



# অসম লোকসেৱা আয়োগ

ASSAM PUBLIC SERVICE COMMISSION

Jawaharnagar, Khanapara, Guwahati-781022.

ADVT.NO.12 /2025

Commission's website:<http://www.apsc.nic.in>

Website for Online Application System:<https://apscrecruitment.in>

No.5PSC/E-29/2024-25

Dated Guwahati the 23<sup>rd</sup> March, 2025

The Assam Public Service Commission will conduct the **Preliminary Examination** of the **Combined Competitive Examination, 2024** for screening of candidates for the Main Examination for recruitment to the services/posts as per the actual number of vacancies shown below, in accordance with the Assam Public Services Combined Competitive Examination Rules, 1989 (as amended till 2023).

Sl. No.	Name of the service	Open Category		Reserved for OBC/MOBC			Reserved for SC		Reserved for STP		Reserved for STH		Grand Total		Reserved for PwBD & type of Disability	Reserved for Ex-service men
		2	3	4	5	6	7	8	9	10	11	14	15	16		
	1	Total	RFW	Total	RFW	Reserved for Moran & Motak Community	Total	RFW	Total	RFW	Total	RFW	Total	RFW	17	18
1	Assam Civil Service (Jr. Grade)	24	7	13	3	2	1	Nil	5	1	2	Nil	45	11	Nil	2
2	Assam Police Service (Jr. Grade)	11	3	5	1	2	1	Nil	2	Nil	1	Nil	20	4	Nil	1
3	Labour Officer	1	Nil	1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	2	Nil	Nil	Nil
4	District Transport Officer	2	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	2	Nil	Nil	Nil
5	Block Development Officer	4	1	4	1	Nil	Nil	Nil	1	Nil	Nil	Nil	9	2	Nil	Nil
6	Assistant Manager (AM)/ Assistant Industries Officer (AIO)/ Superintendent of Industries	12	3	4	1	Nil	2	Nil	3	Nil	2	Nil	23	4	Nil	Nil
7	Assistant Registrar of Cooperative Societies	1	Nil	1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	2	Nil	Nil	Nil
8	Assam Finance Service (Junior Grade II)	13	3	8	2	Nil	1	Nil	2	Nil	2	Nil	26	5	Nil	Nil
9	Assam Urban Administrative Service (EO. Jr. Gr. II)	1	Nil	3	Nil	Nil	Nil	Nil	1	Nil	Nil	Nil	5	Nil	2 (Deaf)	Nil
10	Assistant Research Officer, Minorities Development Board	1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	1	Nil	Nil	Nil
11	Inspector of Taxes	40	12	5	1	Nil	3	Nil	2	Nil	1	Nil	51	13	Nil	2
12	Inspector of Labour	5	1	2	Nil	Nil	1	Nil	2	Nil	Nil	Nil	10	1	1 (Low vision)	Nil

13	Inspector of Excise	4	1	8	2	Nil	1	Nil	3	Nil	3	Nil	19	3	Nil	Nil
14	Assistant Employment Officer	8	2	4	1	Nil	3	Nil	2	Nil	1	Nil	18	3	Nil	1
15	Sub-Registrar	9	2	1	Nil	Nil	1	Nil	1	Nil	1	Nil	13	2	Nil	Nil
16	Assam Audit Service (Assistant Audit Officer)	11	3	3	Nil	Nil	1	Nil	1	Nil	Nil	Nil	16	3	1(Deaf), 1(Locomot or/Autism) (Total=2)	Nil
	<b>Total</b>	<b>147</b>	<b>38</b>	<b>62</b>	<b>12</b>	<b>4</b>	<b>15</b>	<b>Nil</b>	<b>25</b>	<b>1</b>	<b>13</b>	<b>Nil</b>	<b>262</b>	<b>51</b>	<b>5</b>	<b>6</b>

