

## Jharkhand Staff Selection Commission - FAQ

**Q.1: What will happen if a candidate is not able to produce necessary certificates?**

**Ans.** If a candidate is not able to produce certificates for all qualifications and categories claimed in the application the candidature may be rejected and not considered for nomination.

**Q.2: What is application Number and Roll Number?**

**Ans.** Application number is given for all the applications received at the commission. Roll number is given to candidates who are issued admit cards. Application number is important till you get the admit card and after that the Roll number.

**Q.3: What happens if I forget the Application and Roll number?**

**Ans.** It is important to remember both these numbers as they are needed for any correspondence with the commission or downloading admit card, checking results etc. In case of losing the number email may be sent to the commission and commission will try to help.

**Q.4: Are the details I fill in before generation of Application ID saved?**

**Ans.** No details are saved till the Application ID is generated. If you exit before the Application ID is generated, you will have to start afresh.

**Q.5: What happens if my computer switches off while I am filling my Application?**

**Ans.** If you logout or your connection is interrupted at any stage after generation of Application ID, you will be directed to the place where you last left your Application, when you log in again with your Application ID and Password.

**Q.6: Do I have to fill the whole Application in one go?**

**Ans.** No, once the Application ID is generated, you can logout and return to the Application later at your convenience before the Last Date of Submission of Application, using your Application ID and Password.

**Q.7: What do I do if I have Submitted wrong details by mistake?**

**Ans.** You cannot alter submitted details in any Application. You will have to fill up a fresh Application with correct details. You need not deposit Application Fee for the incomplete/incorrect Application. But if you have deposited the Application Fee already you will have to deposit the Application Fee again for the correct Application. No Application can be accepted unless the Application Fee has been deposited with reference to that Application.

**Q.8: If I apply online, do I also have to post the application to JSSC?**

**Ans.** No. You don't need to send the application to JSSC

**Q.9: In case I have made a mistake in filling in my Date of Birth or education qualification, or any other details, can it be corrected?**

**Ans.** If you have detected the mistakes before clicking the save button you can make the changes using the edit option. Once you submit the application online you cannot change any of the information. So before you submit please check and re check the information.

**Q.10: In case my application is rejected, will my examination fees be refunded?**

**Ans.** No. The examination fees once paid will not be refunded under any circumstances.

**Q.11: I am unable to view or print the filled in online application form even after clicking the "Print application" button. What do i do?**

**Ans.** There may be a pop-up blocker on your system that is blocking the print-out from opening.

Remove the pop-up blocker and try again. You can use the Login button to go to the login page. Login using your registration number and date of birth and take print-outs of your application. You can print out your application from any system with a printer.

**Q.12: I have had my education in Jharkhand/ my father is working in Jharkhand. Can I claim Local Resident of Jharkhand status?**

**Ans.** Unless you have a local resident Certificate (For Employment Purposes), issued in your name by an officer not below the rank of Civil SDO, you will not be considered a local Resident of Jharkhand.

**Q.13: I am a Candidate belonging to other state/ UT. Can I apply for this examination?**

**Ans.** Yes. You can apply for this examination. You will be treated in UNRESERVED/GENERAL Category even if you belong to reserved category in your State/UT.

**Q.14: Can I pay the application fee immediately after the completion of Personal details and upload of Photograph and Signature.**

**Ans.** No, application payment can be done next day after 12:00 noon of basic registration completed. Please do login again with application number and DOB to complete the application form and payment on next day.

**Q.14: What happens if the Certificate Number mentioned in application form is not produced and Some other certificate with the number/date changed is produced?**

**Ans.** Your Candidature can be canceled.

**Q.15: What should be the valid date for certificates for Document Verification?**

**Ans.** A candidate should possess all qualifications mentioned in the advertisement as on the last date of application form. So all certificates to be produced during DV should be on or before the last date of application.

**Q.16: How and when are certificates verified?**

**Ans.** As a matter of policy the commission is not asking candidates to submit any proof of their eligibility for the post they are applying for. So candidates are advised not to submit any copy of documents along with the application. Information submitted by candidates is accepted as true. However after publication of results candidates would be called to present to the commission original documents to prove that they are eligible for the posts they have applied for. If they fail to prove that their names will not be sent to the appointing authority. They are also liable to face legal action for making wrong declarations while applying.

**Q.17: What are the documents to be submitted with the application?**

**Ans.** Do not submit any document along with the application. Documents of shortlisted candidates as per the advertisement will be verified at the time of document verification as per schedule published on the web.

**Q.18: What is the role of JSSC in government recruitment?**

**Ans.** The commission's work starts after getting recruitment requests from government departments through Personnel Administrative Reforms and Rajbhasa Department. It invites applications, conducts examinations, document verification and nominates candidates to the departments for appointment

**Q.19: What is the role of JSSC in government recruitment?**

**Ans.** The commission will not appoint candidates. It only selects candidates through a transparent process and nominates candidates to the appointing authority, who will issue the appointment orders.