

READY RECKONER
AND
GUIDELINES TO FILL UP ONLINE
APPLICATION FORM: ST MAR 19
(INTAKE : 01/2020)

Note: Candidates are advised to take a printout of this document and use it as a ready reckoner while filling the online application.

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PART-I

TERMS, MEANING AND GENERAL INSTRUCTIONS

1. This Selection Test is to become an Airman of IAF and is not for selection as Commissioned Officers/Pilots/Navigators. The examination is valid for one intake/entry i.e., intake 01/2020 only.
2. This Selection Test is only for eligible male (Indian/Nepalese) candidates. **Females are not eligible.**
3. Applicant can be a civilian or a serving NCs(E) of Indian Air Force. If you are a civilian then you must be an **unmarried** male candidate. If you are a serving NCs(E) of IAF you can be married or unmarried male, subject to meeting the eligibility criteria of respective date of birth block.
4. Exam will be in three successive phases:-
 - (a) Phase-I Online Test
 - (b) Phase-II Physical Fitness Test, AT-I and AT-II Test.
 - (c) Phase-III Medical Fitness Test

All successfully registered candidates will be issued with an Admit Card for Phase-I on their respective e-mail IDs. The admit card can also be downloaded from candidate login . The list of candidates shortlisted for Phase-II, based on their performance in Phase-I online written test, will be subsequently uploaded on <https://airmenselection.cdac.in> and will be issued with a new admit card on their registered e-mail IDs for Phase-II test at an Airmen Selection Centre.

Note: For Phase-I Test: No original document/photocopy is required to be carried by the candidates for appearing in Phase-I online written test. Candidates are to carry only a coloured printout of their Admit Card alongwith a valid ID proof. Candidates to read the instructions carefully and are to report at an exam centre as per date and time written on Admit Card.

Note: For Phase-II Test: If shortlisted, a new Admit Card for Phase-II exam will be issued on registered e-mail ID. The admit card can also be downloaded from candidate login. All original documents/certificates (as applicable) alongwith self attested photocopies will be required to be produced for appearing in Phase-II test. The relevant instructions will be printed on Phase-II Admit Card. Candidates are to read the instructions carefully and to report with a coloured printout of Admit Card and original documents/certificates at an Airmen Selection Centre as per date and time written over it.

5. Meaning of Air Force Personnel: A serving/retired/discharged/deceased personnel i.e., officer / airmen / NCs(E) or a Civilian paid out of Defence Services Estimate.
6. Meaning of SOAFP: SOAFP means Son of Air Force Personnel.

7. In the download section:-

- (a) Form-I – is Service Certificate in respect of serving NCs(E) of IAF.
- (b) Form-II – is Certificate for sons of serving Air Force Personnel (other than civilians).
- (c) Form-III – is Certificate for sons of serving/retired/deceased Air Force civilian employees.

Note: For sons of discharged/retired/deceased personnel, the following document (as applicable) will be required to be produced in original, when and if called for Phase-II exam.

(i) Discharge Book issued in respect of Discharged personnel {Airmen/NCs(E)}.

Or

(ii) Service Book issued in respect of Retired Officers.

Or

(iii) Service Particular Certificate issued by DAV in respect of personnel {Airmen/NCs(E)} died while in service.

Or

(iv) Causality Service Particulars Certificate issued by DPO-3 in respect of Officers died while in Service.

PART-II

ELIGIBILITY CRITERIA

Nationality Should be either Indian or a Nepalese Citizen.

Age Criteria

1. If you are a civilian, you should be born between 19 Jan 1999 to 01 Jan 2003 (both dates inclusive).
2. If you are a serving NCS(E) of IAF, then DOB block are as mentioned below:-
 - (a) Married NCS(E) - 08 Jan 1991 to 01 Jan 1998 (both dates inclusive).
 - (b) Unmarried NCS(E) - 08 Jan 1991 to 01 Jan 2003 (both dates inclusive).

