

CADETS TRAINING WING



MILITARY COLLEGE OF ELECTRONICS AND MECHANICAL ENGINEERING, SECUNDERABAD



JOINING INSTRUCTIONS

TECHNICAL ENTRY SCHEME

Power Through Knowledge



A LIFE LESS ORDINARY

Training at **Cadets Training Wing (CTW), Military College of Electronics and Mechanical Engineering (MCEME)** offers a wide range of benefits that contribute to personal growth, professional development, and the ability to serve effectively in the armed forces. Officer Cadets(OCs) are trained as Techno-Warriors, who are fully equipped with the technical knowledge and leadership qualities required by military professionals. Here are some of the key advantages of training at CTW, MCEME :-

- OCs pursue degree in Electronics or Mechanical streams, the two main core engineering streams, while undergoing military training.
- Discipline and Physical fitness imbibed at CTW not only enhances their performance in the military but also fosters a healthy lifestyle.
- Emphasis on leadership skills teaches to lead by example, make tough decisions under pressure, fosters a strong sense of team spirit.
- Training at CTW, MCEME instills a sense of pride and patriotism in the service of one's country. This sense of duty and commitment to a greater cause can be a driving force throughout a military career.

Overall, training in CTW, MCEME will provide a well-rounded experience that shapes OCs into knowledgeable, technically oriented, disciplined, skilled, and responsible military officers, equipped to serve their country and succeed in various aspects of life.

The OC at CTW, MCEME inherits glorious heritage and timeless traditions, blended with the latest technology in the fields of engineering and leadership qualities. He is offered a golden opportunity to be a part of world's finest Army and get trained not only to be an Officer but also an Officer for life.

CTW, MCEME stands as the exceptional path, brimming with opportunities, to ascend as an officer through Technical Entry Scheme.

“DO YOU HAVE IT IN YOU”

To be a part of the elite organisation of the Indian Army!





THE CHETWODE CREDO

**“THE SAFETY, HONOUR AND WELFARE OF
YOUR COUNTRY COMES FIRST, ALWAYS AND
EVERY TIME.**

**THE, HONOUR WELFARE AND THE COMFORT
OF THE MEN YOU COMMAND COMES NEXT.**

**YOUR OWN EASE, COMFORT AND SAFETY
COMES LAST, ALWAYS AND EVERY TIME”.**

Fd Marshal Sir Philip Chetwode

10 Dec 1932





LT GEN NEERAJ VARSHNEY, VSM

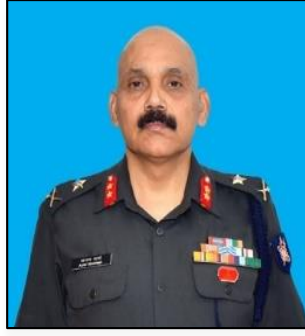
COMMANDANT'S MESSAGE

All Officer Cadets undergoing training at Cadets Training Wing will follow the following directives in letter and spirit :-

1. **Honour Code.** The Honour Code of the Wing will be observed by all Cadets in true letter and spirit.
2. **Integrity.** Harder right over easier wrong is the way of life at CTW, MCEME. Every Cadet is responsible for his own actions and he will be held accountable for the same. In all your training activities, you will encounter the choice between the right and wrong. The right thing to do is not always the easiest thing to do, but it is always better to do the right thing. A Cadet is expected to have the **Honour** and **Courage** to adopt a way of life which is morally and ethically right regardless of the consequences.
3. **Leadership.** Learn to follow and learn to Lead. You all have joined CTW, MCEME to become leaders in the Armed Forces. During your training, you will receive the benefits of hundreds of years of proven combat leadership principles. You have to first become a "Team player" by helping course mates, platoon mates and team mates. Always learn to follow lawful orders and then learn when, how and why orders are given. When leadership opportunities come your way, take them without hesitation. At CTW, MCEME, mistakes are learning experiences and these experiences will help you become a Leader of Character.
4. **Excellence.** Every Cadet will have opportunities to demonstrate '**excellence in all we do**'. Every Cadet will choose an area of excellence of his choice at the Wing. He will work hard in this field and be an asset to the Nation and Armed Forces after passing out of CTW, MCEME. Remember - Excellence is achievable.

"GENTLEMEN AND WARRIORS"





MAJ GEN AJAY SHARMA

DEPUTY COMMANDANT AND CHIEF INSTRUCTOR'S MESSAGE

1. On behalf of Commandant, MCEME, I congratulate you for boarding an important pedestal in your life. CTW is a premier training institute for technical training in the country and has been forging young boys into dynamic military leaders who are physically fit, mentally strong and intellectually enabled.
2. The Wing is a “Cradle of Inspiring Military Leadership” which aims to make you a techno warrior who is self-confident, self-disciplined, intellectually enabled, physically fit and well articulated for which the Wing is structured into military training and academic training that will ensure the above five qualities are instilled in you on completion of your training at this premier institute.
3. The Wing will expect you to be forthcoming towards learning all the aspects taught and imbibe the honour code in letter and spirit which will also be the bedrock for your future life in uniform.
4. I am sanguine that you will excel in all aspects of training imparted at CTW, MCEME. I wish you all the very best for your journey here.

“Jai Hind”





BRIG G S BEDI

COMMANDER, CTW, MCEME

1. Heartiest felicitations to you on being selected to undergo training at Cadets Training Wing, Military College of Electronics & Mechanical Engineering – a premier Pre Commission Training Academy of our Nation.
2. As 'Team CTW' our singular aim would be to **transform you into a Techno-Warriors** and a Young Leader in the Indian Army, confident and self reliant to take on contemporary and futuristic challenges. Our team of highly professional Instructors and Staff will impart quality training, driven by deep sense of purpose in an ecosystem conducive to growth and learning. We urge you to be determined and persistent to persevere through the challenges inherent in a training academy like ours.
3. During the period from today until joining the Wing, I exhort you to make an endeavour to orient yourself to the ensuing curriculum - both for engineering and military training and prepare yourself for the same. This will enable you to withstand the rigours of training at CTW, MCEME.
4. Information and guidelines contained in this booklet will help you prepare and plan your arrival to the Academy as also the transition that you will undergo on arrival.
5. Our compliments for choosing to assume the **mantle of leadership in the noble profession of Arms**. Godspeed !

Jai Hind !



INDEX

<u>S. No</u>	<u>Topics</u>	<u>Pg</u>
<u>PART I : GENERAL</u>		8 - 16
1.	Introduction	8
2.	Brief History	8
3.	Location	9 -10
4.	Training at CTW, MCEME	11
5.	Technical Training	11
6.	Outdoor Training	12
7.	Military Training	12
8.	Leadership Training	12
9.	Academic Infrastructure	13
10.	Online Learning Facilities & Technical Labs	13 - 14
11.	Other Facilities	15
12.	Sports Activities	16
13.	Clubs & Adventure Activities	16
<u>PART – II : INITIAL PREPARATION</u>		17 - 29
14.	Documentation	17 - 18
15.	Financial Instructions	18 - 19
16.	Medical	19
17.	Risk Certificate, Legal Agreement Bond	19 - 20
18.	Clothing & Equipment	20 - 21
19.	Physical Conditioning	21 - 22
20.	Travelling Expenses	22
<u>PART III : ACADEMIC TRAINING</u>		23 - 27
<u>PART IV : ADMINISTRATION & RECEPTION</u>		28 - 29
<u>PART V : FINANCIAL MATTERS</u>		30
21.	Insurance : AGIF Scheme	30
<u>PART VI : SPECIAL INSTRUCTIONS</u>		31
<u>APPENDICES</u>		32 - 56
22.	Appendix A - Acknowledgement Form	32 - 33
23.	Appendix B - Income Certificate	34
24.	Appendix C - Risk Certificate	35
25.	Appendix D - Legal Agreement Bond	36 - 38
26.	Appendix E - Supplementary Agreement Bond	39 - 40
27.	Appendix F - Data Entry Form	41 - 46
28.	Appendix G - JNU Application Form	47 - 48
29.	Appendix H - Resignation Form	49
30.	Appendix J - Social Media Certificate	50 - 51
31.	Appendix K - Connectivity	52
32.	Appendix L - Items to be issued in the Wing	53
33.	Appendix M - Items to be brought by the Cadets	54
34.	Appendix N - Certificate on Joining	55
35.	Appendix O - Electronic Devices declaration Form	56



PART I : GENERAL

Introduction

1. **Cadets Training Wing (CTW)**, Military College of Electronics and Mechanical Engineering (MCEME), Secunderabad is one of the premier pre-commission training academies of the Indian Army tasked with training the Officer Cadets for commissioning as officers in Indian Army through the Technical Entry Scheme and motivating them to be morally upright and professionally competent commissioned officers, committed to the values of duty, honour and selfless service to the Nation. This elite institute imparts quality technical training, which includes engineering subjects as well as military training not only to the selected and capable youth of the country, but also to the selected candidates of friendly foreign countries and sculpts these boys into future military commanders.

Brief History

2. Established in the year 1946, MCEME, the mother institute of CTW, is a premier military technical training institute of the Indian Army. Spread over a sprawling area of 616 acres, the College conducts M Tech, B Tech, Diploma and other technical and military courses for officers and other ranks of Indian Army and friendly foreign countries. MCEME has richly experienced, highly qualified and vibrant faculties for selected engineering streams.



3. CTW, MCEME was established in the year 2000, as an integral part of the MCEME. **First batch of 13 Officer Cadets of pioneer TES-01 course joined CTW for training and passed out from CTW with flying colours in the year 2003.**

4. The main campus of CTW, MCEME came up in the year 2003 and is spread over an area of 42 acres, having state-of-the-art-buildings. Since then, there have been major infrastructural developments in the campus in terms of the modern training areas and the administrative facilities for the Officer Cadets. The campus of CTW, MCEME is now a major landmark in the twin cities of Hyderabad and Secunderabad.



5. Since its inception, 1152 Indian Officer Cadets & 13 Foreign Officer Cadets have passed out as Commissioned Officers from this prestigious training institute. The alumni of CTW, MCEME have proven their excellence in all spheres of the military profession and have earned many laurels. They have outperformed their peers from other training academies not only in engineering and operational field but also in the challenging competitive examinations for the esteemed Defence Services Staff College and Defence Technical Staff Officers Course. Leading by personal examples, they are transforming the officer cadre of Indian Army while being instructors at many premiere defence training institutes. They have also won numerous gallantry and distinguished service awards. Till date, 01 x Kirti Chakra, 04 x Shaurya Chakras, 25 x Sena Medals and 01 x Vishisht Seva Medal have been awarded to the officers trained at CTW, MCEME.



6. During its journey of 24 years so far, CTW, MCEME has grown tremendously to become an Institute of highest repute, which transforms the boys to 'Techno Warriors'. It is an institute where dreams of many young boys to become 'top class' army officers are realised. Rightfully, the CTW, MCEME has been christened as 'A Cradle of Inspiring Military Leadership'.

