

GUIDE LINES FOR ONLINE SUBMISSION OF APPLICATIONS FOR COMPETITIVE EXAMINATION (CSS) 2018

It is in the interest of the applicants to study and thoroughly observe the guidelines given in this document while applying online for Competitive Examination (CSS) 2018. The candidates are also advised to thoroughly study “Rules for CE-2018”, available on FPSC website.

For any query/help regarding CSS-2018, please call on UAN 051-111-000-248 or email at examination@fpsc.gov.pk

For any **technical** assistance regarding Online Application Submission for CSS-2018, please call at 051-9223288 during office hours.

The process of online application submission has 5 stages which are as follows: -

- Stage 1: **Registration** of the applicant (Once)
- Stage 2: **Create/Edit Profile** of the applicant on the system
- Stage 3: **Applying Online**
- Stage 4: **Printing** of computer generated pre-filled form
- Stage 5: **Despatch** of computer generated pre-filled form

The details of each of the above stages are as follows: -

Stage 1: Registration of the Applicant

Each applicant is required to register himself/herself with the system once before applying. For the purpose, please take following steps:-

- I. Open FPSC’s website (www.fpsc.gov.pk) Please use browser **GOOGLE CHROME, MOZILLA FIREFOX, INTERNET EXPLORER 8.0** or higher.
- II. Follow the “Applying Online” link.

Search

URDU DOCUMENTS **APPLYING ONLINE**

اردو ترجمہ شدہ اہم دستاویزات آن لائن درخواست دیں

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Government of Pakistan
Federal Public Service Commission فیڈرل پبلک سروس کمیشن

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Highlights سرخیایں	Pre-Selections قبل از انتخاب	Documents Required مطلوبہ دستاویزات
Competitive Examination (CSS) - 2018 Online Admission Certificates for the post of Assistant Private Secretary and Stenotypist Phase	<ul style="list-style-type: none"> F.4-43/2017 Assistant Private Secretary F.4-106/2017 Senior Biomedical Engineer F.4-37/2017 Vice Principal/ Headmistress (Female) View more...	<ul style="list-style-type: none"> F.4-129/2017 Assistant Private Secretary F.4-139/2017 Assistant Private Secretary F.4-53/2017 Principal/Headmaster /Senior Teacher/Instructor (Male)

III. Select “Competitive Examination (CSS) – 2018”

Government of Pakistan
Federal Public Service Commission

Please use Google Chrome, Mozilla Firefox or Internet Explorer 8 or higher

Online Recruitment System

General Recruitment

Competitive Examination (CSS) - 2018

Do not wait for the closing date, APPLY NOW


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 Power by FPSC IT Wing

IV. Select “New User” option as displayed under

In order to apply online for CSS-2018, All applicants have to make fresh registration and create profile.

Please use **Google Chrome, Mozilla Firefox or Internet Explorer 8 or higher** for Online Application Process.


In order to avoid difficulty in Applying Online, candidates are advised to apply at the earliest without waiting for closing date.


 :: Login


Login:

Password:


Log In

 New user

 Forgot password?

 **Download Challan Form for Competitive Examination (CSS) 2018**

V. Following screen will appear

:: Registration Information		
<p>Note:-Please enter following information very carefully specially your <u>Name, CNIC and Email Address</u>, as these fields will be used in your CSS Application and no change will be allowed after registration.</p>		
Candidate Full Name *	<input type="text"/>	As per your Matric Certificate.
Login *	<input type="text"/>	Minimum 4 characters. Only Alphabet A-Z and numbers 0-9 allowed
Password *	<input type="text"/>	Minimum 6 characters
Confirm Password *	<input type="text"/>	Minimum 6 characters
Email Address *	<input type="text"/>	*Email Address must be valid and active.
Computerized NIC No *	<input type="text"/>	e.g. 12345-1234567-1
Verification Code		
Enter above Verification Code *	<input type="text" value="66496"/>	
<div> <input type="button" value="Submit"/> <input type="button" value="Clear Form"/> <input type="button" value="cancel"/> </div>		

At registration screen, candidates **MUST** enter the following information in the relevant box. (If any information is not entered, the system will not proceed to the next stage)

- | | | |
|----|--------------------|--|
| a. | Full Name: | Candidate's full name <u>as per Matric certificate</u> . |
| b. | Login: | By which a candidate would like to be registered. (Only Alphabets, Numbers are accepted). Pl remember your login |
| c. | Password: | Minimum of 6 characters. (Case Sensitive) |
| d. | Confirm Password: | Same as Password field |
| e. | Email Address: | active E-mail address of candidate. (Must be a valid sequence of emails e.g. abc@xyz.com) |
| f. | Computerized NIC: | Computerized National Identity Card No. of candidate. (Enter without dashes), |
| g. | Verification Code: | As displayed immediately above the box. (e.g. 66496) |

Note: Please enter your CNIC, Name and Email Address very carefully as the same cannot be changed after submission. Please also ensure to remember your email address which you mentioned while registering with FPSC.

