



# **TAMIL NADU PUBLIC SERVICE COMMISSION**

## **Frequently Asked Questions**

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## **SECTION – I RESERVATION AND CONCESSIONS**

1. What kind of reservations followed in direct recruitments conducted by the Tamil Nadu Public Service Commission?

**The following reservations are being followed in direct recruitments conducted by the Tamil Nadu Public Service Commission:-**

- **Communal Reservation.**
- **Reservation for Women.**
- **Reservation to Destitute widow.**
- **Reservation to Persons with Benchmark Disabilities.**
- **Reservation to Ex-Servicemen.**
- **Reservation to Persons Studied in Tamil Medium.**

2. What are the percentage of reservation given to communal reservation categories?

**The percentage of reservation given to communal reservation categories are as follows:-**

- **Scheduled Tribes - 1%**
- **Scheduled Caste - 15%**
- **Scheduled Caste (Arunthathiyar) - 3%**
- **Backward Class (Other than Muslim) - 26.5%**
- **Backward Class Muslim - 3.5%**
- **Most Backward Class/Denotified Communities - 20%**

3. What are the percentage of reservation given to special categories?

**Percentage of reservation given to special categories is as follows:-**

- **Reservation to women - 30% (At present)**
- **Reservation to Destitute widow - 10%**  
**(10% of vacancies out of the 30% vacancies set apart for women)**

- **Reservation to Persons with Benchmark Disabilities - 4%**
- **Reservation to Ex-Servicemen - 5%**  
**(Only for Group C posts)**
- **Reservation to Person Studied in Tamil Medium - 20%**  
**(on preferential basis)**

4. Is any posts reserved for Women only?

- **Assistant Director in Social Welfare Department.**
- **Child Development Project Officer, etc.,**

5. What are the categories will avail fee concession? And how many times they will avail?

<b>Category</b>	<b>Concession</b>
<b>Scheduled Castes / Scheduled Caste (Arunthathiyars)</b>	<b>Full Exemption</b>
<b>Scheduled Tribes</b>	<b>Full Exemption</b>
<b>Most Backward Classes / Denotified Communities</b>	<b>Three Free Chances</b>
<b>Backward Classes (Other than Muslim)/Backward Classes (Muslim)</b>	<b>Three Free Chances</b>
<b>Ex-Servicemen</b>	<b>Two Free Chances</b>
<b>Persons with Benchmark Disability</b>	<b>Full Exemption</b>
<b>Destitute Widow</b>	<b>Full Exemption</b>

6. Age concession given to whom?

**The age concession has been given to Scheduled Castes, Scheduled Castes (Arunthathiyar), Scheduled Tribes , Most Backward Classes / Denotified Communities, Backward Classes (Other than Muslim), Backward Classes (Muslim) and Destitute widows of all Castes, Ex-**

**Servicemen, Under Officer and Officers in other posts of National Cadet Corps(NCC), Persons with Benchmark Disabilities, Bonded Labourers and temporary staff in certain cases.**

**At the time of issuing Notification, the age concessions will be mentioned in the Notification. For further details, the candidates may see para 5 of the 'Instructions to Applicants'.**

7. What can I do, if any doubt arises about the Examinations conducted by the Tamil Nadu Public Service Commission?

**Applicants requiring clarification, can contact the office of the Tamil Nadu Public Service Commission in person or over the Toll-Free No. 1800 419 0958 on all working days between 10.00 am and 5.45 pm. Queries relating to One Time Registration / online application may be sent to [helpdesk@tnpscexams.in](mailto:helpdesk@tnpscexams.in).**

**Other queries may be sent to [grievance.tnpsc@tn.gov.in](mailto:grievance.tnpsc@tn.gov.in)**

### **SECTION – II ONE TIME REGISTRATION**

1. What is One Time Registration?

**One Time Registration is just a collection of information from the applicants and provides a separate dashboard to each applicant to facilitate maintenance of their own profile. An applicant who wishes to apply for any post shall click 'APPLY' against the post notified in the Commission's website and use the same User ID and Password given for One Time Registration. One Time Registration is not an application for any post.**

