



# INSTITUTE OF BANKING PERSONNEL SELECTION

Website: [www.ibps.in](http://www.ibps.in)

Queries/Complaints - <http://cgrrs.ibps.in/>

PROJECT NO - CRP- CLERKS - VIII



## CALL LETTER FOR THE ONLINE MAIN EXAMINATION FOR RECRUITMENT IN CLERICAL CADRE IN PARTICIPATING ORGANISATIONS

ROLL NO./USER ID : 3031000566

PASSWORD : 67291182

NAME AND ADDRESS

NEHA THAKUR

8 1

PRIYANATH DEY LANE

KOLKATA

WEST BENGAL

700036

REGISTRATION NO. : 1690638165

VENUE CODE : C 11239

VENUE OF EXAMINATION

IDEAL INSTITUTE OF ENGINEERING

KALYANI SILPANCHAL OPP

KALYANI SILPANCHAL RAILWAY

STATION P O KALYANI

KALYANI WEST BENGAL 741235

DATE OF EXAMINATION : 20/01/19 Sunday  
REPORTING TIME : 09:00 AM

AFFIX YOUR  
RECENT PASSPORT  
SIZE PHOTOGRAPH  
(4.5 CM X 3.5 CM)  
WHICH SHOULD  
MATCH WITH THE  
ONE UPLOADED IN  
THE ONLINE  
APPLICATION.



Madam / Sir,

Re : ONLINE Main Examination for Recruitment in Clerical Cadre in Participating Organisations

Photograph affixed should match with the uploaded photograph. In case of discrepancy, the uploaded photo only will be considered for identification purpose.

With reference to your application for the above post and based on your performance in Online Preliminary Examination held during December 2018, we are pleased to inform that you have been shortlisted for Online Main Examination. Please appear for the examination at your own expense on the date, time and venue mentioned above, subject to the terms and conditions set out below. **Please bring this call letter with your photograph affixed thereon, photo identity proof in original and a photocopy - THIS IS ESSENTIAL.** Please hand over this call-letter and photocopy of photo identity proof duly stapled together to the invigilator. Please write your Roll No. and Reg. No. on the photocopy of the photo ID Proof. **Candidates arriving after the time printed on the call letter will not be permitted to enter the Examination Hall nor shall a candidate be permitted to leave the examination hall till the time for the test is over and/or permission to leave the hall is given by the test administrator.**

Left Thumb Impression (in the presence of the invigilator at the time of examination)	Candidate's Signature (To be signed in the presence of the invigilator at the time of examination).	Invigilator's Signature (Candidate's signature and Left thumb impression obtained in my presence and photograph verified by me).

Yours faithfully,

Head - Administration

**Your photograph affixed on the call letter should match the one uploaded in the online application form failing which you will not be allowed to appear for the examination. Your signature should tally with the signature uploaded. In case of discrepancy, you will not be allowed to appear for the examination.**

The examination will be conducted online. You must enter your User ID and Password, which are printed on this call letter, to enter the online exam site. Your name and other details will appear on the screen after login. Please verify and ensure correctness of these details. Disclosure of User ID & Password to Third party shall be at the risk & responsibility of the candidate. Please read the instructions given in the next page and also the information handout available on IBPS website [www.ibps.in](http://www.ibps.in) carefully.