VI. Select “**Submit**” button and wait.

VII. Following message box will be displayed on successful registration.



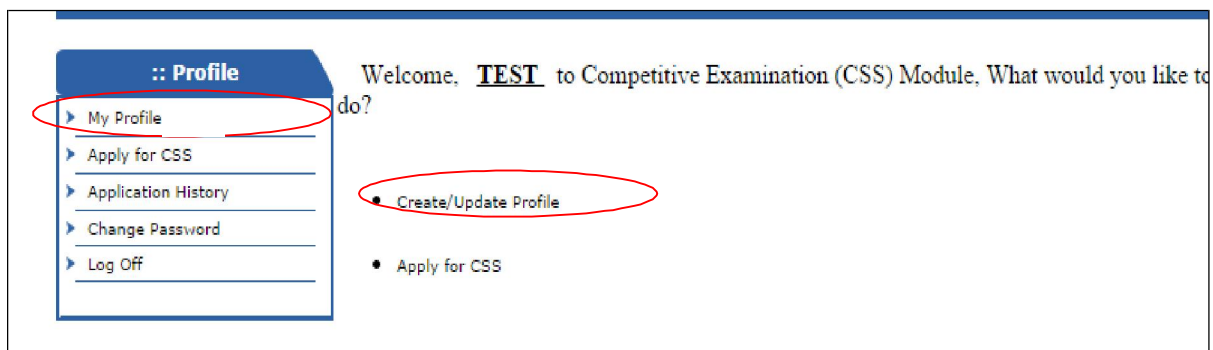
VIII. Select “OK”.

IX. The Login Screen as on IV will re-appear

X. Enter your “Login” and “Password” as already chosen at the stage of registration in the relevant boxes.

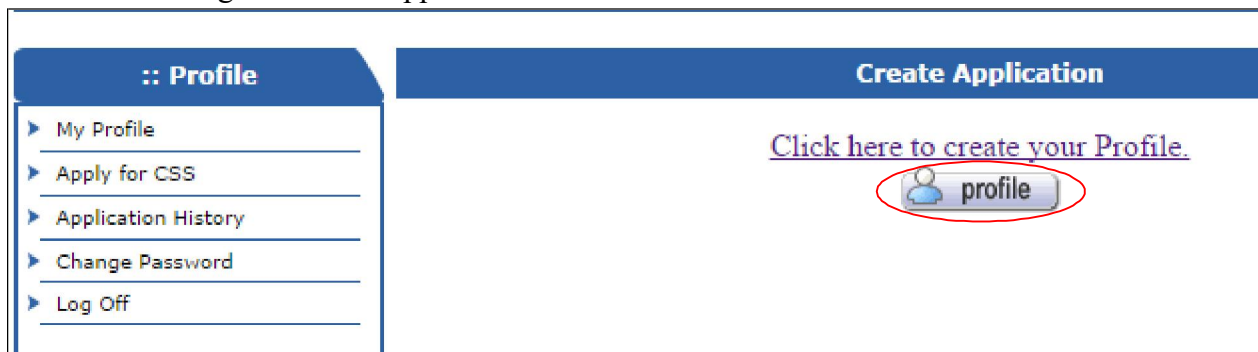
XI. Select “Login” button and wait.

XII. Following screen will appear



XIII. Select “Create/Update Profile” or “My Profile” option.

XIV. Following screen will appear.



XV. Select “Profile” button to create profile.

Stage 2: Creation of Profile of the applicant on the system

XVI. Following screen will appear

APPLICANT DETAILS FOR COMPETITIVE EXAMINATION (CSS) (for posts in BS-17 under the Federal Government)	
Personal Information	
Note: Entries marked * are mandatory.	
Name *	<input type="text" value="TEST"/>
Father's Name *	<input type="text"/>
Date of Birth *	<input type="text"/> (As per matric certificate)
Religion	Muslim <input type="button" value="v"/>
Whether Non Muslim desires to be examined in Islamic Studies or Comparative Study of Major Religions *	Please select subject in case of Non-Muslims <input type="button" value="v"/> (for details see para-1(vi) of Appendix-I of CE Rules, 2016)
Gender	Male <input type="button" value="v"/>
Marital Status	Single <input type="button" value="v"/>
Husband's Name	<input type="text"/> (For female married candidate)
Nationality of Spouse	Pakistani by Birth <input type="button" value="v"/> (Wife / Husband)
Spouse/Fiancee Age	<input type="text"/> (In years)
Spouse/Fiancee Education	Illiterate <input type="button" value="v"/> (Select highest)
Spouse/Fiancee Occupation	<input type="text"/>
Spouse/Fiancee Designation	<input type="text"/>

