



Assam Higher Secondary Education Council

Online Application Processing System for Rechecking of Answer Scripts- User Manual

Candidates need to provide information such as name of his/her school/college, Subjects to be chosen for rechecking, image of his/her signature (not exceeding size 50 KB) in the online application form. So, they are advised to ensure the availability of these information before applying online.

In order to get image of his/her signature, applicants may put their signature on a white paper, capture the image of the signature with the help of a scanner or a smart phone and edit the captured/scanned image so that its size does not exceed 50 KB.

Step 1: Visit the official website of AHSEC <http://ahsec.assam.gov.in> and click on the link “Online Application Processing System for Rechecking of Answer Scripts”. You will be redirected to the following page at figure-1. If you are a new user, click on the button “New User”. If you are already registered, then click on the button “Sign In” follow step 5.

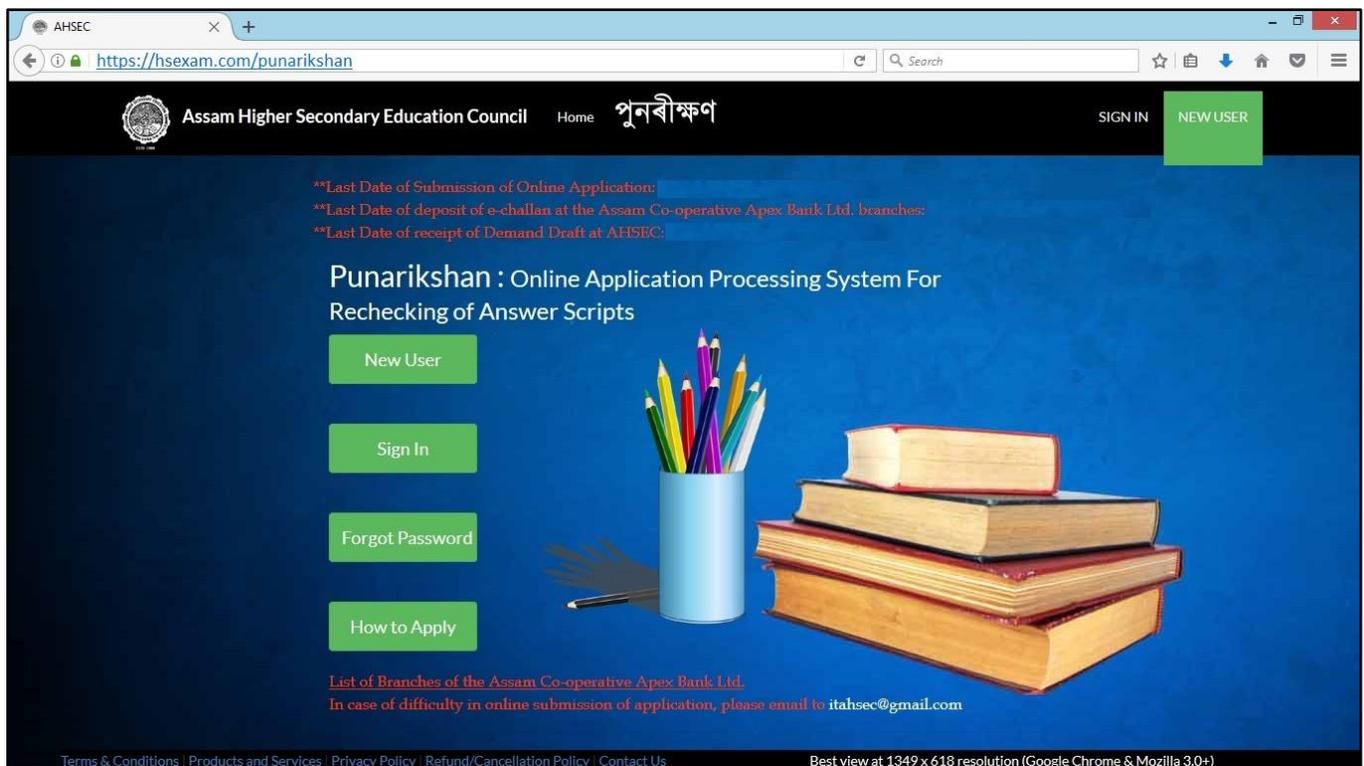


Figure-1

Step 2: You will be redirected to the registration page at Figure-2. Enter your “Roll”, “Number” and “mobile Number”. Now check on the declaration and click on “Next” button.

