

**INSTRUCTION FOR CANDIDATES****Education Qualification :**

- Candidates must have passed the 12th Standard or equivalent examination

**Age**

- Minimum age: 18 years  
Maximum age: 27 years.

**Age Relaxation**

- As per the SSC CHSL Eligibility, candidates belonging to the reserved categories are allowed certain relaxations in the upper age limit.

**Scheme of Examination:**

1 The Computer Based Examination will be conducted in two tiers

- Tier-I
- Tier-II

2 Marks scored by candidates in Computer Based Examinations, if conducted in multiple shifts, will be normalized by using the formula published by the Commission and such normalized scores will be used to determine final merit and cut-off marks.

3 In case of any difference/ discrepancy/ dispute in the Questions between English and the opted language, the content of English version shall prevail.

**Scheme of Tier-I Examination:**

Tier	Part	Subject (Not in sequence)	Number of Questions/ Maximum Marks	Time Duration (For all four Parts)
I	I	English Language (Basic Knowledge)	25/ 50	60 Minutes (80 Minutes for candidates eligible for scribe)
	II	General Intelligence	25/ 50	
	III	Quantitative Aptitude (Basic Arithmetic Skill)	25/ 50	
	IV	General Awareness	25/ 50	

- The Tier-I Examination will consist of Objective Type, Multiple choice questions only. The questions will be set in English, Hindi and any language opted by the candidate in the application form
- There will be negative marking of 0.50 marks for each wrong answer.

## Scheme of Tier-II Examination:

Tier	Session	Subject	Number of Questions	Maximum Marks	Time allowed
II	Session – I (2 hours and 15 minutes)	<b>Section-I:</b> <b>Module-I:</b> Mathematical Abilities	30	60 * 3 = 180	1 hour (for each section) (1 hours and 20 minutes for the candidates eligible for scribe)
		<b>Module-II:</b> Reasoning and General Intelligence	30		
			Total = 60		
		<b>Section-II:</b> <b>Module-I:</b> English Language and Comprehension	40	60 * 3 = 180	
		<b>Module-II:</b> General Awareness	20		
			Total = 60		
		<b>Section-III:</b> <b>Module-I:</b> Computer Knowledge Module	15	15 * 3 = 45	15 Minutes (20 minutes for the candidates eligible for scribe)
	Session - II	<b>Section-III:</b> <b>Module-II:</b> Skill Test / Typing Test Module	<b>Part A:</b> Skill Test for DEOs in Department/ Ministry	–	15 Minutes (20 minutes for the candidates eligible for scribe)
			<b>Part B:</b> Skill Test for DEOs except in Department/ Ministry	–	15 Minutes (20 minutes for the candidates eligible for scribe)
			<b>Part C:</b> Typing Test for LDC/ JSA.	–	10 Minutes (15 minutes for the candidates eligible for scribe)

1. Tier-II will be conducted in two sessions - Session –I & Session-II, on same day. Session-I will include conducting of Section-I, Section-II and Module-I of Section-III. Session-II will include conducting of Module-II of Section-III.

2. It will be mandatory for the candidates to qualify all the sections of Tier-II.

3. Tier-II will consist of Objective Type, Multiple choice questions, except for Module-II of Section-III. The questions will be set in English, Hindi and any language opted by the candidate in the application form, Module-II (i.e. English Language and Comprehension module) in Section-II.

4. There will be negative marking of 1 mark for each wrong answer in Section-I, Section-II and Module-I of Section-III.



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5. Module-I of Section-III i.e. Computer Knowledge Test is mandatory but qualifying in nature.
6. Module-II of Section-III i.e. Skill Test/ Typing Test:
7. Module-II of Section-III will include conducting of Skill Test/ Typing Test in Session-II on the same day.
8. Skill Test/ Typing Test will be evaluated as per the evaluation guidelines available on the website of the Commission.
9. Errors in the Skill Test will be calculated up to 2 decimal places.



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