**RFW= Reserved for Women, PwBD= Persons with Benchmark Disabilities.**

❖ **The number of vacancies of any of the services may be changed if required and will be notified accordingly.**

## **IMPORTANT**

### **1. CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE EXAMINATION:**

All candidates (male/female/transgender) are requested to carefully read Assam Public Services Combined Competitive Examination Rules, 1989, the Assam Public Service Commission Combined Competitive Examination (Amendment) Rules, 2019, Assam Public Service Commission Combined Competitive Examination (2<sup>nd</sup> Amendment) Rules, 2022, Assam Public Service Commission Combined Competitive Examination (Amendment) Rules, 2022, Assam Public Service Commission Combined Competitive Examination (Amendment) Rules, 2023 notified by the Govt. of Assam Personnel (A) Department available on the Commission's website <http://www.apsc.nic.in> and this advertisement of Examination is derived from these Rules. The candidates applying for the Examination should ensure that they fulfill all eligibility conditions for admission to the Examination. Their admission to all the stages of Examination will be purely **provisional** subject to satisfying the prescribed eligibility conditions. Mere issue of e-Admission Certificate to the candidate will not imply that his/her candidature has been finally cleared by the Commission. The Commission takes up verification of eligibility conditions with reference to original documents only after the candidate has qualified for the Interview/Personality Test.

### **2. CENTRES FOR THE PRELIMINARY EXAMINATION:**

(A) The centres for the Combined Competitive (Preliminary) Examination are AMINGAON, BARPETA, BONGAIGAON, BISWANATH CHARIALI, DHEMAJI, DHUBRI, DIBRUGARH, DIPHU, GOALPARA, GOLAGHAT, GUWAHATI, HAFLONG, HAILAKANDI, HAMREN, HATSINGIMARI, HOJAI, JORHAT, KAJALGAON, KOKRAJHAR, MAJULI, MANGALDOI, MORIGAON, MUSHALPUR, NAGAON, NALBARI, NORTH LAKHIMPUR, PATHSALA, SILCHAR, SIVASAGAR, SONARI, SRIBHUMI, TAMULPUR, TEZPUR, TINSUKIA AND UDALGURI.

**(Depending upon numbers of candidate against the centres shown above)**

**(B) The Combined Competitive (Main) Examination will be held in GUWAHATI Centre only.**

(C) The exact dates for Preliminary and Main Examination respectively will be notified in due course.

(D) The centres and the date for conducting the Examination may however be changed by the Commission at its discretion owing to unforeseen exigencies. Candidates admitted to the Examination will be informed of the time-table and place or places of Examination. The candidates should note that no request for change of centre will be entertained.

**The tentative date for Preliminary Examination is 1<sup>st</sup> June, 2025 (Sunday).**

### 3. PAY SCALE ADMISSIBLE FOR EACH CADRE /POST :

Sl. No.	Name of posts	Scale of Pay + other allowances
1.	Assam Civil Service (Jr. Grade)	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 13,300/-
2.	Assam Police Service (Jr. Grade)	PB-4, Pay scale 30,000/-- 1,10,000/- Grade Pay 13,300/-
3.	Labour Officer	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
4.	District Transport Officer	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
5.	Block Development Officer	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
6.	Assistant Manager (AM)/ Assistant Industries Officer (AIO)/ Superintendent of Industries	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
7.	Assistant Registrar of Cooperative Societies	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
8.	Assam Finance Service (Junior Grade II)	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
9.	Assam Urban Administrative Service (EO. Jr. Gr. II)	PB-4, Pay scale 30,000/- -1,10,000/- Grade Pay 12,700/-
10.	Assistant Research Officer, Minorities Development Board	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 11,500/-
11.	Inspector of Taxes	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,400/-
12.	Inspector of Labour	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,400/-
13.	Inspector of Excise	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,400/-
14.	Assistant Employment Officer	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,400/-
15.	Sub-Registrar	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,400/-
16.	Assam Audit Service (Assistant Audit Officer)	PB-3, Pay scale 22,000/- -97,000/- Grade Pay 9,100/-

### 4. HOW TO APPLY:

CANDIDATES ARE REQUIRED TO APPLY FOR THE PRELIMINARY EXAMINATION ONLINE THROUGH THE WEBSITE "<https://apscrecruitment.in>" ONLY. NO OTHER MODE FOR SUBMISSION OF APPLICATION IS VALID.