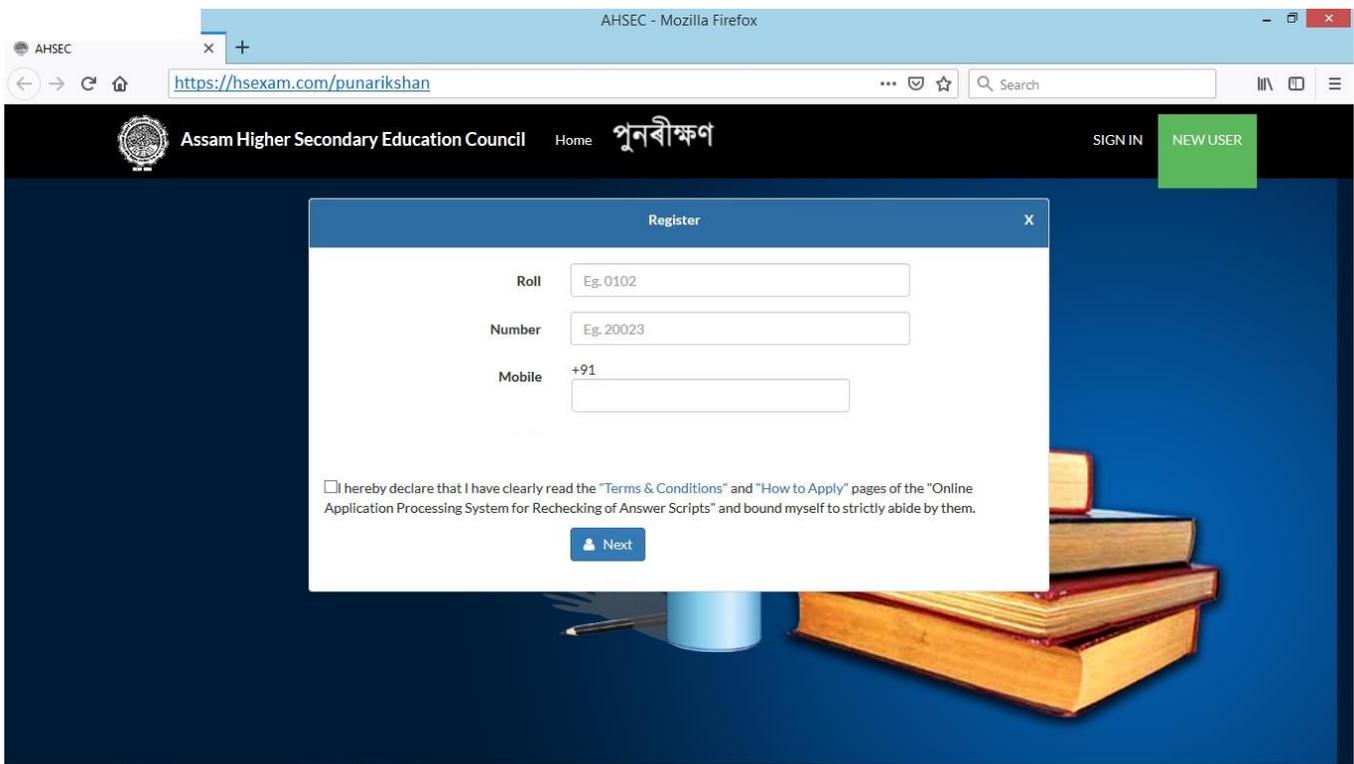


Figure-2

Step 3: If you have entered all the details correctly at step 2, then you will be redirected to OTP verification page at Figure-3 as well as the OTP will be received by you in your mobile.