•
•
•
•

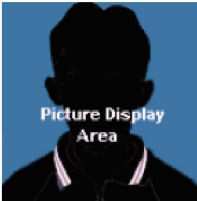
	<input type="radio"/> Gilgit - Baltistan
	<input type="radio"/> Recognized Tribes/Tribal Area
	<input type="radio"/> Disabled Candidate
Disciplinary Action/ Conviction	No <input type="button" value="v"/>
<input type="button" value="Save"/>	

- XVII. Against the Name and CNIC fields, prefilled non-editable entries will appear as already given by the applicant at time of registration.
- XVIII. Enter/ Select relevant information and Select “Save” button and wait. ***It is obligatory to enter information in boxes marked with an asterisk(*)***
- XIX. Following screen will appear

:: Profile

- ▶ My Profile
- ▶ Apply for CSS
- ▶ Application History
- ▶ Change Password
- ▶ Log Off

:: Upload Photo



You can upload a JPG, GIF, or PNG file.
(Maximum size of 30KB)

This picture will reflect as one of the identities on your Admission Certificate. So, it should be your own and latest photograph. (Please note that uploading irrelevant photograph may lead to serious difficulties for applicant)

select photo:

If you want to change your picture, you can browse and upload another photo.

:: Applicant Detail

- ▶ Applicant Information
- ▶ Upload Photo
- ▶ Education
- ▶ Experience
- ▶ Extra Activities
- ▶ Parent Particulars

XX. Select/Browse your photograph having maximum size of 30kb. Select “Upload” option and following screen will appear.

:: Profile

- ▶ My Profile
- ▶ Apply for CSS
- ▶ Application History
- ▶ Change Password
- ▶ Log Off

Education Section

Use This form to list degrees.
Describe one level of education at a time.
Enter Most Recent Education First.(Maximum 5 entries are allowed)

***Required fields**

Name of Examination *	<input type="text"/>		
Grade OR Division *	Grade <input type="radio"/>	Division <input type="radio"/>	CGPA <input type="radio"/>
	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text"/>
Medium of Instruction	<input type="text" value="English"/>		
Board/University(Examining Body) *	<input type="text"/>		
School/College/University Location *	<input type="text"/>		
From Date *	<input type="text"/>	<input type="text" value="DD-MM-YYYY"/>	
To Date *	<input type="text"/>	<input type="text" value="DD-MM-YYYY"/>	
Result Declaration Date *	<input type="text"/>	<input type="text" value="DD-MM-YYYY"/>	

R/M/F ☐ ☐ ☐

Note: Choose "R" if this is qualification that makes you eligible for appearing in the examination. In case you are MBBS. Mark "M" and if you have graduated from foreign University choose "F"

Major Subject 1	<input type="text"/>
Major Subject 2	<input type="text"/>
Major Subject 3	<input type="text"/>
Distinction achieved/Academic Awards etc.	<input type="text"/>

:: Applicant Detail

- ▶ Applicant Information
- ▶ Upload Photo
- ▶ Education
- ▶ Experience
- ▶ Extra Activities
- ▶ Parent Particulars
- ▶ Disabled Candidates
- ▶ Languages
- ▶ Brother/Sister Education
- ▶ Relations
- ▶ Previous Css Examination
- ▶ Brother/Sister Education
- ▶ Relations
- ▶ Previous Css Examination

Major Subject 1	<input type="text"/>
Major Subject 2	<input type="text"/>
Major Subject 3	<input type="text"/>
Distinction achieved/Academic Awards etc.	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Skip this section"/>	

Education (Most recent first)	
Title	Action
GRADUATION	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

XXI. Enter/Select relevant information pertaining to qualification one by one starting from the highest/qualification that makes you eligible for the examination. “R”/”M”/”F” entries should be selected as per instruction only against the qualification that makes you eligible. Select “Save” to save and ***continue adding additional qualifications till all have been entered.*** Every qualification that is added keeps displaying at the bottom. ***Any entered qualifications can be deleted or edited using appropriate options in “Action” menu, if required.***

XXII. Select “Skip this section” option when done.

Following screen will appear.