2. What should the applicants who are not in possession of Aadhar do?

**Aadhar is mandatory to complete One Time Registration and to apply for direct recruitment. Hence, the applicants who do not possess Aadhar are instructed to get Aadhar by following appropriate procedure before applying for any direct recruitment/examination.**

3. Whether Linking of Aadhar with One Time Registration is mandatory?

**Linking Aadhar details with One Time Registration (OTR) is mandatory for applicants. The information associated with the Aadhar number including biometrics will be used only for identification purposes and will not be stored or shared by the Commission. Applicants are requested to give their consent in their respective OTR. The Aadhar details will be submitted to the Central Identities Data Repository (CIDR) only for the purpose of authentication. Linking of Aadhar details is mandatory for all prospective candidates in order to create new OTR / renew / access the existing OTR and apply for any recruitment to be notified henceforth.**

4. Whether application can be submitted through off-line (filled in application) or only through Online?

**Applicants should apply only through online mode to apply for any direct recruitment conducted by the Commission. The Commission will not accept the application submitted other than online mode including filled in application sending by post.**

5. How long is the One Time Registration valid for?

**One Time Registration is valid for five years from the date of registration. After completion of five years, the applicant must renew the One Time Registration by paying the fee prescribed.**

6. After completion of One Time Registration, should the applications be submitted online separately for the particular posts advertised in the Commission's notification?

**One Time Registration is only collection of certain basic information of the applicant. It is entirely different from the application for any direct recruitment. Hence, an applicant should submit an online application for each recruitment separately for which he/she intends to appear by paying prescribed examination fee. (For example: An applicant has to submit a separate application each for Group II and Group IV, if he/she intends to apply for both).**

7. Should any documents be uploaded during One Time Registration?

**There is no need to upload any document during One Time Registration. However, an applicant has to upload the necessary documents as and when called for by the Commission.**

8. Is it necessary to use the same User ID and Password of One Time Registration again to apply for any direct recruitment?

**It is necessary to use the same User ID and Password used during One Time Registration again while applying, whenever required.**

9. Can the details in the One Time Registration be edited?

**The details in the One Time Registration can be edited based on the relevant documents.**

10. What should I do if I forget the User ID and Password?

**Use the "Forgot User ID" / "Forgot Password" link available in the home page of the Commission website and furnish the required information to retrieve the Login credentials.**

11. Should the information furnished already in the One Time Registration be filled again in the online application?

**The information furnished already in the One Time Registration will appear in the relevant columns by default while applying in the online application. It is sufficient if other details sought for in the online application are furnished.**

12. Is it not necessary to pay the examination fee, if the fee for One Time Registration is paid?

**The One Time Registration is different from the application for the examination. Hence, after completion of One Time Registration, an applicant should make an online application separately by paying prescribed fee for each and every examination for which he/she intends to appear.**

13. Is there any fee exemption for BC/BCM/MBC/SC/ST Category in One Time Registration?

**There is no fee exemption for any communal category including BC/BCM/MBC/SC/ST in the One Time Registration. Refer the notification for each and every recruitment / examination regarding application fee exemption for direct recruitment.**

14. What should be the size of photograph and signature to be uploaded in One Time Registration?

**While doing One Time Registration, an applicant should keep ready the scanned image of his/her photograph, taken within the last 3 months of size 20 KB – 50 KB and saved as 'Photograph.jpg' and signature of size 10 KB – 20 KB and saved as 'Signature.jpg'. Both photograph and signature, of 200 DPI resolution, should be saved in a CD / DVD / Pendrive, in order to upload the same.**



15. What are the details available in the personal details page in One Time Registration?

**The details regarding User ID, e-mail ID, name of the applicant, father's name, mother's name, mobile number, gender, birth district of the applicant and his/her father, religion, class and details of community certificate, SSLC, address for communication and permanent address are available in the personal details page in One Time Registration.**

### **SECTION – III ONLINE APPLICATION**

1. What details / information should be kept ready by the applicants before applying for examination?

**The applicants who have completed One Time Registration, should keep the following information ready before applying for examination:-**