Education Criteria

Eligibility For Civilian Candidates

- (a) **For Gp X trades** (except Edn Inst Trade):-
 - (i) Should have passed Class 10 + 2/Intermediate/Equivalent exam from an education board / Institute listed in Council of Boards for School Education (**COBSE**) website as members, with Physics/ Maths /English as mandatory subjects with minimum 50% marks in aggregate and 50% marks in English as per the mark sheet of Class 10 + 2 / Intermediate /Equivalent exam.

Or

 - (ii) Should have completed 03 years diploma course in Engineering in any one of the **prescribed stream** from a government recognised Polytechnic Institute with 50% marks in aggregate as per diploma final year mark sheet and 50% marks in English in diploma or in Intermediate/Matriculation mark sheet, if English is not a subject in diploma course.
- (b) **For Gp Y trades** (except Auto Tech/GTI/IAF(P)/IAF(S) & Musician trades):-
 - (i) Should have passed Class 10 + 2/Intermediate/Equivalent exam from an education board / Institute listed in Council of Boards for School Education (**COBSE**) website as members, in any stream/subjects with minimum 50% marks in aggregate and 50% marks in English as per the mark sheet of Class 10 + 2 / Intermediate /Equivalent exam.
- (c) **For Gp Y Medical Assistant Trade only:-**
 - (i) Should have passed Class 10 + 2/Intermediate/Equivalent exam with Physics, Chemistry, Biology and English subjects, from an education board / Institute listed in Council of Boards for School Education (**COBSE**) website as members, with minimum 50% marks in aggregate and 50% marks in English as per the mark sheet of Class 10 + 2 / Intermediate /Equivalent exam.

Eligibility for serving NCs(E) of IAF Candidates

(a) For Gp X trades (except Edn Inst Trade):-

(i) Should have been declared as passed in Class 10 + 2/Intermediate/Equivalent exam from an education board / Institute listed in Council of Boards for School Education (COBSE) website as members, with Physics/ Maths /English subjects as per the mark sheet of Class 10 + 2 / Intermediate /Equivalent exam..

Or

(ii) Should have completed 03 years diploma course in Engineering in any one of the prescribed stream from a government recognised Polytechnic Institute **with pass marks in English** in diploma or in Intermediate/Matriculation, if English is not a subject in diploma.

(b) For Gp Y trades (except Auto Tech/GTI/IAF(P)/IAF(S)/Med Asst & Musician trades):-

Should have been declared passed in Class 10 + 2/Intermediate/Equivalent exam from an education board / Institute listed in Council of Boards for School Education (COBSE) website as members, in any stream/subjects with English as a mandatory subject as per the mark sheet of Class 10 + 2 / Intermediate /Equivalent exam.

Note-1: Candidate eligible for Group X examination are also eligible for Group Y and would be given an option of appearing in both Group X and Group Y exam in one sitting (if they desire to appear for both Groups) while filling up the online registration form.

Note-2: Diploma holders are eligible to appear for Group X trades only.

Note-3: Education Boards listed in Council of Boards for School Education (COBSE) website as members, as on date of registration will only be permitted.

Note-4: Exact aggregate Percentage of marks before decimal as written in the marks sheet of 10+2/Intermediate/Equivalent Examination/Three years Diploma Course OR calculated as per the rules of concerned Education Board/Polytechnic Institute will only be considered (For example 49.99% should be taken as 49% and not be rounded off to 50%).

Note-5: Candidate must possess his unique valid e-mail ID and mobile number for filling of online application. All communication with candidate will be done on his registered e-mail ID only.

[View COBSE member list](#)

[View prescribed stream of 03 years diploma in Engineering](#)

PART-III

CHECKLIST OF UPLOADS

Candidate must keep the scanned copy/image of the following (as applicable) beforehand in ready-to-upload state before starting the filling of online application:-

1. **10th Passing Certificate**

Scanned copy of original 10th/Matriculation passing certificate

Size – 40kb to 60 kb Format – PDF/
JPEG/JPG/PNG

2. **Passport Size Colour Photo**

Scanned image of one un-attested recent (taken not before September 2018 passport size color photograph (front portrait without headgear, except for Sikhs). The photograph is to be taken with candidate holding black slate in front of his chest with his name and date of photograph taken, clearly written on it with white chalk in capital letters.

