Directorate of Government Examinations, Chennai – 600006

TAMIL TALENT SEARCH EXAMINATION, OCTOBER-2022
INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM

Visit our home website **www.dge.tn.gov.in** and click on **Official portal for school** listed under **web portal service for official menu.**

Existing Schools

Use your Login Credential to Access the application panel for applying TTS Exam 2022.

Registered Schools Must Click on the school/Institution Login Link

New School Registration Must Select this Option

New School Registration Process Step By Step

(Schools who have already registered earlier for any of the Examinations need not to register again. Such schools may skip this process and go to STEP -3)

STEP -1

- It's One time DGE REGISTRATION PROCESS.

- Use *EMIS Code and EMIS PASSWORD* for School Registration.

- It is mandatory for all Tamilnadu State Board School to register using *EMIS UDISE Code and PASSWORD.*

SCHOOL REGISTRATION

School's in EMIS Must Select this option

○ Schools in EMIS Portal   ○ Schools Not in EMIS

Do You Have UDISE Code?

○ Yes   ○ No

UDIS Code: *	Password: *	
UDIS Code (EMIS User ID)	Enter Password (EMIS Password)	Check

NEW SCHOOL REGISTRATION PAGE VIEW

SCHOOL REGISTRATION

○ Schools in EMIS Portal   ○ Schools Not in EMIS

Dge Code:

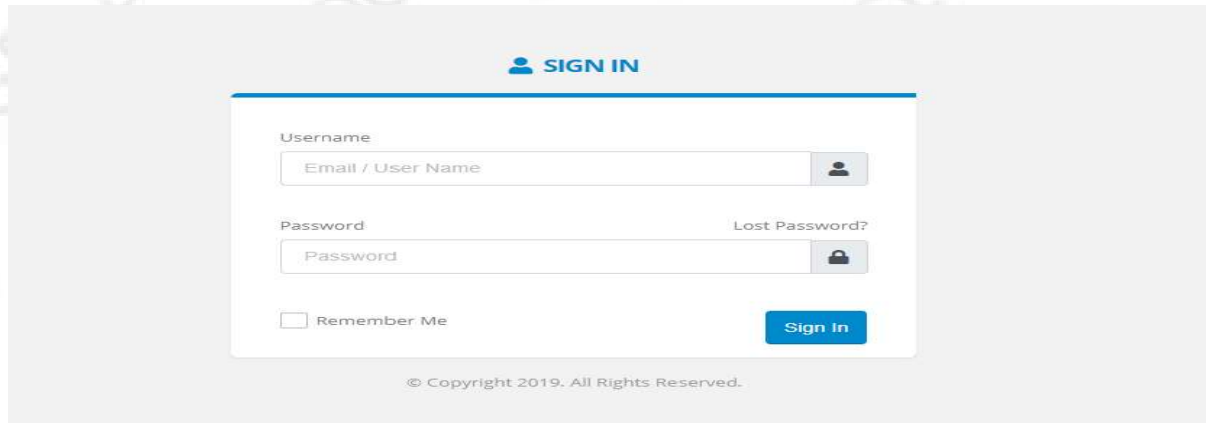| School Name (For Certificate): *		School Name In Tamil:	
School Name			✎
Class: *	School Type: *	Minority Institution:	Minority Type:
Nothing selected	--Select--	--Select--	
School Management: *	School Fax No:	School Landline No: *	School Mobile No: *
--Select--	Fax	Ladline	Mobile
State: *	Education District:	Contact Person: *	Contact Person Mobile: *
--Select--			
Revenue District: *	Status: *	Contact Person Email: *	
Revenue District	--Select Block--		
MP Constituency: *	MLA Constituency: *	School Email: *	
--Select--	--Select--	Email	
School Address:		PIN NO	
		Enter Pin Code	
		Landmark:	

