

THIS CALL UP LETTER MAY PLEASE BE READ IN CONJUNCTION WITH THE NOTIFICATION FOR NCC SPECIAL ENTRY SCHEME 45TH COURSE (APR 2019)

SELECTION CENTRE EAST, ALLAHABAD
CALL UP LETTER FOR SSB INTERVIEW : NCC(MEN)-45 COURSE

1. This is to inform you that you have been shortlisted to attend SSB interview for joining the officer Training Academy on clearance of SSB and meeting other laid down criteria. Please quote this reference with your Roll No in all future correspondence (if any).
2. Thus, you are required to report at Selection Centre East, Allahabad or at Railway Station, **Allahabad Junction on date and time chosen by you on the “joinindianarmy website” or allotted by Selection Centre East.** Our representative will receive you and arrange your conveyance to the Selection Centre.
3. Candidates will have to make return rail reservation at his/her own arrangements after screening out/conference out/medical examination as the case may be. No rail reservation will be made by this organization.
4. In case a candidate has a close relative/parent posted in the selection centre, East, he is required to withhold his move and contact us immediately through e-mail/Tele/Dak. 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.**
5. **Documents.** You will bring along the following documents at the time of reporting for interview:-
 - (a) **One copy of the print out of online application duly signed and affixed with a recent (not more than six months old) self attested photograph.**
 - (b) Original along with two self attested copies of **10th Class Marksheet & Passing Certificate** or **Marksheet-cum-Passing Certificate** or **equivalent certificate** issued by the Board concerned (CBSE/State Board/ICSE) in which date of birth is reflected for proof of date of birth Admit card/Marksheet/Transfer/Leaving Certificates are not acceptable.
 - (c) Original along with two self attested copies of 12th class Passing Certificate & Marksheet.
 - (d) Original along with two self attested copies of Graduation Degree/Provisional Degree.
 - (e) Original along with two self attested copies of Marks sheets of all years/semesters.
 - (f) NCC ‘C’ Certificate with minimum ‘B’ Grading.
 - (g) **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 ‘A’.**

- (h) **Candidates who are Studying in Final Year of Their Academic Session/ Appeared for final Examination and Results not declared.** Please bring a bonafide certificate & undertaking by the candidate as per specimen attached as **Appendix 'B & C'**.
- (j) Certificate for not having duplicate profiles/registration IDs as per **Appendix 'D'**.
- (k) Certificate regarding CGPA conversion to marks (as applicable) and aggregate percentage from the concerned University duly specifying the rules/conversion criteria /formula in this regard.
- (l) **Service in NCC.** Should have served for minimum two academic years in the Senior Division/Wing of NCC.
- (m) **Grading.** Should have obtained minimum 'B' Grade in 'C' Certificate of NCC Exam.
- (n) All certificates in original. Originals will be returned after verification at the Service Selection Board ITSELF. **Any candidate who does not carry all the documents as mentioned for SSB interview will have his candidature cancelled.**
- (o) **Proof of Identity.** Proof of identity with photograph such as voter ID (or) PAN card (or) driving license (or) passport or Aadhar Card in original alongwith one self attested photocopy.

6. The acceptable date of birth is the one recorded in the Matriculation or Higher Secondary exam certificate or in a certificate recognised by an Indian University as equivalent to Matriculation. **No other document relating to age will be accepted and no subsequent request for its change will be considered or granted.**

7. Degree of a recognized University or equivalent with aggregate of minimum 50% marks taking into account marks of all the years. Those studying in final year are also allowed to apply provided they have secured minimum 50% aggregate marks in the first two/three years of three/four years degree course respectively. Such students will need to secure overall aggregate of minimum 50% marks if selected in interview, failing which their candidature will be cancelled. The same be checked as per the 'Conversion Certificate' issued by the University/ College in case University/ College with CGPA or Grade system. The conversion certificate issued by University/ College must give conversion of Grade/CGPA/SGPA to % age.

