

Eligibility Conditions for applying for Civil Services Examination

(i) Nationality

(1) For the Indian Administrative Service and the Indian Police Service, a candidate must be a citizen of India .

(2) For other services, a candidate must be either:

(a) A citizen of India , or

(b) a subject of Nepal , or

(c) a subject of Bhutan , or

(d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India . or

(e) a person of Indian origin who has migrated from Pakistan, Burma, Srilanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

Provided further that candidates belonging to categories (b), (c) and (d) above will not be eligible for appointment to the Indian Foreign Service.

A candidate, in whose case a certificate of eligibility is necessary, may be admitted to the examination but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

(ii) Minimum Educational Qualifications:

The candidate must hold a degree of any of Universities incorporated by an Act of the Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University Under Section 3 of the University Grants Commission Act, 1956, or possess an equivalent qualification.

Note I: Candidates who have appeared at an examination the passing of which would render them educationally qualified for the Commission's examination but have not been informed of the results as also the candidates who intend to appear at such a qualifying examination will also be eligible for admission to the Preliminary Examination. All candidates who are declared qualified by the Commission for taking the Civil Services (Main) Examination will be required to produce proof of passing the requisite examination with their application for the Main Examination failing which such candidates will not be admitted to the Main Examination.

Note II: In exceptional cases the Union Public Service Commission may treat a candidate who has not any of the foregoing qualifications as a qualified candidate provided that he has passed examination conducted by the other Institutions, the standard of which in the opinion of the Commission justifies his admission to the examination.

Note III: Candidates possessing professional and technical qualifications, which are recognised by Government, as equivalent to professional and technical degree would also be eligible for admission to the examination.

Note IV: Candidates who have passed the final professional M.B.B.S. or any other Medical Examination but have not completed their internship by the time of submission of their applications for the Civil Services (Main) Examination, will be provisionally admitted to the Examination provided they submit along with their application a copy of certificate from the concerned authority of the University/Institution that they had passed the requisite final professional medical examination. In such cases, the candidates will be required to produce at the time of their interview original Degree or a certificate from the concerned competent authority of the University/Institution that they had completed all requirements (including completion of internship) for the award of the Degree.

(iii) Age limit:

21 years must be completed on 1st August of the year, which a candidate is appearing. Maximum 30 for general category, 33 for OBCs and 35 for SCs/STs. Ex-servicemen will get 5 more years exemption from the prescribed age limit.

(The date of birth accepted by the Commission is that entered in the Matriculation or Secondary School Leaving Certificate or in a certificate recognised by an Indian University as equivalent to Matriculation or in an extract from a Register of Matriculates maintained by a University, which extract must be certified by the proper authority of the University or in the Higher Secondary or an equivalent examination certificate).

(iv) Number of Attempts:

Four attempts for open, seven for OBCs and no limit for SCs/STs. If a person appears in the Preliminary Examination or even one paper is counted as an attempt.

(v) Restrictions on applying for the examination:

A candidate who is appointed to the Indian Administrative Service or the Indian Foreign Service on the results of an earlier examination and continues to be a member of that service will not be eligible to compete at this examination.

How to Apply

(a) The UPSC have developed an application form common for all their examinations, which will be processed on computerised machines. This application form along with an Information Brochure containing general instructions for filling up the form, an acknowledgement card and an envelope for sending the application is obtainable from the designated Head Post Offices/Post Offices throughout the country as against cash payment of Rs. 20/- (Rupees twenty only). Form should be purchased from the designated Post Offices only and not from any other agency. This form can be used only once and for only one examination. Candidates must use the form supplied with the Information Brochure only and they should in no case use photocopy / reproduction / unauthorised printed copy of the Form. Since this form is electronically scannable, due care should be taken to fill up the application form, correctly. While filling up the application form, please refer to detailed instructions given in the Notice.