## INSTRUCTIONS

1. You must bring the call letter alongwith photo identity proof (such as PAN Card/Passport/Permanent Driving License/Voter's Card/Bank Passbook with photograph/Photo Identity proof issued by a Gazetted Officer (on official letterhead)/Photo Identity proof issued by a People's Representative (on official letterhead)/Identity Card issued by a recognised College/University /Aadhar Card with a photograph/Employee ID) in original as well as a photocopy. Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam.
  - Ration Card and Learning Driving License will NOT be accepted as valid ID proof.
  - In case of candidates who have changed their name will be allowed only if they produce Original Gazette notification/their original marriage certificate/affidavit in original.
2. There will be call letter for the scribe. It has to be filled in and submitted along with this call letter.
3. You should ascertain exact location of the venue well in advance of the date of examination.
4. The candidates must reach the venue of examination by the time mentioned above. Please note that the candidate reporting 30 minutes after the reporting time will not be allowed in the examination hall nor shall a candidate be permitted to leave the examination hall till the time for the test is over and the test administrator has given permission to leave. The test will begin after completion of the formalities like checking of attendance, obtaining signature on the call letter and collection of call letters alongwith photo identity proof etc. IBPS will not be responsible for any delay or disruption in transport or such other circumstances.
5. The photocopy of photo identity proof should be submitted along with the call letter, to the invigilators in the examination hall failing which he/she will not be permitted to appear for the test. The call letter along with the photocopy of photo identity proof duly stapled together should be submitted to the invigilator in the examination hall failing which the candidate will not be permitted to appear for the test. Do not forget to write your Registration No. and Roll No. on the photo copy of Photo Identity proof. Candidates should put their Left Thumb Impression clearly and sign in the respective space provided on the call-letter in the presence of the invigilator.
6. A handout giving information about the type of tests you will be taking is available on IBPS website. Please download the information handout and study it carefully. In addition a link for a mock test will be available on the IBPS website.
7. Biometric data (Right thumb impression) and photograph will be captured twice at the examination venue i.e. before the start of exam and after completion of exam. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates. **Refusal to participate in the process of biometric data capturing / verification on any occasion may lead to cancellation of candidature.** With regards to the same, please note the following :
  - (a) If fingers are coated (stamped ink/mehndi/coloured...etc), ensure to thoroughly wash them so that coating is completely removed before the exam day.
  - (b) If fingers are dirty or dusty, ensure to wash them and dry them before the finger print (biometric) is captured.
  - (c) Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
  - (d) If the primary finger (Right thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre. (Any failure to observe these points will result in non-admittance for the examination)
8. You should also bring stationary such as pencils, eraser and a ball point pen with you to the examination hall.
9. **Please note that you are allowed to appear only once for the examination for above mentioned post. Multiple appearances will result in cancellation of candidature. In case more than one call letter has been generated, you are advised to appear only once on the date and at the time mentioned on the respective call letter. All other call letters are to be surrendered.**
10. You should strictly comply with the directions given to you by the test administrator/invigilator. If any candidate is found disregarding these directions he/she will be liable to be debarred from the test.
11. You are advised not to bring any of the banned items including mobile phones/pagers to the venue of examination as arrangement for safekeeping cannot be assured. Any candidate found resorting to any unfair means or malpractice or any misconduct while appearing at the examination including giving/receiving help to/from any candidate during the test will be disqualified. The candidate should be vigilant to ensure that no other candidate is able to copy from his/her answers. **IBPS would be analysing the responses (answers) of individual candidates with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted by IBPS in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, IBPS reserves right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.**
12. Following items are not allowed inside the examination centre:-  
Any stationary item like textual material (printed or written), bits of papers, Geometry/Pencil Box, Plastic Pouch, Calculator, Scale, Writing Pad, Pen Drives, Log Table, Electronic Pen/Scanner, Any communication device like Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band etc. Other items like Goggles, Handbags, Hair-pin, Hair-band, Belt, Cap, Any watch/Wrist Watch, Camera, Any metallic item, Any eatable item opened or packed, water bottle, Any other item which could be used for unfair means for hiding communication devices like camera, blue tooth devices etc.  
All ornaments like Ring, Earrings, Nose-pin, Chain/Necklace, Pendants, Badge, brooch etc. should be thoroughly checked.
13. Anyone found to be disclosing, publishing reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.
14. Person with Benchmark Disability should contact the Test Centre Administrator of the test venue at least 30 minutes before the time of examination for assistance in seating, if needed.
15. Any request for change of centre/venue will not be entertained.
16. **You may please note that this call-letter does not constitute an offer of employment by any/all Participating Organizations.**
17. Your admission to the examination is strictly provisional. Before coming for the examination, please ensure that you are eligible according to the eligibility criteria stipulated in the Advertisement. If you are not eligible, your candidature will be cancelled at any stage.
18. Guidelines and declaration form for Person with Benchmark Disability candidates using Scribe can be downloaded from IBPS's website.
19. Any canvassing for selection including change of date, time and venue shall be considered as disqualification.

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