

Sr. No.	Duration	Subject	Type of Exam	Maximum Marks	Qualifying marks
1.	2 hours	General Knowledge	Objective	50	33% in each subject but no candidate shall be considered to have qualified the Test unless he/she obtains 40% marks in the aggregate of both subjects.
2.		English Composition	Objective	20	
			Subjective (Essay, Letter, Precis, Translation)	30	
Total Marks				100	

Note: 'Marks' means normalized marks (Refer to page 6 for details in normalization of marks)

It is clarified that there will be negative marking in multiple choice questions. **For every wrong answer, 1/4th mark would be deducted. The question(s) not attempted will receive no credit or discredit.** Furthermore, candidates have to type subjective part examination of English Composition on computer within the stipulated time period. English composition (Subjective) will be checked only of those candidates who secure 33% or more marks in General Knowledge.

Thereafter, out of total candidates who qualify the Computer Based Test (CBT), the number of candidates as decided by Hon'ble Central Recruitment Committee will be called for Computer Proficiency Test (CPT) i.e. to access the proficiency of candidates in operation of computer, which is mandatory but the marks of this Computer Proficiency Test would not be counted towards the final merit as this test will be only of qualifying in nature. Computer Proficiency Test shall comprise of two parts. In Part-I, Candidates will have to qualify the Spread Sheet Test which is of 10 marks and of 10 minutes duration by securing **40% or more i.e. 4 or more marks**. In Part-II, candidates will have to qualify Computer Typing Test in English at the speed of **30 W.P.M.** Typing Speed will be calculated by using the following formula :-

No. of words typed-Mistakes

10

Note: Part-II i.e. Word Processing Test will be checked only of those candidates who secured 4 or more marks in Spread Sheet Test (Part-I).

The number of candidates as decided by Hon'ble Central Recruitment Committee, who qualify both the tests i.e. Computer Based Test (**CBT**) as well as Computer Proficiency Test (**CPT**), will be called for checking of original testimonials/interaction.

Thereafter, Select List of the qualified candidates will be prepared strictly on the basis of merit in online written examination i.e. Computer Based Test (CBT). Name of candidate(s) higher in merit would be recommended for appointment as per the number of vacancies to be filled. In case, if two or more candidates have obtained same marks, then the candidate elder in age among the same scorers be kept higher in merit. Still further, in case, any such even scoring candidates are