A) The Online Applications can be submitted from **12.00 Noon, 28<sup>th</sup> March, 2025** to **29<sup>th</sup> April, 2025** till **5.00 PM** after which the link will be disabled. Last date for payment of prescribed fee is **1<sup>st</sup> May, 2025** till **5.00 PM**. Detailed instructions for submission of online application are available at **Appendix I**.

B) The candidates applying for the Examination should ensure that they fulfill all the eligibility conditions for admission to the Examination. Their admission at all the stages of Examination for which they are admitted by the Commission viz. Preliminary Examination, Main (Written) Examination and Personality Test (Interview) will be purely **provisional**, subject to satisfaction of the prescribed eligibility conditions. If on verification at any time before or after the Preliminary Examination, Main (Written) Examination and Personality Test (Interview), it is found that they do not fulfill any of the eligibility conditions, their candidature for the Examination will be cancelled by the Commission.

C) While submitting the Application Form, the candidate should carefully decide about his/her choice of centre for the Examination. If any candidate appears at a centre/venue other than the one indicated by the Commission in his/her e-Admission Certificate, he/she will not be allowed to sit in the Examination.

D) Persons already in Government Service, whether in a permanent or temporary capacity or as work charged employees other than casual or daily rated employees or those serving under the Public Enterprises are however required to submit an undertaking at the time of the Interview/Personality Test that they have informed in writing to their Head of Office/Department that they have applied for the Examination. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for appearing at the Examination, their applications will be liable to be rejected. Accordingly, the candidatures will be liable to be cancelled.

**E) Persons with Benchmark Disabilities:-**

(i) The Persons with Benchmark Disabilities in the categories of blindness, locomotor disability (both arm affected – BA) and cerebral palsy will be provided the facility of scribe, if desired by the persons. In case of other category of Persons with Benchmark Disabilities as defined under section 2(r) of the Rights of Persons with Disabilities Act, 2016, the facility of scribe will be provided to such candidates to the effect that the person concerned has physical limitation to write and scribe is essential to write Examination on behalf of the candidate. A certificate should be submitted to this effect from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government Health Care institution as per proforma at **Appendix – II**. The candidates have discretion of opting for his/her own scribe or request the Commission for the same. Suitable provisions in Online Application have been made in this regard. In case candidates are bringing their own scribe, they will have to submit an undertaking (Format provided in **Appendix III**) to the Commission by mailing at the Commission's e-mail ID (**apsc-asm@nic.in**) or by hand/post within 5 days from the date of issue of e-Admission Certificate for the C.C. (Prelim) Examination.

(ii) The qualification of Commission's scribe as well as candidate's own scribe should be less than the minimum qualification criteria of the Examination. However, the qualification of the scribe should always be matriculate or above.

**NOTE: The applicants are advised to submit a single application only. However, if due to any unavoidable situation he/she submits multiple applications, then the last application submitted by the candidate will be considered for candidature. Therefore, the candidates are requested to ensure that the entries in the last application are correct in all respect. The fee paid against one Application Number shall not be adjusted against any other Application Number.**

**5. FEES FOR PRELIMINARY EXAMINATION:**

Under the Digital India initiative by Ministry of Electronics and Information Technology (MeitY), Government of India, APSC has decided to launch its Online Recruitment portal with the help of CSC-SPV, a MeitY approved organization, which will charge a processing fee of Rs. 40/- + 18% tax = 47.20/- from each candidate.