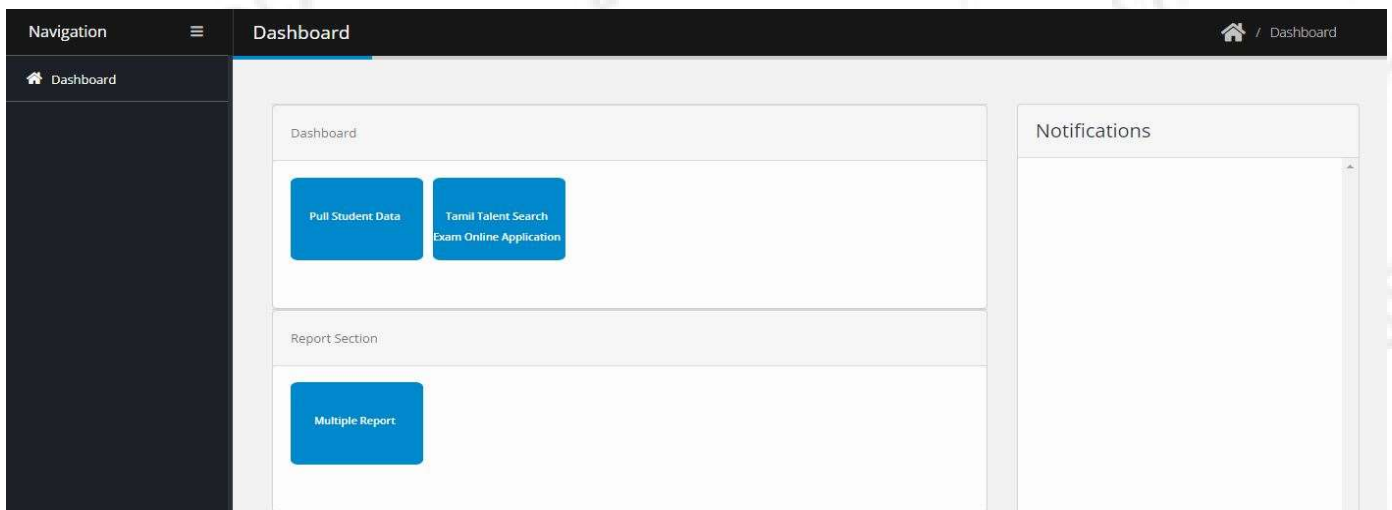Register

STEP-2 :

On Completion of Registration Process,

1) You have to wait for the District Approval / Admin Approval.
2) *Once the District Approval will be done Login credentials will be sent to the Registered Mobile Number and Email ID.*
3) Once you receive the Login Credentials you can proceed to login.

STEP - 3:

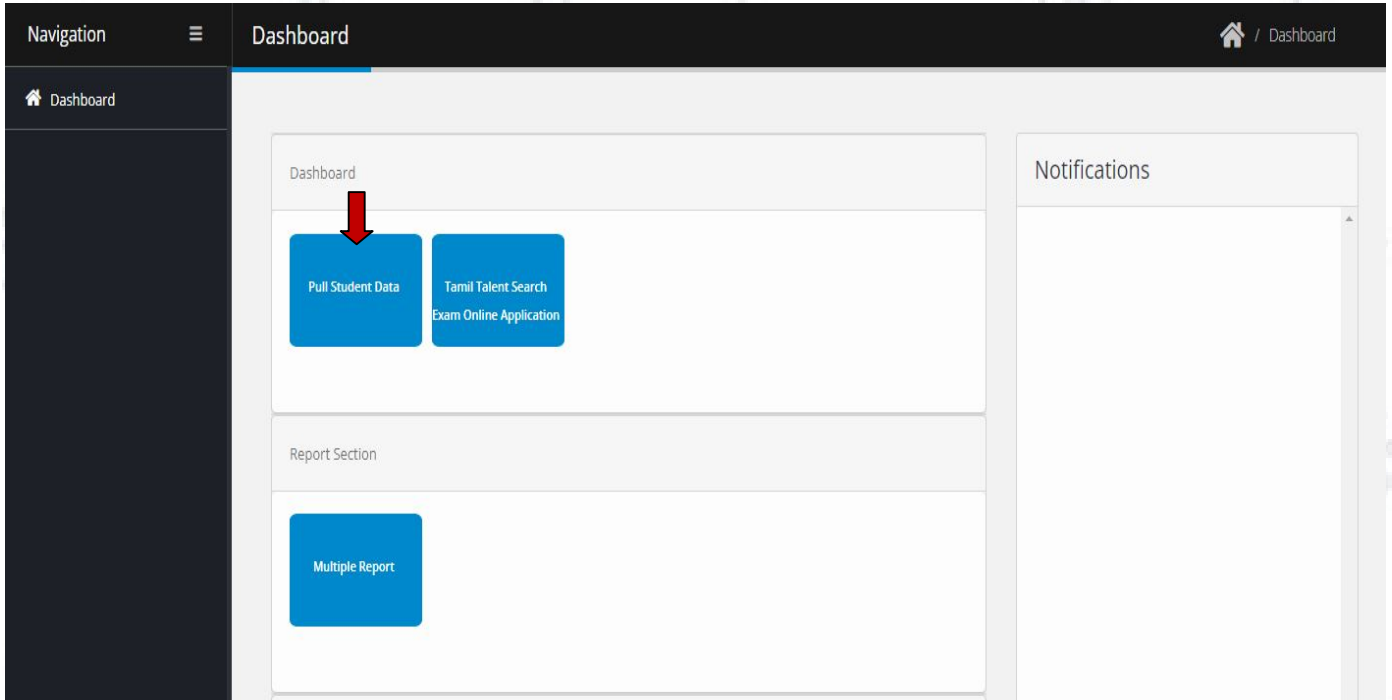Use your Login Credential for Sign in and further precedence for Student enrolment.