Size – 10kb to 50 kb
Format – JPEG/JPG

3. **Left hand thumb impression**

Candidates Left hand thumb impression image. Left hand thumb should be inked by placing on stamp pad and then place this inked thumb on plain blank paper. Impression of the thumb on this blank paper should be properly scanned and uploaded.

Size – 10kb to 50 kb
Format – JPEG/JPG

4. **Candidate Signature**

Candidate to sign on a plain white paper. The image of same should be properly scanned and uploaded.

Size – 10kb to 50 kb Format –
JPEG/JPG

5. **Candidates Parent Signature**

If the candidate is less than 18 years of age as on the date of filling online application, then his parents signature image will also be required to be uploaded at a specified place in the same manner as of candidate.

Size – 10kb to 50 kb Format –
JPEG/JPG

6. **12th Class Marks Sheet**-(If applying on the basis of 10+2/Intermediate/Equivalent exam educational qualification).

- (a) Scanned copy of 10+2/Intermediate/Equivalent exam Marks sheet indicating marks in the subjects as per the eligibility criteria of applied group.

Size – 40kb to 60 kb Format – PDF/
JPEG/JPG/PNG

- (b) Any additional mark sheet of Class 12 to indicate marks in a particular subject / subjects (not included in main marks sheet) or change in aggregate gross percentage after improvement.

Size – 40kb to 60 kb Format – PDF/
JPEG/JPG/PNG

7. **Engineering Diploma Marks Sheet**-(If applying on the basis of 03 year Engineering diploma in prescribed stream from a Govt recognized Polytechnic Institute educational qualification).

- (a) Scanned copy of 03 year engineering diploma Final year Marks Sheet

Size – 40kb to 60 kb Format – PDF/
JPEG/JPG/PNG

- (b) If English marks not available in final year marksheet then upload marksheet showing marks of English studied in any one of the semester of 3 years Diploma course in Engineering. Or upload mark sheet of 12 th /10th showing marks of "English", if English not a subject in Diploma.

Size – 40kb to 60 kb Format – PDF/
JPEG/JPG/PNG

8. **Service Certificate** (If applying as a serving NCs(E) of IAF)

Scanned copy of duly filled service certificate in respect of serving NCs(E). The blank certificate is available as Form-I in download section.

Size – 40kb to 60 kb
Format – PDF/ JPEG/JPG/PNG

PART-IV

PAYMENT OPTIONS AND PROCEDURES

1. **Examination Fee:** Examination fee of Rs. 250/- is to be paid by the candidate while registering for the online examination. The payment can be made by any one of the method mentioned below:-

(a) **Pay through Credit/Debit Card (Master/Visa/Maestro), Net banking:** Candidate can pay online using any Credit/Debit Card (Master/Visa/Maestro), Net banking. Additional charges are applicable for making payment through Net banking.

(b) **Pay through Unified Payments Interface (UPI):** Candidate can pay online using UPI by entering VPA.

2. After successful payment, payment successful screen containing payment transaction details is shown. Payment confirmation message is sent on candidate's registered mobile number and email id containing payment transaction details.

3. If payment is deducted from your account and failure payment status is shown, then logout from your account and re-login in account. If still payment status is shown as "Payment is not received" then kindly check refund of amount from your bank.

4. Candidates are advised to make payment using their own bank account, in case of refund it will be refunded back to same account.

Note: At any moment of time candidate can check his status of application as: E.g. submitted, under progress Payment realization pending etc by logging in through his registered e-mail ID and password and by clicking on **Preview/Print Application Form** button. On confirmation of successful payment, a duly filled application form alongwith unique registration number will be generated which candidate are supposed to download and take a colour printout of same by clicking on **Preview/Print Application Form** button and carry it along with them, as and when if called for Phase-II exam.

