

## **DETAILS OF DEPARTMENTAL EXAMINATION**

The Commission conducts the Service/Departmental Examinations prescribed for officers and officials working in various Departments of Government as well as in the local bodies, autonomous bodies, Universities, etc., twice a year as per the relevant rules, issued from time to time in this regard and under Karnataka Public Service Commission (Conduct of Service Examination) Rules, 1965.

The Departmental Examinations are conducted twice a year. Most of the examinations are conducted in all the District Head Quarters except a few, which are held at Bangalore. The State Government employees working in New Delhi and All India Service Probationers are allowed to appear at Karnataka Bhavan, New Delhi and at Lalbahadur Shastri Academy at Mussorie.

The Commission conducts the service examinations in accordance with such syllabus specified in any general or special orders of the Government. The Commission. conducts the examination twice a year during June and December of every year.

The Commission publishes a notification in Karnataka Gazette before two months prior to the date of holding examination calling for applications to be submitted online. A news item, indicating the publication of result, date of next examination, the last date to submit the applications and such other particulars are also published in two major daily news papers having wide circulation in the State.

Only for 11 subjects the examinations are conducted in conventional type with the system of central valuation. In respect of the other 61 subjects, examinations are in objective multiple choice type. Details of these subjects are published in the instructions to candidates appended to this information.

**ADMISSION TICKETS:**

Candidates are informed to download the Admission Tickets through Commission's website well before the commencement of Examination. The Admission Tickets will not be sent by the Commission separately to candidates.

Candidates are advised to preserve the Admission Ticket for future reference, since duplicate of the same will not be issued later.

**ANNOUNCEMENT OF RESULT:**

The result of every examination specifying the register numbers of the candidates successful in the examination will be published by the Commission in Karnataka Gazette and notice Board of Head Office at Bangalore and Regional Offices of the Commission at Belgaum, Gulbarga, Mysore and Shimoga, DIET/ DDPI's offices in all the Districts and in the commission's website viz., <http://kpsc.kar.nic.in>. A certificate under the signature of the Secretary and Controller of Departmental Examination will be issued to the successful candidates. No separate marks statement will be issued to any candidate as the marks will be published in the Commission's Web Site along with the result.

**RETOTALLING OF MARKS:**

A candidate who has failed in any subject may apply for retotaling of marks within 30 days of publication of results, by paying a sum of Rs. 100/- as fee for each subject.

If the result is altered consequent upon retotaling of marks, fee will not be returned. The decision of the Commission in this regard will be final.

It is to be noted that the request for revaluation of the answer scripts will not be entertained under any circumstances.

**PROCEDURE TO BE FOLLOWED FOR A DUPLICATE CERTIFICATE/S OF DEPARTMENTAL EXAMINATIONS**

I An application for obtaining duplicate certificate/s should be submitted along with the following documents:

a. An affidavit on Rs. 20/- stamp paper indicating the reason/s for applying for the same (with particulars of the Reg.No/s, session, subject/s, Exam center/dist etc)

**b** A fee of Rs. 100/- for each subject in the form of Indian Postal Order (IPO) or Demand Draft (DD) obtained in the name of the Secretary, Karnataka Public Service Commission, Udyoga Soudha, Bangalore-560001.

II If the candidate furnishes all the details required for the verification of results; the duplicate certificate will be issued within 15 days from the date of receipt of representation in the office of the Commission.

**N.B:-** Any correspondence pertaining to the Departmental Examinations should be addressed to the Secretary & Controller, Departmental Examinations, Karnataka Public Service Commission, Udyoga Soudha, Bangalore-560001. and should contain the relevant particulars of the examinations such as correct name & address of the Candidate, Register no., Session, Subjects/s, Centre/District, Fees, in the form of Demand Draft/Indian Postal Order payable to The Secretary, Karnataka Public Service Commission, Bangalore-560001.