Location

7. CTW, MCEME is located at Secunderabad Cantonment, which is adjacent to Hyderabad, the capital city of Telangana state. Hyderabad, a cosmopolitan city, is the fourth largest city in India having world-class facilities. Hyderabad is a renowned technology and IT hub and a major centre for the thriving technological industry. It is home to India's top engineering institutes like IIT, IIIT and BITS Pilani (Hyderabad Campus). Traditionally, large number of military units, defence training establishments, Research & Development establishments and Public Sector Units are located in twin cities of Hyderabad and Secunderabad. Hyderabad is also known as HITECH City (The Hyderabad Information Technology and Engineering Consultancy City) and has an incomparable technological and innovation eco-system with state-of-the-art infrastructure.





8. Hyderabad also offers a large pool of **experienced and expert engineering faculties** owing to number of renowned engineering institutes located in the city. **Hyderabad city is known for its rich history with religious and cultural diversity.** It is famous for its historic sites like Golconda Fort and Charminar. Another attraction is **Ramoji Film City**, which is the largest Theme Park build on the lines of Disney World.

9. Secunderabad has a moderate weather throughout the year. The city enjoys a very fine blend of modernity and culture. Large number of people from all over the world prefer to settle here permanently.

10. **Secunderabad has good rail and air connectivity with all major cities in India.** Maj trains and air connectivity details are attached as '**Appendix K**' to the joining instructions. One can reach any major Indian city with non-stop flights at an average flight time of two hours. It is also very well connected with all major cities of the world. **Due to its location, CTW, MCEME has a range of advantages over the other two CTWs, which include access to the latest technology, a vibrant technical community and exposure to exchange programmes with India's best engineering institutes. Such resources and technical ecosystem is only available at CTW, MCEME, which are effectively leveraged to provide most advanced learning experience.**



TRAINING AT CTW, MCEME

11. **Aim of Training.** The training at CTW is aimed at the optimal development of intellectual, moral and physical qualities with special emphasis on acquiring the requisite technical competence leading to your all round development as a military officer.

Technical Training

12. **The training structure involves three years of training at CTW, MCEME, which is divided into six terms. This is followed by one year of training at Indian Military Academy (IMA), Dehradun.** CTW provides intellectually stimulating course content, which goes beyond delivering information. The technical training at CTW is centred at conferring B Tech degree in two disciplines of engineering namely, **Mechanical and Electronics.**



13. The syllabi covers all basic engineering subjects of both the streams and are revised periodically keeping in view the changing technological environment. On graduating from CTW and IMA, the Officer Cadets will be conferred with a B Tech degree from **Jawaharlal Nehru University, New Delhi**, which is one of the most prestigious universities in the field of engineering.

14. **Inclusive Training.** The curriculum of both Electronics and Mechanical Engineering streams at CTW, MCEME is inclusive, covering all aspects of technical training. **Officer Cadets not only participate in technical seminars on varied and contemporary technologies but also undertake industrial visits to the prominent Industries in Hyderabad. MCEME has software labs equipped with all the latest softwares like AutoCAD and SQL Server.**



15. **Memorandum Of Understanding (MoU).** A number of MoUs have been signed between MCEME and India's best engineering and other training institutes and Public Sector Units. **These MoU enable collaboration and knowledge sharing during various seminars, conferences, workshops and research projects.** MoU are currently existing with IIT Hyderabad, IIIT Hyderabad, BITS Pilani, JNTU, IIST Thiruvananthapuram, Poornima University Jaipur, ARCI, IARE, SBTET, Ordinance Factory Medak and Bharat Forge Ltd.

16. **Faculty.** We engage with the best of faculty available in Hyderabad, who consistently strive for the highest standards of teaching and learning. Our faculty members are renowned experts in their domains, with impressive academic backgrounds and extensive experience. **Our student-faculty ratio of 6:1 is one of the best amongst top engineering institutes in the country.**



Outdoor Training

17. **The Outdoor Training includes Physical Training, Swimming and Drill.** The Officer Cadets are mandated to clear their tests in stipulated time. Competitions for outdoor events are also held in each term.



Military Training

18. **Tactical Camps.** The fifth and sixth semester Officer Cadets undergo tactical camps of five days each. They are given field training on Conventional and Counter Insurgency Operations. The camp culminates with the 'Camp Fire' and 'Josh Run'.



19. **Weapon Training.** Weapon firing is conducted in fourth, fifth and sixth semesters. The Officer Cadets undergo squad post training of one week followed by three days of firing.



20. **Scientific Methodology In Military Training.** Scientific methodology for military training has been adopted by CTW, MCEME, which is used to design the training schedule. The scientific approach enhances the training efficiency as it helps to identify ways to streamline training processes, evaluate the progress and effectiveness of training programs and make them more efficient.

Leadership Training

21. Specially structured training on leadership qualities is organised for the Officer Cadets. Standing in front of a body of troops and commanding them require a considerable level of confidence and public speaking skills. To inculcate the same, various activities including Public Speaking Competitions are held in each term.



INFRASTRUCTURE

Academic Infrastructure

22. The Wing has two academic blocks, APJ Abdul Kalam and Nalanda Block, that have modern **smart classrooms** with interactive whiteboards, audio-visual aids, and multimedia tools that foster an interactive and immersive learning environment.

23. There is also a fully equipped IT Laboratory with computers and cutting-edge equipment. The Wing also houses a comprehensive library, which has an ever-growing reservoir of books.



Online Learning Facilities.

24. CTW, MCEME offers best facilities for online learning by Officer Cadets during own time :-

(a) **National Knowledge Network (NKN)**. The CTW takes immense pride in being a part of the prestigious National Knowledge Network (NKN), a state-of-the-art initiative connecting educational and research institutions across India. Through NKN, our Officer Cadets have an access to a vast repository of digital resources, academic journals, and e-learning platforms, enabling them to stay updated with the latest advancements in their respective engineering disciplines.



(b) **Online IEEE Subscription**. CTW has an exclusive online subscription to the renowned Institute of Electrical and Electronics Engineers (IEEE). Officer Cadets gain unrestricted access to a treasure trove of research papers, scientific journals and industry publications related to engineering, technology and innovation. This invaluable subscription empowers cadets to explore emerging trends, conduct in-depth research and stay at the forefront of technological advancements.

(c) **24 X 7 Learning Environment**. To promote a digital-centric learning experience, each Officer Cadets room is equipped with the thin-client terminal, which provide Officer Cadets with direct access to the central network and educational resources from the comfort of their rooms.



25. **Technical Laboratories.** CTW has following well-equipped and modern laboratories for all subjects to facilitate practical and hands on training of the Officer Cadets:

- (a) Artificial Intelligence Lab
- (b) IT Lab
- (c) Digital Signal Processing Lab
- (d) Microwave and Communication Lab
- (e) Digital and Analog Communication Lab
- (f) Microprocessor Lab
- (g) Robotics Lab
- (h) Antenna Lab
- (j) Electronics Lab
- (k) Integrated Electronics Lab
- (l) Fluid Mechanical Lab & Thermal Engineering Lab
- (m) Automobile Engineering Lab
- (n) Workshop Practice Lab
- (o) CAD/ CAM Lab
- (p) Applied Thermodynamics Lab
- (q) Applied Mechanical & SOM Lab
- (r) Electrical Tech Lab
- (s) Electrical Machines Lab
- (t) Engineering Drawing Lab
- (u) Physics Lab
- (v) Chemistry Labs



Other Facilities

26. **Simulator : Indoor Weapon Training System (IWTS).** IWTS facility aims to enhance training effectiveness and improve accuracy of firers by simulating realistic scenarios and allowing upcoming officers to practice skills in a controlled environment. Tools in Indoor Weapon Training System allows instructors to identify areas for improvement and tailor training accordingly.



27. **Indoor Sports Complex.** The multipurpose sports arena features a large, versatile sports complex that accommodates various indoor sports such as basketball, volleyball, squash, hockey and gymnasium. The arena has dedicated facilities including strength-training areas, cardio equipment and specialized training equipment. This complex provides space for hosting sporting events, tournaments and competitions. This space accommodate spectators and provide necessary amenities like seating, scoreboards and media facilities. **Such an All Weather Indoor Sports Complex is only available in CTW, MCEME.**



28. **Officer Cadets Accommodation.** Officer Cadets are allotted fully furnished cabins with attached washrooms within the premise, which is in close proximity to all the facilities such as classes, laboratories, training areas, sports fields and Cadets' Mess.

29. **Officer Cadets Mess.** The Mess provides excellent quality, hygienic, nutritious, delicious, balanced multi-cuisine food. The mess also has an anteroom for entertainment and gymnasium for physical training.



30. **Cinema.** Latest movies are screened at Open Air Theatre loc at MCEME.

31. **Medical Facilities.** The requisite medical facilities are provided by the MI Room, MCEME and Military Hospital, Secunderabad.

32. **Sports Medicine Centre.** Fully equipped and modern Sports Medicine Centre is available at MCEME. With an on-site sports medicine centre, Officer Cadets can receive consistent medical care throughout their training period, which contributes significantly to their well-being, performance, and success.

33. **Additional Facilities.** Well-stocked URC, shopping centre, cafeteria, barbershop, clothing and tailor shop, equipment repair shop, bank ATM, landline phone in each Platoon for communication at home and internet lab are available within the premises.



ACTIVITIES AT CTW

Sports Activities

34. Inter platoon games are organised as team events in various strings to inculcate the sportsman competitive attitude, camaraderie and team spirit in the Officer Cadets. Competitions for Hockey, Basketball, Volleyball, Football, Cross Country run, Tennis and Squash are organised. As part of daily routine, the games period is organised for Officer Cadets under respective coaches and instructors.

35. **Inter CTW Triangulars.** Inter CTW Triangular meet is conducted once in a year hosted by one of the CTWs that includes cross country run, one major game (Hockey or Football), one minor game (Volleyball or Basketball) and one individual game (Tennis or Squash). **In the year 2023, the prestigious Inter CTW, Triangular Cup was won by CTW, MCEME.**



Clubs And Hobbies

36. The training imparted at CTW, apart from developing the physical and scholarly skills of the Officer Cadets, endeavour is to develop their personalities as well. In order to inculcate and nurture hobbies, various clubs have been formed viz **Arts & Sculpture, Music & Dramatics, Martial Arts, Sailing, Shooting, Photography, Science & Innovation and Golf.**



Adventure Camps And Mid Term Hikes

37. During the mid term break and at the end of term, adventure camps like Para Jumps at Army Air Borne Training School, Agra and Sailing at Army Yachting Node, Mumbai and hikes to different academies, centres and inter-services institutes at different locations in the country are organised for the Officer Cadets.



GIVE WINGS TO YOUR DREAMS!