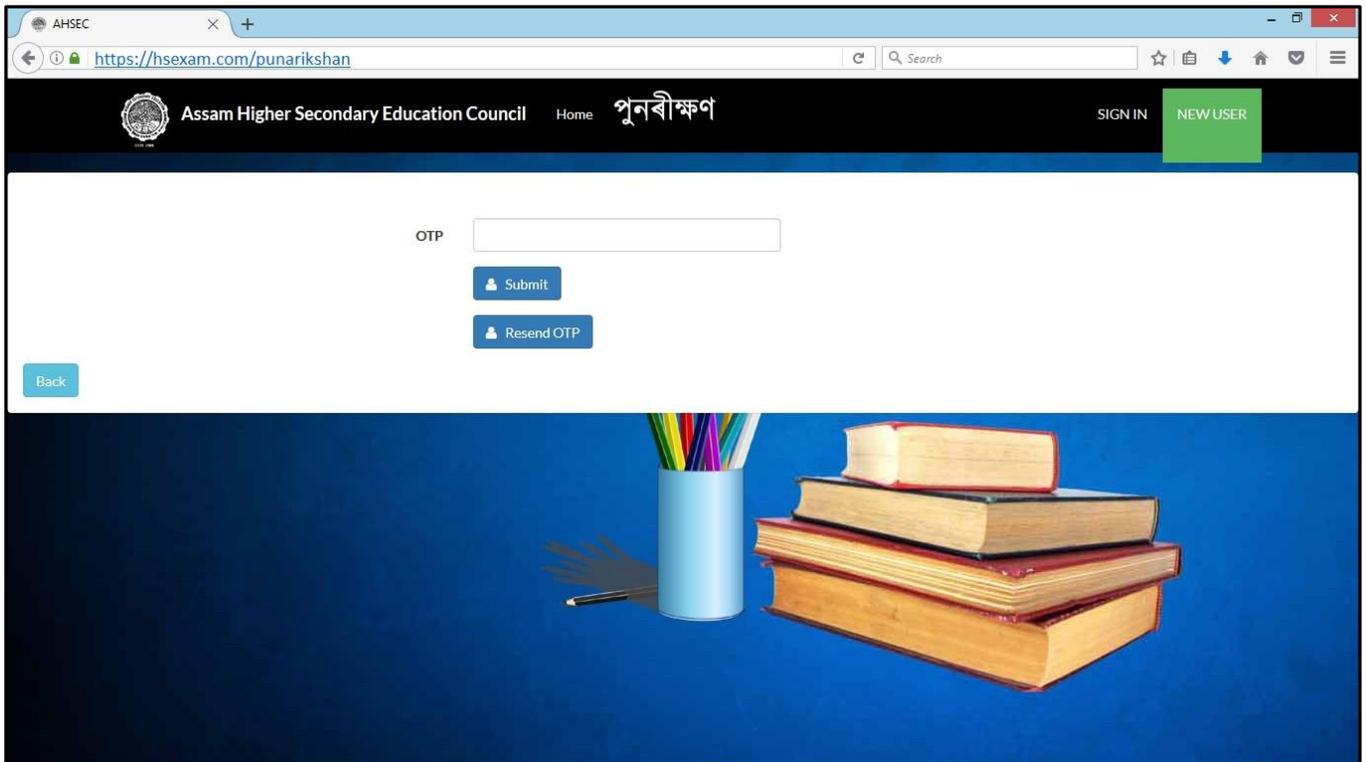


Figure-3

Enter the OTP received in your mobile and click on "Submit" button. If you have not received OTP, you may click on "Resend OTP" button.

Step 4: If you enter the correct OTP, you will be redirected to the Online Application Page at Figure-4. Enter all the details to fill up the Online Application. Use of special characters such as "!\"#\$%&'()*+,-./:;<=>?@[\\]^_`{|}~" is not allowed while filling up the online application. You have to select the subject(s) in which you want to apply for rechecking. You can select a maximum of three subjects. . Candidates opting to apply for rechecking in Biology need to select either ZOOL (Zoology) or BOTA (Botany). Selection of ZOOL will automatically select BOTA and vice-versa. A good quality scanned/captured image

(not exceeding 50 KB) of your signature is needed to be uploaded. After filling up the Online Application form completely, the “Proceed” button is to be clicked.