:: Profile <ul style="list-style-type: none"> My Profile Apply for CSS Application History Change Password Log Off 	Experience <p>(Maximum 5 entries are allowed)</p> <table border="1"> <tr> <td>Name of the post/Title *</td> <td><input type="text"/></td> <td>Note in case of unemployment Check this <input type="checkbox"/></td> </tr> <tr> <td>Division / Department OR Name of Organization</td> <td><input type="text"/></td> <td></td> </tr> <tr> <td>Ministry OR Name of Government (in Case of Provincial Government)OR Private</td> <td><input type="text"/></td> <td></td> </tr> <tr> <td>Address Of Office</td> <td><input type="text"/></td> <td></td> </tr> <tr> <td>Type Of Organization *</td> <td>Fed.Gov ▼</td> <td></td> </tr> <tr> <td>Nature of Job *</td> <td>Permanent ▼</td> <td></td> </tr> <tr> <td>From Date *</td> <td><input type="text"/> (DD-MM-YYYY)</td> <td></td> </tr> <tr> <td>To Date *</td> <td><input type="text"/> (DD-MM-YYYY)</td> <td></td> </tr> <tr> <td>Basic Scale / Grade</td> <td><input type="text"/></td> <td></td> </tr> <tr> <td colspan="3"> <input type="button" value="Save"/> <input type="button" value="Skip this section"/> </td> </tr> </table>	Name of the post/Title *	<input type="text"/>	Note in case of unemployment Check this <input type="checkbox"/>	Division / Department OR Name of Organization	<input type="text"/>		Ministry OR Name of Government (in Case of Provincial Government)OR Private	<input type="text"/>		Address Of Office	<input type="text"/>		Type Of Organization *	Fed.Gov ▼		Nature of Job *	Permanent ▼		From Date *	<input type="text"/> (DD-MM-YYYY)		To Date *	<input type="text"/> (DD-MM-YYYY)		Basic Scale / Grade	<input type="text"/>		<input type="button" value="Save"/> <input type="button" value="Skip this section"/>		
Name of the post/Title *	<input type="text"/>	Note in case of unemployment Check this <input type="checkbox"/>																													
Division / Department OR Name of Organization	<input type="text"/>																														
Ministry OR Name of Government (in Case of Provincial Government)OR Private	<input type="text"/>																														
Address Of Office	<input type="text"/>																														
Type Of Organization *	Fed.Gov ▼																														
Nature of Job *	Permanent ▼																														
From Date *	<input type="text"/> (DD-MM-YYYY)																														
To Date *	<input type="text"/> (DD-MM-YYYY)																														
Basic Scale / Grade	<input type="text"/>																														
<input type="button" value="Save"/> <input type="button" value="Skip this section"/>																															

- XXIII. Enter experience(s) exactly in the manner you entered your qualification i.e. latest first.
- XXIV. When done, select “**Skip this section**” button and wait. Following screen will appear

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

:: Applicant Detail

- Applicant Information
- Upload Photo
- Education
- Experience
- Extra Activities
- Parent Particulars
- Disabled Candidates

:: Extra Activities

* Required fields (Maximum 3 entries are allowed)

Start Date * (DD-MM-YYYY)

End Date * (DD-MM-YYYY)

Extra Curricular Activities/ Sports/ Hobbies

Save & add another activity

Skip this section

Extra Curricular Activities Section (Most recent first)			
From Date	To Date	Activity	Action
09-JUL-14	24-SEP-14	ABC	Edit Delete

- XXV. Enter any extracurricular activities one by one, if any. Other wise you may skip this section.

- XXVI. When done, select “**Skip this section**” button and wait. Following screen will appear

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

:: Applicant Detail

- Applicant Information
- Upload Photo
- Education
- Experience
- Extra Activities
- Parent Particulars
- Disabled Candidates
- Languages

CSS Applicant Parents

Particulars about father and mother should be given in appropriate boxes.:

Parents Father

Parent Name *

Parent Age * (In years)

qualification (Select highest)

Occupation / Designation (Present)

Occupation / Designation (At the time of your birth)

If Parent Alive? Yes

year of death (Four Digit Year)

Annual Income Rs

Any other source of income/supporting income

Save **Skip this section**

- XXVII. Enter information about your father and mother.

- XXVIII. When done, select “**Skip this section**” button and wait. Following screen will appear.

:: Profile My Profile Apply for CSS Application History Change Password Log Off	CSS Applicant Disabilities Please indicate the disability and Select the help need in Examination.	
	Disabled Category	Not Applicable ▼
	Do You Need?	
		<input type="checkbox"/> Writer/Helper
	OR	<input type="checkbox"/> Computer (For Visually impaired at FPSC, Islamabad and its Provincial Offices Only)
:: Applicant Detail		Save Skip this section

XXIX. In case of any disability and need for helper/computer, necessary options may be selected. Otherwise, skip this section.

XXX. When done, select “Skip this section” button and wait. Following screen will appear.

:: Profile My Profile Apply for CSS Application History Change Password Log Off	CSS Applicant Languages Name the languages in which you have any proficiency (mother tongue first) and grade your ability.	
	(Maximum 4 entries are allowed)	
	Language	English ▼
	Read	Excellent ▼
	Write	Excellent ▼
	Speak	Excellent ▼
	Certificate/Diploma	(If any)
:: Applicant Detail		Save Skip this section

XXXI. Enter Language(s) one by one in which you have proficiency.

XXXII. When done, select “Skip this section” button and wait. Following screen will appear.

:: Profile My Profile Apply for CSS Application History Change Password Log Off	CSS Applicant Brothers and Sisters or Siblings Please indicate the order of birth of your brothers and sisters(including your self).	
	(Maximum 10 entries are allowed)	
	Siblings	Brother ▼
	Name *	
	Age *	
	Occupation	
	Education	Illiterate ▼
:: Applicant Detail		Save Skip this section

XXXIII. Enter Brother and Sister related information and keep saving.

XXXIV. When done, select “Skip this section” button and wait. Following screen will appear.

CSS Applicant Near Relation

Particulars of the near relations, if any, i.e., Father, Mother, Brother, Sister, First Uncles and First relations in law who are/were in Government service of pakistan or elsewhere, specifying the posts held and where posted.

