

- a. Size and format of Photos should be less than 50KB in jpeg format.
- b. Size and format of documents to be uploaded should be less than 50KB in pdf format.
- c. Kindly keep the following documents ready before applying online:
- Scanned Coloured photograph (as per “a” above).
 - Scanned copy of proof of Date of Birth (as per “b” above).
 - Scanned copy of proof of Address [copy of any one of Aadhar card/Election card/Driving License/Ration Card/ Electricity Bill/Bank Passbook/Telephone bill/ Rent agreement etc] (as per “b” above).
 - Scanned copy of receipt of payment through NTRP Portal(Bharatkosh) (as per “b” above).

Note:The prescribed fee to appear for examination of ASOC for General or Restricted license is Rs 100/- and for General and Restricted license both is Rs 200/-.

The prescribed license fee is to be paid through Non Tax Receipt Portal (NTRP) available on webpage <http://bharatkosh.gov.in> under the following accounts heads:

- Purpose head: “Amateur Exam conducted by Wireless Monitoring Stations and RHQs
- Payment type: “Exam fee”
- Function head: “127500103050100 - Proficiency Certificate”
- PAO and DDO details are as under:-”

Regional Headquarters	Name of the pay & Account Office (PAO) under NTRP .	Corresponding Centre of Examinations (Monitoring Stations)
Western Regional Hq, Mumbai	077148-Controller of Communication Accounts, Maharashtra Drawing & Disbursing Officer:- 201562 DDO CCA	Ahmedabad,Bhopal,Goa, Mumbai, Nagpur, Raipur
Northern Regional Hq , New Delhi	077177-Controller of Communication Accounts, New Delhi Drawing & Disbursing Officer:- 201540 DDO CCA	Ajmer, Dehradun, Gorakhpur, Jalandhar, Jammu, Lucknow, New Delhi
Souther Regional Hq, Chennai	077153-Controller of Communication Accounts, Tamilnadu Drawing & Disbursing Officer:- 201579 DDO CCA	Bengaluru, Chennai, Hyderabad, Mangalore, Thiruvananthapuram, Vijaywada, Vishakhapatnam
Eastern Regional Hq, Kolkata	077155-Controller of Communication Accounts, West Bengal. Drawing & Disbursing Officer:- 201589 DDO CCA	Bhubaneswar, Dibrugarh, Kolkata, Patna, Ranchi, Shillong, Silliguri

- Scanned copy of Nationality Certificate (Format enclosed) – [Nationality certificate format](#)
- Scanned copy of certificate of degree in Engineering with Electronics or Telecommunications or B.Sc./M.Sc. with Electronics or Telecommunications or Diploma in Engineering with Electronics or Telecommunications certificate if any, for exemption of part-A exam.