8. The candidate studying in the final year of graduation must submit the proof of their passing the graduation degree exam by **01 Apr 2019** to the Directorate General of Recruiting, failing which their candidature will be cancelled. Those who are not able to produce the degree certificate/ provisional degree by the specified date will be inducted on **Additional Bond Basis** only on submission of proof of their passing graduation degree exam to the Directorate General of Recruiting by the above specified date.

9. Refer (*Important Note*) of Gazette Notification of NCC Spl Entry (Men) - 45 Course, candidates must note that they can appear for ONLY one of the SSB interview, either **SSC (NT)-109 Course (Apr 2019)** as CDSE candidate **OR NCC Spl Entry-45 Course (Apr 2019)**. A declaration to this effect needs to be filled and submitted alongwith the application form by the candidate at the time of SSB interview, as per format available with online application form.

10. **Applicable for Service Candidates Only.** Service candidates will be entertained at the selection Centre for their SSB interview only if they report on movement order by their respective unit.

11. **Change of Interview Dates/SSB Centre.** Request for change of SSB interview date/centre will **NOT** be entertained or replied.

12. **For Wards of Battle Casualties of Army Personnel.**

(a) **Educational Qualification:** Degree of a recognized University or equivalent with aggregate of minimum 50% marks taking into account marks of all the years/semesters.

(b) NCC 'C' certificate not required for wards of battle casualties of Army personnel.

(c) Applicant under category of Wards of Battle Casualties to send their applications direct to Dte Gen of Recruiting Rtg-A, NCC Entry, West Block-III, R.K. Puram, New Delhi-110066.

(d) Eligibility for wards of battle casualties and also documents to be attached alongwith the application form are as under:-

(i) A letter to the effect that the parent has been killed/wounded/reported missing in action issued by MP Dte/Respective Regimental Records and a copy of Part II Order notifying injuries and being classified as battle casualties in case of serving/medically boarded out pers.

(ii) The vacancies under wards of battle casualties are available to wards (sons and daughters including legally adopted) of battle casualties specified as Killed in action/Died of wound/injuries (other has self inflicted)/Wounded or Injured (Other than self inflicted)/Missing.

(iii) Relation certificate issued by Records/MP Dte.

13. **For Tattoos:-** A detailed policy on candidates with permanent body tattoo(s) appearing for commission as officers has been uploaded on joinindianarmy.nic.in website. Permanent body tattoos are permitted only on inner face of forearm i.e. from inside of elbow to the wrist and on the reverse side of palm/ back (dorsal) side of hand. Permanent body tattoos on any other part of the body are not acceptable and candidate will be debarred from further selection. Such candidates will be permitted to continue with the selection process in SSB on submission of following certificates as uploaded on "joinindianarmy.nic.in" website with their particulars duly filled:-

(a) An undertaking (other than those from tribal communities) for permanent body tattoos as per format at **Appendix 'D'** of Tattoo policy.

(b) Self Certification Certificate to be signed (for tribal candidates only) as per format at **Appendix 'A'** of tattoo policy and certificate of belonging to a tribal community and permissibility of permanent body tattoo(s) to be signed by DC/ DM/ SDM of the District/ Tehsil or Chairman/ Secretary or any other Senior member of the tribe as per format at **Appendix 'B'** of Tattoo policy.

14. **Travelling Allowance (TA).**

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

(b) You are authorized to travel by AC III Tier / AC Chair Car. TA will be paid as per defence travel rule.

(c) No re-imburement of TA will be permitted in the absence of original travel documents.

(d) **You are entitled for TA when you attend the interview for a permanent commission / short service commission for the first time in defence services. Such allowance is not admissible for second or subsequent attempts for the same type of commission.**

(e) Re-imburement of TA will be electronic transfer to your Bank Account through NEFT. You are advised to carry sufficient amount in cash for your return journey and personal expenses during your stay at Selection Centre East, Allahabad. TA to eligible candidate will be paid through direct bank transfer and therefore the onus for providing correct details rests with the candidate.