PART II : INITIAL PREPARATION

Documentation

38. Immediately on receipt of Joining Instructions, candidates are required to **forward the acknowledgement form as per Appendix 'A' by e-mail at dir-recruiting6-mod@nic.in and cadetstrainingwing@gmail.com** or sign the same and forward to the following addresses :-

- (a) Director General Recruiting `A'
Adjutant General's Branch (TES Entry)
West Block III, RK Puram, New Delhi-110066
- (b) Directing Staff Coord (Trg)
Cadets Training Wing
Military College of Electronics and
Mechanical Engineering (MCEME)
Trimulgherry, Secunderabad.Telangana-500015

39. The following documents duly completed will be brought by all the Officer Cadets and handed over to the DS Coord (Trg), Cadets Training Wing on arrival :-

- (a) Parents Income Certificate as per **Appendix 'B'** attached. (if applicable)
- (b) Risk Certificate **Appendix 'C'** attached.
- (c) Legal Agreement Bond **Appendix 'D'** on non-judicial stamp paper (Please read the instructions given in Appendix before filling up form).
- (d) Supplementary Legal Agreement Bond **Appendix 'E'** for Cadets unable to produce any of the following :-
 - (i) Original X Certificate and Mark sheet.
 - (ii) Original XII Certificate and Mark sheet.
- (e) **On joining, the candidate will deposit 10th & 10+2 education certificates & mark sheets in original with CTW, MCEME along with five attested copies of each. He will not be allowed to undergo training at CTW, MCEME until the same are deposited.**
- (f) Domicile Certificate issued by competent authority i.e, Gram panchayat/Tehsildar/SDM.
- (g) Data Entry Form (Particulars of Cadets) (**Appendix F**).
- (h) Proficiency certificate, if held in outdoor activities/ sports should be brought by the Officer Cadet.
- (j) **Aadhar Card** alongwith 5 attested copies.
- (k) **Photocopies of PAN Card** (Five copies). **PAN Card is mandatory** and to



be submitted while joining for opening of account in SBI, MCEME.

- (l) Recent passport size photographs – 10 Nos (Shirt & Tie).
- (m) Application for grant of financial assistance as per **Appendix 'G'** attached (if applicable).
- (n) Jawaharlal Nehru University (JNU) admission form in two separate copies (**Appendix 'G'**) alongwith :-
- (i) Ten recent passport size coloured photographs. (It coloured collared shirt).
- (ii) Two copies of 10th and 12th Class passing certificates and Mark sheets.
- (iii) Two copies of Aadhar Card.
- (iv) 10,215/- rupees in cash/ DD for registration fee of JNU.
- (o) Social media Certificate (**Appendix 'J'**).
- (p) Certificate on Joining (**Appendix 'N'**).
- (q) Copy of Result of **JEE (Mains) 2023**.

Financial Instructions

40. On selection for admission to the CTW, MCEME candidates are required to deposit an amount of **Rs 58,930.00** at the beginning of 1st term. All Officer Cadets are required to bring a Demand draft for **State Bank of India, MCEME Branch, Secunderabad (IFSC Code SBIN0010621)** in favour of "**Officer Cadets Accounts, CTW, MCEME**" (Name and UPSC Number of the candidate to be written on the reverse of the Demand Draft).

41. **Initial Deposits : I Term**

(a) **Miscellaneous**

<u>S No</u>	<u>Particulars</u>	<u>Amount in (Rs)</u>
(i)	Insurance Cover by Army Group Insurance Fund	7,200.00
(ii)	University Registration Fee	15.00
(iii)	Enrolment Fees	10,215.00
(iv)	Losses/ Deficiencies	1,500.00
(v)	Clothing Money - Appendix 'L' (Items to be issued in the Wing and cost recovered from the Officer Cadets concerned)	40,000.00
	Total	58,930.00

(b) Total initial deposit approx - Rs 58,930.00



(c) Items to be brought by the cadet at the time of Joining CTW, MCEME is attached at **Appendix 'M'**.

(d) Apart from the amount mentioned at sub para 41 (b) above, candidates are advised to bring an ATM card linked to his bank account, the balance of the same should not exceed Rs 30,000, this may be required for miscellaneous personal expenses during the process of settling down initially.

42. **Medical**

(a) **Vaccination**. Candidates should be vaccinated against Chickenpox virus. Candidates who undergo the vaccination prior to joining will be required to produce a medical certificate duly signed by an authorized medical practitioner. Officer Cadets who do not get vaccinated on their own will be inoculated with two shots of Chickenpox vaccines at an interval of 6-8 weeks.

(b) At the time of joining the Wing, following vaccines are administered to the Officer Cadets under Government expenses: -

(i)	Injection TT Vaccine	-	02 doses.
(ii)	Injection Typhoid Vaccine	-	02 doses.
(iii)	Injection Hepatitis B Vaccine	-	03 doses.

43. If a candidate is exposed to any infectious or contagious disease, he should immediately inform the Adjutant, Cadets Training Wing telephonically. Under no circumstances, will the candidate report directly to the Wing with such a medical condition.

44. A thorough check for permanent body tattoo(s) of all the Officer Cadets will be carried out at Military Hospital, Secunderabad on their arrival with details as given in their dossiers. Any deviation to this will entail cancellation of candidature of Officer Cadets.

45. **Indenture**. Please read the notes at every Appendix carefully and comply with the instructions. This is to obviate the necessity of having to execute another bond should there be change in CTW of the Cadet subsequently, due to various reasons.

46. **Risk Certificate**. **No candidate or his parents/ guardians will be entitled to claim compensation for any injury, bodily infirmity or death which may be sustained in the course of/ as a result of training or surgical operation or anesthesia given to the Cadet at the Cadets Training Wing, MCEME during the course of his medical treatment. A copy of the declaration to be signed by the parents/ guardians is attached to the Instructions at Appendix 'C'.**

47. **Legal Agreement Bond**. A copy of the declaration to be executed by parents or guardians of all Officer Cadets is attached to these instructions at **Appendix 'D' called Legal Agreement Bond**. This is to be completed on a **non-judicial stamp paper** signed by the parents/ guardians and handed over to the DS Coord, CTW, MCEME on arrival. Regarding value of stamp paper please read **Note (a) of Appendix 'D'**. The following action will be taken by the CTW, MCEME in all cases on non-receipt of the executed bonds: -



- (a) If a Cadet is unable to furnish the bond at the time of arrival at the institution, 10 days training charges will be deducted from his account. Such Cadet will be given only few essential items of clothing till he furnishes the bond.
- (b) If after 10 days the bond is still not received, the Cadet will be sent home on leave upto seven days and may be permitted to rejoin if he brings the bond or money towards the cost of training for 15 days which is Rs 34,845/- (@ Rs.2323/- per day).
- (c) The amount charged above will be refunded to the Cadet on production of the bond by the parents/ guardians.
- (d) Sufficient amount will be given to the Cadet by the CTW, MCEME for his journey to home for collecting the bond. The amount paid to the Cadet for this purpose will be reimbursed to the CTW, MCEME subsequently by the parents/ guardians.
- (e) If the bond is not received within 25 days of the Cadet reporting to the Wing, the Cadet will be sent home and his candidature will be cancelled.

48. The Risk Certificate (Appendix 'C') and Legal Agreement Bond (Appendix 'D') should be executed and signed at the place provided for the signature by the father of the candidate only. In case father is not alive, then mother should execute and sign the documents. If both are not alive, then Guardian should sign. If father of the candidate is alive but estranged from family or in case of separation between parents the mother or legal guardian should execute Appendix 'D'

49. Supplementary Legal Agreement Bond. Candidates who do not submit their original educational certificates at Army Headquarters, also asked by CTW, MCEME are required to give a declaration to be executed by parents/ guardians. A copy of the declaration is attached to these instructions at **Appendix 'E'**. This will also be on non-judicial stamp paper signed by parents/ guardians and handed over to the DS Coord (Training), CTW MCEME on arrival. Similar action as in the case of Legal Agreement Bond (**Appendix 'D'**) mentioned in Paras 47 (a) to (e) above will be taken by CTW, MCEME in all cases on non-receipt of the executed bonds (**Appendix 'E'**). **The agreement form should not be stamped or executed until the Government has selected the candidate, and the candidate has received his joining instructions.**

Clothing and Equipment

50. Free Issue of Clothing and Equipment. Free issue of necessary items of uniform and equipment will be made on arrival at the CTW, MCEME. These items of clothing and equipment will be withdrawn on completion of training at the Wing.

51. Free Books and Stationery. Officer Cadets will be provided with free academic books and stationery at the commencement of each semester. The books, however, would be withdrawn at the end of the semester.

52. Payment Issue of Clothing and Equipment. In addition to the items of uniform and equipment provided free by the Government, candidates are required to be in possession of all items of clothing given in **Appendix 'N'** to these instructions. In order to ensure uniformity and correct pattern, these clothing items will be made available at the Wing and the candidates will meet the cost as mentioned at Para 41(a)(v).



53. **Items of Clothing and Equipment to be brought by the Cadet at the time of joining CTW, MCEME.** Items of clothing and equipment to be brought by the candidates are given at **Appendix 'N'** to these instructions. These items will be brought by the candidates while joining the Wing. In case the candidate is not able to buy any of the items, the same would be available in CTW Non CSD shop on cash payment. Candidates whose shoe size is 12 or more are to forward their names, UPSC Number and Merit number in advance at email id "**cadetstrainingwing@gmail.com**".

54. Candidates are forbidden to bring any of the following: -

- (a) **Mobile Phone and Peripherals.** Mobile declaration form (**Appendix 'O'**) to be filled and deposited to Adjutant, CTW alongwith the devices on arrival at the Wing.
- (b) Portable TV.
- (c) Computer (Laptop, Tablets, e-book readers) and accessories to include Hard Disc, Pen Drives, USB, ROM, RAM etc or such Hardware items.
- (d) DVD Player.
- (e) I-Pod with cameras.
- (f) MP3 players which can act as storage device/Pend drive.
- (g) Smart watch, of any kind.
- (h) Firearms/ Knives/ or any sharp metallic object.

Candidates are advised not to bring any valuable items like expensive watches, rings, necklaces, jewelry, electronic gadgets and such like articles. Additionally, bespectacled Officer Cadets are advised to bring two pairs of spectacles. Spectacles with photo chromatic lenses are not permitted to be worn while under training at CTW, MCEME.

55. **Social Media.** The use of social media is banned for the Officer Cadets (list attached as **Annexure to Appendix 'K'**). The candidates joining CTW, MCEME are required to submit a certificate on the prescribed format stating that the individual is not a member of any social networking website (**format attached as Appendix 'K'**).

Physical Conditioning

56. The erstwhile Basic Military Training which was for a duration of one year has been spread over a span of four years and will require efforts from your side to be alive & more proactive on this front. Therefore, basic core strengthening and upper body endurance that you can develop before joining will be of big help. Thus, it is imperative that candidates desiring to join the CTW, MCEME attain a high level of physical fitness which will facilitate their smooth adaptation to the training schedule at the Wing. It has been observed that some of the selected candidates, who are in poor physical condition on joining the Wing, find it difficult to cope up with the training routine. Inadequate physical conditioning also inhibits the Officer Cadets academic performance.

