

JOINING INSTRUCTIONS

1. **Local Candidates.** Withhold your move and contact us in case you or your parents reside or work at Allahabad, or have a relative or friend in this Selection Centre East. Also intimate the particulars of the persons you know at the Selection Centre. Further instructions regarding change of Centre will be intimated to you immediately on receipt of such confirmation from you. **Withholding information or giving false information in this regard will render you liable for cancellation of candidature** and or disqualification of commission in case detected subsequently.

2. **Testing.** This will last for five days, in two stages excluding the day of arrival. The details are as under:-

(a) **Stage I.** The Stage I testing shall commence at 0630AM next morning and will comprise the following:-

- (i) An Intelligence Test.
- (ii) A Picture Perception and Discussion Test.

(b) In case of your rejection in Stage I, you shall be required to proceed from the Centre by 1 PM that day.

(c) **Stage II.** The Stage II test comprises the following:-

- (i) Psychological Test.
- (ii) Group Tests I and II (for two days).
- (iii) Interview.

(d) **Medical Examination.**

(i) You should be physically fit and free from ailment or any health problem which may hamper your performance in the physical test / interview.

(ii) In case you qualify in the Stage – II testing, you shall be required to undergo a medical examination over the next four to six days. Under unavoidable circumstances, it may take up to eight days.

(iii) In your own interest you are advised to undergo a preliminary medical check-up for wax in ears, refractory error of eyes, fungal infections of skin, eosinophilia, knock knee and flat foot before reporting for SSB interview.

3. **Documents.** You will bring along the following documents at the time of reporting for interview :-

(a) **Applicable to All Entries.**

(i) Proof of identity with photograph such as voter ID (or) PAN card (or) driving license (or) passport (or) UPSC admit card.

(ii) Original certificates and mark sheets from Class 10th to highest qualification obtained.

(iii) Two photostat copies of mark sheets duly attested by a gazetted officer.

(iv) Original certificates supporting your achievements in NCC ('C' certificate), sports, games, co-curricular activities and gallantry / bravery awards.

(b) **Candidates who are Studying in Final Year of Their Academic Session / Appeared for Final Examination and Results not declared.** Please bring a bonafide certificate as per specimen attached as Appendix 'B'.

(c) **Candidates Who Have Submitted Their Certificates and Mark Sheets in College or Institution for Pursuing Higher Studies.** Please bring a bonafide certificate along with certified true copy of those documents as per specimen attached at Appendix 'C'.

(d) **For Pre Final Year Students of University Entry Scheme (Pre Final Year) Course Only.** Please bring a certificate as per specimen attached at Appendix 'D'.

(e) **Risk Certificate Applicable to NDA and TES Candidates.** You will bring Risk Certificate as per specimen attached as Appendix 'E'.

4. **Accommodation and Messing.** Free accommodation (including bedding, quilts (as per season) and mosquito nets) and free messing will be provided to you during your stay at the Selection Centre. **Lunch will not be served on the day of reporting / arrival.**

5. **Travelling Allowance (TA).**

(a) TA is admissible for the shortest route only.

(b) Second class / mail express fare (including reservation-cum-sleeper charges) by main route from home station to Allahabad and bus fare from home to the nearest railway station (if not connected by rail) will be paid as per government rates on production of original tickets by you.

(c) **No re-imburement of rail / bus fares / reservation-cum-sleeper charges will be permitted in the absences of original travel documents.**

(d) You are entitled to TA when you attend the interview for a commission for the first time. Such allowance is not admissible for second or subsequent attempts for the same type of commission.

6. **Use of Concession Form.** If you make use of any concession (from defence or any other department), you will not be paid the TA on termination of the tests. Such cases will be referred to the Controller of Defence Accounts and the amount as sanctioned by them will be refunded to you by money order at a later date.

7. **Compensation.** Government is not responsible for any compensation to the candidates or to their guardians / heirs for injuries sustained by them during the period of testing or while using military transport. Adequate medical facilities exist and candidates falling sick or sustaining injuries will be provided adequate medical attention during their stay at the Centre.

