

TRIPURA PUBLIC SERVICE COMMISSION

(To be filled in by the candidate)

Admit Card

Name of the Examination/Screening Test: _____

1. Name of the Applicant (write in capital letters) :

2. Father's Name :

3. Mother's Name :

4. Husband's Name (In case of married woman) :

Photograph of the Candidate

Affix
Stamp
size recent
Photograph
only

Not to be attested
Do not Pin Or Staple

5. Present Address (in capital letters) :

_____ PIN : _____

Full Signature of Candidate

Name of Optional Papers offered (when asked for) :

(i) _____ (ii) _____

(iii) _____ (iv) _____

Whether Bengali Composition & Translation

(OR) Alternative English (when asked for) : _____

For Office Use Only

Roll No

Name of the Centre

Date.....

Controller of Examinations

N.B.:-

- 1) The candidate is to bring and use Black Ball Point Pen for furnishing answers on supplied OMR sheets for preliminary exam. / screening test to be conducted under Multiple Choice Question system.
 - 2) This Admit card is provisional and do not confer any right against rejection of his/her candidature at any subsequent stage on detection of wrong / incorrect information towards eligibility.
 - 3) No TA/DA will be paid by the Commission for appearing at the Examination/ Screening Test.
 - 4) Instructions to the candidates appearing for the written examination/ Screening Test-
 - a) Do not carry Mobile phones/ electronic gadgets/ programmable calculator etc. in the examination campus.
 - b) Do not enter in the Examination Hall after 15 minutes from commencement and no books/ papers except Admit card will be allowed in the Examination Hall.
 - c) Do not write anything in the Admit Card / Question paper.
 - d) Do not to adopt any unfair means or attempt to indulge in any disorderly or improper conduct in the Examination Hall.
 - e) Do not leave the Examination Hall for toilet before completion of 1st one hour and during the last ½ (half) an hour of the examination.
 - f) Do not carry Examination materials to the toilet and slip away from toilet.
 - g) Do not leave the examination hall till the expiry of the of Examination.
Before leaving, Candidates must deposit the answer scripts to the Invigilator on duty in the hall.
- >>Any violation of which may lead to disciplinary action.

Instructions to the candidates

1. The application should be submitted in the prescribed **FORM** only which is available from the Tripura Gramin Bank Branches/Extensions counters on deposit of the prescribed fee as notified in the advertisement. Prescribed application form can be downloaded and must be printed in **colour font (A4 size 90 GSM paper)** from the website "<http://www.tpsc.gov.in>" or "<http://www.tripurainfo.com>".

The prescribed form contains 4(four) pages in complete out of which 1st and 2nd pages are meant for the particulars of the applicant, the 3rd page is to be used as **ADMIT CARD** carrying important instructions to the candidates for appearing in the Examination/Screening Test. The 4th page (back page) contains the necessary instructions to the candidates.

Applicants must be in possession of the prescribed minimum qualification(s) and experience(s) for respective post(s) on the closing date for submission of application as mentioned in the advertisement.

2.(a) The application should be filled-up in complete form by own hand writing using **black ball point pen** only. Prescribed fee is to be deposited to the **Tripura Gramin Bank, A/C No. 14711 in favour of the Secretary, Tripura Public Service Commission, Agartala** through any branch /Extension counters of Tripura Gramin Bank within the State. For the candidates outside of the State, the prescribed Recruitment Fee is to be paid to the **A/C No. 31176521319** of the State Bank of India (core banking branches) in favour of the Secretary, Tripura Public Service Commission, Agartala. The said deposit Bank Receipt is to be affixed in the specified box on the 2nd page of the Application Form.

(b) Two copies of stamp size recent photograph are to be affixed on the indicated boxes one in the 1st page & the other in the 3rd page.

(c) Date of birth should be written in Christian Era as recorded in Admit Card of Madhyamik / School Leaving Examination.

3. The followings are to be enclosed along with the filled-in Application Form if otherwise not instructed in the advertisement.

(i) Self-addressed envelope (28cm X 12cm) bearing postage worth **Rs.5/- (Rupees Five)** only affixed thereon for sending the Admit Card.

(ii) In case of application sent by post, another self-addressed Post-Card indicating the Advertisement No., Item No. and name of the Post applied for is to be sent along with the application form. It will be used for acknowledgement of receipt of the application.

(iii) **Self-attested copies of the certificates/documents as per requirement of the Application Form.**

(iv) While sending **by post**, the envelope cover to be superscribed as "**Application for the post of.....**"

(v) If employed, must apply through proper channel or attach a "No Objection Certificate" from his/her employer. However, an advance copy along with copies of all required certificates/documents be sent to the Commission and another photocopy of the filled-in application to be sent through proper channel. **If employed after submission of application, "No Objection Certificate" from the concerned employer to be produced at the time of interview.**

(4) The applications may be submitted either in person or by post. Duly **filled-in application must reached to the Secretary, Tripura Public Service Commission, Agartala, West Tripura on or before the last date of submission of application as indicated in the advertisement for the post(s).** The Commission will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever. No application received after the prescribed last date will be entertained under any circumstances and **all the applications received after the closing date will be summarily rejected.**

(5) Any application incomplete in any form or defective or containing statements which are incorrect or false or if there is any suppression of facts, is liable to be summarily rejected. If such discrepancies detected even at the subsequent stage, it is also liable to be rejected. No correspondence or queries from applicants will be entertained.

(6) No TA/DA will be paid by the Commission for appearing at the Written Examination/Screening Test or Interview.

7.(a) The benefit of reservation of vacancy is applicable only to SC/ST candidates approved by the Govt. of Tripura as per Rule in force. **SC/ST candidates of other staes may apply only for unreserved vacancy as general candidates.**

(b) **Upper age relaxation of 5 years is admissible for SC/ST/PH candidates and Govt. Employees.**

8. The prescribed esential qualifications are minimum and **mere possession of the same does not confer any right to the candidates to be called for interview except in case of scheduled examination(s).**

Where the number of applications received in response to the advertisement is large and it will not be convenient or possible for the Commission to interview all those candidates, the Commission may restrict the number of candidates for interview to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by holding a Screening Test.

9. Canvassing in any form at any stage will disqualify a candidate.

N.B.:- For detailed instructions to the candidates relating to examination, please visit the website.

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