57. Prospective candidates are, therefore, advised to keep themselves in good physical condition, by following the under mentioned regimen daily: -



- (a) Jogging 3 to 5 Kms interspersed with short sprints.
- (b) Skipping.
- (c) Pushups and Sit ups (minimum 40 each).
- (d) Chin ups (minimum 04).
- (e) It would be of immense benefit if the Officer Cadets could learn the basics of swimming before joining the Wing.
- (f) Cycling up to 3 Kms.

Travelling Expenses

58. Candidates will travel to Secunderabad at their own expense by train in AC-III tier by the shortest route. A cash receipt/ ticket is to be obtained from the railway authorities showing the amount of railway fare spent. This is to be attached to the Travelling Allowance claim, which will be produced by candidates on arrival at the CTW, MCEME. Failure to produce the railway receipt/ ticket will result in foregoing the claim. Reservation and berth charges are also reimbursed against proper receipt/ ticket numbers. Claims in respect of travel by modes other than train would be restricted to the AC-III tier railway fare or the actual expenditure whichever is less.



PART III – ACADEMIC TRAINING

Introduction

59. The 3+1 model offered by CTW, MCEME is an innovative engineering degree program that provides Officer Cadets with a well-rounded education in the fields of mechanical and electronics engineering. In this brief, they will explore the curriculum, streams of study, course materials, examination structure, pre-arrival requirements, and the exceptional standards offered at CTW, MCEME. Additionally, pool of experienced professors, state-of-the-art infrastructure, and student support systems makes CTW, MCEME an ideal choice for aspiring engineers.

Curriculum and Streams

60. The new 3+1 training model at CTW, MCEME offers a rigorous curriculum designed to equip Officer Cadets with comprehensive knowledge and practical skills in mechanical and electronics engineering. The program is divided into three years of intensive training at CTW, MCEME, followed by a final year military training at IMA.



61. During their three years at CTW, MCEME, Officer Cadets will delve into various subjects related to mechanical and electronics. The curriculum covers a wide range of topics, including but not limited to :-

(a) **Mechanical Engineering.**

- (i) Mechanics.
- (ii) Thermodynamics.
- (iii) Fluid Mechanics.
- (iv) Materials Science.
- (v) Manufacturing Processes.
- (vi) Machine Design.
- (vii) Robotics and Automation.

(b) **Electronics Engineering.**

- (i) Circuit Theory.



- (ii) Digital Electronics.
- (iii) Electromagnetic Theory.
- (iv) Microprocessors.
- (v) Communication Systems.
- (vi) Control Systems.
- (vii) VLSI Design.



Course Material

62. Throughout the program, Officer Cadets will be provided with well-curated course material to support their learning journey. Over the course of three years/ six semesters, Officer Cadets will receive textbooks, lecture notes, and reference material tailored to their specific subjects. These material are carefully selected to ensure they align with the latest advancements in the field of engineering.

63. **Examinations.**

(a) To assess an Officer Cadet progress, CTW, MCEME employs a structured examination system. Each semester consists of two phase tests and a final test. The phase tests provide regular checkpoints to monitor Officer Cadets understanding and identify areas for improvement. The final test at the end of each semester evaluates Officer Cadets overall grasp of the subject matter. This examination structure ensures a thorough evaluation and encourages continuous learning and growth.

(b) **Pre-Arrival Requirements (Zero Test).** It is important to keep yourself abreast with the 10 + 2 syllabus. A Pre-Engineering test will be conducted within first week of arrival at CTW, MCEME. Syllabus for the same is Physics, Chemistry & Mathematics (PCM) of Class 11th & 12th.

64. Before joining CTW, MCEME, Officer Cadets are required to prepare a few essential items to facilitate their educational journey. You are required to carry calculators alongwith you.

Standards and Faculty

65. CTW, MCEME upholds the highest standards in engineering education, fostering a stimulating and conducive learning environment. The MCEME boasts a team of experienced and dedicated professors who bring a wealth of industry expertise to the classroom. These professors



possess a deep understanding of the subjects they teach and are committed to guiding and nurturing Officer Cadets to achieve their full potential.

Infrastructure and Support System

66. CTW, MCEME is equipped with state-of-the-art infrastructure aimed at enhancing the learning experience. The advanced smart classrooms provide a technologically advanced environment, facilitating interactive and engaging sessions. Additionally, CTW, MCEME offers a comprehensive feedback system, allowing Officer Cadets to provide valuable suggestions and express concerns, ensuring continuous improvement.

67. To address the needs of all Officer Cadets, CTW, MCEME provides extra classes for those who require additional support. These sessions are designed to help such Officer Cadets to grasp challenging concepts and bridge any learning gaps. Moreover, the Wing recognizes the importance of cadet well-being and offers refreshment facilities to ensure Officer Cadets can recharge and stay focused throughout their rigorous training.

Motivation to Join

68. By choosing CTW, MCEME, aspiring engineers can expect to receive a well-rounded training that prepares them for the challenges in Indian Army. The Wing's commitment to excellence, experienced professors, state-of-the-art infrastructure, and student support systems create an ideal environment for learning and growth. Joining CTW, MCEME offers Officer Cadets the opportunity to develop a strong foundation in mechanical and electronics engineering, equipping them with the knowledge and skills necessary to succeed in their careers.



Internship and Industry Experience

69. In these three years at CTW, MCEME, Officer Cadets will get practical industry experience. This crucial phase allows Officer Cadets to apply their theoretical knowledge in real-world scenarios, gaining hands-on experience and valuable insights into the engineering. CTW, MCEME has established strong partnerships with renowned companies to provide Officer Cadets with meaningful internship opportunities, ensuring they are well-prepared for the professional world upon graduation.



Research and Innovation

70. CTW, MCEME encourages a culture of research and innovation among its Officer Cadets. The Wing provides access to state-of-the-art laboratories and research facilities, fostering an environment conducive to exploration and discovery. Officer Cadets are encouraged to undertake research projects, collaborate with faculty members, and participate in national conferences to showcase their work. CTW, MCEME emphasizes on research to instill spirit of inquisitiveness and equip Officer Cadets with the ability to address real-world engineering challenges.

Industry-Relevant Workshops and Seminars

71. To keep Officer Cadets updated with the latest industry trends and advancements, CTW, MCEME organizes regular workshops and seminars. Renowned experts and industry professionals are invited to share their knowledge and experiences, providing valuable insights into emerging technologies and engineering practices. These events enhance Officer Cadets understanding of industry requirements and equip them with the skills necessary to thrive in a rapidly evolving engineering landscape.



Continuous Improvement and Quality Assurance

72. CTW, MCEME is committed to continuously improving its programs and maintaining the highest standards of education. The Wing regularly reviews its curriculum to ensure its relevance and alignment with industry needs. Feedback from Officer Cadets, faculty, and industry partners is actively sought and incorporated into the academic framework. This dedication to quality assurance guarantees that Officer Cadets receive an education that prepares them for the dynamic and demanding engineering landscape.

Student Support Services

73. CTW, MCEME understands that the success of its Officer Cadets goes beyond academics. The Wing provides a range of support services to ensure the holistic development and well-being. These services include.

(a) **Personalized Mentoring.** Each Officer Cadet is assigned a dedicated mentor who offers guidance and support throughout their academic journey. Mentors provide academic advice, helps Officer Cadet to set goals, and offer assistance in overcoming challenges.

(b) **Extracurricular Activities.** CTW, MCEME encourages Officer Cadets to participate in various extracurricular activities. These activities, such as sports, clubs, and



cultural events provide opportunities for Officer Cadets to explore their interests, develop leadership skills, and foster a sense of camaraderie among peers.

(c) **Career Development Workshops.** CTW, MCEME organizes workshops and seminars focused on enhancing Officer Cadets employability skills. These workshops cover topics such as communication skills, teamwork, problem-solving, and professional etiquette to prepare Officer Cadets for their future careers.

(d) **Industry Visits and Guest Lectures.** CTW, MCEME organizes industry visits and invites guest lecturers from the engineering field to provide Officer Cadets with practical insights and expose them to real-world scenarios. These interactions broaden Officer Cadets perspectives and help them understand the practical applications of their knowledge.



(e) **Feedback and Continuous Improvement.** CTW, MCEME values Officer Cadets feedback and actively seeks input to enhance the learning experience. Regular feedback mechanisms, such as surveys and evaluations, are conducted to gather suggestions and address any concerns. This commitment to continuous improvement ensures that the Wing stays at the forefront of engineering education.

(f) **Industry-Relevant Skill Development.** CTW, MCEME integrates industry-relevant skill development within its curriculum. Officer Cadets are exposed to practical challenges, problem-solving exercises, and real-world case studies. This approach equips them with the necessary skills and competencies sought after by employers in the engineering industry.

74. The academic course curriculum is also comprehensive & demanding, requiring interest and perseverance from the Officer Cadets. CTW, MCEME offers a comprehensive engineering education that goes beyond traditional classroom learning. With its emphasis on academic excellence, industry relevance, personalized support, and global exposure, CTW, MCEME prepares Officer Cadets to become competent engineers and successful professionals. By joining CTW, MCEME, Officer Cadets gain access to a supportive learning environment, experienced faculty, state-of-the-art infrastructure, industry connections, and opportunities for personal and professional growth. CTW, MCEME is committed to nurturing talent, fostering innovation, and empowering Officer Cadets to make a positive difference in the engineering field and Defence services as a whole.



PART IV – ADMINISTRATION & RECEPTION ARRANGEMENTS

75. A reception cell will be established at Secunderabad Railway Station for receiving candidates on the specified dates of reporting as promulgated by Recruiting Directorate. Under no circumstances will a candidate report early/ later than the date of reporting. For candidates reporting early/ later due to limitations of mode of travel, the same needs to be informed telephonically to Adjutant, CTW, MCEME to ensure necessary arrangements. Candidates are also advised to avoid staying at hotels or residences of their relatives before reporting. Instead, candidates are advised to directly report to the Wing. The Mob No of reception cell is as under : -

- (a) **Overall Incharge & Reception Officer - Maj Praveen Negi (8826876338)**
- (b) **Reception JCO - Sub Ravilla Rama Rao (8167581052)**
- (c) **Reception Clerk - Hav VS Rajput (9086203097)**
- (d) **Finance Clerk - Hav V K Yadav (9506684007)**

Candidates must carry their photo identity proof at the time of reporting. In case of failure to produce the same, they will not be allowed to enter the premises of the CTW.

76. The candidates can also report directly at the Reception Cell at CTW Main Gate under own arrangements. The Google maps link of CTW main gate is <https://maps.app.goo.gl/A9XZGrehUykdTY768> .

77. Candidates can contact Movement Control Organisation (MCO), Secunderabad Railway Station on No 04027701602, or ring up the Adjutant, CTW, MCEME on telephone/ mob No on 040 27869170/ 7991464641 (during working days from 0830h - 1400 h) in case of any difficulty.

