

**INSTITUTE OF BANKING PERSONNEL
SELECTION
PROBATIONARY OFFICERS
SYLLABUS**

All eligible candidates who opt for and wish to avail of Pre-Examination Training should fill in the relevant column in the ON-LINE APPLICATION. While training will be imparted free of cost, all other expenses regarding travelling, boarding, lodging etc. will have to be borne by the candidate for attending the pre-examination training programme at the designated Centres. Depending on the response and administrative feasibility the right to cancel any of the Pre- Examination Training Centres and/ or add some other Centres and/or make alternate arrangements is reserved.

By merely attending the Pre-Examination Training no candidate acquires any right to be selected in any of the Participating Organisations mentioned.

D. CRP – ONLINE EXAMINATIONS

I. The structure of the Examinations which will be conducted online are as follows:

a. Preliminary Examination

Sr. No.	Name of Tests	No. of Questions	Maximum Marks	Medium of Exam	Time allotted for each test (Separately timed)
1	English Language	30	30	English	20 minutes
2	Quantitative Aptitude	35	35	English and Hindi	20 minutes
3	Reasoning Ability	35	35	English and Hindi	20 minutes
	Total	100	100		

Candidates have to qualify in each of the three tests by securing minimum cut-off marks to be decided by IBPS. Adequate number of candidates in each category as decided by IBPS depending upon requirements will be shortlisted for Online Main Examination.

b. Main Examination

Sr. No.	Name of Tests (NOT BY SEQUENCE)	No. of Questions	Maximum Marks	Medium of Exam	Time allotted for each test (Separately timed)
1	Reasoning & Computer Aptitude	45	60	English & Hindi	60 minutes
2	General/ Economy/ Banking Awareness	40	40	English & Hindi	35 minutes
3	English Language	35	40	English	40 minutes
4	Data Analysis & Interpretation	35	60	English & Hindi	45 minutes
	TOTAL::::	155	200		3 hours
5	English Language (Letter Writing & Essay)	2	25	English	30 minutes

IBPS reserves the right to modify the structure of the examination which will be intimated through its website. Other detailed information regarding the examination will be given in an **Information Handout**, which will be made available for the candidates to download along with the call letters from the authorised IBPS website www.ibps.in

Please note that candidates will not be permitted to appear for the Online Preliminary as well as Online Main Examination) without the following documents:

- (1) Valid Call Letter for the respective date and session of Examination
- (2) Photo-identity proof (as specified) in original bearing the same name as it appears on the call letter/ application form and
- (3) Photocopy of photo-identity proof (as mentioned in (2) above)

Candidates reporting late i.e. after the reporting time specified on the call letter for Examination will not be permitted to take the examination.

The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the Online Preliminary examination is 1 hour, candidates may be required to be at the venue for about 2 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

For the Online Main examination the duration of the examination is 3 hours 30 minutes, candidates may be required to be at the venue for about 4 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

II. Penalty for Wrong Answers (Applicable to both – Online Preliminary and Online Main examination)

There will be penalty for wrong answers marked in the Objective Tests. For each question for which a wrong answer has been given by the candidate one fourth or 0.25 of the marks assigned to that question will be

deducted as penalty to arrive at corrected score. If a question is left blank, i.e. no answer is marked by the candidate, there will be no penalty for that question.

III. Examination Centres

- (i) The examination will be conducted online in venues across many centres in India. The tentative list of Examination centres for the Online Preliminary examination and those for Online Main examination is available in Annexure II.
- (ii) No request for change of centre for Examination shall be entertained.
- (iii) IBPS, however, reserves the right to cancel any of the Examination Centres and/ or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc.
- (iv) IBPS also reserves the right to allot the candidate to any centre other than the one he/she has opted for.
- (v) Candidate will appear for the examination at an Examination Centre at his/her own risk and expenses and IBPS will not be responsible for any injury or losses etc. of any nature.
- (vi) Any unruly behaviour/misbehaviour in the examination hall may result in cancellation of candidature/ disqualification from this exam and also from future exams conducted by IBPS

IV. Scores

- The corrected scores obtained by each of the candidates in different sessions (if held) will be normalized using equi-percentile method.
- Scores up to two decimal points shall be taken for the purpose of calculations

V. Cut-off Score (Online Main Examination)

Each candidate will be required to obtain a minimum score in each test of Online Main examination and also a minimum total score to be considered to be shortlisted for interview. Depending on the number of vacancies available, cut-offs will be decided and candidates will be shortlisted for interview. Prior to the completion of the interview process, scores obtained in the online Main examination will not be shared with the candidates shortlisted for interview.

MARKS OBTAINED IN THE ONLINE MAIN EXAMINATION ONLY WILL BE CONSIDERED FOR SHORTLISTING FOR INTERVIEW AND ALSO FOR FINAL MERIT LISTING

E. INTERVIEW

Candidates who have been shortlisted in the Online Main examination for CRP- PO/MT-VIII will subsequently be called for an Interview to be conducted by the Participating Organisations and coordinated by the Nodal Bank in each State/ UT with the help of IBPS. Interviews will be conducted at select centres. The centre, address of the venue, time & date of Interview will be informed to the shortlisted candidates in the call letter. Candidates are required to download their interview call letters from authorised IBPS website www.ibps.in. Please note that any request regarding change in date, centre etc. of interview will not be entertained. However the conducting agencies reserve the right to change the date/ venue/ time/ centre etc. of interview or hold supplementary process for particular date / session / venue / centre / set of candidates at its discretion, under unforeseen circumstances, if any.