Assam Higher Secondary Education Council Home পুনৰীক্ষণ SIGN IN NEW USER

Online Application Processing System For Rechecking of Answer Scripts

Your session ends in: 08:29

Name: ANKUR KALITA Roll: 011V No: 10012
Stream: Arts Year: 2019

Name of Center: KATIGARAH JR COLLEGE

Subject wise marks obtained by the candidate:

ENGL	MASS	LOPH	ANTH	POSC	EDUC	Result
044	057	048	080	057	031	2ND

Name of School/College of the applicant:

Father's/Guardian's Name:

Select Subject(s) for rechecking:(A candidate can apply for rechecking of maximum 3 subjects)

ENGL ANTH
 MASS POSC
 LOPH EDUC

Upload Signature: New_Arrival3.png
(jpeg/jpg/png/gif only and Maximum size of 50KB)

Figure-4

If all the details are provided correctly, you will be prompted a confirmation message. On clicking “OK” button of the confirmation box, you will be redirected to payment page. On clicking Cancel button you will stay in the Online Application form.

Step 5: If you are an already registered user, the click on “Sign In” to get the page at Figure-5. You can Login by entering your Username and Password.

User Login

Assam Higher Secondary Education Council Home পুনৰীক্ষণ SIGN IN NEW USER

Log in

Username

Password

Figure-5

Step 6: There are 2 (two) methods for payment of rechecking fee viz Online Payment (Debit Card/Credit Card/Netbanking/e-Wallet/Cash Card) and e-Challan as shown in Figure-6.