Instruction for EMIS Registered Schools to enroll their students.

NOTE: Before enrolling students, School's are directed to pull 11ᵀᴴ Standard data from the EMIS Server.
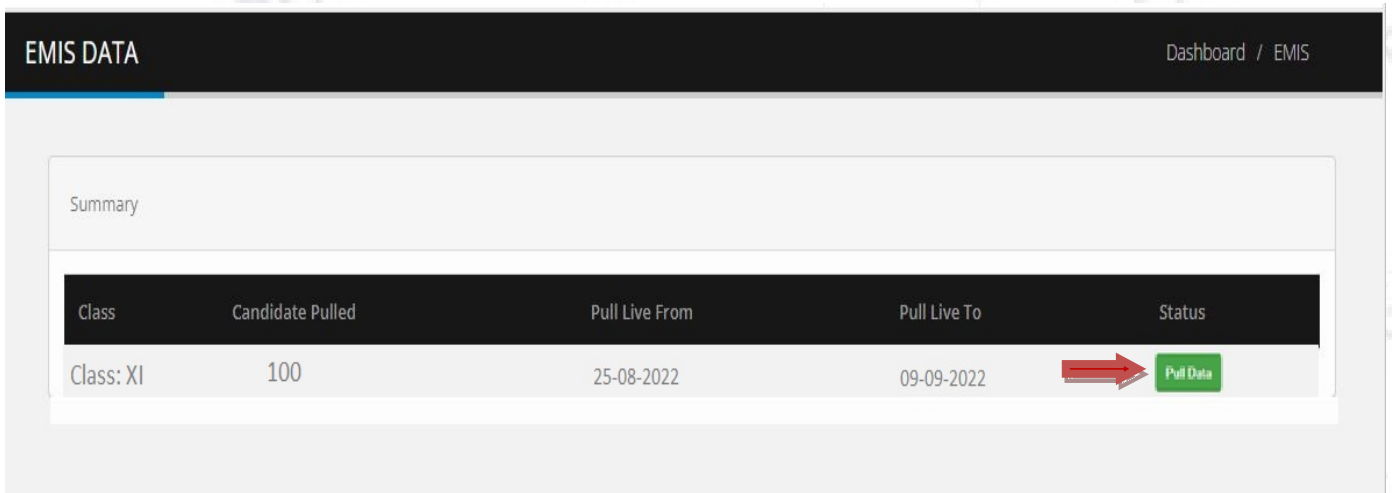
How to pull the 10TH Standard data?
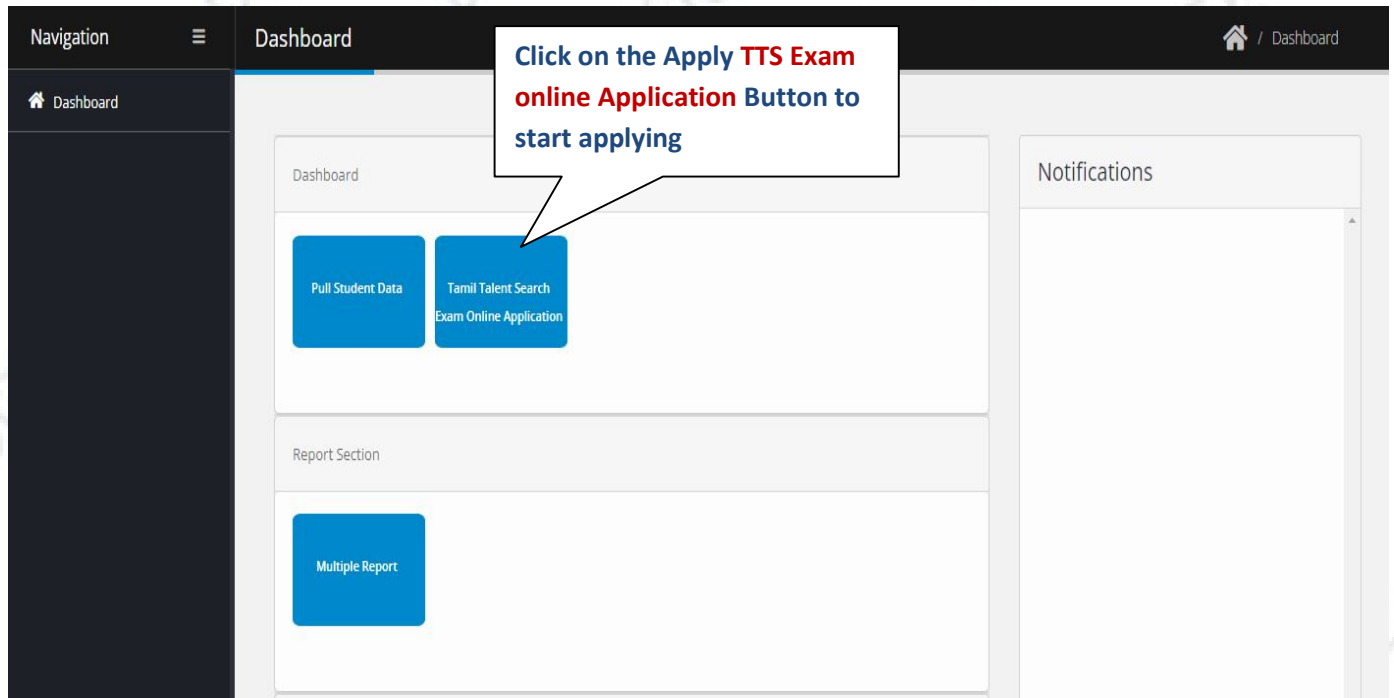
Click on Dashboard -> Click on Pull Student Data