(f) **Candidates are requested to deposit a cancelled cheque of the account in which they desire the TA to be remitted giving their bank details (Acct No, Bank Name, IFSC Code No, Bank Code No., Branch Name, Address & Beneficiary name) for claiming TA as per format at Appendices 'E' & 'F'.**

15. **Use of Concession Form.** If you make use of any concession (from defence or any other department), you will not be paid the TA.

16. **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.

17. **Testing.** This will be in two stages over five days. The details are as under:-

(a) **Stage I.** Stage I testing will comprise the following:-

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

(b) In case if you do not qualify Stage I, you shall be required to proceed from the Centre by 1 PM that day.

(c) **Stage II.** Stage II test comprises the following and shall be applicable if you qualify Stage-I:-

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

(d) **Medical Examination.** Candidate recommended by the Services Selection Board will undergo a medical examination by Board of Service Medical Officers. Only those candidates will be admitted to the academy who are declared fit by the Medical board. The details for the same are available at official website of Directorate General Recruiting www.joinindianarmy.nic.in.

18. **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.

19. **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 - 1900 hours | } Timings will not be violated under any circumstances |
| (b) Winter - 1800 hours | |

20. **Items to be Brought.** Candidates are advised to travel light with the following items:-

- (a) Two pairs of white shorts / full sleeves & T-shirts for GTO task.
- (b) One pair of Sports Shoes preferably in white, one pair of leather shoes, two pair of white shocks and one pair of colour socks.
- (c) Two pair of formal dress (Full sleeves light colour shirt and dark colour trouser).
- (d) Track suit and winter wear as per seasonal requirement.
- (e) Adequate writing material.

21. Light bedding is provided by this Centre. Please do not bring bedding. However you can get one additional blanket during winter season, if you need it.

22. **Photographs.** Thirty copies of latest passport size photograph (not more than six months old) in white background will be brought along during SSB.

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

24. **Dress Code.** All candidates will be formally dressed when moving out of the living area. Appropriate / prescribed dress will be worn for attending each of the tests which shall be communicated to them from time to time.

25. **Sight Seeing.** Candidates may visit places in Allahabad after testing hours.

26. **Cash and Valuables** Do not bring any valuables and keep only limited cash with you during your stay. Safe custody of cash and valuables will be your sole responsibility. SBI ATM is available within the Campus.

27. **Change of Address** Change of address (if any) after submission of application forms will be intimated to Directorate General of Recruiting, Adjutant General's Branch, Integrated Headquarters of Ministry of Defence (Army), West Block-III, R.K. Puram, New Delhi – 110066.

28. **Do's.**

- (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.

29. **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.

30. **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 this decision will be entertained.**

31. **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.

32. In case of any query, please mention your Roll Number, Course Number, Call Up letter Number, Full Address, E-mail ID and Mobile Number in your correspondence to enable this office to respond to your queries. You may also contact Selection Centre East, Allahabad on the following:-

- (a) Telephone - 0532-2424816 (Timings 8:30 AM to 2:00 PM & 5:30 PM to 7:00 PM)
- (b) Website - joinindianarmy.nic.in (By login personal id in feedback query option)

Sd/-
Call Up Offr
SCE, Allahabad

Appendix A

(Refers to Para 5 (g) 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:-

1. _____
2. _____

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 B

(Refers to Para 5 (h) of Joining Instructions)

CANDIDATES WHO ARE STUDYING IN FINAL YEAR OF THEIR ACADEMIC SESSION/ APPEARED FOR FINAL EXAMINATION / RESULT NOT DECLARED (BONAFIDE CERTIFICATE)

Certified that Shri _____ s/o _____ is a Bonafide student of this University / College studying in final year / semester of Graduation degree of _____ (branch). His final year / semester examination including written, viva, practical, supplementary (including those of previous years / semesters) has been / will be held from _____ to _____ (date / month / year). The result of the same will be declared by _____ (date / month / year).