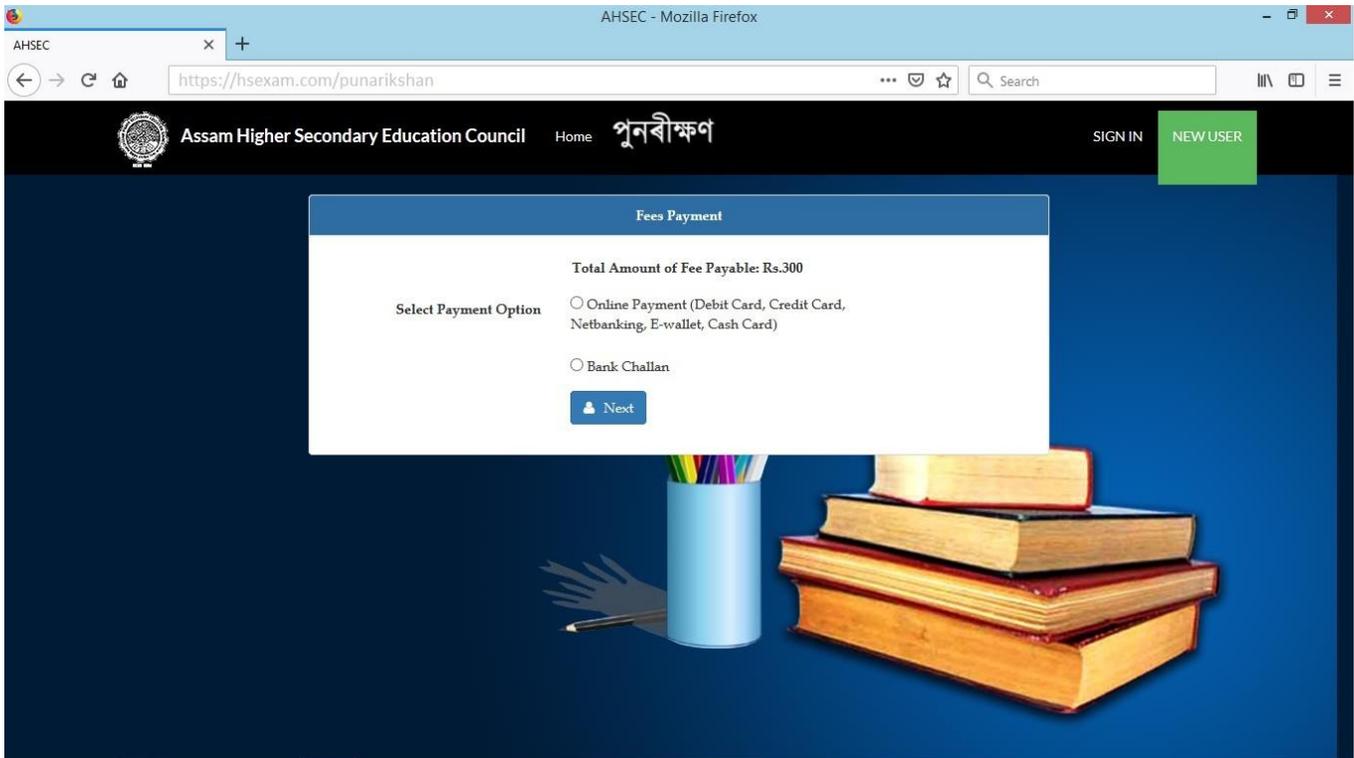


Figure-6

- a) On selecting Online Payment via debit card/credit card/netbanking/e-Wallet/cash card and clicking on “Next”, the page at figure-7 will be appeared. You may go to payment gateway at Figure-8 by clicking on “Proceed To Pay” or you can go back to the previous page by clicking “Select Another Payment Option”.