Sl. No	Category	Applicati on fee (Rs)	Processing Fee Charged by CSC-SPV (Rs)	Taxable amount on processing fee (@18%)	Total Amount (Rs)
1.	General including Ex-servicemen candidates	250	40	7.20	297.20
2.	OBC/MOBC including Ex-servicemen candidates of the respective categories	150	40	7.20	197.20

3.	SC/ST including Ex-Servicemen candidates of the respective categories	Nil	40	7.20	47.20
4.	BPL candidates of all categories	Nil	40	7.20	47.20
5.	PwBD including Ex-Servicemen candidates of all categories	Nil	40	7.20	47.20
6.	Women candidates of all categories	Nil	40	7.20	47.20

**NB:**

1. **As per the provision of the Assam Public Services CCE (Amendment) Rules, 2019, Government strives to have a workforce which reflects gender balance. Therefore, women candidates are encouraged to apply and shall be exempted from application fees.**
2. **Fee once paid by the candidate will not be refunded.**
3. **Fees for the Main Examination will be notified in due course of time.**
4. **Application shall be summarily rejected if the prescribed fee is not deposited. (Please refer instructions for submission of online Application Form at Appendix-I)**

**6. ELIGIBILITY:**

(a) Nationality: The candidate must be an Indian citizen.

(b) Age: The candidate should not be less than 21 years and more than 38 years of age on **01.01.2024.**

**Relaxation:** The upper age limit is relaxable \_

(i) By 5 years for SC/STP/STH candidates i.e. up to 43 years.

(ii) By 3 years for OBC/MOBC candidates i.e. up to 41 years as per Govt. Notification No. ABP.6/2016/9 dated Dispur the 25<sup>th</sup> April, 2018.

(iii) For Persons with Benchmark Disabilities (PwBD) by 10 years irrespective of SC/ST/OBC and General Category of candidates as per Govt. Notification No. ABP 144/95/121 dated Dispur the 28<sup>th</sup> October, 2015.

(iv) The maximum age in respect of Ex-servicemen shall be 50(fifty) years for Un-reserved category. And

(i) The maximum age in respect of Ex-servicemen who belong to OBC/MOBC shall be relaxed by 3(three) years over their general age limit of 50(fifty) years i.e. upto 53(fifty three) years.

(ii) The maximum age in respect of Ex-servicemen who belong to SC/ST shall be relaxed by 5(five) years over their general age limit of 50(fifty) years i.e. upto 55(fifty five) years.

**The age limit of the candidates will be calculated on the basis of the Matriculation /HSLC Admit Card/Certificate issued by a recognized Board/Council, and no other document shall be accepted in lieu thereof for the purpose.**

- (c) The candidate must hold a Degree from any of the Universities incorporated by an Act of Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of the University Grants Commission Act, 1956 or possess such qualification as may be declared equivalent by the Government.
- (d) A candidate should be able to speak Assamese or other official language or associate official languages of the State or any of the tribal languages of the State.
- (e) A candidate should be registered in a District Employment Office of Assam.
- (f) A candidate must be an original inhabitant of Assam.
- (g) Candidates must possess the above prescribed qualification on the date of submission of their applications.
- (h) Ex-Servicemen candidates would be required to submit the **Ex-Servicemen Identity Card issued by the Zila Sainik Welfare Office and Discharge Book**. Candidates failing to submit the said documents will not be considered under the Ex-Servicemen category.
- (i) Persons with Benchmark Disabilities should ascertain the post for which a particular category of disability is entitled for reservation as per the advertisement and should apply/opt for the preference accordingly at the time of submission of forms for Main Examination.
- (j) As per Govt. notification no.ABP.69/2019/17, dated 06/11/2019 candidates have to submit a declaration regarding "The Small Family Norms" in Form-A at the time of applying for the C.C. (Prelim) Examination.