The total marks allotted for Interview are 100. The minimum qualifying marks in interview will not be less than 40% (35% for SC/ST/OBC/PWD candidates). The weightage (ratio) of Online Main Exam and interview will be 80:20 respectively. The combined final score of candidates shall be arrived at on the basis of scores obtained by the candidates in the Online Main Examination of CRP- PO/MT-VIII and Interview. Interview score of the candidates failing to secure minimum qualifying marks or otherwise barred from the interview or further process shall not be disclosed.

A candidate should qualify both in the Online Main Exam and interview and be sufficiently high in the merit to be shortlisted for subsequent provisional allotment process, details of which will be made available subsequently on authorised IBPS website.

While appearing for the Interview, the candidate should produce valid prescribed documents given below.

In the absence of documents candidature of the candidates shall be cancelled. IBPS/ Nodal Bank/ Participating organisations take no responsibility to receive/ collect any certificate/remittance/ document sent separately

List of Documents to be produced at the time of interview(as applicable)

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CLERK
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- The scribe arranged by the candidate should not be a candidate for the online examination under (CRP-Clerks-VIII). If violation of the above is detected at any stage of the process, candidature for CRP of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.
- Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.

(ii) **Guidelines for candidates with locomotor disability and cerebral palsy**

A Compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

(iii) **Guidelines for Visually Impaired candidates**

- Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.
- The facility of viewing the contents of the test in magnifying font will not be available to Visually Impaired candidates who use the services of a Scribe for the examination.

(iv) **Guidelines for Candidates with Intellectual Disability (ID)**

A Compensatory time of twenty minutes per hour of examination, either availing the services of a scribe or not, shall be permitted to the candidates with more than 40% Intellectual Disability (autism, intellectual disability, specific learning disability and mental illness).

These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

C. PRE-EXAMINATION TRAINING

Pre-Examination Training may be arranged by the Nodal Banks/ Participating Organisations to a limited number of candidates belonging to Scheduled Caste/ Scheduled Tribes/ Minority Communities/ Ex-Servicemen/ Persons With Benchmark Disabilities at certain centres viz. Agartala, Agra, Ahmedabad, Allahabad, Amritsar, Aurangabad, Balasore, Bareilly, Behrampur (Ganjam), Bengaluru, Bhopal, Bhubaneshwar, Chandigarh, Chennai, Coimbatore, Dehradun, Dhanbad, Gorakhpur, Gulbarga, Guwahati, Hubli, Hyderabad, Indore, Jabalpur, Jaipur, Jammu, Jodhpur, Kanpur, Karnal, Kavarratti, Kochi, Kolkata, Lucknow, Ludhiana, Madurai, Mangalore, Mumbai, Muzaffarpur, Mysore, Nagpur, New Delhi, Panaji (Goa), Patiala, Patna, Port Blair, Puducherry, Pune, Raipur, Rajkot, Ranchi, Rohtak, Sambalpur, Shimla, Shillong, Siliguri, Thiruchirapalli, Thiruvananthapuram, Tirupati, Vadodara, Varanasi, Vijaywada and Vishakhapatnam.

All eligible candidates who opt for and wish to avail of Pre-Examination Training should fill in the relevant column in the ON-LINE APPLICATION. While training will be imparted free of cost, all other expenses regarding travelling, boarding, lodging etc. will have to be borne by the candidate for attending the pre-examination training programme at the designated Centres. Depending on the response and administrative feasibility the right to cancel any of the Pre- Examination Training Centres and/ or add some other Centres and/or make alternate arrangements is reserved.

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D. CRP – ONLINE EXAMINATIONS

I. The structure of the Examinations which will be conducted online are as follows:

a. Preliminary Examination

Sr. No.	Name of Tests	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	English Language	30	30	20 minutes
2	Numerical Ability	35	35	20 minutes
3	Reasoning Ability	35	35	20 minutes
	Total	100	100	

Candidates have to qualify in each of the three tests by securing cut-off marks to be decided by IBPS. Adequate number of candidates in each category as decided by IBPS depending upon requirements will be shortlisted for Online Main examination.

b. Main Examination

Sr. No.	Name of Tests (NOT BY SEQUENCE)	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	General/ Financial Awareness	50	50	35 minutes
2	General English	40	40	35 minutes
3	Reasoning Ability & Computer Aptitude	50	60	45 minutes
4	Quantitative Aptitude	50	50	45 minutes
	Total	190	200	160 minutes

The above tests except the Tests of English Language will be available bilingually, i.e. English and Hindi.

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For the Online Main Examination though the duration of the examination is 160 minutes, candidates may be required to be at the venue for about 3 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

II. Penalty for Wrong Answers (Applicable to both – Preliminary and Main examination)

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- (v) Candidate will appear for the examination at an Examination Centre at his/her own risk and expenses and IBPS will not be responsible for any injury or losses etc. of any nature.
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