(Maximum 3 entries are allowed)

Name*

Relationship

Post held/Department

Place of duty

XXXV. Enter Near Relations related information, if any.

XXXVI. When done, select “**Skip this section**” button and wait. Following screen will appear.

CSS Applicant Previous Examinations.

Give details of any previous attempt for Competitive Examinations(CSS)

(Maximum 4 entries are allowed)

Year

Roll No*

Result (If Recommended mention group)

Group

XXXVII. Enter Previous CSS Examination detail (if any).

XXXVIII. When done, select “**Skip this section**” button.

XXXIX. Your profile creation process will be complete and following screen will appear

Profile

Welcome, TEST to Competitive Examination (CSS) Module, What would you like to do?

☒ Create/Update Profile

☐ Apply for CSS

XL. Select “**Create/Update Profile**” option

XLI. Following screen will appear

My Application Detail

Name	Last Updated on	Action
TEST	01-OCT-17	Edit Profile

Profile

My Profile

Apply for CSS

Application History

Change Password

XLII. Select “Edit Profile” option to check/update your profile if so required.

BEFORE PROCEED TO APPLY FOR CSS-2018 MAKE SURE THAT YOUR PROFILE ENTRIES ARE CORRECT AND COMPLETE.

TILL NOW YOU HAVE JUST CREATED YOUR PROFILE. TO APPLY ONLINE FOR CSS-2018 PROCEED TO NEXT STEPS.

Stage 3: Applying Online

- XLIII. When profile entries are found correct, then select “**Apply for CSS**” option from the Profile Menu.

My Application Detail						
<table><tr><th>Name</th><th>Last Updated on</th><th>Action</th></tr><tr><td>TEST</td><td>01-OCT-17</td><td>Edit Profile</td></tr></table>	Name	Last Updated on	Action	TEST	01-OCT-17	Edit Profile
Name	Last Updated on	Action				
TEST	01-OCT-17	Edit Profile				

:: Profile

- My Profile
- Apply for CSS**
- Application History
- Change Password

- XLIV. Following screen will appear. Select “**Apply**” to proceed further.

Competitive Examination (CSS) Advertisement No.	Post Date	Close Date
Competitive Examination (CSS) 2018	30-09-2017	14-11-2017 Apply

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

- XLV. When “**Apply**” is selected, following screen will appear.

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

:: Apply For CSS

Choose Optional Subjects [Add](#)

Choose Occupational Group [Add](#)

Treasury/Challan Receipt No.

Amount * Rs (Fee for exam is Rs.2200)

Bank and Branch Name *

Bank Branch District *

Bank Branch Code

Treasury Receipt Date *

Test Center

[Proceed Next](#)

:: Applicant Detail

- Applicant Information
- Upload Photo
- Education
- Experience
- Extra Activities
- Parent Particulars
- Disabled Candidates
- Languages
- Brother/Sister Education
- Relations

- XLVI. First choose the Optional Subjects by selecting “**Add**” option.

XLVII. When “Add” option is selected, following screen will appear

Optional Subjects-600 Marks		
<p>A list of optional subjects is given below, the marks for subjects are shown against each. According to para-1(ix (b)) of Appendix-I of CE Rules 2018, the candidates are required to select Optional subjects carrying a total of 600 marks from following Groups as per Rules given against each group.</p> <p>Please select the Code Number of the Subjects in which you desire to be examined. Candidates will be responsible for any error in the selection of subjects. Wrong selection/combination of subjects will lead to rejection under the Rules. Candidates are cautioned that change of optional subject(s) after submission of Online Application, is not allowed.</p>		
Subjects (Code No)	Subjects	Marks
::Group1 (One subject carrying 200 marks from Code No.11-15 can be opted)		
<input type="checkbox"/> 11	Accountancy and Auditing	200
<input type="checkbox"/> 12	Economics	200
<input type="checkbox"/> 13	Computer Science	200
<input type="checkbox"/> 14	Political Science	200
<input type="checkbox"/> 15	International Relations	200
::Group2 (One subject carrying 200 marks from Code No.16-17 OR Two subjects 100 marks each from Code No. 18-21 can be opted)		
<input type="checkbox"/> 16	Physics	200
<input type="checkbox"/> 17	Chemistry	200
<input type="checkbox"/> 18	Applied Mathematics	100
<input type="checkbox"/> 19	Pure Mathematics	100
<input type="checkbox"/> 20	Statistics	100
<input type="checkbox"/> 21	Geology	100
.		
<input type="checkbox"/> 43	Criminology	100
<input type="checkbox"/> 44	Philosophy	100
::Group7 (One subject carrying 100 marks from Code No.45-55 can be opted)		
<input type="checkbox"/> 45	Journalism & Mass Communication	100
<input type="checkbox"/> 46	Psychology	100
<input type="checkbox"/> 47	Geography	100
<input type="checkbox"/> 48	Sociology	100
<input type="checkbox"/> 49	Anthropology	100
<input type="checkbox"/> 50	Punjabi	100
<input type="checkbox"/> 51	Sindhi	100
<input type="checkbox"/> 52	Pushto	100
<input type="checkbox"/> 53	Balochi	100
<input type="checkbox"/> 54	Persian	100
<input type="checkbox"/> 55	Arabic	100
<input type="button" value="Save"/>		