78. **Candidate should be dressed in shirt, trouser and a tie when reporting to the Reception Officer at the Wing.** (Round neck T-shirt and Jeans are not permitted to be worn by candidates while reporting)

79. **Instructions Pertaining to Reporting:**

- (a) All candidates must intimate their scheduled arrival details to CTW, MCEME at least one week in advance on mobile No **8167581052** (Text message only).
- (b) All candidates must get a haircut and should be clean shaved before reporting to CTW, MCEME.

On Reaching CTW, MCEME

80. **Discipline.** On arrival and while under training at the Cadets Training Wing, candidates will be subject to such rules and regulations as laid down for the Officer Cadets of the Cadets Training Wing. Drinking alcohol and smoking is forbidden for Officer Cadets during their stay at the Wing.



81. **Accommodation and Messing.** Officer Cadets will be provided free accommodation and will be obliged to live in sharing/ single & independent quarters allotted. Cadets will also be provided free messing and allied services (including electricity, water, conservancy and laundry).

82. **Visitors.** Officer Cadets are permitted to receive visitors on pre-designated Sundays/ Holidays from 1000 to 1830 hours. Officer Cadets are not allowed to entertain visitors outside the days and hours laid down. Next of kin i.e, parents/ guardians may be permitted, by prior appointment in writing, at times other than those mentioned above.

83. **Correspondence.** Personal Number and Platoon will be allotted to Officer Cadets on arrival at the CTW, MCEME. All correspondence to Officer Cadets will be addressed as under:-

TES Number.....
 Platoon.....
 Full Name

Cadets Training Wing
 Military College of Electronics and
 Mechanical Engineering (MCEME)
 Trimulgherry, Secunderabad
 Telangana
 PIN-500015

84. **Telephone enquiries/ Calls.** Telephone calls to Officer Cadets and telephonic enquiries should be kept to the barest minimum. Parents/ guardians are advised to make calls directly to the Platoon Commander of the Cadet and **not to the Adjutant**, once the Cadet confirms his allotted Platoon and the Platoon Commander's telephone number.

85. **Leave and Vacations.** Except for leave on medical grounds, no other kind of leave of absence during the period of training will be granted. Leave on extreme compassionate grounds may be considered, but the competent authority shall be the sole judge for deciding such cases. It is advised that family functions viz marriages, religious ceremony etc are planned during the term breaks i.e. June/ December. The Wing closes for summer and winter vacations for approximately four weeks in June and December. Officer Cadets may be permitted to proceed home during the vacations. The decision whether or not a Cadet will be permitted to proceed home during the vacations rests with the Commandant, MCEME and will be determined by the progress shown during training. Officer Cadets are entitled to free railway conveyance on warrant by AC III during vacations, to their home stations and back.



PART V : FINANCIAL MATTERS

Insurance : Army Group Insurance Fund Scheme for Officer Cadets

86. **Coverage.** All Officer Cadets who join the CTW, MCEME are covered under this scheme during their stay at CTW, MCEME.

87. **Benefits.**

(a) **Insurance.** A sum of Rs 15 Lacs is assured for death due to any reason, while under going training at the Wing.

(b) **Disability Cover.** A maximum of Rs 15 Lacs is payable for 100% disability, proportionately reduced to disability upto 20%. No disability benefits are paid for alcoholism/ drug addiction. The percentage of disability will be recommended by a military medical board and approved by a competent authority, which will be considered final and binding on the Officer Cadets. Officer Cadets leaving at their own request or on disciplinary grounds will not qualify for any disability benefits, under this scheme.

(c) **Survival Benefits.** No survival/ maturity benefits are applicable during training at CTW, MCEME.

88. **Premium during Training at CTW, MCEME.**

(a) A onetime non-refundable premium of Rs 7,200/- will be paid on joining CTW, MCEME.

(b) The premium is compulsory and will cover the Cadet for a period of three years in CTW, MCEME.

(c) There are no saving elements; hence no maturity benefits are payable when a Cadet leaves the Wing.

(d) **Relegation Cases.** If a Cadet gets relegated to a junior course on academic, administrative or disciplinary grounds, he will be liable to pay Rs 1,355/- for each additional term (06 months), immediately once relegation becoming effective.

89. **Premium on Passing Out of CTW, MCEME.** Once the Cadet joins IMA, Dehradun and commences drawl of a fixed stipend of approx Rs 56,100/- per month, he shall pay Rs 10,000/- per month (subject to periodic revisions). This monthly subscription shall continue even after Commissioning, till the individual remains in service. The premium contains saving element hence will be entitled for maturity benefits on leaving the IMA on any ground.

90. **Disqualifying Factors.**

(a) Officer Cadets who abscond or desert the Wing i.e. leave the Wing without proper permission/ authority, will not be eligible for any benefits under this scheme.

(b) Officer Cadets leaving the training at their own request or on disciplinary grounds will not be liable for any disability benefits, even if recommended by a medical board.



PART VI – SPECIAL INSTRUCTIONS

91. **Ban on Applying for Other Jobs while at the CTW, MCEME.** Candidates who have also applied for other types of commission/ entry into the Army, Navy or Air Force or any other employment must exercise their final option before admission to the CTW, MCEME for training. After admission, they will not be permitted to appear for any examination/ interview for any other type of commission/ entry in the Army, Navy or Air Force or any other employment without resigning from the Wing and paying the cost of training.

92. **Resignation or Withdrawal : Recovery of Cost of Training.** In case a Cadet tenders his resignation on arrival or later during the course of his training or is withdrawn by the Government for not fulfilling the conditions laid down in paragraph 4 of the Bond at **Appendix 'D'**, he and his parents or guardians are liable to pay to the Government jointly the cost of training at the CTW, MCEME and other training establishments and money received by the Cadet as pay and allowances together with interest thereon. **The rate of cost of training is revised from time to time and is presently slabbed at Rs 16,260/- per week**, with an yearly escalation of 8% p.a. to be calculated on 01 Jul of each year. **The cost of training will be recovered from the date of joining the Wing.** The Cadet who tenders his resignation/ is withdrawn will be returned his 10+2 Education Certificate/ Marksheet (original) only after clearance of his all dues (including cost of training).

93. If a Cadet tenders his resignation, he has to submit his parents' consent along with his resignation application. The format of the parent consent is attached as **Appendix 'H'**.

94. The cost of training incurred at RIMC, Dehradun and the amount of scholarship received at various Sainik Schools will also have to be paid by the Cadet or his parent before a request to resign is accepted. The amount involved will have to be deposited prior to forwarding the case to higher authorities.

UPSC Examination/ Merit Related Queries

95. All queries related to joining date, non/ late receipt of joining instructions and UPSC Merit may be addressed directly to :-

Director General Recruiting `A`
Adjutant General's Branch (TES Entry)
West Block III, RK Puram
New Delhi-110066

Phone No. **011-26175473**
 011-26173215
 011-26196220



Appendix 'A'
(Refer to Para 38 of Joining
Instructions)

ACKNOWLEDGMENT FORM

(For Candidates selected to undergo training with TES Entry scheme at CTW, MCEME)

Please intimate this HQ immediately about your willingness to join the Wing. Your willingness must reach this HQ within 7 days of receiving the Joining Letter failing which your candidature will be cancelled and the next available candidate will be detailed.

ACKNOWLEDGEMENT

UPSC Roll No _____

Name _____

Full Address _____

To :

Directorate General Recruiting (Recruiting A)/ TES ENTRY
Adjutant General's Branch
Army HQ, West Block- III
RK Puram, New Delhi- 110066

Sir,

1. I have the honour to acknowledge receipt of your Headquarters Letter No. _____ dated _____ together with Joining Instructions for above mentioned course.
2. I shall report at CTW, MCEME on _____ (due date of Arrival), I have informed the CTW, MCEME accordingly. I understand that if I fail to report at the Wing on the due date of arrival, my candidature for the course is liable to be cancelled.

OR



I am unable to report at CTW, MCEME for reasons given below by me and
 I _____ Forego my
 claim to join CTW, MCEME. The vacancy thus used may be filled by a candidate next in the merit.

REASONS FOR NOT JOINING CTW, MCEME

- (a) Alternative job secured (give details) _____
- (b) Terms and conditions of service not acceptable _____
- (c) Domestic reason i.e. _____
- _____
- (d) Psychological factor i.e. _____
- (e) Other reasons: -
- (i)
- (ii)
- (iii)
- (iv)

Counter signature of the Father/ Guardian

Signature of the Candidate

Copy to: -

**DS Coord (Trg)
 Cadets Training Wing
 Military College of Electronics and
 Mechanical Engineering (MCEME)
 Trimulgherry, Secunderabad
 Telangana
 Pin- 500015**

(Note: Strike off the portion which is not applicable to your entry.)



Appendix 'B'
 (Refer to Para 39 (a) of
 Joining Instructions)

PARENTS / GUARDIANS INCOME CERTIFICATE

I.....Parent / Guardian of No
 Name..... do hereby solemnly affirm that my total
 income from all sources on this date is Rs

Date

.....

(Signature)

.....

(Name in Block Capitals)

.....

 (Full Postal Address)

COUNTERSIGNED

Date.....

.....

(Signature)

Place

Name.....

Office Seal

Designation.....

Date.....

Note: -

1. Strike out whichever is not applicable.
2. Please attach latest copy of either: -
 - (a) Pay Slip.
 - (b) Income Tax Return
3. Countersigned by any of the following: -
 - (a) Employer of Parent/ Guardian of the Candidate.
 - (b) By any Gazetted Officer.
4. Please affix Rubber Stamp/Seal.



Appendix' C' – Risk Certificate
(Refer to Para 39 (b) of Joining
Instructions)

**CERTIFICATE TO BE SIGNED BY PARENT/ GUARDIANS OF CANDIDATES SELECTED
FOR TRAINING AT THE CADETS TRAINING WING, MILITARY COLLEGE OF
ELECTRONICS AND MECHANICAL ENGINEERING, SECUNDERABAD.**

I, (Name)_____ father / guardian of
(Name)* _____ who is a candidate for training as
Officer Cadet in the Cadets Training Wing, Military College of Electronics and Mechanical
Engineering, Secunderabad for a regular commission in the Army, hereby certify that, I fully,
understand that my son @ will do so with my full and free consent and at my own risk, and that I
or my son or any of `my legal heirs shall not be entitled to claim any compensation or other relief
from the Government of India in respect of any injury/ infirmity/ death, which my son may sustain
in the course or as a result of training/ other activities/ midterm hikes/ additional adventure hikes
or where bodily infirmity or death results in the course of or as a result of surgical operation
performed upon him or anesthesia administered to him for the treatment of any injury received as
aforesaid or otherwise at the said Cadets Training Wing, Military College of Electronics and
Mechanical Engineering, Secunderabad or during any activity undertaken anywhere in the country
or abroad as an Officer Cadet of the Cadets Training Wing, Military College of Electronics and
Mechanical Engineering, Secunderabad.

Place : _____

(Signature of father or guardian)

Date :

(_____)

Signature of witness

Name _____

Address _____

* Name of the Officer Cadet be filled in this Appendix as per College/School records.