8. **Timings.** You will adhere to timings and instructions given by the staff of Selection Centre East, throughout the duration of your stay at the Centre. You may leave the Selection Centre for sight-seeing only after completion of all tests scheduled for the day and will return to the Centre in the evening as per timings given below :-

- | | | | | |
|-----|--------|---|------------|---|
| (a) | Summer | - | 1800 hours | } Timings will not be violated under any circumstances. |
| (b) | Winter | - | 1730 hours | |

9. **Items to be Brought.** The following items will be required for the interview :-

Serial No	Item	Quantity Required		Remarks
		Gents	Ladies	
(a)	Dark colour trouser and light colour shirt	1 set	1 set*	* Suits / sarees permissible
(b)	Shoes	1 pair	1 pair	
(c)	Neck tie	1	1	Optional
(d)	Winter wear	1	1	Seasonal requirement during winter
(e)	White shorts & T – shirts	1/2 sets	-	For GTO tests
(f)	Track suit	1 *	2 set @	* For winters only @ May wear appropriate Indian dress
(g)	Sports shoes	1	1	Preferably white
(h)	Socks white	1/2 pairs	1/2 pairs	
(j)	Writing material (pen (blue / black), pencil, eraser, A4 size white paper (10 Nos))	Adequate quantity	Adequate quantity	
(k)	Passport size colour photograph	20 copies	20 copies	Background of the photo should be white
(l)	Toilet items	As required	As required	
(m)	Lock and key for safety of personal belongings			

10. **Amenities.** Facilities for certain indoor and outdoor games are available for your use. Services of cafeteria, washerman shop, barber shop, Internet and ISD/STD etc on fixed rates are available within the campus. No credit facility exists.

11. **Dress Code.** All candidates will wear shirt and trouser with shoes when moving out of the living area. Ladies may wear suit / saree while moving out of the living area. Appropriate / prescribed dress will be worn for attending each of the tests which shall be communicated to you from time to time.

12. **Sight Seeing.** You may visit places in Allahabad after testing hours. This Selection Centre provides a free Army bus service for visiting places of interest. Candidates are welcome to utilize this daily facility. The bus departs at 0230 PM from the candidate lines.

13. **Cash and Valuables.** You are requested not to bring any valuables and keep only limited cash with you during your stay. Safe custody of cash and valuables will be your sole responsibility. ATMs of all major banks are available within two km of the Centre. An ATM of AXIS Bank is available within 500 meters of this Centre.

14. **Change of Address.** Change of address, if any, after submission of application forms will be intimated to Additional Directorate General of Recruiting, Adjutant General's Branch, Integrated Headquarters of Ministry of Defence (Army), West Block-III, R.K. Puram, New Delhi – 110066 and this Centre as per specimen attached at Appendix 'F'.

15. **Dos.**

- (a) Be courteous with all the staff interacting with you.
- (b) Deposit your mobile phone if retained after stage I testing. It will be returned to you after Stage II testing.
- (c) Move out of your living area only in shirt and trouser with shoes or dress for testing.
- (d) Meet any visitors only at the visitors' waiting room or cafeteria but only after testing hours.
- (e) Adhere to punctuality.

16. **Don'ts.**

- (a) Do not visit any area at the Selection Centre other than candidates' mess, candidates' lines and testing areas.
- (b) Do not smoke or consume liquor during your stay at the Centre.
- (c) Do not swim / go on boating at Sangam or any other water bodies during your stay.
- (d) Do not attempt to visit any of the staff members or use any means to approach them directly or indirectly to seek any favour.
- (e) Do not tip any staff.
- (f) Do not pay any money to touts as bribe.

17. **Any violation of above orders or any act of indiscipline will result in immediate cancellation of candidature on disciplinary grounds. The decision of the Commandant, Selection Centre East will be final and no appeal against his decision will be entertained.**

18. **Physical Conditioning.** If you qualify the SSB interview and medical examination, you are advised to follow the under mentioned regimen daily in order to keep yourself in good physical condition at the time of reporting at the Academy :-

- (a) Running - 2.4 kilometers in 15 minutes.
- (b) Sit ups - 25.
- (c) Push ups - 13.
- (d) Chins ups - Minimum six.
- (e) Rope climbing - Three to four meters.

