



# தமிழ்நாடு அரசுப்பணியாளர் தேர்வாணையம்

தேர்வாணையச் சாலை, பூங்கா நகர், சென்னை - 600 003

## TAMIL NADU PUBLIC SERVICE COMMISSION

TNPSC Road, Park Town, Chennai - 600 003.

தேர்வுக்கூட அனுமதிச் சீட்டு / Memorandum of Admission (HALL TICKET)

You are provisionally admitted to the WRITTEN EXAMINATION (Objective Type) to the Posts included in  
Combined Civil Services Examination – IV (Group-IV Services)

விண்ணப்பதாரரின் பெயர் / Name of the Candidate	SOPHIA GRACE LYDIA D		
பதிவுண் / Register Number	0107057252		
விண்ணப்ப எண் / Application Number	2271715711		
தந்தையின் பெயர் / Father's Name	D DAVID		
விண்ணப்பதாரரின் முகவரி / Address of the candidate	2/26, SCHOOL STREET, KANAGA SABAI COLONY, KOYEMBEDU, PIN - 600107		
தேர்வு மையம் மற்றும் தேர்வுக்கூடத்தின் பெயரும் முகவரியும் / Name and address of Examination Centre and venue	Hall No: 057 VANI VIDHAYALA SR.SEC.& JR.COLLEGE, No.12 Vembuliamman Koil Street West K K Nagar, CHENNAI, Landmark: Near Meenakshi Engineering College Pincode: 600 078 Phone No: 044-29892003		
Note: Scan the above QR code with any QR code reader app to help you to Locate the Examination venue in Google Maps. The venue QR code is solely for the purpose of providing supportive information regarding venue location. The candidate is therefore advised to verify and ensure the correctness of the location from the address mentioned in the Hall Ticket.			
<b>தேர்வு நாளும் நேரமும் / Date and Time of Examination</b>			
தேர்வுத் தாள் / Subject	நாளும் நேரமும் / Date and Time of Examination	Signature of the Room Invigilator(*)	
<b>Part-A :</b> கட்டாயத் தமிழ் மொழித் தகுதி மற்றும் மதிப்பீட்டுத் தேர்வு (100 Questions/150 Marks) <b>Part-B :</b> General Studies (75 Questions) + Aptitude and Mental Ability Test (25 Questions) (100 Questions/150 Marks)	24.07.2022 FN 09.30 A.M. to 12.30 P.M		
(*) The Room Invigilator shall sign in the space above duly certifying that the Room Invigilator has personally verified the identity of the candidate and confirm that the individual appearing for the examination is the one whose photograph is printed in this Memorandum of Admission (Hall Ticket)		Under Secretary	

READ THE FOLLOWING IMPORTANT INSTRUCTIONS CAREFULLY FOR STRICT COMPLIANCE:

I. The candidate should use only BLACK Ball Point pen

### II. TIME SCHEDULE

1. The candidate is advised to be present at the examination venue preferably at **08.30 AM** without fail. Candidates must sit in the place allotted to them after checking the name, register number and photo as pasted on the table. **The OMR Answer Sheet will be supplied to the candidate at 9.00 AM. Instructions regarding filling up of OMR answer sheets will be given in the examination hall at 9.00 AM.**
2. **No candidate will be allowed to enter into the examination hall after 09.00 AM and leave the Examination Hall before 12.45 PM.**
3. Candidates shall present themselves at the examination venue with the memorandum of admission (hall ticket) downloaded from the Commission's website, failing which, they shall not be allowed to write the examination. Candidates shall also bring with them, a photocopy of their Aadhaar card / Passport / Driving Licence / Permanent Account Number (PAN) card / Voter ID card.

### III. SIGNATURE AND PHOTO

1. Candidates shall affix their signature at two designated places in the OMR answer sheet. One signature shall be affixed after having read the instructions therein, before the commencement of the examination and the other signature shall be affixed, after the

conclusion of the examination

2. Candidates shall affix his/her left hand thumb impression in the appropriate box provided in the OMR answer sheet, after the examination is over. In respect of Differently Abled Candidates, if they are unable to affix thumb impression, the column may be left blank.
3. If the photograph of the candidate in the memorandum of admission (hall ticket) is not printed or not clear or does not match with candidate's appearance, he/she should furnish a separate photograph affixed on a plain paper, along with his/her name, address, register number and signature along with a copy of the memorandum of admission (hall ticket) and a copy of Aadhaar card / Passport / Driving Licence / Permanent Account Number (PAN) card / Voter ID card, to the Chief Invigilator, who shall endorse it
4. **After checking the OMR answer sheet and the question booklet for discrepancies, candidates must sign in the attendance sheet, after verifying his / her name and register number therein, duly mentioning the question booklet number**
5. **Candidates must ensure that the Room Invigilator signs in the memorandum of admission (hall ticket).**

