

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

From:  
**Dr.C. Srinath,**  
M. Tech., Ph.D., M.B.A., LL.M.,  
SECRETARY,  
State Board of Technical Education and  
Training, S.V. Bhavan, Masab Tank,  
Hyderabad- 500 028, T.S.

To:  
The Chief Superintends/Principals  
of recognized Polytechnics/Type  
Writing Institutions, TS.

Sir,

Sub:- SBTET TS- Pre Exams – Type writing & Shorthand - Extension of Fee payment schedule and revised Examination dates -Intimation-Reg.

Ref:- 1. File No.SBTET-TE-TE-1/PREX/18/2019-PRE2; 17-04-2021.

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With reference to the subject cited above, the Type writing and Shorthand Examination are scheduled on 26-06-2021, 27-06-2021 & 03-07-2021, 04-07-2021 respectively.

In this regard, the Examination schedule is revised in view of Pandemic situation(COVID-2019) and State Lockdown.

1. Examination schedule:

<b>PARTICULARS</b>	<b>Fees for all TW &amp; SH examinations (Rs)</b>	<b>Certificate fee (Rs)*</b>	<b>Start/ Last Date</b>
Commencement of filing application	--	--	12-04-2021
Fee payment without penalty	650	600	26-06-2021
Fee payment with penalty of Rs.400/-.	1050	600	28-06-2021
Fee payment under Tatkal	2000	600	30-06-2021
Fee payment under Premium Tatkal	5000	600	Before examination date and time

2. Rescheduled Examination Dates:

<b>S.No</b>	<b>Particulars</b>	<b>Existing Dates</b>	<b>Rescheduled dates</b>
1	Typewriting Examinations Dates.	26-06-2021(Saturday) & 27-06-2021 (Sunday)	17-07-2021 (Saturday) & 18-07-2021 (Sunday)
2	Shorthand Examinations Dates.	03-07-2021(Saturday) & 04-07-2021 (Sunday)	24-07-2021 (Saturday) & 25-07-2021 (Sunday)

In this connection, all the Chief Superintends and Principals of the recognized Type writing Institutes across the State are informed that the TWSH exams are hereby postponed and requested to take necessary action and inform the candidates accordingly.

(This has the approval of Chairman, SBTET).

yours faithfully  
**Signature valid**  
Digitally signed by DR C  
SRINATH  
Date: 2021.05.19 20:59:31  
IST  
Reason: Approved  
**SECRETARY**

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

**REVISED TIME TABLE FOR SHORTHAND EXAMINATIONS-JULY, 2021**

**ANNEXURE-II**

**TELUGU AND URDU 24-07-2021 (SATURDAY)**

PAPER	LOWER (40 WPM)	HIGHER (60 WPM)	HIGHSPEED (80 WPM)	HIGHSPEED (100 WPM)
		6002/802	8002, 8002A / 9004-A	9008A
<b>Paper-II</b> Dictation, Elaboration, Condensation	10.30 AM to 12.00 (Theory Only)	10.30 AM to 10.37 AM 10.45 AM to 12.45 PM	11.00 AM to 11.07 AM 11.15 AM to 12.15 PM	11.20 AM to 11.25 AM 11.30 AM to 12.30 PM
<b>Paper-I</b> Dictation, Transcription	6001/801	8001/9004	9008	9009
	1.30 PM to 1.40 PM 1.45 PM to 3.15 PM	2.30 PM to 2.37PM 2.45 PM to 4.30PM	2.00 PM to 2.07PM 2.15 PM to 4.00PM	2.15 PM to 2.20PM 2.30 PM to 3.45PM

**SHORTHAND ENGLISH HIGH SPEEDS 25-07-2021 (SUNDAY)**

PAPER	HIGH SPEED (150 WPM)	HIGH SPEED (180 WPM)	HIGH SPEED (200 WPM)
		9005 A	9006 A
<b>Paper -II</b> Dictation, Condensation	10.00 AM to 10.05AM 10.15 AM to 11.30AM	10.30 AM to 10.35AM 10.40 AM to 12.10PM	11.00 AM to 11.05AM 11.10 AM to 12.55PM
<b>Paper-1</b> Dictation, Transcription	9005	9006	9007
	1.30 PM to 1.35PM 1.45 PM to 3.00PM	1.45 PM to 1.50PM 2.00 PM to 3.30PM	2.10 PM to 2.15PM 2.25 PM to 4.10PM

**SHORTHAND ENGLISH 25-07-2021 (SUNDAY)**

PAPER	LOWER (80 WPM)	INTER (100 WPM)	HIGHER (120 WPM)
		5002	702, 702 A
<b>Paper- II</b> Dictation, Elaboration, Condensation	10.30 AM to 12.30 PM (Theory only)	10.15 AM to 10.19AM 10.30 AM to 12.15PM	9.30 AM to 9.39 AM 9.45 AM to 12.00 noon
<b>Paper- I</b> Dictation, Transcription	5001	701	7001
	2.30 PM to 2.37PM 2.45 PM to 3.45PM	3.00 PM to 3.07PM 3.15 PM to 4.30PM	2.00 PM to 2.07PM 2.15 PM to 3.45PM

