

- The scribe arranged by the candidate should not be a candidate for the online examination under (CRP-Clerks-VIII). If violation of the above is detected at any stage of the process, candidature for CRP of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.
- Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.

(ii) **Guidelines for candidates with locomotor disability and cerebral palsy**

A Compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

(iii) **Guidelines for Visually Impaired candidates**

- Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.
- The facility of viewing the contents of the test in magnifying font will not be available to Visually Impaired candidates who use the services of a Scribe for the examination.

(iv) **Guidelines for Candidates with Intellectual Disability (ID)**

A Compensatory time of twenty minutes per hour of examination, either availing the services of a scribe or not, shall be permitted to the candidates with more than 40% Intellectual Disability (autism, intellectual disability, specific learning disability and mental illness).

These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

C. PRE-EXAMINATION TRAINING

Pre-Examination Training may be arranged by the Nodal Banks/ Participating Organisations to a limited number of candidates belonging to Scheduled Caste/ Scheduled Tribes/ Minority Communities/ Ex-Servicemen/ Persons With Benchmark Disabilities at certain centres viz. Agartala, Agra, Ahmedabad, Allahabad, Amritsar, Aurangabad, Balasore, Bareilly, Behrampur (Ganjam), Bengaluru, Bhopal, Bhubaneshwar, Chandigarh, Chennai, Coimbatore, Dehradun, Dhanbad, Gorakhpur, Gulbarga, Guwahati, Hubli, Hyderabad, Indore, Jabalpur, Jaipur, Jammu, Jodhpur, Kanpur, Karnal, Kavaratti, Kochi, Kolkata, Lucknow, Ludhiana, Madurai, Mangalore, Mumbai, Muzaffarpur, Mysore, Nagpur, New Delhi, Panaji (Goa), Patiala, Patna, Port Blair, Puducherry, Pune, Raipur, Rajkot, Ranchi, Rohtak, Sambalpur, Shimla, Shillong, Siliguri, Thiruchirapalli, Thiruvananthapuram, Tirupati, Vadodara, Varanasi, Vijaywada and Vishakhapatnam.

All eligible candidates who opt for and wish to avail of Pre-Examination Training should fill in the relevant column in the ON-LINE 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. Depending on the response and administrative feasibility the right to cancel any of the Pre- Examination Training Centres and/ or add some other Centres and/or make alternate arrangements is reserved.

By merely attending the Pre-Examination Training no candidate acquires any right to be selected in any of the Participating Organisations mentioned.

D. CRP – ONLINE EXAMINATIONS

I. The structure of the Examinations which will be conducted online are as follows:

a. Preliminary Examination

Sr. No.	Name of Tests	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	English Language	30	30	20 minutes
2	Numerical Ability	35	35	20 minutes
3	Reasoning Ability	35	35	20 minutes
	Total	100	100	

Candidates have to qualify in each of the three tests by securing cut-off marks to be decided by IBPS. Adequate number of candidates in each category as decided by IBPS depending upon requirements will be shortlisted for Online Main examination.

b. Main Examination

Sr. No.	Name of Tests (NOT BY SEQUENCE)	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	General/ Financial Awareness	50	50	35 minutes
2	General English	40	40	35 minutes
3	Reasoning Ability & Computer Aptitude	50	60	45 minutes
4	Quantitative Aptitude	50	50	45 minutes
	Total	190	200	160 minutes

The above tests except the Tests of English Language will be available bilingually, i.e. English and Hindi.

IBPS reserves the right to modify the structure of the examination which will be intimated through its website. Other detailed information regarding the examination will be given in an **Information Handout**, which will be made available for the candidates to download along with the call letters from the authorised IBPS website www.ibps.in.

Please note that candidates will not be permitted to appear for the Online Preliminary as well as Online Main Examination without the following documents:

- (1) Valid Call Letter for the respective date and session of Examination
- (2) Photo-identity proof (as specified) in original bearing the same name as it appears on the call letter/ application form and
- (3) Photocopy of photo-identity proof (as mentioned in (2) above)

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. 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.

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.