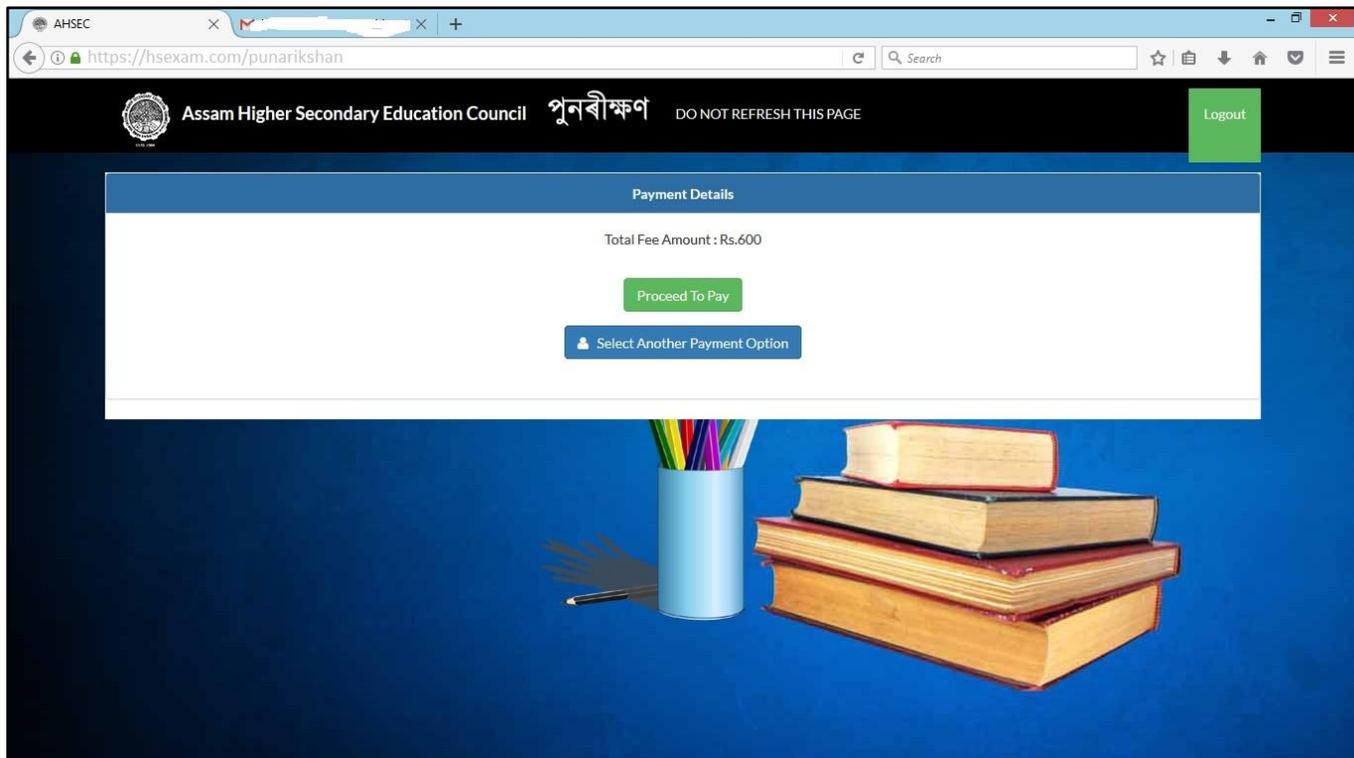


Figure-7

You may opt to pay the fee by any of the options from Credit Card, Debit Card, Netbanking, e-Wallet and cash card as shown in Figure-8.

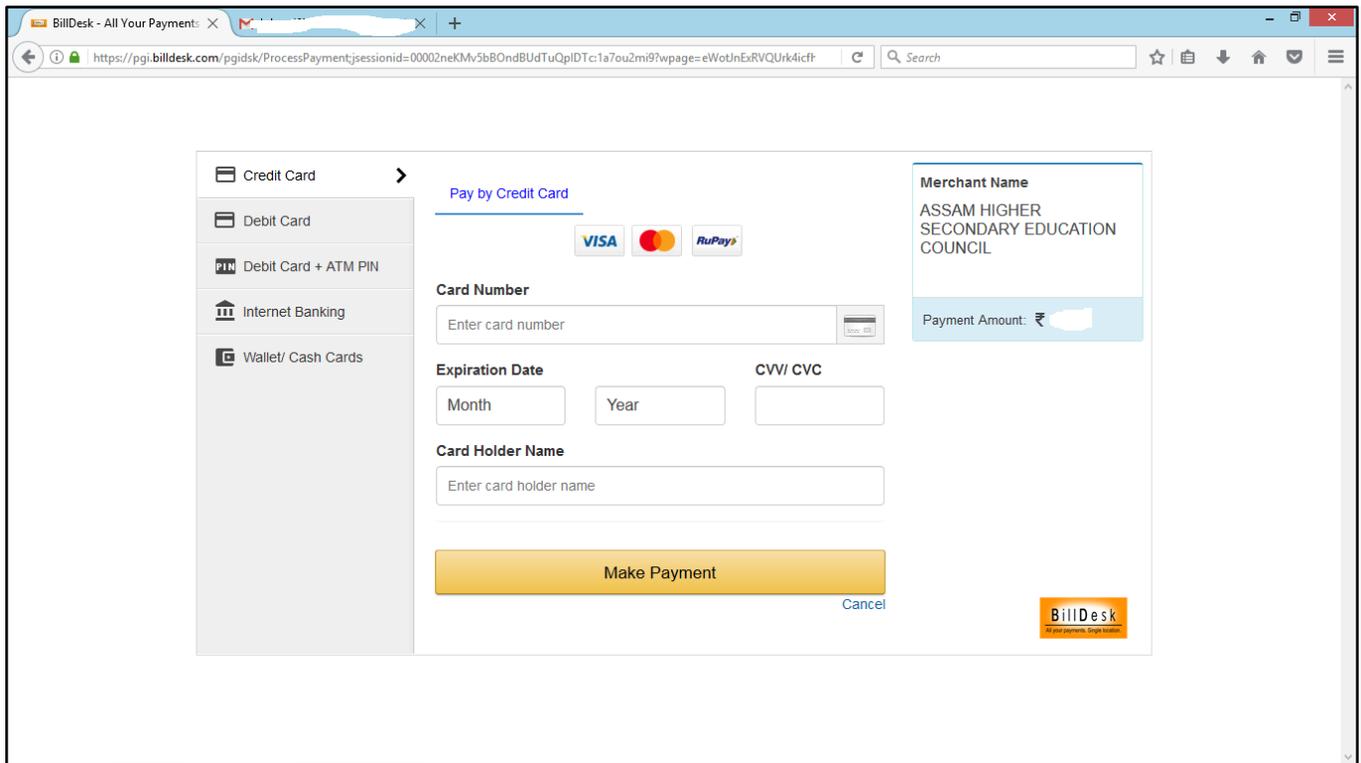


Figure-8

- b) After selecting Bank Challan, e-Challan will be generated as shown in Figure-9. Please take a print of the e-Challan and pay the requisite amount at any of the Assam Co-operative Apex Bank Ltd. A counterfoil of the challan is to be retained by you after payment for future reference.

