.	Rs.600/-
V	Tatkal Fee (Including Examination fee)	Rs.3000/-
VI	Premium Tatkal (Including Examination fee)	Rs.5000/-

NOTE:

1. Colleges can pay examination fee online for bulk students from college/Institute login (or) Students can pay fee individually from sbtet.telangana.gov.in. Change of Examination center of the students is not permitted under any circumstances.
2. A copy of this Notification is to be displayed on the Notice board of the Institution for information of the candidates and wide publicity shall be given among the students by circulating a copy of the Notification in the class rooms.
3. For any clarifications please call SBTET help desk +918031404549 during working hours or email to sbtet-helpdesk@telangana.gov.in

GENERAL INSTRUCTIONS:

- a) Practical Examinations of the respective courses shall be conducted after completion of Theory Examinations and the name and designation of the Examiner drafted from the Government Polytechnic for the said courses, shall be intimated to this office well in advance.
- b) Sessional/Practical marks of the candidates of the respective institutions shall be uploaded in the prescribed proforma placed in the SBTET website within a week after completion of the theory examinations and downloaded copies of the same duly attested by the Principal concerned with institute seal, shall be sent to the Board within the stipulated period as mentioned in the notification.
- c) The CCIC Institutions should bear the expenditure towards practical examinations and remuneration to the Observers and External Examiners should be paid as per norms only.
- d) The SBTET will not bear any expenditure in connection with practical examinations. No Expenditure towards practical examinations is allowed in D.C. Bills as the courses are being run by the self-financing Institutions.
- e) Once amount is deducted, after submitting the application, no amount will be refunded.
- f) Theory Examinations will be conducted in the month of August -2025 as per the Examination Time.
- g) Hall Tickets can be downloaded from the portal www.sbtet.telangana.gov.in. Once Hall Ticket is generated, no correction will be made.
- h) The candidates (Regular/Supplementary) have to file their online applications.
- i) The candidate has to select whether he is a regular or backlog (appeared but failed in the previous attempts only).
- j) The backlog candidate has to select **Backlog** and enter the PIN, it will display the candidate details and the backlog subjects. Click on submit and pay the fee through Online.
- k) The regular candidate has to select the option **Regular** and enter details of the application and communication details.
- l) The photos uploaded by the candidates will be used on the hall tickets and the same will also be used on the award certificates of passed candidates. Owing to this, the candidates are requested not to upload the Black & White photos and photos taken with wearing cap/cooling glass and the photos with odd backgrounds defeat the purpose of clear identification.
- m) The Principals of (a) TG. Vikalangula Co-op.Training Cum Production Centre for Physically Handicapped, Hyderabad (b) N.V.ReddyViswas Trust, Hyderabad (c) Ramananda Centre for Advanced Learning and Research for

File No.SBTET-TE/TE-2/PREX/1/2019-TE SECTION

Visually impaired, Secunderabad (d) Aliyavar Jung National Institute for Hearing Handicapped, Secunderabad and (f) National Institution for visually handicapped, Secunderabad, are informed to upload the names of the eligible blind candidates along with photos of the candidate from their respective institutions without fee.

NOTE: The above institutions mentioned in the section (m) are requested to arrange scribes for their students as per norms and as per requirement.

The receipt of this letter together with Notification may please be acknowledged.

Signed by Akuti Pullaiah
Date: 22-07-2025 17:07:36
Reason: Approved

**File No.SBTET-TE/TE-2/PREX/1/2019-TE SECTION
ANNEXURE-I**

A. New Courses (CC-20) Regular and Supplementary

S.No	Course	Course Name	Duration
1	CH	CHEMICAL SAFETY	6 months
2	CS	CONSTRUCTION SAFETY	6 months
3	FS	FIRE SAFETY	6 months
4	OA	OFFICE AUTOMATION	6 months
5	RA	REFRIGERATION AND AIR CONDITIONING	6 months
6	SP	SOLAR POWER TECHNICIANS	6 months
7	YO	CERTIFICATION COURSE IN YOGA	6 months
8	PK	THERAPY ASSISTANT IN PANCHAKARMA- AYURVEDA	6 months
9	DS	DATA SCIENCE	6 months
10	PI	POWER SUPPLY, INVERTER & UPS REPAIR AND MAINTENANCE	6 months
11	ML	MACHINE LEARNING AND ARTIFICIAL INTELLIGENCE	6 months
12	CU	BASIC CULINARY SKILLS	1 Year
13	FG	FASHION DESIGNING AND GARMENT MAKING	1 Year
14	HF	HOSPITALITY AND FOOD SERVICE OPERATIONS	1 Year
15	ID	INTERIOR DESIGNING	1 Year
16	IS	INDUSTRIAL SAFETY	1 Year
17	AY	ADVANCED CERTIFICATE COURSE IN YOGA	1 Year