Once you click on **Pull Student Data** button the below screen will appear.
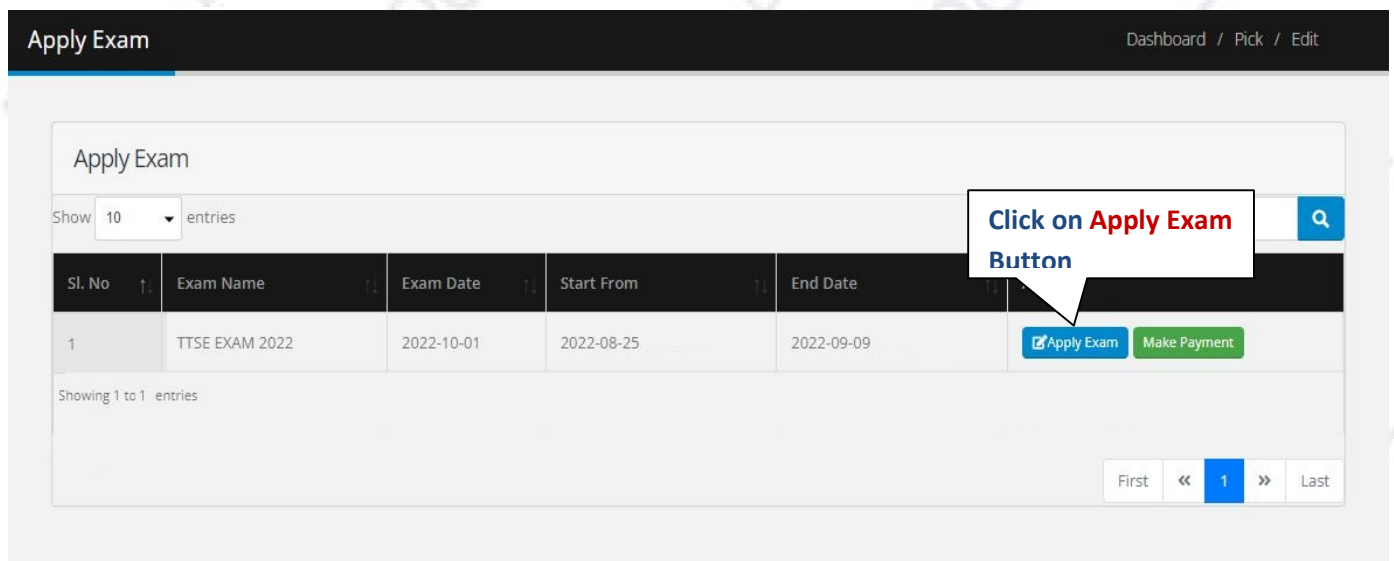
Click on **Pull Data** Button**.**

STEP - 4 :

How to Apply / Enroll Students for TTS Exam?

