

## GENERAL GUIDELINES FOR APPLYING TO THE POST THROUGH ONLINE

1. Please carefully read the instructions available in the web pages of ***general instructions, notification and how to fill up the application form.***
2. Please ensure that no relevant column is missed while making entry in the online application under the relevant category.
3. Once all columns are entered please select preview button to view the details entered by you and the declaration to be made.
4. Read the declaration thoroughly.
5. If you fulfill all the conditions as per the notification, please make entry of security code in the box provided and press the submit button.
6. Acknowledgement slip and challan copies will appear on the screen.
7. Candidates are advised to note down the reference number display on the screen and click the print button to print acknowledgement slip and challan copies.
8. For printing the acknowledgement slip and challans use A4 size paper and portrait option as printing preferences.
9. Candidates have to make payment of Rs. 200/- (Rs. 100/- for the S.C. / S.T. Candidates) for each category of the posts.
10. Use the printed challan for making the payment in any State Bank of India Branch.