XLVIII. Carefully select the optional subjects by ‘mouse click’ in the relevant boxes. (Also refer and observe the “Note” portion of each subject group)

XLIX. Select the “Save” option to return to the following screen.

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

:: Applicant Detail

- Applicant Information
- Upload Photo
- Education
- Experience
- Extra Activities
- Parent Particulars
- Disabled Candidates
- Languages
- Brother/Sister Education
- Relations

:: Apply For CSS

Choose Optional Subjects [View](#) | [Edit](#)

Choose Occupational Group [Add](#)

Treasury/Challan Receipt No.

Amount * Rs (Fee for exam is Rs.2200)

Bank and Branch Name *

Bank Branch District *

Bank Branch Code

Treasury Receipt Date *

Test Center

[Proceed Next](#)

L. You can “View” or “Edit” the selected optional subject, if so required.

LI. Now select the Occupational Group by selecting the “Add” option

LII. Following screen will appear

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

CSS Applicant Occupational Groups.

<input checked="" type="checkbox"/>	5	Commerce and Trade Group
<input checked="" type="checkbox"/>	4	Pakistan Customs Service
<input checked="" type="checkbox"/>	12	Pakistan Administrative Service
<input checked="" type="checkbox"/>	3	Foreign Service of Pakistan
<input checked="" type="checkbox"/>	1	Inland Revenue Service
<input checked="" type="checkbox"/>	2	Information Group
<input checked="" type="checkbox"/>	10	Pakistan Audit and Accounts Service
<input checked="" type="checkbox"/>	9	Police Service of Pakistan
<input checked="" type="checkbox"/>	8	Postal Group
<input checked="" type="checkbox"/>	6	Railways (Commercial and Transportation) Group
<input checked="" type="checkbox"/>	7	Military Lands & Cantonments Group
<input checked="" type="checkbox"/>	11	Office Management Group

[Save](#)

LIII. Rank all Occupational Groups in order of your priority by clicking in the relevant box.
Select “Save” to return to following screen.

:: Profile	:: Apply For CSS
<ul style="list-style-type: none"> ▶ My Profile ▶ Apply for CSS ▶ Application History ▶ Change Password ▶ Log Off 	<p>Choose Optional Subjects View Edit</p> <p>Choose Occupational Group View Edit</p> <p>Treasury/Challan Receipt No. <input type="text"/></p> <p>Amount * Rs <input type="text" value="2200"/> (Fee for exam is Rs.2200)</p> <p>Bank and Branch Name * <input type="text" value="National Bank of Pakistan"/></p> <p>Bank Branch District * <input type="text" value="ABBOTTABAD"/> ▼</p> <p>Bank Branch Code <input type="text" value="NBP"/></p> <p>Treasury Receipt Date * <input type="text"/> </p> <p>Test Center <input type="text" value="PLEASE SELECT CENTER"/> ▼</p> <p style="text-align: center;">Proceed Next</p>
<div style="background-color: #0056b3; color: white; padding: 2px;">:: Applicant Detail</div> <ul style="list-style-type: none"> ▶ Applicant Information ▶ Upload Photo ▶ Education ▶ Experience ▶ Extra Activities ▶ Parent Particulars ▶ Disabled Candidates ▶ Languages ▶ Brother/Sister Education ▶ Relations 	

- LIV. You can “**View**” or “**Edit**” the selected Occupational Groups, if so desired.
LV. Provide rest of information in the remaining fields as: -

- | | |
|--------------------------|--|
| a. Treasury number: | Original treasury Receipt number.(If you have not submitted your fee yet, then you can apply later after submitting the fee and follow the steps from stage 3 onwards. You do not need to register or create your profile again) |
| b. Amount: | Rs. 2200/- |
| c. Bank and Branch Name: | National Bank of Pakistan |
| d. Bank Branch District: | Name of Bank Branch District where fee is deposited |
| e. Bank Branch Code: | Bank branch code where fee is deposited |
| f. Receipt Date: | Date of deposit of fee in bank/treasury. |
| g. Test Centre: | Select Test Centre (City) from the list, where you like to appear for the examination. |

Note: It is obligatory to enter information in boxes marked with an asterisk(*)

- LVI. Select the “**Proceed Next**” button and wait.
LVII. Following screen will appear which contains complete entries of your profile.