Once you click on the **Apply Exam** button you can view the student list having **Apply** Button. Please verify the EMIS Number of the Candidate before applying.

Apply Exam

TTSE EXAM 2022

Exam Date : 01-10-2022

Eligible Class : HSC-XI

Application Start Date : 25-08-2022 | **Application End Date :** 09-09-2022

Student List

[All] [Applied]

Show 10 ▾ entries

Click on Apply Button

Search

Name ↑	EMIS No.	DOB	Gender	Father Name	Class	
KRISHNA RUPAK S	3312345678910	2005-12-31	MALE	V KRISHNAIAH	HSC-XI	Apply
Shyla Sree A	331212121212121	2006-10-22	FEMALE	RAJA	HSC-XI	Apply
ARISHA M	3301020010100038	2005-08-15	FEMALE	MUNUSWAMY C	HSC-XI	Apply

Fill the application form and click on save button
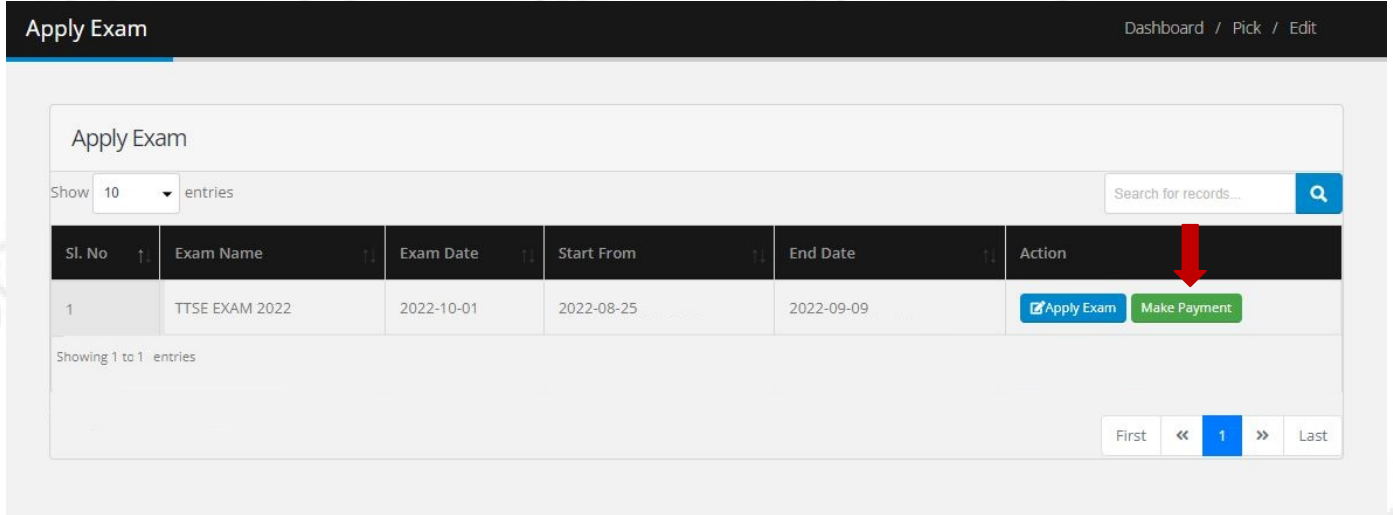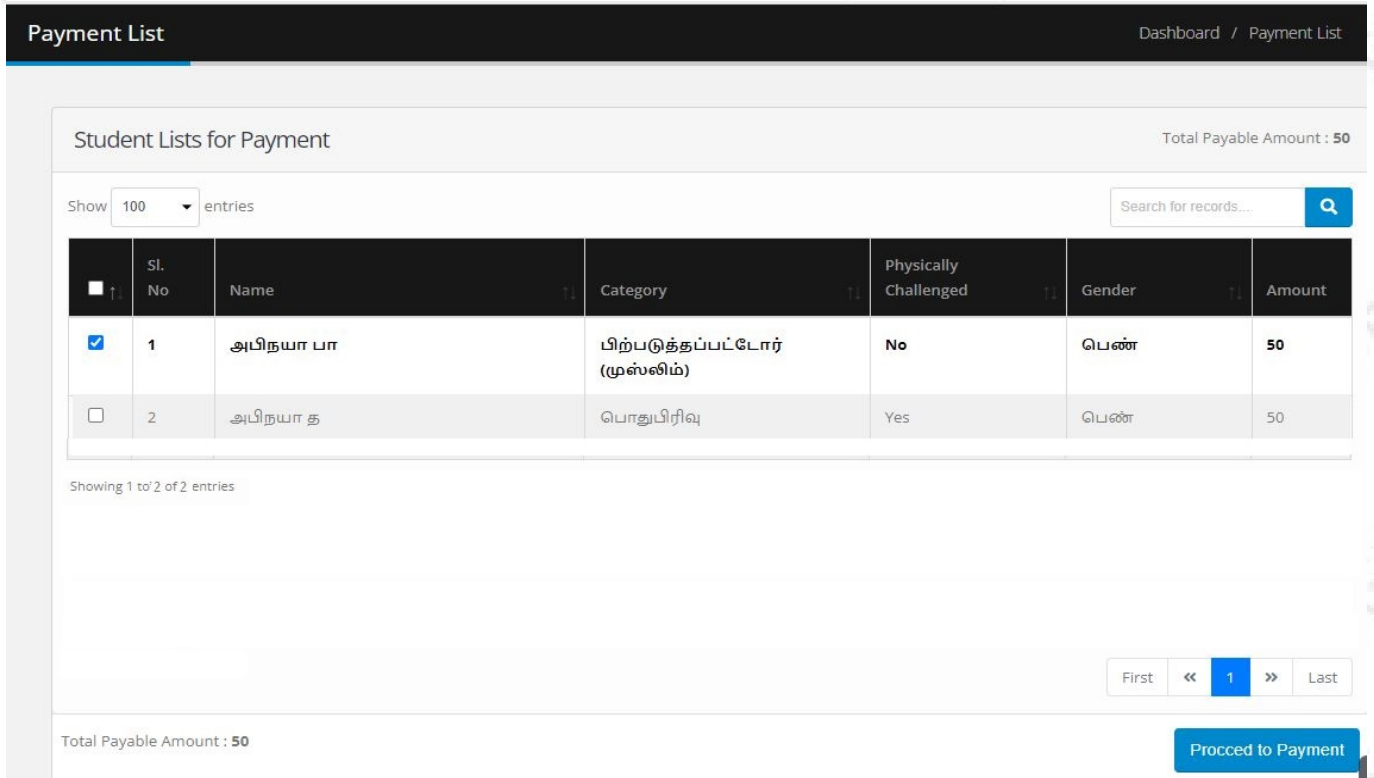
STEP- 5 :

