

ASSAM PUBLIC SERVICE COMMISSION

INSTRUCTIONS TO CANDIDATES

Candidates are required to note the following instructions carefully.

1. The candidates shall bring his/her **ADMIT CARD** to the Examination Hall to secure Admission as per the Date and Venue specified on the same.
2. The candidate should enter the Examination hall **twenty (20) minutes** before the prescribed time for commencement of the Examination and get seated immediately according to **Roll Number**.
3. No candidate shall be allowed to enter the Examination Hall 20 minutes after the commencement of the Examination.
4. Immediately after entering the Examination Hall/Room the candidate should make sure that he/she has no unauthorized book or paper with him/her or in the desk.
5. **CANDIDATES WHO ARE FOUND IN POSSESSION OF MOBILE PHONES/CELLULAR PHONES/PAGERS AND OTHER ELECTRONIC GADGETS AFTER COMMENCEMENT OF THE EXAMINATION INSIDE THE EXAMINATION HALL WHETHER IN USE OR NOT WILL BE DEEMED TO HAVE BEEN USING UNFAIR MEANS AND WOULD ACCORDINGLY BE LIABLE TO PENAL ACTION AS DEEMED FIT BY THE COMMISSION.**
6. The candidate should check that the Question Booklet supplied to him/her has the required number of pages immediately after receiving the same. In case there is shortage of any page(s) the fact should be brought to the notice of the Invigilator/Supervisor immediately.
7. **The candidate should read carefully and follow thoroughly the instructions printed on the cover of each Booklet.**
8. The candidate should write the name of examination and the venue of examination in the space provided.
9. The candidate should write the **Roll NO**, in the space provided for the purpose on the OMR Answer Sheet. Otherwise there shall be no scope for evaluation of the Answer Sheet.
10. **The Question Booklet will have 4 (four) different series. A, B, C and D. In the Answer Sheet, a space has been provided for inserting the series as appears in his/her Test Booklet. If a candidate fails to insert the series his/her Answer Sheet shall not be evaluated. Please see that the candidates don't omit or forget to insert the series.**
11. No candidate shall leave the Examination Hall without prior permission of the Invigilator/Supervisor for any purpose whatsoever.
12. No candidate shall be permitted to leave the Examination Hall until an hour has elapsed from the commencement of the examination nor during the last 30 minutes of the allotted time without submitting the Booklets.
13. No candidate shall be allowed to go to Toilet/Urinal during the last 30 minutes of examination.
14. The candidate should hand over the OMR Answer Sheet personally to the Invigilator on duty before he/she leaves the Examination Hall.
15. The candidate must not indulge in copying, communication with other candidate or resort to any misconduct in the Examination Hall. He/she will be disqualified if found doing so.

Sd/-

Secretary,

Assam Public Service Commission,
Jawaharnagar, Khanapara, Guwahati-22

Special Instructions for marking response in the OMR answer sheet

How to fill in the Answer Sheet and mark the response to question in the examination

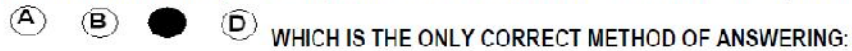
1. You should write with **Black Ball Point Pen** the name of the Examination, Subject, Examination venue, Roll Number and date of examination in the space provided for the particular item. Don't write anything on the answer sheet except on the space provided.
2. You should blacken the item in the Answer Sheet neatly and clearly with **Black Ball Point Pen** which you will be marking as your response corresponding to various item of the Question Booklet/ question paper.
A Specimen copy of the OMR Answer Sheet is enclosed herewith. Illustration for marking the answer is given below:

Supposing the following question is asked:-
The capital of Bangladesh is-
 A. Chennai B. London C. Dhaka D. Dhubri

You will have four alternatives in the Answer Sheet for your response corresponding to each question of the question Booklet/ paper as below:



In the above illustration, if your chosen response is alternative C i.e. Dhaka, then the same should be marked on the Answer Sheet by blackening the relevant circle with a Black Ball Point Pen only as below:-

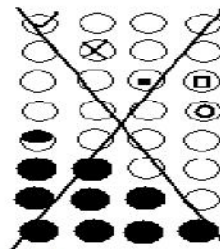


3. Four alternative answer numbered **A B C D** are suggested.

(a) YOU HAVE TO SELECT THE CORRECT ANSWER AND INDICATE IT ON THE ANSWER SHEET BY BLACKENING THE RELEVANT CIRCLE WITH A BLACK BALL POINT PEN ONLY repeat BLACK BALL POINT PEN ONLY.

(b) You should give only one answer to each question. In following cases the answer will be treated as invalid.

- (i) Blacking more than one circle, use of eraser fluid will be treated as invalid.
- (ii) Use of other method like tick mark, cross mark, dots mark, outside circle, half filled circle etc. Example:-



4. **The correct method of writing Roll Number:**

(a) Write your Roll Number in the boxes

(b) Then blacken the appropriate circle with Black Ball Point Pen as shown below:

Example: Suppose your Roll Number is 0452020. The method of marking the circle:

