Online applications are invited from interested candidates for Civil Services Coaching Programme organized by the Centre for Career Planning and Counselling, University of Kashmir in collaboration with the Dhyeya Educational Services Pvt. Ltd New Delhi. Admission to the programme shall be based on a Screening Test comprising of General Studies Paper of 200 marks. The important dates related to the programme are as follows;

1. **Important Dates:**
   i. Start date for submission of Application forms 01.02.2019
   ii. Last date for submission of forms 15.02.2019
   iii. Date of Screening Test 24.02.2019
   iv. Date for uploading of key 27.02.2019
   v. Commencement of coaching classes 06.03.2019

2. **Important Information**
   I. Number of Seats: 50 (Fifty only);
   II. Mode of Selection: The selection of candidates for the programme shall be strictly based on a merit of a candidate in the Screening Test;
   III. Test will be of 100 Multiple Choice Questions (MCQs) carrying 02 marks each. One (01) MARK EACH SHALL BE DEDUCTED FOR EACH WRONG RESPONSE;
   IV. Syllabus and Model Test Paper for the Screening Test is available on the official website;
   V. Course Fee: Rs. 50,000 (Fifty Thousand only);
   VI. Top 12 candidates in the merit list shall be granted a waiver of 50% from Course Fee; and
   VII. Course fee shall include weekly test papers and study material worth Rs.4,500 for each candidate.

3. **Who can apply:**
   Candidates holding a minimum Bachelors Degree in any discipline

4. **Guidelines**:
   Candidates are hereby advised to go through the following guidelines carefully before filling up the Online Application form:
   I. All the notifications regarding the test including the result of the Civil Services Test will be made available on the University of Kashmir websites: [http://ccpc.uok.edu.in](http://ccpc.uok.edu.in), [www.kashmiruniversity.ac.in](http://www.kashmiruniversity.ac.in), [www.kashmiruniversity.net.in](http://www.kashmiruniversity.net.in) as and when it is declared.
   II. The candidates will not be individually intimated about different notifications including acceptance of forms, Centre notice, availability of Admit Cards and Results etc. Candidates in their own interest should regularly check the official websites for all information/updates.
   III. Centres of Examination: There shall be four (04) examination centres for convenience of candidates as follows:
1. University of Kashmir (Main Campus)
2. Jammu Sub Office (University of Kashmir)
3. Leh Campus (University of Kashmir)
4. Kargil Campus (University of Kashmir)

5. Steps for Submission of Online Application Forms:

**Step-1:** Visit the University of Kashmir website www.kashmiruniversity.ac.in or http://ccpc.uok.edu.in click on link Application Form for Civil Services Coaching. Read the important instructions for online Submission of Forms carefully before proceeding further.

**Step-2:** Upload your latest passport size photographs. Fill up the required fields in the form with relevant information. Candidates must clearly mention the examination centre.

**Step-3:** Preview the Form displayed on the screen. If details are correct, click on Submit. If there is any variation, make corrections and then submit. Get a printout of the Form and note the Form No. for future reference.

**Step-4:** Fee of Rs. 500/- only be paid through online mode using Credit /Debit Card / Net Banking option.

**Step-5:** The candidates must check the fee status of their Application Forms after four days of online submission of Application Form. If in case fee status reflects **fee not paid**, candidates may contact Helpline Desk at CCPC Office/and or Room No. 1 Directorate of IT & SS, University of Kashmir, within three days after the last date of submission of Application Forms along with Application Form and Fee Receipt,. Thereafter, no claim, whatsoever, will be entertained by the University.

Please note that fee submitted by any other mode like money order, demand draft, IPO etc. will not be accepted. Fee once paid will not be refunded under any circumstances.

For any further query/information the candidates are welcome to contact CCPC on

- M.No. 9906457613
- Tel No. (0194-227226)
- Email. ID: contactccpc@uok.edu.in

Prof. Nazir Ahmed Nazir
Director