- **Details of the certificates with regard to educational qualification.**
- **Details of technical qualification for the posts which require such technical qualification.**
- **Details of Authentic Experience Certificate obtained from prescribed institution.**
- **If an applicant belongs to special categories viz, Destitute widow or Differently Abled or Ex-servicemen, the details of the relevant certificate.**
- **Mobile Number and e-mail ID in use.**

2. Can the mobile number and e-mail ID be changed after applying for an examination?

**All communications with regard to certificate verification / oral test / counselling will be sent by the Commission only to the registered e-mail ID and mobile number. Hence the candidates are instructed not to change the registered mobile number and e-mail ID after applying for a recruitment / examination.**

3. Should the copy of application be sent to the Commission after applying online for an examination?

**After applying online for an examination the copy of the application need not be sent to the Commission.**

4. Can the examination centres chosen be changed after applying?

**The details furnished / options selected by the applicants in the online application can be edited till the last date for submission of the online application.**

5. If the persons with benchmark disabilities require the assistance of a scribe, when should they request for the same?

**Candidates with benchmark disability shall be permitted the service of a scribe upon making such request in their online application. Requests for scribes made after the submission of application or on the date of examination will receive no attention.**

6. Can the candidate themselves arrange for the scribe to write the examination?

**No. The Commission will arrange for scribes and the remuneration to be paid to the scribes will be met out by the Commission. Candidates availing the services of the scribes need not pay any fee to them.**

7. Can the information be changed, after clicking "Save and Proceed" at the end of each page of the online application?

**Yes. After clicking "Save and Proceed" in every page of online application, the information in such page can be edited again. Whenever the details in the online application are edited, it has to be submitted finally for the changes to take effect. If the application is not submitted finally, the details which were available in the online application (before editing) shall be taken into account for further process.**

8. After the online application is filled in completely, can we see the preview of the same?

**A Chance will be given to verify before submitting the online application. The preview of the application will be displayed on the screen, while pressing the 'PREVIEW' button.**

9. Can editing be done in the online application after "Preview"?

**Yes. The details in the draft application should be verified carefully and if there is any correction, the same shall be edited.**

10. Should online application be submitted again after "Preview"?

**The online application should be submitted again after "Preview". The applicant will be considered that he/she submitted an application for a post only by pressing the "SUBMIT" button finally. The "Preview" of the online application alone will not be considered as an application for a particular recruitment.**

11. Should print out be taken after submitting the online application?

**After finally submitting the online application, it shall be saved and print out be taken for future reference, if required.**

12. Whom should be approached for doubts relating to One Time Registration and Online application?

**The doubts relating to One Time Registration and Online Application shall be addressed to e-mail ID viz., [helpdesk@tnpsceexams.in](mailto:helpdesk@tnpsceexams.in).**

13. Should examination fee be paid only through online or shall be paid through post?

**Examination fee shall be paid only through online.**

14. How can I ensure that payment has been made successfully after having paid the examination fee through online?

**After paying the examination fee, you shall ensure that payment has been made successfully on seeing the pop-up message "Payment Successful". It can also be ensured by clicking "Refresh your Previous Payment" option in the OTR Dashboard.**

15. How do I know that online application is submitted successfully?

**After paying the examination fee, the pop-up message "Application Submitted Successfully" will be displayed as confirmation.**

16. How can I ensure that certificates are uploaded?

**You shall ensure that your certificates are uploaded through the acknowledgment issued by e-seva center after uploading your certificates. You shall also verify the same through your OTR Dashboard.**

17. Whether the Hall Ticket will be sent by post by Tamil Nadu Public Service Commission?

**No. The Memorandum of admission (Hall Ticket) will be uploaded in the Commission's website [www.tnpscexams.in](http://www.tnpscexams.in). The applicants shall download the same. Hall Ticket will not be sent by post separately.**

#### **SECTION – IV CERTIFICATES**

##### **A. General Queries:**

1. Where can the formats of certificates for uploading (DA certificate, NOC etc.) be taken from?

**The formats of certificates to be uploaded by the candidates (Differently Abled Certificate, No Objection Certificate etc.,) can be downloaded from the Commission's website by clicking candidate related formats under 'Forms and Downloads' section.**

2. Should any original certificate be submitted to the Commission?

**Not necessary. However, in case the candidate is already in Government service, the No Objection Certificate obtained from the competent authority alone should be submitted to the Commission in original. The remaining certificates will be returned to the candidates, after verification by the Commission.**

3. Should all the certificates have to be obtained on or before the date of notification or shall those be obtained after the date of notification and be submitted?

