

## Schedule for AP Teachers Inter District Transfers

S No	Activity	Dates
1	Applying to Transfers application and Submission of Application to concerned MEO	28/12/2015 to 08/01/2016
2	Receiving application from printout and verification by MEO	06/01/2015 to 13/01/2015
3	Verification by the DEO	18/01/2015 to 23/01/2015
4	Submission to Commissioner of School Education	25/01/2015 to 26/01/2015
5	Verification and Finalization by the CSE	26/01/2016 to 28/01/2016
6	Submission to the Govt	31/01/2016
7	Issue of GO by Govt and Relief of Transferred Teachers	Yet to be confirmed

Teachers Inter District Transfers as per Rc No.1900 has been released by AP Commissioner of School Education on 10/12/2015. This Inter District Transfers is based on the Spouse or Mutual Grounds to the teachers of Govt/Zilla/ Mandal Parishad Schools. The complete details of Rc 1900 is as follows.

As per the requests of teachers to issue a time schedule for application and consideration of Inter District Transfers duly framing rules and certain guidelines in the matter instead of calling for information on individual cases without any time limit and requested to issue necessary orders in the matter.

### Inter District Transfers Eligibility

- The following are the guidelines for AP Teachers Inter District Transfers Guidelines
  - i. Teachers / Headmasters working in State Government/ Lila Parishad/ Mandal Parishad Schools are eligible to apply for Inter District Transfers under the same management.
  - ii. Minimum service of the applicant teacher shall be 2 years as on 01.12.2015 in the present District and in the present category of post,
  - iii. Teachers whose spouse is working in State Government / Central Government / State Public Sector / Central Public Sector / University and Local Body are eligible to apply
  - iv. Mutual transfers of the same category and of the same management would be permitted.
  - v. In case of Mutual transfers, both the teachers should give consent for such transfer and such consent shall be countersigned by the Mandel Educational Officer/Deputy Educational Officer concerned.
  - vi. One teacher can give consent to only one teacher working in the other district on Mutual basis
  - vii. Teachers who are unauthorized absent, facing charges under CCA rules, under suspension are not eligible to apply.

- viii. The applications of in-eligible teachers and in-complete applications will not be considered.
- ix. The teachers concerned shall be responsible for the correctness of the Information furnished by them.

## Inter District Transfers Process to be followed

- i. The teachers shall apply online for Inter District Transfers in the IP address prescribed for the purpose i.e. [cse.ap.gov.in](http://cse.ap.gov.in)
- ii. Only online application received through the specified website authorized by Commissioner of School Education will be considered at State level.
- iii. In addition, the candidates shall also download application form, fill up and sign give to the concerned Mandal Educational Officers. (This is only for verification — Hard copies are not processed for transfer).
- iv. The Mandal Educational Officer concerned should verify all the details / particulars with original records and certificates and after satisfying their correctness they shall submit to the District Educational Officer.
- v. Once the teacher enters application form online, that is final.
- vi. No teacher shall apply twice in online.
- vii. A declaration shall be given by the applicant that he/she would forego his/her seniority in the old unit and accept to take last rank in the new unit (district)
- viii. The DEO concerned shall forward the application of the teachers in prescribed proforma.

## Submit Transfer Applications Online Only

- a. The schedule for submission of on-line applications and further processing there-on at various levels shall be as indicated in Annexure-1
- b. On-line applications shall be made in the formats prescribed in Annexure-II
- c. Such of the requests of teachers / Headmasters who have already submitted their requests for inter-district transfers, whose requests are pending at various levels shall be deemed to have been closed at all levels and they shall apply afresh in the on-line format as per the guidelines now issued under this G.O.
- d. No application for inter-district transfer other-wise than in accordance with the orders issued will be considered.