**7. STAGES OF THE EXAMINATION:**

The Combined Competitive Examination consists of two successive stages:-

- (i) The Preliminary Examination (Objective Type)
- (ii) The Main Examination (Written & Interview/Personality Test)

**(I) PRELIMINARY EXAMINATION:**

- a) The Preliminary Examination will consist of two papers of objective type multiple choice questions of two hours duration each.

Paper-I	General studies I	Marks=200	Time=2hrs	Objective type multiple choice question paper
Paper-II **	General Studies II	Marks=200	Do	Do
Total marks		400		

**\*\* This paper is of qualifying nature.**

- b) The questions will be of objective type with multiple choices.
- c) This Examination is meant to serve as a screening test only.
- d) The marks obtained in the Preliminary Examination by the Candidates who are declared qualified for admission to the Main Examination will not be counted for determining the final order of merit.
- e) There will be negative marking for incorrect answers as detailed below:
  - (i) There are four alternatives for the answers to every question. One-fourth of the total mark assigned to one question will be deducted for wrong answer marked by a candidate.
  - (ii) If a candidate marks more than one answer, it will be treated as a wrong answer even if one of the given answers happens to be correct.

- f) The Paper II of the C.C. (Prelim) Examination is a qualifying paper with minimum qualifying marks fixed at 33%.
- g) The candidates may refer to the Assam Public Service Combined Competitive Examination (Amendment) Rules, 2019 for syllabi of **General Studies-I & General Studies-II**.

(II) **MAIN EXAMINATION:**

The Main Examination consists of (A) Written Examination and (B) Interview/Personality Test.

**(A) Written Examination:**

- a) On the basis of result of the Preliminary Examination, the number of candidates to be admitted to the written part of the Main Examination will be 11 to 12 times the number of vacancies notified for each category. The selection will be strictly on the basis of merit adhering to the norms of Vertical and Horizontal Reservation as per prescribed law in force.
- b) The Written Examination shall consist of six papers of conventional essay type/objective type with limited words. Marks obtained in the Interview/ Personality Test shall be counted for ranking. The Written Examination will consist of the following papers:

• **Details of papers for Main Examination:**

Sl. No	Papers	Type of Paper	Marks	Duration in Hours
1	Paper 1	Essay	250	3 Hrs
2	Paper 2 to 6	General Studies	250 for each paper	3 Hrs for each paper
3	Interview/Personality Test (After qualifying in written test)		180	
			<b>Total:1680</b>	

- c) **A candidate shall be allowed to write his/her answer papers in English or Assamese language.**

**(B) Interview/ Personality Test:**

On the basis of result of the written part of the Main Examination, candidates will be called for the Interview/ Personality Test in the **ratio of 1:3** against the number of vacancies advertised.

The candidates will be interviewed by a board that will have before them a record of his/her career. He/She will be asked questions on matters of general interest. The objective of the Interview/ Personality Test is to assess the personal suitability of the candidate for a career in public service by a board of competent and unbiased observers. The test is intended to judge the mental caliber of a candidate. In broad terms this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgment, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

The technique of the Interview/ Personality Test is not that of a strict cross-examination but of a natural, though directed and purposive conversation which is intended to reveal the mental qualities of the candidate.

The Interview/ Personality Test is not intended to be a test either of the specialized or general knowledge of the candidates which has been already tested through their written papers. Candidates are expected to have taken an intelligent interest not only in their special subjects of academic study but also in the events which are happening around them both within and outside their own State or Country as well as in modern currents of thought and in new discoveries which should rouse the curiosity of well-educated youth.

The Interview/ Personality Test, however, will not have any qualifying marks. The marks scored at the Interview/ Personality Test will be added to the marks scored in the Written Examination (Main).

The Commission shall recommend exactly the same number of candidates for different posts as notified. The Commission shall not recommend a candidate for a post which he/she has not opted for.