PART-V

GUIDELINES TO FILL UP ONLINE APPLICATION

Sr.No.	Description	Instructions
	*Suggestion: Filling up of Online Application Form can be best viewed in Google Chrome browser (version 56.0.2924.87) and above/ Mozilla Firefox browser (version 52.0.1) and above only.	
	Click Apply Online	
	Step 1 Sign-Up	
1	Candidate Name	Candidate shall enter Candidate Name, as written in 10 th /Matriculation Passing Certificate
2	Parent's Name	Candidate shall enter Parent's Name, as written in 10 th /Matriculation Passing Certificate
3	Email ID	Candidate shall enter his Unique Email ID
4	Nationality	Candidate shall select Nationality, any one from, Indian or Nepalese
5	Gender	Candidate shall select gender Male/Female (Female candidates are not eligible)
6	Mobile Number	Candidate shall enter his, 10 digit mobile number
7	Security Question	Select Security question and Enter security answer which can be further used. Security question and answer will be sent on candidate's registered email ID.
8	CAPTCHA	Candidate shall enter the value as shown in CAPTCHA, on the screen and click Sign Up button.
9	Registration Successful Message & "Password" sent on your registered Email ID	"Candidate receives a system generated "Password" on his given "Email ID" Candidate shall open Email, and note the received Password, for further use
	Step 2-PartA-Sign-In	
10	If registering first time as a new candidate	Candidate shall enter his Email ID and enter system generated "Password", as received on his Email ID.
11	CAPTCHA	Candidate shall enter the value as shown in CAPTCHA, on the screen and click Sign In button.

12	Reset Password Registering first time as new candidate.	Candidate shall be redirected to Reset Password. Candidate shall <ul style="list-style-type: none"> • Enter desirable “New Password” of his own choice. • Re-enter new password in “Confirm New Password” textbox.
13	Display of Application Filling Steps screen	Instructions (General & Specific Instruction for Filling Application Form) <ol style="list-style-type: none"> 1. “Fill Application Form”- Personal Information, Qualification Details, Additional Details, Communication Details, Photograph and Signature (Upload Photo, Signature & Left hand Thumb Impression). 2. “Select City”- <ol style="list-style-type: none"> 2.1. Select Exam City Phase-I 2.2. Select Exam City-ASC Phase-II 3. “Make Payment” 4. “Preview/Print Application Form”
14	On click-Fill Application Form	Display of Application Form to be filled. Fields from Sr. No 1 to 6 will get auto filled.
15	Are you Serving NC(E) of IAF or a “Civilian”	Candidate shall select as applicable.
16	Marital Status	<ul style="list-style-type: none"> • If candidate selection is Serving NC(E) of IAF, then Select any one from Married or Un-Married (Male only) • If candidate selection is Civilian, then, Un-Married (Male) only.

17	Date of Birth (DOB) (Respective calendar block will get enable, as per previous selection)	Candidate shall select Date Of Birth from Calendar. <ul style="list-style-type: none"> • Serving NC(E) of IAF – Married ○ DOB Block: 08 Jan 1991 to 01 Jan 1998 (both dates inclusive) • Serving NC(E) of IAF –Un-Married ○ DOB Block: 08 Jan 1991 to 01 Jan 2003 (both dates inclusive) • Civilian ○DOB Block:19 Jan 1999 to 01 Jan 2003 (both dates inclusive)
18	If candidate selection is Serving NC(E) of IAF, then 1. Service Number 2. Present Unit where Currently Posted	<ul style="list-style-type: none"> • Candidate shall enter his Service Number • Candidate shall enter Present Unit where Currently Posted
	3. Any Commendation	<ul style="list-style-type: none"> • Candidate shall select, Any Commendation: Y/N. ○ If Candidate select as YES, then, further select any one type of Commendation from the list : CAS or VCAS or AOC-In-C
Step 2-PartB		
19	Qualification based on which applying for recruitment in IAF	Select any one: If Candidate selects <ul style="list-style-type: none"> • 10+2/12th /Intermediate/Equivalent Exam Or If Candidate Selects <ul style="list-style-type: none"> • 3 years Diploma course in Engineering in any prescribed stream from Government recognized polytechnic institute.
20		