File No.SBTET-TE/TE-2/PREX/1/2019-TE SECTION
ANNEXURE-II

SUBJECT CODE
CERTIFICATE COURSE IN COMPUTERS (CCIC) REGULAR &
SUPPLEMENTARY EXAMINATION AUGUST-2025
COURSE NAME-SUBJECT NAME

Time: 3Hours

Total Marks: 100

Part –A

Instructions: 1. Answer **All** questions.

2. Each question carries FIVE Mark.

8 x 5 =40

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

PART-B

Instructions: 1. Answer **Any Five** questions.

2. Each question carries **TWELVE** Mark.

5 x 12 = 60

- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

Annexure-III**Examination Centers:**

S. No	Exam Center Code	Name of the Exam Center	Course Code
01	1001	Government Polytechnic, Hyderabad	CU, YO, CS, FG, DS, PK
02	1002	JN Government Polytechnic, Ramanthapur	IS, FS, OA, CH, AY, ML
03	1054	Government Institute of Electronics, Secunderabad	CU, HF, PI, RA, SP
04	1639	Government Polytechnic for Women, Secunderabad.	CU, ID

ANNEXURE-IV**TIME TABLE FOR THEORY EXAMATIONS OF CCIC AND****SHORT-TERM COURSES TO BE HELD IN THE MONTH OF AUGUST-2025****01-YEAR CERTIFICATE COURSE IN ADVANCED CERTIFICATE COURSE IN YOGA**

Date	Subject Code	Subject Name	Time
18-08-2025	AY-101	Principles of Yoga	10.30.am to 1.30.pm
19-08-2025	AY-102	Classical Yoga	10.30.am to 1.30.pm
20-08-2025	AY-103	Biological Sciences	10.30.am to 1.30.pm
21-08-2025	AY-104	Principles of Yoga Therapy	10.30.am to 1.30.pm
22-08-2025	AY-105	Study of Texts Relevant to Yogic Sciences	10.30.am to 1.30.pm

01-YEAR ADVANCE CERTIFICATE COURSE IN FASHION DESIGN AND GARMENT MAKING

Date	Subject Code	Subject Name	Time
18-08-2025	FG-101	Fashion Designing	10.30.am to 1.30.pm
19-08-2025	FG-102	Textile Science	10.30.am to 1.30.pm
20-08-2025	FG-103	Fundamentals of Apparel Construction	10.30.am to 1.30.pm

**01 YEAR-ADVANCED CERTIFICATE COURSE IN
BASIC CULINARY SKILLS**

Date	Subject Code	Subject Name	Time
18-08-2025	CU-101	Basic Culinary Skills Hot Kitchen-I (Indian & Continental Cookery)	10.30.am to 1.30.pm
19-08-2025	CU-102	Basic Culinary Skills Pastry & Bakery- II (Pastry & Bakery)	10.30.am to 1.30.pm
20-08-2025	CU-103	Safety, Hygiene & Sanitation (Safe food Handling Procedures)	10.30.am to 1.30.pm

**01 YEAR ADVANCED CERTIFICATE COURSE IN
INTERIOR DESIGNING**

Date	Subject Code	Subject Name	Time
18-08-2025	ID-101	Materials, Constructions & Services	10.30.am to 1.30.pm
19-08-2025	ID-102	Specifications and Estimations	10.30.am to 1.30.pm
20-08-2025	ID-103	Furniture Design and Detailing	10.30.am to 1.30.pm

**01-YEAR ADVANCE CERTIFICATE COURSE IN
INDUSTRIAL SAFETY**

Date	Subject Code	Subject Name	Time
18-08-2025	IS-101	Industrial Safety Management	10.30.am to 1.30.pm
19-08-2025	IS-102	Safety in Engineering Industries	10.30.am to 1.30.pm
20-08-2025	IS-103	Environmental Management	10.30.am to 1.30.pm
21-08-2025	IS-104	Quality Control in Occupational Health and Safety	10.30.am to 1.30.pm
22-08-2025	IS-105	Safety, Health and Environmental Legislation	10.30.am to 1.30.pm
23-08-2025	IS-106	Industrial Hygiene and Occupational Health	10.30.am to 1.30.pm
25-08-2025	IS-107	Chemical and Process Safety Management	10.30.am to 1.30.pm
26-08-2025	IS-108	Safety in Construction Industry	10.30.am to 1.30.pm