Marks thus obtained by the candidates in the Main Examination (Written Part as well as Interview/ Personality Test) would determine their final ranking. Candidates shall be allotted to the various services keeping in view of their ranks in the Examination and (respective) preference expressed by them for different posts (i.e. on the basis of **Merit cum Preference** opted by the candidates in their applications for the Main Examination) and reservations therein.

**8. e-ADMISSION CERTIFICATE (ADMIT CARD):**

(a) e-Admission Certificate indicating the eligible candidate's Roll Number, Venue and Programme of the Examination will be uploaded in the Commission's Website.

(b) The mere fact that a Certificate of Admission has been issued will not imply that his/her candidature has been finally cleared by the Commission. Candidates may note that the Commission takes up the verification of eligibility conditions only after the candidates have qualified for the Main Examination.

(c) Candidates must produce a photo identity proof of any of the following in the Examination Hall:

- (i) Pan Card.
- (ii) Driving Licence.
- (iii) Voter ID Card.
- (iv) Passport.
- (v) ID Card issued by the Educational Institution where he/she is studying presently.
- (vi) ID Card issued by Government or Public Sector Undertaking.
- (vii) Bank Passbook containing photograph.

(d) The Commission reserves the right to cancel the candidature of any candidate as and when any ineligibility condition is detected. If any information declared by the candidate is found to be false at any stage, the candidate will be penalized as per prevailing law/rules.

**(e) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the Examination shall be final.**

*Sd/-*  
Secretary

Assam Public Service Commission  
Jawaharnagar, Khanapara, Guwahati-22

Dated Guwahati the 23<sup>rd</sup> March, 2025

Memo No.5PSC/E-29/2024-25 (A)

Copy forwarded to:-

1. All the Hon'ble Members, APSC for information.
2. All District Commissioners for information.



3. The Director, Printing and Stationeries Deptt., Assam Govt. Press, Bamunimaidam, Guwahati-21 for immediate publication in the next two issues of Assam Gazette. Two (2) printed copies of the advertisement may kindly be sent to this office for record.
4. The Director of Information and Public Relation, Assam, Last gate, Dispur, Guwahati-6. He is requested to take steps for publication of the advertisement in one issue of each of the established daily newspaper – one English (preferably The Assam Tribune) and one Assamese published from Guwahati and one established daily newspaper published from Upper Assam and another established daily newspaper published from Barak Valley for wide publicity.
5. The Director of Employment and Craftsmen Training, Assam, Rehabari, Guwahati-8 to circulate copy of the advertisement for publicity at District level.
6. The Principal Controller of Examination, APSC for information and necessary action.
7. The Joint Secretary, APSC for information.
8. All ADC Sub-District, for information.
9. The PS to the Hon'ble Chairman, APSC for kind appraisal of Hon'ble Chairman, APSC.
10. The PS to the Principal Secretary to the Government of Assam, Personnel (A) Deptt. Dispur, Guwahati-6 for information and necessary action.
11. The PS to the Principal Secretary to the Government of Assam, Home & Political Deptt. Dispur, Guwahati-6 for information and necessary action.
12. The PS to the Principal Secretary, Karbi- Anglong District Council, Diphu.
13. The PS to the Principal Secretary, N. C. Hills Autonomous Council, Haflong.
14. The PS to the Principal Secretary, BTAD, Kokrajhar.
15. The PS to the Principal Secretary, Mishing Autonomous Council, Gogamukh, Dhemaji.
16. The Programmer, APSC for uploading in the website.
17. Order File.

for giving publicity in their respective Districts.