@ Delete whichever is not applicable.

Note:- Certificate to be on Non Judicial Stamp paper with stamp fee in vogue in the State where the Certificate is executed by Father/ Guardian. Signature is to be notarized/ witnessed by a serving or pensioned Commissioned Officer or any Civilian Government Servant of Gazetted Status.



Appendix 'D' – Legal Agreement Bond
(Refer to Para 39 (c) of Joining Instructions)

**BOND TO BE SIGNED BY PARENTS/ GUARDIAN OF THE CADET SELECTED FOR
INITIAL TRAINING AT CADETS TRAINING WING, MILITARY COLLEGE OF
ELECTRONICS AND MECHANICAL ENGINEERING**

1. This agreement dated _____ day of between ____ son of/wife of * _____ resident of (hereinafter called “GUARANTOR” which expression shall include his personal representative where the context so admits), and son of the aforesaid guarantor (hereinafter called the Officer Cadet) through his/her guardian _____ of the one part.

AND

The President of INDIA (hereinafter called the Government which expression shall include a successor and assignee where the context so admits) of the other part.

2. The Officer Cadet has been selected by the Government for admission to the Cadets Training Wing, Military College of Electronics and Mechanical Engineering on the terms hereinafter appearing for the purpose of receiving preliminary training with a view to being commissioned as an officer in the Regular Army, as may be decided upon by the Government provided he is considered by the Government to be suitable in all respects and there is any vacancy.

3. Now it is agreed between the parties referred to above that in consideration of the Officer Cadet being admitted by the Government to the Cadets Training Wing, Military College of Electronics and Mechanical Engineering for the purpose of the aforesaid training, the guarantors covenant with the Government that the Officer Cadet will attend the Cadets Training Wing, Military College of Electronics and Mechanical Engineering for preliminary training and such other training establishments as the Government may determine from time to time for the prescribed period or until he is declared fit (as to which the decision of the appropriate authority prescribed by the Government for the time being shall be final) to be granted Commission and that the Cadet will if offered a Commission as an Officer in the Regular accept such commission unless he, the Officer cadet, is prevented from doing so by death or on account of ill health or some other reason over which he, the Officer Cadet, has no control, or by being removed on the grounds that the Officer Cadet is considered by the said appropriate authority to be unfit to continue as an Officer Cadet or to be granted a Commission. While undergoing training, the Cadet shall be subjected to rules and instructions issued by the competent authority in this regard.

4. If, on account of his dismissal or discharge or withdrawal from the Cadets Training Wing, Military College of Electronics and Mechanical Engineering for knowingly furnishing false particulars or suppressing material information in his application for admission to the said Cadets Training Wing, Military College of Electronics and Mechanical Engineering or in the event of his being dismissed or discharged or withdrawn on disciplinary grounds or on his own request from the Cadets Training Wing, Military College of Electronics and Mechanical Engineering or for marrying while under training at the said Cadets Training Wing, Military College of Electronics and Mechanical



Engineering or for any reason not beyond the control of the Officer Cadet, he does not complete the prescribed training, or he the Officer Cadet, does not accept a Commission offered as covenanted then the guardians and the Officer Cadet shall jointly and severally be liable to pay forthwith to Government in cash such sums as the Government shall fix but not exceeding such expenses as shall have been incurred by the Government on account of the Officer Cadet on his training and all the money received by the Officer Cadet in pay and allowances from the Government together with interest on the said money calculated at the rate in force for Government loans.

5. And is lastly agreed that if there is any dispute as to the effect or meaning of these conditions, the decision of which has not been expressly herein before provided for, the same shall be referred to some person appointed by the Secretary to the Government of India in the Ministry of Defence whose decision shall be final

6. In witness whereof the parties have hereunto set and subscribed their respective hand by day, month and year first before written: -

Signed by the Guarantor
in the presence of witness

Signature of Guarantor
(Name _____ of _____ Guarantor
_____)



Signature of witness _____
(Name _____)
(Witness name with official rubber stamp)

(For Office use only)

(Witness)

Signed by for and on behalf of the
President of INDIA



NOTE (For guidance only, Not to be typed in the Bond/Agreement)

- (a) The agreement should be executed on a non-Judicial stamp paper. The necessary stamp paper is to be purchased by the Guarantor from the Local Revenue Officer. The value of the stamp paper varies from State to State. The actual value of the stamp paper on which the agreement has to be executed should be ascertained by the Guarantor from the Superintendent of stamps of the district in which he normally resides.
- (b) The signature of the Guarantor is to be witnessed by a serving or pensioned Commissioned Officer / Junior Commissioned Officer (with name and IC No/JC No) or any Civilian Government Servant of Gazetted Status.
- (c) The agreement will be signed on behalf of the President of INDIA by the Adjutant of the Cadets Training Wing, Military College of Electronics and Mechanical Engineering.
- (d) **Father of the candidate should sign as Guarantor on each page of the bond. If father is not alive, then *mother should sign. If both are not alive, then Guardian should sign. If father of the candidate is alive but estranged from family or in case of separation between parents the mother or legal guardian should execute Appendix 'D'.**
- (e) **The bond is executed between Guarantor and the President of INDIA. Therefore, the *Guarantor's name with his father's name should be mentioned in Para 1 of the bond. Guardian's Name and Guarantor's name must be same. (If father is not alive, then mother will be guarantor and her name should be mentioned with late husband's name).**
- (f) The agreement form should not be stamped or executed until the boy/girl has been selected for admission by the Government.
- (g) Name of the Officer Cadet to be filled in the Legal Bond as per school records.
- (h) If the signature of the Guarantor is witnessed by a serving or Retired Commissioned Officer, he should give his Service Number along with his name.
- (e) The Bond must be typed on one side of the paper only. However, where the reversed page is used, all typing must be below the attestation/Vendors stamp, which must NOT be obliterated.
- (f) Where the text spills over to the next page, each additional page will be signed by the executor and witness.
- (g) Where required additional blank pages may be procured from the stamp vendor.
- (m) The date mentioned on the bond should be the actual date when the bond was signed by the Guarantor and the witness (Gazetted/ Commissioned Officer).



TO BE COMPLETED IF INSTRUCTED IN THE APPOINTMENT LETTER
SUPPLEMENTARY AGREEMENT BOND TO BE SIGNED BY CADETS
SELECTED FOR PROVISIONAL ADMISSION TO THE CADETS
TRAINING WING, MILITARY COLLEGE OF ELECTRONICS AND
MECHANICAL ENGINEERING, SECUNDERABAD FOR INITIAL
TRAINING WITH A VIEW TO BEING COMMISSIONED
IN THE REGULAR ARMY AND THEIR SURETIES

This agreement made on theday of 2024 betweenson of(hereinafter called the Officer Cadet which expression shall include heirs, executors, administrators and representatives where the context so admits) of the first part and son of(hereinafter called "Surety" which expression shall include heirs, executors, administrators and representatives where the context so admits) of the second part and the President of India (hereinafter called "Government" which expression shall include his successors and assignees where the context so admits) of the third part.

Whereas.....has been selected by the Government for provisional admission to the Cadets Training Wing, Military College of Electronics and Mechanical Engineering for the purpose of receiving initial training with a view to being commissioned as an Officer in the Regular Army PROVIDED he is considered by the Government to be suitable in all respects for being commissioned as aforesaid and provided there is a vacancy subject to the production to the Government of the documents mentioned below (hereinafter referred to as the said documents) immediately on arrival at the Wing or by such later date as may be fixed by the Government in this behalf :-

- (a) Original Secondary School or equivalent certificate & Marksheet in support of age.
- (b) Original 10+2 class pass or equivalent certificate & Marksheet for proof of educational qualification.

NOW THIS DEED WITNESSED and the parties hereby agree as follows:-

1. That in consideration of the provisional admission of the Officer Cadet to the Cadets Training Wing, Military College of Electronics and Mechanical Engineering for the purpose of aforesaid training, the Cadet and the surety covenants with the Government that the said documents will be produced to the Commandant of the College immediately on arrival or by such later date as may be fixed by the Government.

2. That if for any reason, the said documents are not produced within the time fixed by the Government for their production as covenanted above, the Cadet shall be liable to be removed from the Cadets Training Wing, Military College of Electronics and Mechanical Engineering and the Cadet and the Surety shall jointly and severally be liable to pay forthwith to the Commandant in cash such sum not exceeding such expenses as shall have been incurred by the Government on account of the Cadet in respect of the training (and any decision of the Government as to the amount so payable shall be final) together



with all money received by the Cadet as pay and allowances from the Government with interest on the said money calculated at the rate in force for Government loans.

3. That the liabilities of the Surety hereunder shall not in any manner be affected by any time which may be granted or any other indulgence may be shown to the Cadet in respect of the recovery of the said money by the Government nor shall it be necessary for the Government to issue the Cadet before suing the Surety for amounts due hereunder.

4. That if there is any dispute as to the effect or meaning of these presents the same shall be referred to the decision of some person appointed by the Secretary to the Government of INDIA in the Ministry of Defence whose decision shall be final.

5. As witness our hands the day and year first above written.

Signed by the Cadet above named

in the presence of

.....
(Cadet)

1. Witness.....

.....
(Surety)

Signed by the Surety above named
in the presence of

2. Witness.....

Signed by for and on behalf of the
President of INDIA in the presence of

3. Witness.....

NOTE

(a) The agreement form is to be executed on non-judicial stamp paper of proper value. The necessary stamped paper is to be purchased by the Surety from the Local Revenue Officer. The value of the stamp paper varies from state to state. The actual value of the stamp paper on which the agreement has to be executed should be ascertained by the Guarantor from the Superintendent of stamps of the district in which he normally resides.

(b) The signature of the Surety is to be attested by a serving or pensioned Commissioned Officer or JCO or any Civilian Government Servant of Gazetted Status. The IC/JC No on the Stamp paper must be affixed below the Name as the case may be.

(c) The agreement form should not be stamped or executed until the candidate has been selected by the Government for provisional admission.

(d) Name of the Officer Cadet may be filled in as per school records.