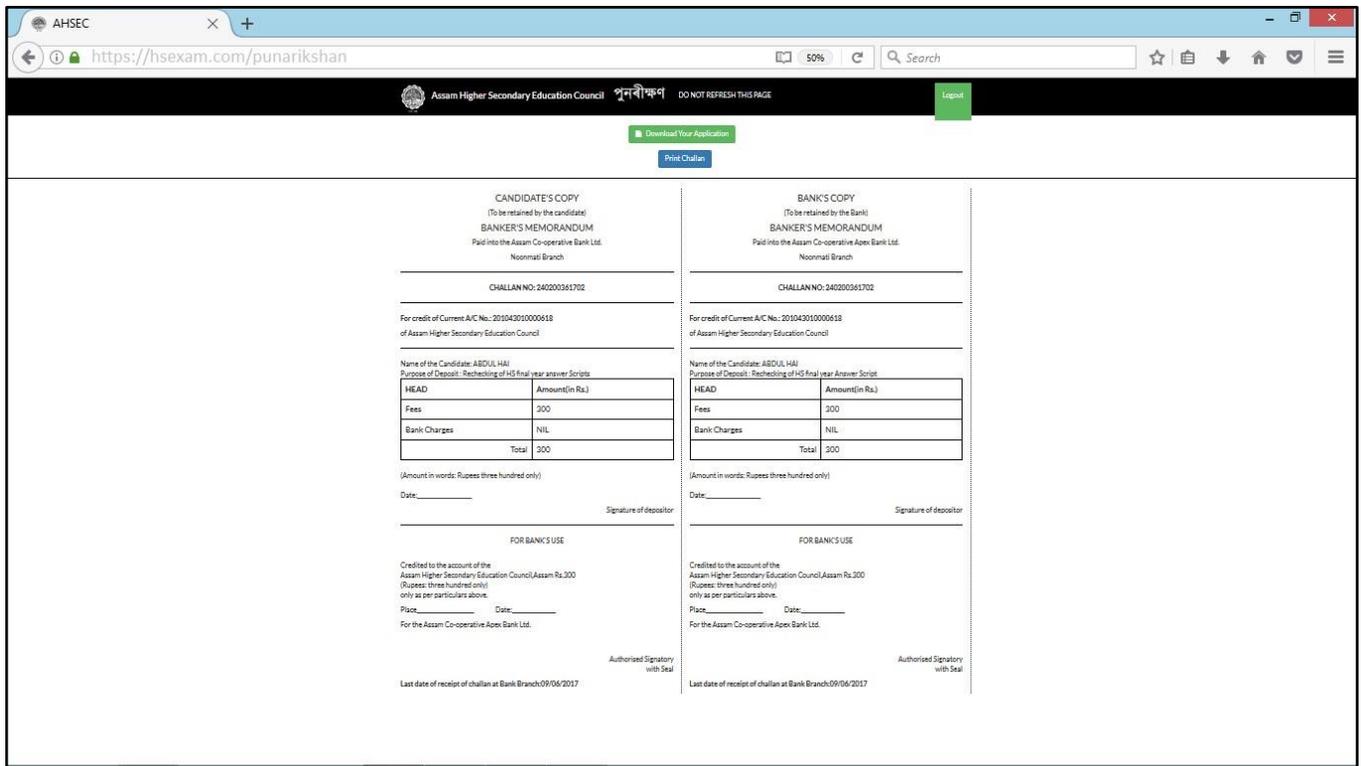


Figure-9

Step 6: You may download your Application for future reference.