



Learning with  
DrGenius Academy

# IBPS-CLERK INSTRUCTION FOR CANDIDATES



**GUIDING  
MINDS**  
SHAPING FUTURE



[www.drgenius.academy](http://www.drgenius.academy)

Contact Us :- +91 9636280355

**INSTRUCTION FOR CANDIDATES****Educational Qualification :**

A **Degree (Graduation)** in any discipline from a University recognised by the Govt. Of India or any equivalent qualification recognized as such by the Central Government.

**Computer Literacy:** Operating and working knowledge in computer systems is mandatory i.e. candidates should have Certificate/Diploma/Degree in computer operations/Language/ should have studied Computer / Information Technology as one of the subjects in the High School / College / Institute.

**Ex-Servicemen** who do not possess the above civil examination qualifications should be matriculate Ex-Servicemen who have obtained the Army Special Certificate of Education or corresponding certificate in the Navy or Air Force after having completed not less than 15 years of service in the Armed Forces of the Union as on 21.07.2024. Such certificates should be dated on or before 21.07.2024

**AGE :**

- Minimum: 20 years
- Maximum: 28 years

**INSTRUCTION FOR CANDIDATES**

(1) Valid Call Letter for the respective date and session of Examination. Those candidates who are called for Main Exam will also be required to bring authenticated/stamped call letter of Online Preliminary Exam (along with authenticated/ stamped copy of the ID proof)

(2) Photo-identity proof (as specified) in original bearing the same name as it appears on the call letter/ application form

(3) Candidates reporting late i.e. after the reporting time specified on the call letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test.

(4) Though the duration of the Online Preliminary Examination is 1 hour the candidates may be required to be at the venue for about 2 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

(5) For the Online Main Examination though the duration of the examination is 160 minutes, candidates may be required to be at the venue for about 3 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

(6) Call letter for Online Preliminary Exam will not be collected at the examination venue. However, it will be duly authenticated/stamped by the exam centre staff. Candidate will need to retain the call letter (along with authenticated/ stamped copy of the ID proof) safely. Those candidates who are called for Main Exam will be required to bring this call letter along with Main Exam call letter and other requisite documents as per information provided in the “information handout” and call letter. However, scribe form (wherever applicable) will be collected during the Online Preliminary Exam.

(7) Candidates need to bring one additional photograph (same as pasted by the candidate on call letter) along-with the call letter and other requisite documents as per information provided in the “information handout” and call letter.

### **Cut-off Score (Online Main examination)**

- Each candidate will be required to obtain a minimum score in each test of Online Main Examination and also a minimum total score to be considered for further process. Depending on number of the State/ UT wise vacancies available, cut-offs will be decided and candidates will be considered for provisional allotment. Prior to the completion of provisional allotment process scores obtained in the Online Main Examination will not be shared with the candidates.

**NOTE : MARKS OBTAINED IN THE ONLINE MAIN EXAMINATION ONLY WILL BE CONSIDERED FOR FINAL MERIT LISTING.**

### **Scores obtained in the Online Examination**

- The corrected scores obtained by each of the candidates in different sessions (if held) will be normalized using equi-percentile method.
- Scores up to two decimal points shall be taken for the purpose of calculations

### **Pre - Examination Training (PET)**

- Pre-Examination Training may be arranged either in Online Mode or Physical Mode for a limited number of candidates belonging to Scheduled Caste/ Scheduled Tribes/ Other Backward Classes/ Minority Communities/ Ex-Servicemen/ Persons With Benchmark Disabilities at certain centres viz.
- All eligible candidates who opt for and wish to avail of Pre-Examination Training should fill in the relevant column in the ONLINE APPLICATION. While training will be imparted free of cost, all other expenses regarding travelling, boarding, lodging etc. will have to be borne by the candidate for attending the pre-examination training programme at the designated Centres.

### **PROVISIONAL ALLOTMENT**

- The total marks allotted for Online Main Examination are 200. Marks will be converted out of 100 for Provisional allotment. A candidate should qualify in the Online Main Examination and be sufficiently high in the merit to be considered for subsequent provisional allotment process, details of which will be made available subsequently on authorised IBPS website.

### **List of Documents to be produced at the time of joining/document verification :**

- The following documents in original and self-attested photocopies in support of the candidate's eligibility and identity are to be invariably submitted at the time of joining/document verification. Non submission of requisite documents by the candidate at the time of joining/document verification will debar his candidature.