Appendix 'F'
(Refer to Para 39 (g) of Joining
Instructions)

DATA ENTRY FORM – TES COURSE

(To be filled in block letters)

1. **Personal Info.**

(a) TES Number (Will be allotted on arrival at CTW)	
(b) Aadhar Number	
(c) Name as per 12 th Class passing Certificate	
(d) UPSC Roll Number	
(e) UPSC Merit No	
(f) SSB Centre	
(g) SSB Board Number	
(h) Batch & Chest No	
(j) Date reported at CTE, MCEME	
(k) Date of birth as per 10 th Class passing certificate	
(l) Age	
(m) Height (in cms)	
(n) Weight (in kgs)	
(o) Blood Group	
(p) Religion	
(q) Mother tongue	
(r) Food Habit	Veg / Non Veg / Egg Veg
(s) Identification Mark(s) : 1.	2.
(t) CTW opted during SSB	
(u) CTW assigned {CME/MCEME/MCTE}	{CME/MCEME/MCTE}
(v) Platoon (Will be allotted after allotment of TES No)	
(w) Birth Place	
(x) Caste (as mentioned in UPSC Application form)	SC / ST / OBC / General
(y) E-mail	
(z) Urban/Rural	
(ab) Nationality	
(ac) State of Domicile	
(ad) Whether you were in NCC/Scouts	Yes/No
(ae) If you were in NCC mention	(i) NCC Number :
	(ii) NCC Rank :
	(iii) NCC Service :
	(iv) NCC Battalion:
	(v) School/College:
	(vi) NCC Duration:
	(vii) NCC Certificates : A/B/C



(af) Addresses (Present & Permanent) of father/guardian	
(i) Present Address	(ii) Permanent Address
Name :	Name :
Address :	Address :
Vill & PO :	Vill & PO :
Tehsil & District :	Tehsil & District :
State :	State :
City	City
Nearest Railway Station	Nearest Railway Station
Pin Code No :	Pin Code No :
Tele/Mobile No(s) :	Tele/Mobile No(s) :
(ag) Relative in Secunderabad	Yes/No
(ah) Relative Address in Secunderabad	

2. Family Details.

(a) Parents Info.

(i)	Father's Name	
(ii)	Whether in Defence Forces	Yes / No
		If Yes (Give details) :-
		Service : Army / Navy / Air Force
		Rank :
		Regt/Corps :
(iii)	Occupation category	Central Govt employee
		State Govt employee / PSU / Govt Undertaking
		Self employed / Bank employee / Police
		School Teacher / Principal / Professor
		Doctor / Pharmacist / Lab Assistant
		IAS Officer / IPS Officer / IFS Officer
		Bank Officer / Lawyer / Engineer
		IT Professional / Consultant / Mechanic
Farmer / Para Military Force / Others ()		
(iv)	Age	
(v)	Monthly Income	
(vi)	Mother's Name	
(vii)	Whether in Defence Forces	Yes / No
		If Yes (Give details) :-
		Service : Army / Navy / Air Force
		Rank :



		Regt/Corps :
		Unit :
(viii)	Occupation Category	Central Govt employee
		State Govt employee / PSU / Govt Undertaking
		Self employed / Bank employee / Police
		School Teacher / Principal /Professor
		Doctor / Pharmacist / Lab Assistant
		IAS Officer /IPS Officer / IFS Officer
		Bank Officer / Lawyer / Engineer
		IT Professional / Consultant / Mechanic/others
		Farmer / Para Military Force / House wife
(ix)	Age of Mother	
(x)	Monthly Income	
(xi)	Siblings (Age & Profession)	Brother(s) Name:
		Age
		Profession
		Monthly income if employed :
		Sister(s) Name :
		Age :
		Profession :
	Monthly income if employed :	

3. Educational Info.

Educational Qualification : 10+2 / Intermediate / 1 Yr of Graduation / B Tech

(a) Details of Schooling.

S No	Index	Class X	Class XII
(i)	Name of School		
(ii)	Type of School (RIMC, Sainik School, Rashtriya Military School, Motilal Nehru Sports School (MNSS), SPI, AFPI, APS, KV, NV, Public School, Other)		
(iii)	School Location		
(iv)	Name of School		
(v)	Board(CBSE/ISC/State Board/Others)		
(vi)	Percentage		
(vii)	Medium of Education		
(viii)	Percentage and Division Grade		
(ix)	Year of Passing		



(x)	Boarder / Day Scholar		
(xi)	Subjects learnt		

(b) **Proficiency in Indian / Foreign Languages.**

(i)	Indian Languages :		(Read / Write & Speak / Read only / Speak only).
			(Read / Write & Speak / Read only / Speak only).
			(Read / Write & Speak / Read only / Speak only).
(ii)	Foreign Languages :		(Read / Write & Speak / Read only / Speak only).
			(Read / Write & Speak / Read only / Speak only).
			(Read / Write & Speak / Read only / Speak only).

(c) **Check list of documents submitted/not submitted.**

(i)	Income Certificates (Appendix B) -	Submitted/Not submitted/submitted with discrepancy.
(ii)	Risk Certificate (Appendix C) -	Submitted/Not submitted/submitted with discrepancy.
(iii)	Legal Agreement Bond (Appendix D) -	Submitted/Not submitted/submitted with discrepancy
(iv)	Supplementary Legal Agreement Bond – (For Cadets unable to produce Original 10 th and 12 th Class certificates/marksheets)	Submitted/Not submitted/Not applicable.
(v)	Medical Certificate (For Cadets from Friendly Foreign Countries only) -	Submitted/Not submitted/Not applicable.
(vi)	Data Entry Form (Appendix F) -	Submitted/Not submitted.
(vii)	Certificate on Joining (Appendix G) -	Submitted/Not submitted.
(viii)	Photocopy of domicile certificate -	Submitted/Not submitted.
(ix)	Two photocopies of each of the following – 10 th & 12 th Class passing certificates, Marksheets and Aadhar Card	Submitted/Not Submitted.
(x)	Original 10 th and 12 th Class passing Certificates and Marksheets. -	Submitted/Not submitted.
(xi)	Demand Draft/Journal/UTR receipt of Online payment in favour of `Cadets Account, CTW, MCEME`. -	Submitted/Not submitted.
(xii)	Copy of JEE Results	Submitted/Not submitted



(d) **Details of Demand Draft.**

<u>Bankers Name</u>	<u>Demand Draft No & Date</u>	<u>Amount</u>

(e) **Details of online payment.**

<u>Bankers Name</u>	<u>Journal/UTR Receipt No & Date</u>	<u>Amount</u>

4. **Hobby/ Hobbies.** In case not mentioned below, then write your hobby. You can select/ write multiple hobbies :-

<u>S No</u>	<u>Hobby</u>	<u>Remarks</u>	<u>S No</u>	<u>Hobby</u>	<u>Remarks</u>
(a)	Acting		(ac)	Mountaineering	
(b)	Adventure		(ad)	Music – Indian Classical	
(c)	Aero modeling		(ae)	Music – Indian Film	
(d)	Astrology		(af)	Music – Instrumental	
(e)	Bird Watching		(ag)	Music– Western Classical	
(f)	Calligraphy		(ah)	Painting	
(g)	Computer Gaming		(aj)	Photography	
(h)	Coin collection		(ak)	Poetry	
(j)	Cooking		(al)	Public Speaking	
(k)	Dancing - Indian Classical		(am)	Quizing	
(l)	Dancing - Western		(an)	Reading	
(m)	Debating		(ao)	Riding	
(n)	Diary Writing		(ap)	Sailing	
(o)	Dramatics		(aq)	Shooting	
(p)	Driving		(ar)	Singing	
(q)	Event Management		(as)	Stamp collection	
(r)	Fashion Designing		(at)	Swimming	
(s)	Gardening		(au)	Tabla	
(t)	Guitar		(av)	Water Sports	
(u)	Gymnasium		(aw)	Wild Life & Nature Study	
(v)	Handicrafts		(ax)	Golf	
(w)	Interior Decoration		(ay)	Science & Innovation	
(x)	Internet Surfing				
(y)	Jogging				
(z)	Journalism				
(aa)	Judo				
(ab)	Martial Art				



5. **Games/Sports.****Name of Game(s)****Level played (School/District/Zonal/State/National)**

6. **Scholarship(s).**

(a)	Name of Scholarship enjoyed	
(b)	Scholarship Type (School/Government)	
(c)	Frequency (Monthly/Half Yearly/Yearly)	
(d)	Date of Grant	
(e)	Date starting of Scholarship	
(f)	Amount	
(g)	Part II Order No and Date (If any)	



Appendix 'G'
(Refer to Para 39 (n)
of Joining Instructions)

College / Academy Copy

ENROLMENT NO. _____
(To be given by the University)

JAWAHARLAL NEHRU UNIVERSITY
ENROLMENT FORM
(to be filled up by the Cadet / Officer in duplicate)

Year of Admission _____

Name of the Institute /
College / Academy Defence _____

Programme of Study _____
(i.e. B.A./B.Sc./M.Sc./B.Tech./M.Tech.)

1. Name of the Cadet / Officer _____
(In Block Capital Letters)

2. Father's Name _____

3. Name of the Guardian _____
(if father is deceased)

4. Local Address _____

5. Permanent Address : _____



6. Date of Birth : _____
7. State of Domicile _____
8. Nationality _____
9. Whether SC/ ST/ OBC _____
10. Educational Records :

Name of the Examination passed	Name of the Board/ University	Year of passing	Class / Division	Subjects

Signature of the Cadet / Officer

Certified that the particulars given by the Cadet / Officer at the time of admission have been verified by the College / Academy from the Original records.

Signature of the Principal / Registrar



Appendix – 'H'
(Refer to Para 93 & 94 of
Joining Instructions)

From : _____

To : The Commandant,
Military College of Electronics &
Mechanical Engineering
Secunderabad
500015

RESIGNATION : CADETS

Dear Sir,

1. I have the honour to request that my son No__Cadet_____ of ` _____ ' Platoon of Cadets Training Wing, MCEME who is undergoing training in the TES _____ course, be allowed to resign from the Wing.
2. I, therefore, give my unconditional consent for his/her withdrawal from the Wing. I am willing to pay the cost of training at the current rate of Rs 16,260/- (± Revised rate if any) per week as mentioned at Para 102 of the Joining Instructions, for the whole duration of his stay at the Wing and accept other liabilities, if any, chargeable till such time my son finally allowed to leave the Wing.
3. * I also undertake to bear the financial liability to clear all dues of Rashtriya Indian Military College/ Sainik School on account of cost of studies or Scholarship enjoyed by my son whilst studying there.

Yours faithfully,

Date : _____

***STRIKE OUT THIS SENTENCE WHEN NOT APPLICABLE.**



Appendix 'J'

(Refer to Para 39 (o) and 55 of
Joining Instructions)

SOCIAL MEDIA CERTIFICATE

1. I, UPSC No Merit No..... Name certify that I am not a member of any social networking website.

2. I certify that:-

(a) All social media networking website accounts and apps previously held in my name have been deactivated and uninstalled by me.

(b) Social Media Apps as shown at **Annexure I** have also been deactivated and uninstalled by me.

(c) Disciplinary action may be initiated against me in case of certifying incorrect details.