Round stamp of the
College / University

Name and Signature of the Principal /
Dean / Registrar of the College /
University

Place :

Dated :

Appx 'C'
(Refers to Para 5 (h) of Joining Instructions)

UNDERTAKING BY CANDIDATE

I hereby agree that I will submit the proof of my passing _____ (degree) exam from _____ (College/university name and address) by 01 Apr 2019. I also agree that in case of my failure to submit my proof of passing by due date as above; my candidature may be cancelled at any stage of selection.

In view of this undertaking I may be allowed to undergo the SSB at my own risk.

Name & Signature of Father/
Mother of candidate

Signature, Roll No and Name of
the candidate

Date :

Date :

Appendix 'D'

(Refers to Para 5 (j) of Joining Instructions)

CERTIFICATE FOR NOT HAVING DUPLICATE PROFILES/REGISTRATION IDs

1. I understand that creating duplicate profiles (registration IDs) on www.joinindianarmy.nic.in is not allowed.

2. I hereby certify, that I have only one profile (registration ID) on www.joinindianarmy.nic.in whose user name is_____.

OR

I have more than one profiles (registration IDs) on www.joinindianarmy.nic.in whose user names are as under:-

(a) _____

(b) _____

(c) _____

3. **For Candidates Having More Than One Profile/Registration ID.** Having understood that I can maintain only one profile (Registration ID), I have already requested the authorities concerned at DG Recruiting by email/letter on _____ to delete my profile(s) (registration IDs) with following user name(s):-

(a) _____

(b) _____

4. In case the above information submitted by me is found to be false, I understood that all my current applications are liable to be cancelled at any stage of the selection process.

Date :

Candidate Name : _____

Station :

Course : _____

Roll No : _____

Appendix E

(Refers to Para 14 (f) of Joining Instructions)

(FILL ALL DETAILS IN CAPITAL LETTERS)**BANK DETAILS OF CANDIDATES FOR DESPATCHING OF TRAVELLING
ALLOWANCE THROUGH NEFT SYSTEM**

1. Name of Candidate : _____
2. Chest No : _____ 3. Batch No _____
3. Address : _____
Distt : _____ State : _____ PIN : _____
4. Email address : _____
5. Beneficiary (A/c holder) Name: _____
6. Bank Name : _____
7. IFSC Code : _____
8. Branch Name : _____
9. Branch Code : _____
10. Account No : _____

CERTIFICATE

My TA entitlement (if applicable) may kindly be credited into the above acct. I have verified the Bank details and they are correct to the best of my knowledge.

Date :

(Signature of Candidate)

Appendix F
(Refers to Para 14 (f) of Joining Instructions)

In lieu of IAFK - 1178

SELECTION CENTRE (EAST), ALLAHABAD
TA FORM
TO BE COMPLETED BY CANDIDATES

1. Name (in block letters)
2. Roll No..... Batch No. Chest No.
3. Father's name (in block letters).....
4. Date of birth..... Present age..... Years..... Months
5. Last examination passed / qualification
6. Address (as in application)
7. Nearest railway station from residence
8. Change of address, if any
9. Detail of Journey :-

(a) Residence to SSB

Distance from residence to nearest railway station (km),	Ticket Nos (attach tickets)		Amount paid (Rs)		
	From residence to nearest railway station / boarding station	From nearest railway station / boarding station to SSB	Bus	Railway	Total

(b) SSB to Residence

Distance from SSB to railway station (km)	Ticket Nos (attach tickets)		Amount paid (Rs)		
	From SSB to railway station	From railway station to residence	Bus	Railway	Total

10. Have you ever appeared for any SSB previously for the same type of commission (yes/no)
If yes, give details, us under :-

Year	Place	SSB No	Batch No	Type of commission

Signature of Candidate

FOR OFFICE USE ONLY

Amount verified and paid by Call Up Office, as under :-

Journey	Bus (Rs)	Railway (Rs)	Total (Rs)	Remarks
Onward (to SSB)				
Return (to SSB)				
Total				

Station : Allahabad

Signature of dealing clerk

Date :