:: Profile

- My Profile
- Apply for CSS
- Application History
- Change Password
- Log Off

::Applicant Data

Please re-check the entries as reflected below before selecting "Confirm and Apply" option given at bottom of this page. In case any correction is required, select "Cancel" option and update your entries.

After selecting "Confirm and Apply" option, your application for CE-2018 will be submitted and NO CHANGE in the application will be allowed.


Fee submitted of Rs. 2200

Treasury/Challan Receipt No:- 1111

Bank and Branch Name: National Bank of Pakistan

Bank Branch District: ISLAMABAD

Bank Code: NBP



Picture Uploaded:

:: Applicant Detail

- Applicant Information
- Upload Photo
- Education
- Experience
- Extra Activities
- Parent Particulars
- Disabled Candidates
- Languages
- Brother/Sister Education
- Relations
- Previous CSS Examination

1) Name (in capital letters as per Matriculation Certificate): TEST

2) Father's Name: TEST

3) Husband's Name (in case of married female candidates):

3) Date of Birth (As per Matriculation Certificate): 01-01-1995

4) CNIC Number: 44444-4444444-4

5a) Religion: MUSLIM

5b) Whether Non-Muslim desires to be examined in Islamic Studies or Comparative Study of Major Religions:

6a) Gender: MALE

6b) Marital Status: SINGLE

7) Postal Address: TEST TEST

8) Permanent Address: TEST TEST

9) Particulars about Spouse/Fiancee:

a) Nationality:

b) Age:

c) Education:

d) Occupation:

e) Designation:

10) Examination Centre: ISLAMABAD

11a) Domicile: AZAD KASHMIR

11b) District of Domicile: BAGH

12a) E-mail: TEST@TESST.COM

c) Mobile: 0333-5203624

13) Age Relaxation Claimed?:

b) Ph Office:

d) Ph Res:

RELAXATION NOT CLAIMED (WITHIN AGE LIMITS)

14) Education Record:

S. No.	School/ College/ University & Location	Medium of Instruction	From	To	Date of Exam Assessment	Name of Exams Passed	Grade/ Div/ CGPA	Board/ University	Major Subjects	Distinction	R/ M/ F
1	LAHORE	ENGLISH	01-MAR-08	02-APR-10	07-OCT-10	BA	First	PUNJAB UNIVERSITY	STATISTICS, ECONOMICS, MATHEMATICS		R
2											
3											
4											
5											

15) Extra Activities:

S. No.	From	To	Extra Curricular Activities/Sports/ Hobbies
1			
2			
3			

16) Disciplinary Action/ Conviction: NO

17) Employment Record:

S. No.	Post and Office held	Name of Organization	From Date	To Date	Type of Organization	Nature	BS
1							
2							
3							
4							
5							

25) Occupational Groups:

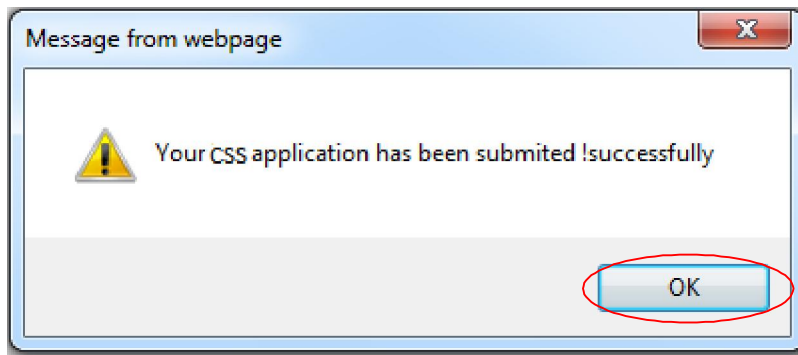
Order of Preference	Occupational Groups/ Services
1	Commerce and Trade Group
2	Pakistan Customs Service
3	Pakistan Administrative Service
4	Foreign Service of Pakistan
5	Inland Revenue Service
6	Information Group
7	Pakistan Audit and Accounts Service
8	Police Service of Pakistan
9	Postal Group
10	Railways (Commercial and Transportation) Group
11	Military Lands & Cantonments Group
12	Office Management Group

26a) Previous experience of Psychological Test: **NO**

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LVIII. Please re-check the entries as reflected in above screen before selecting "Confirm and Apply" option. In case any correction is required, select "Cancel" option and update your entries (After selecting "Confirm and Apply" option, your application for CE-2018 will be submitted and **NO CHANGE** in the application will be allowed).

