

BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK

GENERAL & STEP BY STEP INSTRUCTION FOR FILLING UP OF ONLINE

APPLICATION FORM FOR

ODISHA Adarsha Vidyalaya Entrance TEST (OAV), 2022-23

GENERAL INSTRUCTIONS

1. Entrance Test will be conducted for taking admission into OAV in class VI and also for lateral entry into Class VII, VIII & IX.
2. Entrance Test will be objective in nature and questions will be multiple choice having four options.
3. The students will give response to questions in OMR Answer Sheets by darkening the circles in blue/ black ball point pen.
4. Answers will be evaluated in computer.
5. Entrance Test for different classes will be different and the syllabus will be one class below for which entrance is sought.
6. Four Set Questions from subjects Mathematics, Science, Social Science & English will be set for the entrance test. The questions will be bilingual i.e. in ODIA and ENGLISH.
7. Entrance Test will consist of 52 no of questions carrying 1 mark each, 13 each from each four subjects as per "6" above.
8. Test will be of 2 hour duration.
9. Test will be conducted at examination centres to be selected by the concerned District Education Officer.
10. Centres will be selected as per present address uploaded by the candidates.
11. A candidate is to apply for taking admission into one OAV, corresponding to his/ her native residential block only, which will be automatically displayed as per permanent address uploaded.
12. The child belonging to the respective block but continuing his/ her academic class as applicable in a school other than the native block is eligible to apply, provided he/ she has to produce the residential certificate.
13. A candidate is eligible to apply for admission into a class at one OAV only for a given academic year as applicable.
14. The candidature of a candidate applying for admission to more than one OAV shall be cancelled and he/ she shall not be allowed to appear the Entrance Test.

STEP BY STEP INSTRUCTIONS:-

1. The OAV Entrance Test will be conducted for admission to Class- VI and lateral entry to Class- VII, VIII & IX.
2. The filling up of forms for appearing at the entrance test will be done online (24 x7) from 20/12/2021 to 19/01/2022 mid night.
3. The link for online application will be available in the website www.bseodisha.ac.in . during the said period.
4. The Log In authorities for doing the online filling up of forms will be either the Parents of the students or authorities of the Odisha Adarsh Vidyalaya located at block within whose jurisdiction residence of the student lies.
5. Parents of the students desirous of appearing at the entrance test can fill up forms by registering through online by entering their Mobile No. and creating password in the link provided. After creation of password, the parents can directly login with their Mobile No & Password created.
6. During registration, class to which admission is required have to be selected. Selection of class to which admission is sought can not be changed at later stage. Hence parents should be careful in choosing the appropriate class.
7. Parents can Log In with Unique Mobile No which will be their LOG IN ID. One can not do registration of more than one candidate with the same Mobile No.
8. OAV can register by entering the USER ID and Password provided by the Board.
9. The candidate whose parents can not do online filling up of forms of their own, are free to approach the OAV situated in their Block with the following documents.
 - Filled in format uploaded in the website.
 - Photograph of the candidate
 - Signature of parents and candidate
 - Residential Certificate
 - Other Certificates required to be uploaded
10. After logging in to the online application “Student Registration” has to be done. At first full signature of the Father/ Mother/ Guardian shall be uploaded.
11. There will be four sections in the online application which will be displayed on the screen after logging In.
 - Student Registration
 - All details
 - Acknowledgment
12. Thereafter, the followings field have to be entered correctly.
Name of the candidate, Mother’s Name, Father’s Name, Guardian’s Name etc.
13. Admission class will be automatically displayed as entered by the parents during registration. However in case of OAV Log In, the class to which admission is sought has to be entered in the application from the drop down.
14. Date of Birth has to be entered from the calendar shown on the screen. Correct date of birth has to be entered. In case date of birth do not match with the specification given in the General guidelines for OAV Entrance test, the candidates shall not be eligible for entrance test.

15. Thereafter the following fields can be filled up from the dropdown without any difficulty.
 - Study continuance status, Mother Tongue, Gender & Caste, Religion, Aadhar No of Father, Mother, Candidate & Guardian have to be entered.
16. The candidates coming under PWD category should have disability percentage as 40% and above. In that case document is support of disability has to be uploaded.
17. The candidates coming under "Ward of OAV/ State Govt Employee/ State PSU Employee have to upload relevant document in the space provided.
18. In case the candidate is suffering from any Chronic/ Serious disease, the nature of such disease has to be entered.
19. The category of school in which the student is continuing study has to be selected from the drop down which has to be authenticated by uploading the certificate from the concerned District Education Officer.
20. The COR in favour of the school issued by the Govt of Odisha has to be uploaded at the space provided only for Private Schools.
21. The Certificate issued from the Head of the Institution in which the candidate is/ was studying has to be uploaded at the space provided in the format attached.
22. Contact No & E-Mail ID of the parents have to be entered along with their Bank details.
23. Thereafter Permanent Address has to be entered basing on which the OAV to which the candidate is eligible shall be displayed. The residence Certificate has to be uploaded in support of the permanent address.
24. The Permanent Address entered should be as per "Residence Certificate" uploaded and accordingly you will be allotted to the OAV where you can take admission if selected.
25. Present Address of the candidate shall also be entered basing on which examination centre shall be allotted to the candidate.
26. The photograph and full signature of the candidate shall be uploaded in order to complete the registration process.
27. After completing the registration, one can save the information by clicking the "SUBMIT" Button.
28. Once you submit the information, the information so entered will be saved and a "UPDATE" button will be shown. You can edit and update as many times you like. After update all information entered will be again displayed. In order to go to the next stage, click "ALL DETAILS" section displayed at the top.
29. Click the "Declaration" box so that "EDIT" & "YES- FINAL SUBMIT" button will be displayed.
30. In case the information entered by you is found to be wrong the same can be corrected by clicking the "EDIT" button. However if all information entered is found to be correct, click "YES- FINAL SUBMIT" Button to download the acknowledgement receipt. This completes the entire process of registration for appearing at the OAV Entrance Test.
31. In case of any difficulty faced in doing the registration , the following helpline Numbers may be contacted for assistance.

9861924807 9861924808 7978625117

Sd/-,
Secretary,
B.S.E., Odisha, Cuttack