**As on date of notification, candidates should be eligible for all the claims made in the online application and evidence for the same should be produced when documents are called for.**

4. My mark sheet got destroyed by natural calamities. I got a duplicate certificate. Will it be accepted?

**In case of such incidences, the duplicate certificates obtained from the competent department / certificate issuing authority will be accepted.**

**B. Candidates' Names:**

1. Recently, I changed my name as S.Thenmozhi. But, my name is mentioned as S.Thamarai in all my certificates. What should be done in this regard?

**The Government gazette notifying the change in name should be produced to the Commission.**

2. My name is mentioned as K.Muthu in all my certificates. But, now I use my name as K.Muthu @ Veeran. I have the Government Gazette in this regard. Will it be sufficient?

**Government Gazette is sufficient.**

### **C. Father's / Mother's Name**

1. My father's name is mentioned as G.Babu in my school Transfer Certificate. But, it is mentioned as G.Bapu in my community certificate. What should be done?

**The certificates will be accepted based on the declaration from the candidate in this regard.**

2. While I was pursuing 9<sup>th</sup> standard, my father had changed his name from M.Pichai to M.Sundaram. Hence, my name is mentioned as S.Arul in all my certificates. But, my name is mentioned as P.Arul in my community certificate. What should be done?

**Certificates will be accepted based on the production of Government Gazette notifying the change in father's name.**

3. I have the community certificate mentioning my mother's name. Will it be accepted?

**Yes.**

### **D. Transgender**

1. Whether any reservations provided for Transgender?

**Women / Transgender (women) candidates shall be entitled to compete for the said 30% of women vacancies. They shall also be entitled to compete for the remaining 70% of vacancies along with Male / Transgender / Transgender (Men) candidates. The Government of Tamil Nadu has classified Transgender under Most Backward Classes category. Therefore Transgenders are entitled to compete in the reservation provided for Most Backward Classes.**

2. What kind of certificate to be furnished for fulfilling the claim of Transgender?

**Transgender / Transgender (Male) / Transgender (Female) shall submit the Transgender ID card issued by Tamil Nadu Transgender Welfare Board as an evidence for proof made in application.**

3. Tamil Nadu Government has listed Transgender as MBC. But I do not have Community Certificate. Can I claim community based reservation in application?

**Transgender candidates, who do not possess any Community Certificate may choose to be considered under 'Others' or under Most Backward Classes as per G.O.(Ms).No.28, Backward classes, Most Backward Class and Minorities Welfare department dated : 06.04.2015.**

4. As per the Instruction to applicant, Transgender are listed in Most Backward Class category. I have Community Certificate claiming Scheduled Caste Arunthathiyar (SCA). Did I need to get fresh Community Certificate claiming Most Backward Class?

**Transgender candidates who belong to SC /SC(A) / ST Communities and possess Community Certificate as such, shall be considered as per their respective communities.**

5. I am having Community Certificate as Backward Class. Shall I use the same or Should I obtain a new Most Backward Class Certificate?

**Transgender Candidates who possess Backward Class Certificate can choose their claim in the online application under Most Backward Classes category as per G.O.(Ms).No.28, Backward Classes, Most Backward Class and Minorities Welfare Department,dated : 06.04.2015.**



6. Transgender Certificate is provided by Kerala Transgender Welfare Board  
Whether the same can be used for applying Tamil Nadu Government jobs?