	<p>For Civilian 10+2/12th /Intermediate/Equivalent Exam Group applying selection for “Group X” or “Group X & Group Y”</p>	
	<ul style="list-style-type: none"> • Have you been declared as pass in class 10+2/12th /Intermediate/Equivalent Exam with minimum 50% aggregate percentage by the concerned education board?- • Group applying for: Select any one out of three options as per eligibility criteria. • Select Education Board from the list (COBSE) • Enter Aggregate/Gross Percentage (minimum 50% mandatory) • Enter percentage of English (minimum 50% mandatory) • Enter percentage of Physics and Mathematics. • Do you have any additional mark sheet for a particular subject (not included in main mark sheet) or mark sheets for improvement in any subject/subjects for improvement in overall gross percentage, as applicable. 	<ul style="list-style-type: none"> • Candidate shall Select any one Yes/No • Group X • Group Y • Both, Group X & Group Y • Candidate shall Select Board from the drop down menu. • Candidate shall Enter Aggregate/Gross Percentage • Candidate shall Enter percentage of English • Candidate shall Enter percentage of Physics and Mathematics <p>Note: Candidate shall enter Percentage, No decimal allowed, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%. The field can accept 3 digits only (not exceeding 100%).</p> <p>Note: Candidate shall Upload Original scan copy of</p> <ul style="list-style-type: none"> • 10+2/12th/Intermediate/Equivalent Exam class mark sheets showing details of Aggregate marks & English/Physics/Math marks. • If Yes, Upload.

21	<ul style="list-style-type: none"> • For Civilian 10+2/12th/Intermediate/Equivalent Exam Group applying selection for "Group Y" • Have you been declared as pass in class 10+2/12th /Intermediate/Equivalent Exam with minimum 50% aggregate percentage by the concerned education board? • Group applying for: Select any one out of three options as per eligibility criteria. • Select Education Board from the list (COBSE) • Enter Aggregate/Gross Percentage (minimum 50% mandatory) • Enter percentage of English (minimum 50% mandatory) • Did you have Physics, Chemistry, Biology as subjects in class 10+2/12th/Equivalent Exams <p>Do you have any additional mark sheet for a particular subject (not included in main mark sheet) or mark sheets for improvement in any subject/subjects for improvement in overall gross percentage, as applicable.</p>	<ul style="list-style-type: none"> • Candidate shall Select any one Yes/No • Group X(not allowed) • Group Y • Both, Group X & Group Y (not allowed) • Candidate shall Select Board from the drop down menu. • Candidate shall Enter Aggregate/Gross Percentage • Candidate shall Enter percentage of English • Candidate shall Select any one Yes/No Note: Candidate shall enter Percentage, No decimal allowed, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%. The field can accept 3 digits only (not exceeding 100%). ✦ Upload Original scan copy of <ul style="list-style-type: none"> • 10+2/12th /Intermediate/Equivalent Exam class mark sheets showing details of Aggregate marks & English marks. • If Yes, Upload.
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22	<p>For Civilian 3 years Diploma course in Engineering in any prescribed stream from Government recognized polytechnic institute Group applying selection for "Group X" only.</p>	
	<ul style="list-style-type: none"> • Have you successfully completed 3 years Diploma course in Engineering in any prescribed stream from Government recognized polytechnic institute and declared as diploma pass with minimum 50% aggregate in final result? • Group applying for: • Select Engineering Stream from the list • Enter Name of Polytechnic Institute • Enter Aggregate/Gross Percentage (minimum 50% mandatory) as per your final year diploma mark sheet • Enter percentage of English (minimum 50% mandatory). As given in any one of the semester mark sheet or final year mark sheet of diploma. Enter percentage of English in class 12th/10th mark sheet if English not a subject in Diploma. 	<ul style="list-style-type: none"> • Candidate shall select Yes/No • Group X (only) • Candidate shall select Engineering Stream from the drop down menu. • Candidate shall Enter Name of Polytechnic Institute. • Candidate shall Enter Aggregate/Gross Percentage as per your final year diploma mark sheet • Candidate shall Enter percentage of English as given in any one of the semester mark sheet or final year mark sheet of diploma or in class 12th /10th mark sheet if English not a subject in Diploma.