- Note: 1. Time for transcription shall be taken into Account from the moment transcriptions started and not immediately after the dictation is completed.  
2. The following grades will be conducted at **Government Polytechnic, Masab Tank** only.  
(a) High Speeds of English (150WPM,180WPM,200WPM)  
(b) All grades of Telugu (40WPM,60WPM,80WPM,100WPM)  
(c) Urdu (SUL, SUH)

**Signature valid**

Digitally signed by DR C  
SRINATH, SECRETARY  
Date: 2021.05.19 21:00:23  
IST  
Reason: Approved

**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING  
TELANGANA:: HYDERABAD  
ANNEXURE-I**

**REVISED TIME TABLE FOR TYPEWRITING EXAMINATIONS JULY-- 2021**

<b>TYPEWRITING (ENGLISH, TELUGU, HINDI AND URDU)</b>				
DAY & DATE	SUBJECT	BATCH NO	SECOND PAPER (MANUSCRIPT) TIMINGS	FIRST PAPER (SPEED) TIMINGS
SATURDAY 17-07-2021	ENG/TEL/Hindi/Urdu (LOWER), ENGLISH (JUNIOR)	I	8:30 AM-9:15 AM	9:35 AM – 9:45 AM
	ENG/TEL (LOWER), ENGLISH (JUNIOR)	II	10:45 AM -11:30 AM	11:50 AM -12:00 Noon

<b>TYPEWRITING (ENGLISH, TELUGU)</b>				
DAY & DATE	SUBJECT	BATCH NO	SECOND PAPER (MANUSCRIPT) TIMINGS	FIRST PAPER (SPEED) TIMINGS
SATURDAY 17-07-2021	ENGLISH/TELUGU/ HINDI/URDU (HIGHER)	I	01:00 PM – 02:00 PM	02:20 PM- 02:30 PM
	ENGLISH/TELUGU (HIGHER)	II	03:30 PM - 04:30 PM	04:50 PM -05:00 PM
<b>TYPEWRITING HIGH SPEED(ENGLISH, TELUGU)</b>				
SATURDAY 17-07-2021	ENGLISH TYPE WRITING HIGH SPEED	I	No Second Paper	03:00 PM – 03:10 PM
	TELUGU TYPE WRITING HIGH SPEED	I	No Second Paper	03:00 PM – 03:10 PM

<b>TYPEWRITING (ENGLISH, TELUGU)</b>				
DAY & DATE	SUBJECT	BATCH NO	SECOND PAPER (MANUSCRIPT) TIMINGS	FIRST PAPER (SPEED) TIMINGS
SUNDAY 18-07-2021	ENGLISH,TELUGU(LOWER)	III	8:30 AM-9:15 AM	9:35 AM – 9:45 AM
	ENGLISH,TELUGU(LOWER)	IV	10:45 AM -11:30 AM	11:50 AM -12 Noon
	ENGLISH,TELUGU(HIGHER)	III	01:00 PM – 02:00 PM	02:20 PM- 02:30 PM
	ENGLISH,TELUGU(HIGHER)	IV	03:30 PM - 04:30 PM	04:50 PM -05:00 PM

**Note**

1. EXAMINATION IN PAPER -II (MANUSCRIPT) OF TYPEWRITING OF ALL GRADES SHALL BE CONDUCTED FIRST AND THE PAPER- I (SPEED) SHALL BE CONDUCTED AFTER COMPLETION OF THE PAPER -II (MANUSCRIPT) EXAMINATION”.
2. USING DIFFERENT TYPE MACHINE IN THE EXAMINATION HALL WITHOUT THE PRIOR PERMISSION OF THE CHIEF SUPERINTENDENT/ JOINT CHIEF SUPERINTENDENT LEADS TO CANCELLATION OF THE EXAMINATION RESULTS.
3. THE APPLICATIONS OF TYPEWRITING EXAMINATIONS UPLOADED BY THE PRINCIPALS OF UNRECOGNIZED TYPEWRITING INSTITUTIONS WILL BE REJECTED WITHOUT ANY INTIMATION AND THE EXAMINATION FEE PAID BY THEM WILL BE FORFEITED.
4. TUL, TUH, THL and THH GRADES WILL BE CONDUCTED IN ONE BATCH ONLY.
5. TYPEWRITING ENGLISH JUNIOR (TEJ) GRADE WILL BE CONDUCTED IN TWO BATCHES ONLY.

**Signature valid**

Digitally signed by DR C  
SRINATH  
Date: 2021.05.15 21:01:32 IST  
Reason: Approved

**SECRETARY**