**Kerala or other state Transgender Certificate issued by Welfare Boards will not be accepted by the Tamil Nadu Public Service Commission.**

7. I am having Medical Certificate as evidence for Transgender. Shall I use the same for application?

**Eventhough Medical Certificate is available as evidence for Transgender, only Transgender ID card issued by Tamil Nadu Transgender Welfare Board will be accepted.**

**E. Date of Birth:**

1. What certificate in original does I have to furnish for the proof of date of birth?

**10<sup>th</sup> Standard (SSLC) or 12<sup>th</sup> Standard (HSC) Marksheet issued by the Tamil Nadu Board of Secondary Education and Tamil Nadu Board of Higher Secondary Education respectively shall be submitted.**

2. Date of Birth is not mentioned in 10<sup>th</sup> Standard and 12<sup>th</sup> Standard Marksheet.  
What certificate shall I submit as evidence for date of birth?

**Those candidates, whose date of birth is not mentioned in their 10<sup>th</sup> Standard / 12<sup>th</sup> Standard Mark sheet, shall produce their birth certificate / Transfer Certificate.**

3. As a proof for date of birth, can I able to submit the declaration document notarized by Notary Public?

**Declaration document notarized by Notary Public as a proof of date of birth will not be accepted.**

## **F. Religion:**

1. I belong to Hindu Adi-Dravida Community. My religion is not mentioned in my any of the certificate. Does any problem will arise?

**In case of recruitment to posts mandating professing a specific religion, Community Certificate / certificate from the Revenue authorities concerned in support of the religion claimed in the online application must be uploaded / produced. (Example – In Hindu Religious and Charitable Endowment Department Executive Officer, Assistant Commissioner for such post) For other post, no certificate is required to prove the claim of religion.**

## **G. Communal Reservation**

1. What is the percentage of reservation for women?

**A Minimum of 30 % of all vacancies are allotted for Woman Applicants. Women applicants are eligible for 30% of vacancies in each Communal Category and General Category based on the Rule of Reservation. Women/Transgender (Female) candidates shall be eligible to compete in the said 30% reservation. They shall also be entitled to compete in the remaining 70% of the vacancies along with Male Candidates/Third Gender/Third Gender (Male) applicants.**

2. I have e-Community Certificate only as an evidence to substantiate the claim of my Community. Would it suffice or do I have to get Community Certificate in life card?

**The e-Community Certificate is sufficient. It is not necessary to furnish a Community Certificate in life Card format.**

3. I have converted to my Husband's religion after marriage. I am professing my Husband's religious customs. Can I submit a Community Certificate based on my Husband's religion?

**Community Certificate issued in the name of the Husband/Husband's religion will not be accepted.**

4. The ancestral origin of my father is Cuddalore District. But my father was born in Puducherry and my Community Certificate certifying as if belonging to Backward Class was issued by the Zonal Deputy Tahsildar, Cuddalore. Will there be any dispute, since, my father's place of birth is Puducherry.

**No dispute will occur in this regard.**

5. Do the candidates who are born to parents who had married by Inter caste marriage has to necessarily get Community Certificate based on the Community of the father?

**Candidates who are born to parents who have got married by Inter-caste Marriage, can get community Certificate based on the Community of father or mother.**

6. The Father's name in the Community Certificate has been corrected. Will it be accepted?

**Based on the name change that has got published in the Government Gazette, the name correction will be accepted.**

7. I have lost my Community Certificate during transit and I have received a new Community Certificate. Can it be accepted?

**It will be accepted.**

## **H. Differently Abled Persons**

1. Where can I get the forms for Differently Abled?

**The specimen of forms which have to be submitted by Differently Abled Persons are available in TNPSC website in the link mentioned in Forms and Downloads and by clicking "Candidate related formats".**

2. The Certificate which has to be submitted by Differently Abled Persons has been issued in new format by the Government. But I have already obtained the certificate in old format. Do I have to submit the certificate necessarily in new format?

