

## **General Instructions to the Candidate**

1. Applicant can fill the Online Common Application Form on the website [JKPolicerecruitmentsi2016.org](http://JKPolicerecruitmentsi2016.org) from any Internet connected Computer.
2. Before starting to fill the online form, the candidate should have his/her personal working Mobile number. It is desirable that he/she should have his/her own email ID to enable fast communication.
3. Due care and caution be exercised in filling up the Application Form.
4. The Application Form contains four Pages in all. You are required to fill in all the fields of all the pages in order to submit the Form successfully.
5. The candidates will submit their applications online on the Recruitment website of J&K Police [JKPolicerecruitmentsi2016.org](http://JKPolicerecruitmentsi2016.org).
6. Online submission of Application Forms on the Recruitment website [JKPolicerecruitmentsi2016.org](http://JKPolicerecruitmentsi2016.org) will start w.e.f. 17/01/2017 to 16/02/2017.
7. The candidate will be responsible to regularly check the latest information/updates from the recruitment website ([JKPolicerecruitmentsi2016.org](http://JKPolicerecruitmentsi2016.org)).
8. The candidate will be responsible for submission of any in-correct information in any form while filling the Application Form.
9. The Application process shall be available online only. The paper Application Forms are neither being printed nor being accepted.
10. The Application Form fields will be displayed in English and the candidate will be able to fill the Application Form only in English.
11. The candidates are advised to submit only single Online Application Form. However, if somehow, the candidate submitting multiple online applications, only the first Application shall be entertained and Fee paid against one Application Form shall not be adjusted against any other Application Form.
12. The candidates are advised to fill the Online Application Form personally or under his personal supervision if taking the help of any third party operator. The candidate will not be allowed to change the data entered in the Application Form once it is submitted and the same will be considered cancelled in case of any incomplete information.
13. Even in case the candidate's application form is filled at the CSC Centre, the responsibility about the veracity/correctness of the particulars entered will continue to be that of the candidate. Therefore, the candidates are advised to exercise due care and caution before submitting the online application form.
14. For all queries, clarifications or communications regarding the recruitment process, candidates are encouraged to correspond via email [chairmanprb.phq@jkpolice.gov.in](mailto:chairmanprb.phq@jkpolice.gov.in).

15. Individual messages to all candidates or to any defined group of candidates shall be sent from the *J&K Police SMS ID*, and individual email to all candidates or to any defined group of candidates shall be sent from the email ID [chairmanprb.phq@jkpolice.gov.in](mailto:chairmanprb.phq@jkpolice.gov.in) which shall be deemed to be valid communication between the Police Department and the candidate.
16. The candidates are advised to fill their relevant Category after due application of mind. The category once filled will not be changed thereafter.
17. A mere call for Physical Endurance Test, Physical Standard Test, Written Test or the Interview-cum-Personality Test will not confer any right on the candidate for appointment to the post.
18. The candidate will bring all his/her original Educational Qualifications certificates along with category certificates as well as one (1) attested photo-copies of each certificate at the time of Physical Endurance Test / Physical Standard Test.
19. For In-service Police candidates two year age relaxation is provided. The candidate will have to upload his / her PID no.
20. Each candidate shall be provided a unique Registration ID once he/she completes the Registration Process. This Registration ID and Password should be used by the candidate for future access to the Application Form.
21. For the posts of Sub Inspector (Telecom) and Sub Inspector (Executive / Armed) only online applications will be accepted. Candidates can apply online till 16<sup>th</sup> Feb, 2017.
22. However, the last date of depositing fee will be 20<sup>th</sup> Feb, 2017 for those candidate opting to pay through JK bank Challan.
23. Candidates are advised to go through the guidelines/instructions for filling in the application forms (online as well as Standing Order governing the entire Recruitment Process of Sub Inspector (Telecom) and Sub Inspector (Executive / Armed) in J&K Police, containing detailed criteria/eligibility conditions etc., which is available on the website in advertisement.
24. The candidates can also download/print copies of the guidelines/instructions as well as the Standing Order from the Recruitment website of J&K Police.
25. Candidates appearing for the Physical Endurance Test / Physical Standard Test / Written Test / Interview-cum-Personality Test will not be eligible for any TA / DA.
26. The barcoded Admit Card for the Physical Endurance Test / Physical Standard Test / Written Test and Interview-cum-Personality Test will be made available on website which can be downloaded and printed.

27. Application Form will be liable to be rejected:
- a. If the Application Form is incomplete;
  - b. If it has been found without the requisite Application fees;
  - c. If found without photograph and/or signatures;
  - d. If it is found to be without the mandatory declarations.
28. The selection in the Recruitment Process shall be subject to the successful clearance in the Medical Examination to be conducted, character and antecedent's verification, and verification of the Educational qualifications Certificates / DOB certificate from the concerned Boards / Universities / State Subject (PRC) / Category certificate from concerned issuing authority and NOC (for in-service candidates).
29. Canvassing in any manner by the Candidate will be a ground for his/her disqualification.