#### **IV. QUESTION BOOKLET**

1. The candidate will be supplied with Question Booklet **15minutes** before the commencement of the Examination. Before writing and shading the Question Booklet Number in the OMR Answer Sheet, the candidate shall verify whether all the questions are printed without any omission. In case, any defect is found, it shall immediately be reported to the Room Invigilator and a replacement shall be obtained which is complete in all aspects. Correct Question Booklet Number which is used by the candidate shall be written in the OMR answer sheet. If any defect is noticed in the Question booklet or OMR answer sheet after the examination in started it will not be replaced.
2. Candidates must write and shade the Question Booklet Number correctly in the bubbles provided in the OMR answer sheet. The OMR answer sheets will be evaluated based on the Question Booklet Number shaded by the candidates in the bubbles.
3. If the Question Booklet Number shaded by the candidate is not read by the OMR scanner, the said answer sheets shall be invalidated.
4. Candidates must not tick mark / mark the answers in the question booklet. Failure to comply with this instruction will result in rejection of candidature.

#### **V. OMR ANSWER SHEET**

1. Pre-printed personalized OMR answer sheets containing photograph, name, register number, subject and examination centre and venue, date and session as mentioned in the memorandum of admission (hall ticket) will be supplied in the examination room. Before using the OMR answer sheet, the photograph and the details printed on it shall be verified by the candidates. It shall be ensured that the OMR answer sheet pertains to the candidate only. If any of the details are found to be incorrect or defective in any way, it should be immediately reported to the room invigilator for replacement. **No OMR answer sheet will be replaced after use.**
2. Candidates must shade only one of the answer bubbles in the OMR answer sheet, for each question. In case more than one bubble is shaded for a particular question, that answer shall not be evaluated.
3. All the answer bubbles should be correctly shaded as illustrated on page 2 of the OMR answer sheet. Option [E] should be shaded if the answer is not known to the candidate. The total number of [A]s, [B]s, [C]s, [D]s and [E]s shaded as answers should be written in the boxes and the corresponding bubbles should be shaded by the candidates against Section III of Part II of the OMR answer sheet. The total number of [A]s + [B]s + [C]s + [D]s + [E]s shaded should be equal to the total number of questions printed in the question booklet.
4. The room invigilator shall fill in Section IV of Part II, the number of As, Bs, Cs, Ds and Es, as shaded by the candidate in Section III (b) of the OMR answer sheet. Both the invigilator and the candidate must sign below this entry after the examination is over. Fifteen minutes extra time shall be given after the examination exclusively for this activity. Only upon completion of these procedures, candidates shall be permitted to leave the examination room.

#### **VI. INVALIDATION OF OMR ANSWER SHEET (Penalty for violation of Commission's Instructions in the Objective type examination):**

1. Usage of pencil / any pen other than black ball point pen.
2. Answered in a subject other than the one opted for in the online application / specified in the memorandum of admission (hall ticket).
3. In case of non-personalized OMR answer sheet, if the register number is not written in the space provided for it.
4. If the bubbles for Question Booklet Number are not shaded.
5. The answers are not shaded as per the correct method illustrated on page 2 of the OMR answer sheet.
6. If the Barcode / OMR-track printed on page 1 of the OMR answer sheet is tampered with.
7. OMR answer sheet is not signed by the candidate at all the required places of the OMR answer sheet.
8. Required particulars in the OMR answer sheet have not been filled up.
9. Wrongly seated in the place of other candidates and/or written the examination using the OMR answer sheet of other candidates.
10. If any irrelevant / impertinent remarks amounting to disclosure of identity is found in the OMR answer sheet upon physical verification.

#### **VII. DEDUCTION OF MARKS**

1. In case of non-personalised OMR answer sheet, two marks will be deducted for writing the register number incorrectly.
2. If any difference is noticed between the actual shading of answers in the OMR answer sheet and the abstract of the total count of [A]s, [B]s, [C]s, [D]s and [E]s, as entered by the candidate, two marks will be deducted from the total marks obtained.