Place

(Signature of the candidate)

Date

COUNTERSIGNED

Date

(Signature of Father/Mother/any other guardian)



Annexure - I
(Refer to Appendix K of
Joining Instructions)

SOCIAL MEDIA APPS: BANNED FOR USAGES

<u>S No</u>	<u>Apps</u>	<u>S No</u>	<u>Apps</u>	<u>S No</u>	<u>Apps</u>
<u>MESSAGING PLAT FORMS</u>		<u>UTILITY APP</u>		<u>DATING APPS</u>	
1	WE CHAT	31	CAM SCANNERS	61	TINDER
2	QQ	32	BEAUTY PLUS	62	TRULY MADLY
3	KIK	33	TRUE CALLER	63	HAPPN
4	OoVoo	<u>GAMING APPS</u>		64	AISLE
5	NIMBUZZ	34	PUBG	65	COFFEE MEETS BAGEL
6	HELO	35	NONO LIVE	66	WOO
7	QZONE	36	CLASH TO KINGS	67	OKCUPID
8	SHARE CHAT	37	ALL TENCENT GAMING APPS	68	HINGE
9	VIBER	38	MOBILE LEGENDS	69	BADOO
10	LINE	<u>E- COMMERCE</u>		70	AZAR
11	IMA	39	CLUB FACTORY	71	BUMBLE
12	SNOW	40	ALIEXPRESS	72	TANTAN
13	TO TOK	41	CHINA BRANDS	73	ELITE SINGLES
14	HIKE	42	GEAR BEST	74	TAGGED
		43	BANGGOOD	75	COUCH SURFING
<u>VIDEO HOSTING</u>		44	MINI LN THE BOX	<u>ANTIVIRUS</u>	
15	TIK TOK	45	TINY DEAL	76	360 SECURITY
16	LIKEE	46	DHH DATE	<u>NEWS APPS</u>	
17	SAMOSAS	47	LIGHT IN THE BOX	77	NEWS DOG
18	KWALI	48	DX	78	DAILY HUNT
		49	ERICDRESS	<u>ONLINE BOOK READING APPS</u>	
<u>CONTENT SHARING</u>		50	ZAFUL	79	PRATILIP
19	SHAREIT	51	TBDRESS	<u>HEALTH APPS</u>	
20	XENDER	52	MODLITY	80	HEAL OF Y
21	ZAPYA	53	RESEGAL	<u>LIFE STYLE APPS</u>	
<u>WEB BROWSERS</u>		54	SHIEN	81	POPXO
22	UC BROWSER	55	ROMWE	<u>KONWLEDGE APPS</u>	
23	UC BROWSER MINI	<u>NETWORKING</u>		82	VOKAL
<u>VIDEO AND LIVE STREAMING</u>		56	FACE BOOK	<u>MUSIC APPS</u>	
24	LIVE ME	57	BAIDU	83	HUNG MAMMA
25	BIGO LIVE	58	INSTARGRAM	84	SONGS.PK
26	ZOOM	59	ELLO	<u>BLOGGING/ MICRO BLOGGING</u>	
27	FAST FILMS	60	SNAP CHAT	85	YELP
28	VMATE			86	TUMBIR
29	UPLIVE			87	REDDIT
30	VIGO VIDEO			88	FRIENDS FEED
				89	PRIVATE BLOGS



Appendix' K'
(Refer to Para 10 of
Joining Instructions)

CONNECTIVITY TO SECUNDERABAD

1. **Air.**

(a) Rajiv Gadhi International Airport is 45 Kms from CTW and is well connected by all major domestic airlines and airports in the country.

(b) Also, there are a number of other International & Domestic flights to Hyderabad, however the frequency and days of flights to confirm booking of tickets may be done from respective flight operators directly (details available on internet).

2. **Rail.** Secunderabad Junction is 8 kms from CTW, MCEME which is well connected with all the major cities of the country via express trains like Rajdhani, Duronto, Vande Bharat express etc. Details of few maj trains are as under:

Ser No	Train No	Train Name	From	To	Via	Arrival
(a)	12724	Telangana Express	New Delhi	Secunderabad	Bhopal, Nagpur	1930h
(b)	12722	Dakshin Express	Nizamudin	Secunderabad	Bhopal, Nagpur	0405h
(c)	22692	Rajdhani	Nizamudin	Bangalore	Secunderabad	1825h
(d)	12708	Sampark-Kranti	New Delhi	Secunderabad	Bhopal, Nagpur	0950h (Sun, Wed, & Fri)
(e)	17031	Mumbai-Hyderabad Express	Mumbai	Hyderabad	Pune	0555h
(f)	12759	Chennai-Hyderabad Express	Chennai	Hyderabad	Vijayawada	0800h
(g)	12703	Falaknuma Express	Howrah	Secunderabad	Visakha-patnam	0915h

Note. The following stations would be used to detrain by the Officer Cadet:-

- (a) Secunderabad Railway Station.
- (b) Begumpet, if the train does not have a halt at Secunderabad Railway Station.
- (c) Hyderabad Railway Station, if the train does not have a halt both at Begumpet and Secunderbad Railway Stations.

3. **Road.** Secunderabad is well connected via road from Nagpur, Pune, Bangalore, Chennai and numerous state highways are linking Secunderabad from all directions.



Appendix 'L'

(Refer to Ser (v) of Para 41

(a) Joining Instructions)

ITEMS TO BE ISSUED IN THE WING AND COST RECOVERED FROM THE CADETS CONCERNED

Ser No	ITEMS	QTY	RATE (RS)	I	II	III	IV	V	PRICE	REMARKS
1.	T SHIRT WHITE PT	06	650	02	-	02	-	02	3900	
2.	TROUSER WHITE PT (LONG)	01	600	01	-	-	-	-	600	
3.	SHIRT FULL SLEEVES WHITE	04	400	02	-	01	-	-	1600	
4.	T-SHIRT (PL COLOUR)	05	650	03	-	02	-	-	3250	
5.	MUFTI TROUSER (With Stitching)	02	700	01	-	-	01	-	1400	
6.	KAMARBANDH	01	200	01	-	-	-	-	200	
7.	6 B SHIRT	02	750	01	-	-	01	-	1500	
8.	SOCKS WHITE WOOLEN	12	50	04	02	02	02	-	600	
9.	GREEN PULLOVER	01	400	01	-	-	-	-	400	
10.	SCARF	01	200	01	-	-	-	-	200	
11.	WING TIE	02	150	01	-	-	01	-	300	
12.	VEST (PL COLOUR)	04	250	02	-	-	02	-	1000	
13.	STOCKING (PL COLOUR)	02	350	01	-	01	-	-	700	
14.	SHORTS WHITE PT	06	300	02	01	02	01	-	1800	
15.	VEST WHITE PT	03	150	03	-	-	-	-	450	
16.	SWIMMING TRUNK	02	200	01	-	-	01	-	400	
17.	CTW CAP	01	350	01	-	-	-	-	350	
18.	WEB BELT WORKING	01	150	01	-	-	-	-	150	
19.	BLACK SOCKS	06	50	04	-	02	-	-	300	
20.	OG SOCKS	06	60	05	-	01	-	-	360	
21.	COMBAT DRESS (With Stitching)	02	1400	02	-	-	-	-	2800	
22.	CTW TRACK SUIT	01	650	01	-	-	-	-	650	
23.	PEAK CAP	01	750	01	-	-	-	-	750	
24.	BLACK SHORT	03	650	02	-	01	-	-	1950	
25.	BERET	01	120	01	-	-	-	-	120	
26.	CTW BELT WITH BUCKLE	02	270	01	-	01	-	-	540	
27.	BROGUE SHOES	01	1000	01	-	-	-	-	1000	
28.	WHITE SHOES (Liberty)	03	1100	02	-	01	-	-	3300	
29.	DMS	01	1000	01	-	-	-	-	1000	
30.	DRILL BOOTS	01	1200	-	01	-	-	-	1200	
31.	IT DRESS (With Stitching)	03	1400	02	-	-	-	01	4200	
32.	POCKET CONTENTS	01	70	01	-	-	-	-	70	
33.	BLANKET SET	01	1750	01	-	-	-	-	1750	
34.	PILLOW COVER	01	70	01	-	-	-	-	70	
35.	BEDSHEET	01	200	01	-	-	-	-	200	
36.	NAME PLATE (2 COMBAT & 2 IT)	04	60	04	-	-	-	-	240	
37.	6 B PANT (With Stitching)	01	700	01	-	-	-	-	700	
TOTAL PRICE									40000	



Appendix 'M'
(Refer to Para 41 (c)
of Joining Instructions)

ITEMS TO BE BROUGHT BY CADET AT THE TIME OF JOINING CTW, MCEME

Officer Cadets are required to bring with them following items of clothing for use till such time the clothing of CTW pattern is issued to them :-

<u>S No.</u>	<u>Nomenclature</u>	<u>Nos</u>	<u>Specifications (if any)</u>
1.	Formal Shirt White	04	(2 Full Sleeve & 2 Half Sleeve)
2.	Black Trousers Regular Fit	02	
3.	Shorts (White)	02	
4.	Black Brogue Shoes	01	
5.	White Sports Shoes Running	01	
6.	Bed Sheet (White)	02	
7.	Towel Bath (White)	02	
8.	Socks Crew length (White Plain)	04	
9.	Socks Crew length (Black Plain)	04	
10.	Handkerchiefs	12	
11.	Steel Box Black	01	(L - 40" , Ht - 11" , W - 23")
12.	Turban (for Sikh candidates only)	02 each	(Red, Black, Grey and Olive Green (OG))
13.	Raincoat (Poncho)	01	(Olive Green)
14.	Tie	01	
15.	Drawers Cotton (Underwear)	08	
16.	Vest Sandow	Nos	08
<u>Miscellaneous Items</u>			
17.	Surgical Face Mask (disposable)	20	
18.	Hand Sanitizer (Pocket Size)	02	
19.	Spectacles	2 Pair	Non-photo chromatic only for Cadets with weak eye sight.
20.	Alarm Clock	01	
21.	Hangars	06	

Note : Candidates are requested to bring along basic toiletries including a good quality 'Hair Trimmer'.



Appendix 'N'
(Refer to 39 (p) of Joining
Instructions)

CERTIFICATE ON JOINING

(To be forwarded to custodian of AFMSF-2 pertaining to a candidate)

This is to certify that I, UPSC Roll No _____ Batch _____ and Chest
No _____ Shri _____ have not suffered from any major
illness/undergone a surgical operation or procedure or been hospitalized following the Special
Medical Board held on _____ (date) at _____ .

(Name of hospital)

Place:

Signature of candidate

Date:

Witnessed by (two other candidates of same batch/any two officers of same Unit).

1. _____

2. _____

(Signature & Name)

(Signature & Name)



Appendix 'O'
(Refer to Para 54 (a) of
Joining instructions)

ELECTRONIC DEVICES DECLARATION FORM

1. This is to certify that I UPSC Roll no _____ Name _____ certify that undermentioned details are true and that I have following devices:

<u>S. No.</u>	<u>Device</u>	<u>Make & Model</u>	<u>Yr</u>	<u>Mobile number & Service Provider</u>	<u>S/N</u>	<u>IMEI No (for each sim card)</u>
<u>Laptop</u>						
<u>Mobile Phone/ Tablets</u>						
<u>Smart Watch</u>						

2. There are no international contacts saved in my contact list. (If contacts of relatives present, please declare) :

<u>S. No.</u>	<u>Name</u>	<u>Mobile no.</u>	<u>Relation</u>

(Signature of candidate)