Appendix A

(Refers to Para 5 of Call Letter)

**CERTIFICATE TO BE RENDERED BY CANDIDATES WHILE
REPORTING FOR ABSENTEE BATCHES**

1. _____(name of candidate), Roll No_____, was required to report for SSB interview on_____or_____with the regular batches.

2. To the best of my knowledge and belief, the individual could not report with the regular batches due to the following reason(s) :-

Office stamp

Date :

Signature _____

Name : _____

Designation _____

Office address of signatory

Telephone No with STD code :-

Office _____

Residence_____

Mobile No_____

Appendix B
(Refers to Para 3 (b) of
Joining Instructions)

**CANDIDATES WHO ARE STUDYING IN FINAL YEAR OF THEIR ACADEMIC SESSION /
APPEARED FOR FINAL EXAMINATION / RESULTS NOT DECLARED**

It is certified that _____ s / o Shri _____ is a bonafide student of _____ (School / College) and is presently studying in _____ his final board / semester examination will be / was conducted during _____ (month and year of exam) and the results are expected to be declared by _____ (month and year of expected date of declaration of exam results).

Place : _____ (Signature of the Principal / Registrar of the
Date : _____ College / University where studying with stamp)

Appendix C
(Refers to Para 3 (c) of
Joining Instructions)

**CANDIDATES WHO HAVE SUBMITTED THEIR CERTIFICATES AND MARK SHEETS IN
COLLEGE OR INSTITUTION FOR PURSUING HIGHER STUDIES**

It is certified that _____ s / o Shri _____ is a bonafide student of _____ (College / University / Institution / School) and is presently studying _____ (herein name of course pursuing is to be mentioned). The following certificates and mark-sheets in respect of the above named individual have been deposited with this College / University / Institution in original for verification purposes:-

- (i)
- (ii)
- (iii)and so on

It is further certified that photostated copies of above documents have been verified by the undersigned and attested.

Place : _____ (Signature of the Principal / Registrar of the
Date : _____ College / University where studying with stamp)

Appendix D
(Refers to Para 3 (d) of
Joining Instructions)

FOR PRE FINAL YEAR STUDENTS OF UNIVERSITY ENTRY SCHEME
(PRE FINAL YEAR) COURSE ONLY

It is certified that Mr _____ is in Pre - Final Year of degree course and is going to appear in the Final Year / Semester Examination during _____ and the Final Year results will be declared by _____ (herein month and year of expected date of declaration of the exam results is to be mentioned), failing which you will not be interviewed by SSB. Mark-sheets of all the semesters (upto IV semester for Pre Final year candidates) are also to be brought alongwith two attested photocopies.

Place : _____ (Signature of the Principal / Registrar of the
Date : _____ College / University where studying with stamp)

Appendix E
(Refers to Para 3 (e) of
Joining Instructions)

RISK CERTIFICATE

I (Name) _____ father/guardian of (name of candidate) _____ who is a candidate for NDA / TES Regular Commission of the Army, hereby certify that I fully understand that my son / ward will, if required, attend Services Selection Board with my full and free consent and at my own risk and that I or my son / ward shall not be entitled to claim any compensation or retest for the same course or any other relief from the Government if my son / ward sustains any injury during the course of / as a result of any of the tests administered to him at the said Service Selection Board or while using military transport due to any reasons.

Place : _____
Date : _____ (Signature of father / guardian)

Appendix F
(Refers to Para 14 of Joining
Instructions)

SPECIMEN APPLICATION FOR CHANGE OF ADDRESS

From

Roll No : _____

Name : _____

Father's Name : _____

Postal Address : _____

E-mail _____

Mob No _____

To

The Call Up Officer
Selection Centre East
Allahabad – 211 001

APPLICATION FOR CHANGE OF ADDRESS

Sir,

- Please refer to your Call Up letter bearing No SCE / _____ / CU dated _____.
- As per your Call Up letter quoted above, I am required to report to your Centre on _____. My correspondence address given in my application for subject course has now been changed. The details are as under :-

Postal Address (as given in the application) :-	New Postal Address (To be changed in the application) :-
_____	_____
_____	_____
_____	_____
_____	_____

- May I request you to please include my new postal address in the application for correspondence.
- Thanking you.

Place :

Yours faithfully

Date :

(Signature of the candidate)