		<p>Note: Candidate shall enter Percentage, No decimal allowed, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%. The field can accept 3 digits only (not exceeding 100%).</p> <p>✦ Upload Original scan copy of</p> <ul style="list-style-type: none"> • 3 years Diploma course in Engineering final year mark sheet • Mark sheet showing marks of English studied in any one of the semester of 3 years Diploma course in Engineering. <p>Or upload mark sheet of 10+2/12th/Intermediate/Equivalent showing marks of "English", if English not a subject in Diploma or upload mark sheet of 10th/Matriculation showing marks of English, if English not a subject in 12th</p> <ul style="list-style-type: none"> • If English marks not available in final year mark sheet then upload mark sheet showing marks of English studied in any one of the semester of 3 years Diploma course in Engineering. Or upload mark sheet of 12th/10th showing marks of "English", if English not a subject in Diploma.
23	<p>For Serving NC(E) of IAF 10+2/12th /Intermediate/Equivalent Exam Group applying selection for "Group X" or "Group X & Group Y"</p>	

	<ul style="list-style-type: none"> • Have you been declared as pass in class 10+2/12th /Intermediate/Equivalent Exam result by the concerned education board? • Group applying for: Select any one out of three options as per eligibility criteria. • Select Education Board from the list (COBSE) • Enter Aggregate/Gross Percentage • Enter percentage of Physics, Mathematics & English as given in class 10+2/12th /Intermediate/Equivalent Exam mark sheet. • Do you have any additional mark sheet for a particular subject (not included in main mark sheet) or mark sheets for improvement in any subject/subjects for improvement in overall gross percentage, as applicable 	<ul style="list-style-type: none"> • Candidate shall Select Yes/No • Group X • Group Y • Both, Group X & Group Y • Candidate shall Select Board from the drop down menu. • Candidate shall Enter Aggregate/Gross Percentage • Candidate shall Enter percentage of Physics, Mathematics & English <p>Note: Candidate shall enter Percentage, No decimal allowed, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%. The field can accept 3 digits only (not exceeding 100%).</p> <p>Note: Candidate shall Upload Original scan copy of 10+2/12th /Intermediate/Equivalent Exam class mark sheets showing details of Aggregate with English/Physics/Math marks.</p> <ul style="list-style-type: none"> • If Yes, Upload.
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24	<p>For Serving NC(E) of IAF</p> <p>10+2/12th/Intermediate/Equivalent Exam Group applying selection for "Group Y"</p>	
	<ul style="list-style-type: none"> • Have you been declared as pass in class 10+2/12th /Intermediate/Equivalent Exam result by the concerned education board? • Group applying for: Select any one out of three options as per eligibility criteria. • Candidate shall Select Education Board from the list (COBSE) • Enter Aggregate/Gross Percentage, as given in class 10+2/12th /Intermediate/Equivalent Exam mark sheet • Enter percentage of English, as given in class 10+2/12th /Intermediate/Equivalent Exam mark sheet. • Did you have Physics, Chemistry, Biology as subjects in class 10+2/12th/Equivalent Exams 	<ul style="list-style-type: none"> • Candidate shall Select Yes/No • Group X (not allowed) • Group Y • Both, Group X & Group Y(not allowed) • Candidate shall Select Board from the drop down menu. • Candidate shall Enter Aggregate/Gross Percentage • Candidate shall Enter percentage of English • Candidate shall select Yes/No <p>Note: Candidate shall enter Percentage, No decimal allowed, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%.The field can accept 3 digits only (not exceeding 100%).</p> <p>✦ Upload Original scan copy of</p> <ul style="list-style-type: none"> • 10+2/12th/Intermediate/Equivalent Exam class mark sheets showing details of Aggregate marks & English marks.