LIX. Select "Confirm and Apply" option and following screen will appear



LX. Select "OK" button to complete the process. (Printout of the duly filled Online Form i.e. Hardcopy must be obtained. After signing hardcopy, copies of all documents/ certificates as mentioned in para 27 of the printed form along with original Treasury Receipt must be despatched to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date. Preferably, the hardcopies may be despatched or furnished before the closing date so that delay in transit may be avoided. Onus of proof of dispatch of hardcopy of online form and documents, before the closing date, shall solely lie on the candidate).

Stage 4: Printing of computer generated pre-filled form

LXI. Select “**Application History**” to Print the online form .

**Government of Pakistan**
Federal Public Service
Commission

:: Profile

- My Profile
- Apply for CSS
- Application History**
- Change Password
- Log Off

CSS Advertisements Application History

Print out of the duly filled Online Form (i.e. Hardcopy) may be obtained and after signing it, copies of all documents/ certificates as mentioned in para 27 of the Form along with original Treasury Receipt may be attached with it and furnished to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date.

Serial. No	CSS Advertisement No	Apply Date	Optional Subjects	Occupational Groups	Print Preview
1	2018	01-OCT-17	View	View	Print View

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LXII. Following online pre-filled application comprising Seven (07) pages will appear. Applicants must take printout of this pre-filled application form for despatch to FPSC. Candidates are also advised to retain a copy for their record as well.



Website: www.fpsc.gov.pk
Email: examination@fpsc.gov.pk
Fax: 051-9213386-9203410
UAN: 051-111-000-248

Government of Pakistan
FEDERAL PUBLIC SERVICE COMMISSION
Aga Khan road, F-5/1, Islamabad

**ONLINE APPLICATION FOR
COMPETITIVE EXAMINATION (CSS) - 2018**

Tracking ID
599143
Date Applied
01-OCT-17

Receiving Stamp	T.R. removed for Rs.				
	Batch No.		Diary No.		
	Roll No.				

- 1) Name (In capital letters as per Matriculation Certificate): **TEST**
2) Father's Name: **TEST**

.....

Acknowledgement Receipt

Received Application Form No. _____ of Competitive Examination, 2018 of
Mr./Miss/Mrs. **TEST**

Signature and Official Stamp
(with date) F.P.S.C.

Stage 5: Dispatch of computer generated pre-filled form

- LXIII. Para “27) Checklist” of the pre-filled application form need to be checked/filled by the candidate.
- LXIV. Put your signatures on the computer generated form at the relevant spaces provided for the purpose (at page 1 and at page 6).
- LXV. Attach following documents that are essentially required by FPSC:
- Original Bank Treasury Receipt,
 - Recent 04 Passport Size Photographs
 - Attested Copy of CNIC
 - Attested copy of Matriculation Certificate showing date of birth. Provisional Certificate/ Result Card/ Marks Sheet is not acceptable
 - Attested copy of Intermediate Certificate. Provisional Certificate/ Result Card/ Marks Sheet is not acceptable
 - Attested copy of Degree(s)
 - Attested copy of self Domicile Certificate
 - Certificate for Buddhist and Scheduled Caste Candidates
 - Certificate for Provincial/ Federal Tribal Areas candidates and those belonging to Gilgit-Baltistan
 - Certificate from Kashmir Affairs Division for Azad Kashmir Nationals
 - Certificate for Minorities
 - Departmental Permission Certificate for Government Servants.
 - In case of Ex-Employees of Armed Forces of Pakistan No Objection Certificate from relevant authority
 - In case of Disabled candidates, certificate of disability from the competent authority
 - Any other document required vides Rules/ Application Form/ Press Advertisement for CSS-2018.
- LXVI. **Forward hardcopy (printout) of the computer generated form along with required documents to FPSC Head Quarters (Secretary, Federal Public Service Commission, F-5/1 Aga Khan Road, Islamabad) so as to reach FPSC within ten (10) days of the closing date. NO EXTENSION BEYOND THIS TIME PERIOD IS ADMISSABLE.**
- LXVII. Print out of the duly filled Online Form (i.e. Hardcopy) may be obtained and after signing it, copies of all documents/ certificates as mentioned in para 27 of the Form along with original Treasury Receipt may be attached with it and furnished to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date. Preferably, the hardcopies may be dispatched or furnished before the closing date so that delay in transit may be avoided. Onus of proof of dispatch of hardcopy of online form and documents, before the closing date, shall solely lie on the candidate
- Carefully fill the online form. Any correction in the printed hard copy of online form, may be made by hand and initialed, before despatch/submission to FPSC. Thereafter, no request for change in any entry of online application or its hardcopy, would be accepted.

(End of Document)