**01-YEAR ADVANCE CERTIFICATE COURSE IN
HOSPITALITY AND FOOD SERVICE**

Date	Subject Code	Subject Name	Time
18-08-2025	HF-101	Hospitality and Food Service Operations	10.30.am to 1.30.pm

06-MONTHS CERTIFICATE COURSE IN CHEMICAL SAFETY

Date	Subject Code	Subject Name	Time
18-08-2025	CH-101	Principles of Accident prevention, Hazard Identification techniques, Control Techniques	10.30.am to 1.30.pm
19-08-2025	CH-102	Chemical safety, Industrial hygiene, Chemical emergency procedures & Fire safety	10.30.am to 1.30.pm

06-MONTHS CERTIFICATE COURSE IN YOGA

Date	Subject Code	Subject Name	Time
18-08-2025	YO-101	Introduction to Yoga	10.30.am to 1.30.pm
19-08-2025	YO-102	Science of Yoga & History	10.30.am to 1.30.pm
20-08-2025	YO-103	Basic Anatomy & Physiology	10.30.am to 1.30.pm

**06-MONTHS CERTIFICATE COURSES IN
OFFICE AUTOMATION**

Date	Subject Code	Subject Name	Time
18-08-2025	OA-101	Office Automation	10.30.am to 1.30.pm

06 MONTHS CERTIFICATE COURSE IN REFRIGERATION AND AIR CONDITIONING

Date	Subject Code	Subject Name	Time
18-08-2025	RA-101	Fundamentals of Refrigeration	10.30.am to 1.30.pm
19-08-2025	RA-102	Fundamentals of Air Conditioning	10.30.am to 1.30.pm

06 MONTHS CERTIFICATE COURSE IN FIRE SAFETY

Date	Subject Code	Subject Name	Time
18-08-2025	FS -101	Fire Safety Science & Engineering	10.30.am to 1.30.pm
19-08-2025	FS -102	First Aid and Industrial Safety	10.30.am to 1.30.pm
20-08-2025	FS -103	Construction & Electrical Safety	10.30.am to 1.30.pm

**06 MONTHS CERTIFICATE COURSE IN
SOLAR POWER TECHNECIANS**

Date	Subject Code	Subject Name	Time
18-08-2025	SP -101	Solar Photovoltaic – I	10.30.am to 1.30.pm
19-08-2025	SP -102	Solar Photovoltaic - II	10.30.am to 1.30.pm
20-08-2025	SP -103	Entrepreneurial Development, Marketing, Financial Accounting	10.30.am to 1.30.pm

06-MONTHS CERTIFICATE COURSE IN CONSTRUCTION SAFETY

Date	Subject Code	Subject Name	Time
18-08-2025	CS-101	HSE Management	10.30.am to 1.30.pm
19-08-2025	CS-102	Safety Engineering	10.30.am to 1.30.pm
20-08-2025	CS-103	Construction Safety	10.30.am to 1.30.pm
21-08-2025	CS-104	SHE Legislations	10.30.am to 1.30.pm

**06-MONTHS CERTIFICATE COURSE IN
THERAPY ASSISTANT IN PANCHAKARMA-AYURVEDA**

Date	Subject Code	Subject Name	Time
18-08-2025	PK-101	Basic Anatomy & Physiology of Human Body	10.30.am to 1.30.pm
19-08-2025	PK-102	Panchakarma Therapy	10.30.am to 1.30.pm

06-MONTHS CERTIFICATE COURSE IN DATA SCIENCE

Date	Subject Code	Subject Name	Time
18-08-2025	DS-101	Data Science-I	10.30.am to 1.30.pm
19-08-2025	DS-102	Data Science-II	10.30.am to 1.30.pm

**06-MONTHS CERTIFICATE COURSE IN
POWER SUPPLY, INVERTER & UPS REPAIR MAINTAINCE**

Date	Subject Code	Subject Name	Time
18-08-2025	PI-101	Power Supply, Inverter & UPS Repair Maintenance Paper-I	10.30.am to 1.30.pm

**06-MONTHS CERTIFICATE COURSE IN
MACHINE LEARNING & ARTIFICIAL INTELLIGENCE**

Date	Subject Code	Subject Name	Time
18-08-2025	ML-101	Machine Learning	10.30.am to 1.30.pm
19-08-2025	ML-102	Artificial Intelligence	10.30.am to 1.30.pm

Secretary
Signed by Akuti Pullaiah
Date: 24-07-2025 19:00:04
Reason: Approved