**It is not necessary to submit the certificate in new format. However, the certificate in old format should have been obtained from the competent authority or equivalent / higher Official empowered to issue such a Differently Abled Certificate.**

3. Is it necessary that the Disability percentage be specified in the Differently Abled Certificate?

**Yes. If the specified Disability is not quantified in terms of percentage, then the percentage need not be mentioned.**

4. Who is the competent authority to issue disability Certificate?

**As per rule of Rights of Persons with Disabilities Rules, 2017 [Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Government of India] as envisaged in G.O. Ms. No. 28 Welfare of Differently Abled Persons (DAP 3.1) dated 27.07.2018 as stipulated therein, the said DAP Certificate should have been issued by an authority empowered to issue such a certificate.**

5. Whether the Differently abled certificate can be obtained from a private hospital or a Doctor?

**A certificate issued by Non - Government Medical Officer issued to a Differently abled person, should be attested by Joint Director of Medical Services, will only be accepted.**

6. What is the percentage of reservation for Differently abled persons?

**4% of reservation is applicable for Differently abled persons. In direct recruitments, for reservations, SC/SCA(preferential)/ST/ MBC/DC/ BC(OBCM) /BCM and GT each 1% reservation is applicable to categories (i), (ii) and (iii) mentioned below:**

**For vacancies identified for differently abled categories (iv) and (v) 1% reservation is applicable for the two categories taken together. Totally 4% reservation is allocated for differently able persons.**

- (i) Blind and Visually impaired**
- (ii) Deaf and Hard of Hearing**
- (iii) Locomotor Disability including cerebral palsy, Leprosy cured persons, Dwarfism, Acid Attack Victims and Muscular Dystrophy**
- (iv) Autism, Intellectual Disability, specific learning disability and mental illness;**
- (v) Multiple disabilities from amongst persons under categories (i) to (iv) including deaf-blindness in the posts identified for each disability.**

7. What are the services in which reservation policy is applicable to Differently abled persons?

**Reservation for Differently abled persons is applicable to all the posts included in Group C and Group D services and in certain services in Group A and B where the Government has identified that Differently abled Persons are eligible.**

## **I Destitute Widow**

1. What are all the posts/services for which reservation to Destitute Widow is provided?

**To whatever levels of posts in the state which carry the pay scale slab of 20600-65500 (Revised Scale) which do not exceed the same, among the women candidates, 10% of vacancies is applicable to Destitute widow candidates.**

2. What is the percentage of reservation for Destitute Widow?

**10% reservation is earmarked for Destitute Widow among the 30% reservation in selected posts.**

3. I have obtained widow certificate after the death of my husband. Can I apply under DW Category?

**Widow Certificate is entirely different from Destitute Widow Certificate. A Destitute Widow is a person who receives an income of not exceeding 4000/- per month inclusive of all incomes and Family pension/those who have employed possessing Technical Qualifications/Income from agricultural sources. Such persons should submit a Certificate obtained from Revenue Divisional Officer/Assistant Collector or Sub Collector in the prescribed format. Divorcee, Deserted Women will not be considered as DW Candidate. The applicant has to be a Destitute Widow on the date of Notification.**

4. Can I apply under Destitute widow category if I am a Divorcee/Separated?

**No, Could not apply.**

5. Can I claim under Destitute Widow Category as my husband has expired few months after submission of application? Since, I have no source of Income?

**Cannot Claim under DW Category.**

6. Will my Destitute Widow Certificate be accepted, as the date of death of my husband in the Certificate has been corrected?

**Corrections if any, made in DW Certificate has to be attested by the Issuing Authority or a new Certificate has to be submitted.**

7. I have been selected and working in a Government Post under Destitute Widow Category. I am applying for another job. Can I claim under DW category?

**Cannot be considered under DW category.**

8. Can a person already working, claim for exemption of fee and Reservation while applying under DW Category?

**A person with a salary not exceeding Rs. 4000/- per month can apply under Destitute Widow reservation and can claim fee exemption.**

## **J. Ex Servicemen**

1. What are all posts/services for which reservation is applicable for Ex Servicemen/Military (Army, Navy & Airforce) and what is the percentage of Reservation?

**5% reservation is applicable for Ex Servicemen in Group C Posts only.**

2. Presently I am working under Army/Navy/Airforce. Can I apply for Government Job after relieving, if so I desire?

**Persons working under Army/Navy/Airforce, can apply only if they are to be relieved within one year exactly after the last date of receipt of online application prescribed in the notification.**

3. Presently I am working under Army/Navy/Air force has to be submitted and I am summoned for Certificate Verification/Counselling. What sort of documents has to be submitted in support of claim for Ex-Servicemen?