	<ul style="list-style-type: none"> Do you have any additional mark sheet for a particular subject (not included in main mark sheet) or mark sheets for improvement in any subject/subjects for improvement in overall gross percentage, as applicable 	<ul style="list-style-type: none"> If Yes Upload.
25	<p>For Serving NC(E) of IAF 3 years Diploma course in Engineering in any prescribed stream from Government recognized polytechnic institute Group applying selection for "Group X" only.</p>	
	<ul style="list-style-type: none"> Have you successfully completed 3 years Diploma course in Engineering in any prescribed stream from Government recognized polytechnic institute and declared as diploma pass in final result? Group applying for: Select Engineering Stream from the list, in which candidate has passed (from the drop down menu) Enter Name of Polytechnic Institute. Enter Aggregate/Gross Percentage as per your final year diploma mark sheet Have you been declared pass in "English" subject as per the passing criteria of the relevant mark sheet Enter percentage of English As given in any one of the semester mark sheet or final year mark sheet of diploma. Enter percentage of English in class 12th/10th mark sheet if English not a subject in Diploma 	<ul style="list-style-type: none"> Candidate shall select Yes/No Group X (only) Candidate shall select Engineering Stream from the drop down menu. Candidate shall Enter Name of Polytechnic Institute. Candidate shall Enter Aggregate/Gross Percentage as per your final year diploma mark sheet Candidate shall select Yes/No Candidate shall enter percentage of English in Diploma or in class 12th/ 10th if English not a subject in Diploma. <p>Note: Candidate shall enter Percentage, No rounding off percentage permitted. E.g.: 59.99% should be entered as 59% and not 60%.The field can accept 3 digits only (not exceeding 100%).</p>

		<p>Upload Original scan copy of</p> <ul style="list-style-type: none">• 3 years Diploma course in Engineering final year mark sheet• Mark sheet showing marks of English studied in any one of the semester of 3 years Diploma course in Engineering. Or upload mark sheet of 10+2/12th /Intermediate/Equivalent showing marks of "English", if English not a subject in Diploma or upload mark sheet of 10th/Matriculation showing marks of English, if English not a subject in 12th• If English marks not available in final year mark sheet then upload mark sheet showing marks of English studied in any one of the semester of 3 years Diploma course in Engineering. Or upload mark sheet of 12th /10th showing marks of "English", if English not a subject in Diploma.
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Step 2-PartC		
26	Are you a Certificate Holder of National Cadet Corps(NCC)	<p>Candidate shall select Yes/No If Yes,then</p> <ul style="list-style-type: none"> • Select from list “Type of Certificate(C, B, A) • Candidate shall Enter Certificate Number. <p>OR</p> <p>No</p>
27	Are you Son of a serving/retired/discharged/deceased Air Force Personnel (Officer/Airmen/NC(E)/Air Force unit cadre civilian)	<p>Candidate shall select Yes/No If Yes, then</p> <p>Relevant Certificate draft format is available as“Form 2” & “Form 3” in the download section. Bring the duly filled original certificate or original relevant document (as applicable) at the Phase II exam</p> <p>OR</p> <p>No</p>
28	<p>Have you been Discharged from the Indian Army/Indian Navy or any Government Organisation.</p> <p>If Yes, then</p> <ul style="list-style-type: none"> • Enter, Name of the organization 	<p>Candidate shall select Yes/No</p> <p>If Yes , then</p> <p>Candidate has to produce original discharge certificate issued from concerned armed forces service/Govt. organization during the Phase II exam.</p> <p>Candidate shall Enter, Name of the organization</p> <p>Or</p> <p>No</p>
Step 2 -PartD		
29	Enter Identification Mark	<p>Candidate shall enter any one clearly visible permanent mark on your body(Above chest line including both hands and below knee line)</p>

30	Enter Height	Candidate shall enter "height" in centimeter (cm), height should be 152.5 cm and above. . Mandatory Field, accepts 3 digit before decimal and one after decimal
31	Enter Shoe Size	Candidate shall select "Shoe Size", Indian range 4 to 11 Mandatory Field.
32	Enter Waist Size	Candidate shall enter "Waist Size" in inches. Mandatory Field, accepts 2 digit before decimal and one after decimal
33	Enter Chest Size	Candidate shall enter "Chest Size" in inches. Mandatory Field accepts 2 digit before decimal and one after decimal
Step 2 -PartE		
34	Communication Details Permanent Address	<ul style="list-style-type: none"> • House/Street Candidate shall enter "House/Street". <ul style="list-style-type: none"> • Candidate shall choose "Country" from the given dropdown list (India/Nepal). • Candidate shall choose/enter State/UT/Province(as applicable) • Candidate shall enter/choose District/City(as applicable) • Tehsil (as applicable) Candidate shall enter "Tehsil". • Village/Town (as applicable) Candidate shall enter "Village/Town". • Post Office Candidate shall enter "Post Office". <ul style="list-style-type: none"> • <u>Aadhar</u> card - Optional field. Candidates who are providing Aadhaar Card Number while filling the application form need to carry their Aadhaar Card, when called for examination.. • Pin Code Candidate shall enter valid "Pin Code.