3. If the Question Booklet Number is incorrectly shaded (or) Question Booklet Number is not written in the space provided, five marks will be deducted from the total marks obtained by the candidate.
4. Two (2) marks will be deducted from the total marks obtained by the candidates for not affixing their Thumb Impression in the space provided. (Differently Abled candidates who are unable to affix the Thumb Impression are exempted.)
5. If none of answer bubbles is shaded for even one question, 2 marks will be deducted from the total marks obtained by the candidates.

**VIII. INVALIDATION OF THE OMR ANSWER SHEET AND DEBARMENT (Penalty for violation of Commission's Instructions in the Objective type examination):**

1. Consulting with / copying from another candidate in the examination hall.
2. Permitting others to copy from his/her OMR answer sheet.
3. Copying from books or notes which are printed / typewritten / hand written.
4. Seeking the help / assistance of any official / hall supervisor in answering questions in examination hall.
5. Possession of electronic devices such as cellular phones, smart watches and rings with in-built memory notes, all forms of Bluetooth devices, communication chip, other electronic devices and non-electronic devices such as P&G Design Data Book, books, notes, handbags, other non-permitted materials, etc.
6. Taking away from the examination hall, the whole or part of any used / unused OMR answer sheet, without handing it over to the room invigilator.
7. Tampering with the Barcode / OMR-track printed on page 1 of the OMR answer sheet.

**IX. CRIMINAL ACTION (Penalty for violation of Commission's Instructions in the Objective type examination):**

1. Misbehaviour and indiscipline in the examination hall. (Refer Para 17[A](xv) of Instructions to Applicants)
2. Indulging in any type of malpractice, including impersonation and resorting to unfair means within the examination hall or outside will lead to debarment for any period deemed fit by the Commission, besides initiation of criminal action

**X. OTHER INSTRUCTIONS**

1. Candidates must appear for the examination at the venue they have been allotted and mentioned in this memorandum of admission (hall ticket). Change of venue will not be permitted
2. Candidates should read and follow the instructions given under paragraph No.17 of the **INSTRUCTIONS TO THE APPLICANTS** (*Instructions to candidates to be followed while appearing for written examinations conducted by the Commission*), which is available on the Commission's website, viz, [www.tnpsc.gov.in](http://www.tnpsc.gov.in) / [www.tnpscexams.in](http://www.tnpscexams.in) and the instructions given on page 2 of the OMR Answer sheet. These instructions should be followed scrupulously
3. Parents and others who accompany the candidates will not be permitted inside the examination venue
4. **Violation of instructions given in the "Instructions to Applicants" made available on the Commission's website / Question Booklet / OMR Answer Sheet / Memorandum of Admission (Hall Ticket) shall result in Rejection of Application / Invalidation of OMR answer Sheet / Debarment or any other penalty as to be decided by the Commission**
5. **The memorandum of admission (Hall Ticket) should be preserved carefully and retained permanently. The memorandum of admission (Hall Ticket) should be produced if shortlisted for the next stage of selection / whenever sought for by the Commission. The memorandum of admission may also be photocopied, as a precaution, after the exam is over. No duplicate memorandum of admission (Hall Ticket) will be issued later**
6. **Mere issuance of the Memorandum of Admission (Hall Ticket) does not confer any right to be eligible for this recruitment. The candidature is purely provisional and is liable to be cancelled at any stage of recruitment if a wrong claim or violation of rules or instructions is confirmed**

**Mandatory Instructions to be followed by Candidates appearing for examinations in view of COVID'19 Pandemic:**

1. Candidates will be allowed to enter the examination venue only if they wear masks.
2. The mask should be worn at all times inside the examination venue. Candidate, however, will have to remove his/her mask for verification of identity, whenever required by the authorities concerned.
3. Candidates shall maintain physical distance, while queuing up for entry and inside the venue as far as feasible.
4. Sharing of personal belongings / stationery shall not be allowed.
5. Candidate may carry his/her own hand sanitizer in a transparent bottle.
6. Candidates should follow all the COVID 19 norms including that of social distancing, personal hygiene etc. inside the exam hall/room as well as in the premises of the Venue.

**Warning**

- All the recruitments conducted by The Tamil Nadu Public Service Commission are purely merit based.

- The Tamil Nadu Public Service Commission hereby cautions the candidates against touts and agents who may cheat by making false promises of securing job through unfair means.
- The Tamil Nadu Public Service Commission shall not be responsible or liable for any loss that may be caused to any applicant on account of indulging in any sort of dealing with such unscrupulous elements.

**Contact Numbers**

Grievance Redressal Call Center: 044-69097777, 044-25300338, 044-25300339, 044-25300340.

Toll free No.: 1800 419 0958.

**CONTROLLER OF EXAMINATIONS**