How to Pay TTS EXAM Enrollment Fees?

After submitting the online application click [Make Payment] button to initiate the payment process. Refer the below screen.

Sl. No	Exam Name	Exam Date	Start From	End Date	Action
1	TTSE EXAM 2022	2022-10-01	2022-08-25	2022-09-09	Apply Exam Make Payment

Apply Exam — Dashboard / Pick / Edit

Show 10 entries — Search for records...

Showing 1 to 1 entries

First « 1 » Last

Once you click the **Make Payment** option. The TTSE Enrolledstudent List will appear as shown in below fig. Refer below image. Select the Students to initiate payment procedure and Click on [Proceed to Payment] button.

Payment List — Dashboard / Payment List

Student Lists for Payment

Total Payable Amount : 50

Show 100 entries — Search for records...

☐	Sl. No	Name	Category	Physically Challenged	Gender	Amount
☑	1	அபிநயா பா	பிற்படுத்தப்பட்டோர் (முஸ்லிம்)	No	பெண்	50
☐	2	அபிநயா த	பொதுபிரிவு	Yes	பெண்	50

Showing 1 to 2 of 2 entries

First « 1 » Last

Total Payable Amount : 50

Procced to Payment

Choose the **Payment Type** to pay the fees. Refer below image.

Note: You can view/download the candidate wise **Acknowledgement Receipt** after successful payment only.

STEP- 6 :

How to Download the Summary Reports?

Go to **Dashboard Page**-> Select **Multiple Report** under Report Section

Select the Report Type and Exam to download it in pdf format.

Report Group

Multiple Report Details

Report Group Type: *
| TTSE ▼ |

Select Report:
| Candidate Detail Report ▼ |

Select Report Type: *
| Pdf ▼ |

For School *
| Dr.Nirmala Devi International School, AP ▼ |

For Exam *
| TTSE -2022 ▼ |

⬇Get Candidate Detail Report

****