  
Secretary

Assam Public Service Commission  
Jawaharnagar, Khanapara, Guwahati-22

**Necessary instructions regarding submission of Online Applications**

- 1) Applicants are required to apply online through APSC's recruitment portal <https://apscrecruitment.in>. No other means/mode of application will be accepted.
- 2) **Already registered aspirants** may directly login into the system and apply for CCE by clicking on **Applicant Section => Apply Section** link in the Dashboard.
- 3) Applicants have to register themselves in the APSC's recruitment portal <https://apscrecruitment.in> with a valid email-ID and Mobile No. and complete the profile creation process by submitting all relevant details along with supporting documents. After profile creation is complete, apply for CCE by clicking on **Applicant Section => Apply Section** link in the Dashboard.
- 4) Applicants are advised to read all the eligibility criteria and other relevant details carefully before submitting online Application Form. Mandatory fields in the online form are marked with \* (asterisk) sign.
- 5) Candidates must upload documents/certificates (whenever asked for) in support of the claims made by them like, Date of Birth, Experience, Qualification(s) etc. or any other information, in pdf file in such a way that the file size **does not exceed 2 MB** and is **legible when a printout taken**. Blurred documents will not be accepted. Documents uploaded will be verified in later stages.
- 6) Applicant should carefully fill all the information as asked for in the Application Form and click on the declaration checkbox to enable the 'Preview' button before final submission.
- 7) After previewing the details as filled in by the applicant, he/she can either click 'Submit' for final submission or click 'Cancel' button for necessary corrections before final submission.
- 8) On completion of form submission, applicant has to pay application fee along with processing fee as applicable.
- 9) Fees once paid shall not be refunded under any circumstance nor can the fees be held in reserve for any other examination or selection.
- 10) On successful submission of Application Form along with successful payment, an auto-generated e-mail and SMS will be sent to candidates registered e-mail id and Phone No.
- 11) In case the payment status is pending, applicant should click on the button '**Validate Payment**' after 15-30 minutes to verify the payment status.
- 12) Application without prescribed fee amount will not be accepted.
- 13) The applicants are advised to submit only a single application. However, if due to any unavoidable situation he/she submits multiple applications, then the last application will be considered for candidature. *Therefore, the candidates are requested to ensure that the entries in the last application are correct in all respect.* The fee paid against one Application Number shall not be adjusted against any other Application Number.
- 14) For any payment related issues, one can reach the following helpdesk numbers -
  - a. GRAS Helpline (Telephonic): 1800-212-11-88-66 (From 10:00 AM to 6:00 PM on all working days)
  - b. GRAS Helpdesk- <https://assamegras.gov.in/helpdesk/>  
Click 'Submit a ticket' Click 'Payment Related'  
Fill-in your payment related details. Click 'Submit ticket'
  - c. Bank - For any bank related issue we suggest applicants to contact their respective bank branches.
- 15) For any other issues related to online application contact the following
  - a) Email: [cceapsc@gmail.com](mailto:cceapsc@gmail.com)
  - b) Contact No: **0361-2363117 or 1800-572-23-43 (From 10:00 AM to 5:00 PM on all working days)**

**Certificate regarding physical limitation in an examinee to write**

This is to certify that, I have examined Mr. /Ms. /Mrs. .... (Name of the candidate with benchmark disability), a person with .....(Nature and percentage of disability as mentioned in the certificate of disability), S/O or D/O ..... , a resident of ..... (Village/Town/City),.....(District), .....(State), Pin Code..... and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

**Signature**

**Chief Medical Officer/Civil Surgeon/  
Medical Superintendent of a Government Health Care  
Institution.**

**Note:** Certificate should be given by a specialist of the relevant stream/disability (e.g. Visual Impairment – Ophthalmologist, Locomotor disability – Orthopedics specialist/PMR).

**Letter of Undertaking for Using Own Scribe  
(To be filled by the candidates with benchmark disabilities)**

I....., a candidate with..... (name of the disability) appearing for the ..... (Name of the examination) bearing Roll No. .... at ..... (name of the centre) in the District .....

I do hereby state that ..... (Name of the scribe) will provide the service of scribe for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/her qualification is ..... In case, subsequently it is found that his/her qualification is not as declared by the undersigned and is beyond or same as the minimum qualification required for this examination, I shall forfeit my right to the post and claims thereto.

Place:

Date:

(Signature or thumb impression  
of the candidate with Disability)