**Undertaking/Declarations and Certificates have to be submitted as per rules mentioned in Tamil Nadu Government Servants (Conditions of Services) Act, 2016 in Schedule XII.**

4. Can I submit my Ex Servicemen pass book as an evidence for Ex Servicemen at the time of Certificate Verification/Counselling?

**Ex Servicemen Passbook alone will not be accepted.**

5. Can I claim under Ex Servicemen Category as my father is an Ex Servicemen?

**No, Cannot apply or claim.**

6. Can I claim under Ex Servicemen Category as I have worked in BSF for the past 15 years and relieved thereafter?

**No, Cannot Apply or claim.**

7. Presently I am working as Typist in Government Department. Can I enjoy the benefits of Reservation/ Fee exemption / Age concession under Ex Servicemen Category?

**Cannot Claim Reservation/Fee exemption/Age Concession under Ex Servicemen Category.**



### **K. Employment:**

1. While applying, I do not have any Government Job. Now I have joined a Government Service. Did I need to inform the same to the Commission. While certificate verification did I need to furnish the No Objection Certificate?

**You need to furnish the No Objection Certificate to the Tamil Nadu Public Service Commission when called for certificate verification.**

2. While applying, I was in a Government Service. Subsequently I resigned. Now I am not in any service. Did I need to furnish any document for the proof of resignation?

**Resignation acceptance order issued by Head of the Department is to be furnished.**

### **L. Persons Studied in Tamil Medium**

1. From which standard onwards one has to pursue in Tamil Medium of study in order to reap the benefits of PSTM?

**As per provisos contained in Special Rules to all those who have pursued their study in the state, upto the level of the prescribed Educational Qualifications, as stipulated in a notification for direct recruitment shall be termed as a person who possess PSTM eligibility.**

**Explanation: Is intended for this purpose.**

- (i) **For instance, if the educational qualification is prescribed as SSLC one should have studied Tamil as Medium of Instruction from Std I to SSLC.**
- (ii) **For instance, if the educational qualification is prescribed as HSC one should have studied Tamil as Medium of Instruction from Std I to SSLC and in HSC.**

- (iii) For instance, if the educational qualification is prescribed as Diploma one should have studied Tamil as Medium of Instruction from Std I to SSLC and in Diploma. If one possesses Diploma after completion of HSC one should have studied Tamil as Medium of Instruction in SSLC, HSC and in Diploma.
- (iv) For instance, if the educational qualification is prescribed as Degree one should possess Tamil as Medium of Instruction from std I to SSLC, HSC and in Degree.
- (v) For instance if the educational qualification is prescribed as PG Degree one should possess Tamil as Medium of Instruction from Std I to SSLC, HSC, Degree and in PG Degree.

2. What is the percentage of reservation for those who have studied Tamil as Medium of Instruction?

**20% reservation (preferential) is applicable to persons who have studied in Tamil as Medium of Instruction.**

3. I have studied with English as Medium of Instruction from Std I to IV then from V to XII Std and in Degree I have studied Tamil Medium. Can I claim under PSTM Category?

**Cannot apply under PSTM Category.**

4. I have written SSLC Exam as a private Candidate and studied my XI and XII Std with Tamil as Medium of Instruction. Can I apply under PSTM Category?

**Cannot apply under PSTM category.**

5. I have studied from I to XII std with Tamil as Medium of Instruction and I was taught in English Medium of Instruction in my Degree Course. In this circumstance, can I apply under PSTM reservation Category for the posts eligible for Degree course as prescribed educational qualification?

**For the vacancies notified for Degree as prescribed educational qualification, the candidate cannot apply under PSTM Category. However, for vacancies notified for SSLC/HSC as prescribed educational qualification, one can claim the reservation under PSTM reservation category.**

6. I have studied from I to XII Std in Tamil Medium and I have studied my Degree course through distance education and written the examination in Tamil. Can I claim under PSTM category for qualifications prescribed for degree standard?