35	<p>Communication Details Correspondence Address</p>	<ul style="list-style-type: none"> • House/Street <p>Candidate shall enter "House/Street.</p> <p>Country</p> <ul style="list-style-type: none"> • Candidate shall choose "Country" from the given dropdown list (India/Nepal). • Candidate shall choose/enter State/UT/Province(as applicable) • Candidate shall enter/choose District/City(as applicable) • Candidate shall enter "Tehsil". (as applicable) • Village/Town (as applicable) Candidate shall enter "Village/Town". • Post Office <p>Candidate shall enter "Post Office".</p> <ul style="list-style-type: none"> • Pin Code <p>Candidate shall enter valid "Pin Code.</p>
Step 2 -PartF		
36	Upload Photograph	Candidate shall upload, One un-attested recent (taken not before September 2018) passport size color photograph (front portrait without headgear, except for Sikhs) is to be uploaded candidate holding black slate in front of his chest with his name and date of photograph taken, clearly written on it with white chalk in capital letters.
37	Place	Candidate shall enter Place, from where the application is being filled.

38	Upload Signature Image	<p>Candidate shall upload self signature image</p> <ul style="list-style-type: none"> • Candidate puts his signature on plain blank paper. This “signed” paper should be properly scanned, appropriately cropped so that candidate signature is clearly visible and then upload. • If the age of Candidate is less than 18 years then candidates shall upload self signature along with parent's signature in specified format and then upload.
39	Upload Left Hand Thumb Impression Image	<p>Left hand thumb should be inked by placing on stamp pad and then place this inked thumb on plain blank paper. Impression of the thumb on this bank paper should be appropriately cropped so that candidate thumb impression image is clearly visible within the approved size limits and then upload.</p>
Step 3		
40	Selection of Examination City for Phase I	<p>Candidate shall select and give 5 choices based on the preference for the desired examination city from the drop down list.</p>
41	Selection of Examination City for Phase II	<p>After selecting 5 choices of “Examination city phase I” Candidate shall select and give 3 choices for ASC in order of preference for phase II exam from the drop down list.</p> <p>Note: CASB reserves the right to allot a Centre to candidate which may or may not be as per the choice indicated by candidate.</p>

Step 4: Payments		
42	Make Payment	<p>Candidate shall make a choice between:-</p> <ul style="list-style-type: none"> • Pay through Credit/Debit Card(Master/Visa/Maestro), Netbanking: Candidate can pay online using any Credit/Debit Card(Master/Visa/Maestro), Netbanking. Additional charges are applicable for making payment through netbanking. • Pay through Unified Payments Interface(UPI): Candidate can pay online using UPI by entering VPA.
43	<p>Download and take color Print of Filled Application</p> <p>Candidates are advised to take color Print of Filled Application Form only after "Payment Successful" status.</p>	<p>On successful payment, Candidate can download and take a color print out.</p> <p>This color print out of application form will be required to bring at phase II exam, if called upon</p>
44	Space for Signature	<p>Space for Signature in ink at the time of Phase II exam, if called upon</p> <p>Signature should be same as "uploaded signature. Candidate shall do the inked signature in presence of the selection staff</p>
45	Space for Photograph	<p>Candidate shall paste Passport Photo used at the time of "uploading photo" should be pasted in physical in the space provided in presence of the selection staff, at the time of Phase II exam, if called upon.</p>
46	Download and Print Admit Card- Phase I	<p>Candidate shall download and take color print of admit card phase I, as and when provided by IAF.</p>
47	Download and Print Admit Card- Phase II	<p>Candidate shall download and take color print of admit card phase II, as and when provided by IAF.</p>