II. Penalty for Wrong Answers (Applicable to both – Preliminary and Main examination)

There will be penalty for wrong answers marked in the Objective Tests. For each question for which a wrong answer has been given by the candidate one fourth or 0.25 of the marks assigned to that question will be deducted as penalty to arrive at corrected score. If a question is left blank, i.e. no answer is marked by the candidate, there will be no penalty for that question.

III. Examination Centres

- (i) The examination will be conducted online in venues across many centres in India. The tentative list of Examination centres for the Preliminary exams and those for Main exams is available in Annexure II.
- (ii) No request for change of centre for Examination shall be entertained.
- (iii) IBPS, however, reserves the right to cancel any of the Examination Centres and/ or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc.
- (iv) IBPS also reserves the right to allot the candidate to any centre other than the one he/she has opted for and a **candidate may be allocated a centre of exam outside the State/UT for which vacancies he/she is applying.**
- (v) Candidate will appear for the examination at an Examination Centre at his/her own risk and expenses and IBPS will not be responsible for any injury or losses etc. of any nature.
- (vi) Any unruly behaviour/misbehaviour in the examination hall may result in cancellation of candidature/ disqualification from this exam and also from future exams conducted by IBPS

IV. Scores

- 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

V. 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.

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

E. 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 IBPS website.

On completion of the Main Examination, depending on the state/UT wise vacancies to be filled in during the financial year 2019-20 based on the business needs of the Participating Organisations and as reported to IBPS, candidates shortlisted will be provisionally allotted to one of the Participating Organisations, based on merit-cum-preference keeping in view the spirit of Govt. Guidelines on reservation policy, various guidelines issued by Govt. of India/Others from time to time, administrative exigency, etc. Vacancies given in this advertisement are indicative. Provisional allotment shall be done on the basis of final vacancies to be reported by the Participating Organisations. Candidates should not claim indicative vacancies as final for the provisional allotment. No change in the data already registered by the candidate in the online application form is possible.

A candidate belonging to reserved category, selected on the basis of norms as applicable to General Category, will be treated at par with a General category candidate. Such own merit candidates belonging to reserved categories who are provisionally allotted under unreserved (General) category will not be adjusted against a reserved post. However their original category as registered in the online registration will remain unchanged.

In the event of two or more candidates having obtained the same score, merit order is decided as per date of birth (the candidate senior in age is placed before/ above the candidate junior in age), as per the prevailing practice.

The provisional allotment is subject to the candidate fulfilling the criteria for Participating Organisation and identity verification to the satisfaction of the allotted organisation. This does not constitute an offer of employment. Verification of documents with regard to eligibility criteria will be carried out by the participating organization. The participating organization will also ascertain Proficiency of local language (reading, writing and speaking) of the State/UT for the provisionally allotted candidates. The participating organization reserves the right to cancel the candidature on account of deficiency of the same. Decision of the participating organizations here shall be final and binding upon the candidates. In case it is detected at any stage of the recruitment process that, the candidate does not satisfy the eligibility criteria his/her candidature/ chance in the process shall stand forfeited.

As the provisional allotment will be made to participating organisations on merit cum preference basis, once the provisional allotment is made, no request for change shall be entertained. Any request for change shall result in cancellation of candidature. Further, a candidate who is provisionally allotted will forfeit his/her candidature/ chance for the process if he/she does not avail the offer of appointment from the Participating Organisation.

Issuance of offer of appointment including terms and conditions, formalities for verification, joining etc. is solely the decision of the Participating Organisations and shall be final and binding. IBPS shall have no role therein. Any queries in this regard shall be directed to the participating organisations only. A reserve list to the extent of approximately 10 percent of the vacancies under each category may be kept, subject to the availability of candidates. This does not guarantee provisional allotment to/recruitment by the Participating Organisations. In the event of Participating Organisations providing further vacancies during April 2019-March 2020, provisional allotment will be carried out for the candidates in the reserve list. However, if no vacancy is furnished by the Participating Organisations owing to exigencies or otherwise during the validity period the candidates under the reserve list will not be considered for provisional allotment. The reserve list will expire automatically on 31.03.2020 without any notice. Candidates who are not provisionally allotted or not in the reserve list will not be considered for any further process under CRP Clerks- VIII for vacancies for 2019-20.

The decision of IBPS in provisional allotment of Organisations shall be final and binding upon the selected candidates. However IBPS reserves the right to cancel, reallocate Organisation-wise allocation/ change the process depending upon exigencies or otherwise.

Prescribed Formats of SC, ST, OBC, PWD certificates, Proforma A, B, C, D as applicable for Ex-Servicemen can be downloaded from IBPS website www.ibps.in. Candidates belonging to these categories are required to produce the certificates strictly in these formats only.

While reporting for the Joining, the candidate should produce valid prescribed documents given below in addition to the documents requested by the participating organisation to which candidate is provisionally allotted.

In the absence of documents candidature of the candidates shall be cancelled. No documents/ certificates shall be submitted separately to IBPS/ Nodal Bank/ Participating organisations during the selection process. All the documents/ certificates stated below must be submitted to the allottee bank as per their directions.

List of Documents to be produced at the time of joining (as applicable)

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.

- (i) Valid system generated printout of the online application form registered for CRP Clerks-VIII
- (ii) Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authorities or SSLC/ Std. X Certificate with DOB)
- (iii) Photo Identify Proof as indicated in Point F of the advertisement
- (iv) Mark-sheets & certificates for Graduation or equivalent qualification etc. Proper document from Board / University for having declared the result on or before 10.10.2018 has to be submitted.
- (v) Caste Certificate issued by the competent authority as stipulated by Government of India in the case of SC / ST / OBC category candidates.

Candidates belonging to OBC category but coming under creamy layer and/ or if their caste does not find place in the Central List are not entitled to OBC reservation. They should indicate their category as General in the online application form.

- (vi) Disability certificate issued by the District Medical Board in case of Persons With Benchmark Disability category

If the candidate has used the services of a Scribe at the time of Online Examination the duly filled in details of the scribe in the prescribed format

- (vii) Ex-Servicemen candidates: (i) Candidates who are released/ retired from Armed Forces are required to submit a certificate as per Proforma A. Such Ex-servicemen candidates have to produce a copy of the discharge Certificate / pension payment order and documentary proof of rank last / presently held (substantive as well as acting) at the time of joining. (ii) Candidates who are still in the Armed Forces and desirous of applying under Ex-Servicemen category should submit Proforma B from the Competent Authority showing his/her date of completion of specific period of engagement (SPE) along with the declaration in Proforma C. Such candidates whose SPE is completed on or before 09.10.2019 are eligible to apply. Such candidates have to submit a release letter and a self-declaration from the candidate that he/ she is entitled to benefits admissible to Ex-Servicemen as per Govt. of India rules (iii) Those candidates who have completed their initial period of assignment and who are on extended assignment are required to submit the certificate as per Proforma D. (iv) Dependents of Servicemen killed in action or those who have been severely disabled have to produce satisfactory documentary proof showing that they are Dependents of Servicemen killed in action or severely disabled and an affidavit stating that the relaxation is availed by one dependent of Ex-Servicemen or not availed by any Dependent of Servicemen killed in action or severely disabled
- (viii) Candidates serving in Government / quasi govt offices/ Public Sector Undertakings (including Nationalised Banks and Financial Institutions) are required to produce a "No Objection Certificate" from their employer at the time of joining, in the absence of which their candidature will not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
- (ix) Persons eligible for age relaxation under II (5) must produce the Death certificate of husband/ documents in support of Divorce or judicial separation and an affidavit/ declaration that they are not remarried
- (x) Persons eligible for age relaxation under II (6) must produce the domicile certificate at the time of joining/ at any stage of the subsequent process from the District Jurisdiction where he / she had ordinarily resided or any other authority designated in this regard by the Government of Jammu & Kashmir to the effect that the candidate had ordinarily domiciled in the State of J&K during the period from 01.01.80 to 31.12.89.
- (xi) Persons eligible for age relaxation under II (7) must produce a certificate from the District Magistrate to the