**Can apply under PSTM Category. The candidate has to obtain a PSTM Certificate at degree level from the University concerned.**

7. I was admitted to III standard directly as per Right to Education act and I studied from III Std to XII Std and degree course also through Tamil Medium. Can I apply under PSTM reservation category?

**Cannot apply under PSTM reservation category.**

8. For candidates to apply under PSTM Category, is it necessary to obtain scholarship for having had studied the course in Tamil Medium?

**No.**

9. The School which I studied from I to X Std had been closed. Where can I get PSTM Certificate?

**The PSTM Certificate can be obtained from the District Educational Officer/Chief Educational Officer concerned.**

10. The Medium of Instruction has been mentioned in the Mark Sheet/Transfer Certificate. Is it sufficient?

**It is sufficient, if the Medium of Instruction is mentioned in Mark Sheet/Transfer Certificate as Tamil.**

11. I have studied I to XII Std with Tamil as Medium of Instruction. I studied my Degree Course with English as Medium of Instruction and was allowed to write the exam in Tamil. Can I claim my reservation under PSTM Category?

**Cannot apply under PSTM reservation for qualifications as prescribed with Degree standard.**

12. I have studied Tamil as Medium of Instruction from I to XII Std and I have completed my Degree in English Medium and I have studied another Degree course with Tamil as Medium of Instruction. Can I claim PSTM Category?

**Can claim PSTM Category for the qualification possessed with Tamil Medium course.**

**M. Criminal Cases / Disciplinary Cases:**

1. In online application did I need to furnish the details of pending criminal / disciplinary action. If so, did I need to furnish any document in this regard?

**Candidates who have declared pending Criminal or Disciplinary cases in their online application, must upload / produce the copy of First Information Report (FIR) or memorandum of charge / show cause notice, as the case may be.**

2. In case of conviction in criminal cases / punishment in disciplinary cases, what kind of document is to be furnished?

**Candidates who have declared conviction in Criminal cases or Punishment in Disciplinary Cases, in their online application, must upload / produce the relevant court orders and /or release orders or Memorandum of Proceedings as the case may be, when called for.**

3. After submission of online application, if any criminal case / disciplinary action is initiated / punishment imposed. Did the same should be furnished to Commission?

**In case any Criminal case is filed / Disciplinary action is taken against a candidate or conviction / Punishment is imposed on a candidate after submission of the online application, at any stage of the recruitment process before the completion of the entire selection process, such candidate should report this fact to the Commission in the next immediate stage when Commission calls for uploading / producing documents.**

4. The pendency of disciplinary cases / criminal case shall affect the selection prospects of candidate?

**The pendency of Disciplinary cases / criminal cases shall in no way affect the selection prospects of candidates. However, failure to inform such details, shall be treated as suppression of fact and result in penal action as applicable.**

#### **SECTION – V Communication with the Commission:**

1. How do I know that the Commission has issued notification?

**This shall be known by referring to the Commission's website and newspapers.**

2. I am applying for the first time for the examination conducted by the Commission. What are the details I should have known?

**Such details may be known from the information available on the Commission's website in "Instructions to Applicants" and "Frequently Asked Questions".**

3. Is it possible to meet the TNPSC officials in person for any queries?

**The officials of the Commission's office cannot be contacted due to administrative reasons. The applicants can get all the required information through mail and toll free number. The mail ids and toll free numbers are available in the Commission's website.**

4. How do I know as to when the Commission will issue notification for a particular post?

**The tentative number of vacancies, month of notification, month of examination, the period of selection processes, etc., for all the recruitments for a particular year are published in the Annual Recruitment Planner and is available in the Commission's website. The information furnished in the Annual Recruitment Planner is tentative only and is liable for change.**

5. What is the syllabus for the examinations conducted by the Commission? How do I know that?

**The syllabus for all the examinations conducted by the Commission for direct recruitment can be accessed from the homepage of the Commission's website using the following link:-Recruitment-> Syllabus->Revised syllabus. The syllabus will also be notified in the respective notification.**