



## Goa Staff Selection Commission

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### **FREQUENTLY ASKED QUESTIONS**

1) When are the advertisements for the Posts issued?

Ans: Advertisement for different posts is issued as per the requisitions received from the Appointing authority and upon decision of the Commission.

2) Where can I find the essential qualification for the posts?

Ans: Essential qualification is mentioned in the advertisement published on the Website of the Commission.

3) Where can I find the syllabus for the exams for different post?

Ans: Syllabus for each post is published along with the advertisement on the Website and is available under the “**Syllabus tab**”.

4) Can we apply for the post in offline mode?

Ans: No, only online applications will be considered by the Commission in the time frame published in the advertisement.

5) Does the Commission entertain a request for change of date of examination if it clashes with exams of other organisations?

Ans: The Commission does not entertain any request for change of its examination date in the event if it clashes with examination date of any other organisation. The Commission also does not entertain any request for change of Examination Centre and/or Examination Shift, etc on account of any reason.

6) Can Commission edit the application of applicant on request/mail/letter to commission?

Ans: No.

7) Is Registration mandatory for applying to the Post advertised by the Commission?

Ans: Yes, One-Time Registration with the Commission is a mandatory prerequisite. On completion of One-Time Registration, candidates can apply online for any Post advertised by the Commission.

8) Can I apply for the Post twice from the same login?

Ans: No.

9) Should the candidate register each time before applying for an examination?

Ans: No, If the candidate has registered once, she/he has to use the same 'user name' and 'Password' for applying to various examinations conducted by the Commission.

10) What is the procedure for One Time Registration?

Ans: For One Time registration, visit to <https://gssc.goa.gov.in/>, click on 'RECRUITMENT' tab, select Candidate and thereafter click on 'Apply here'. You will be redirected to <https://cbes.goa.gov.in/landing> website developed by Department of Information Technology, Electronics & Communications, Government of Goa. Thereafter click on register tab.

11) I am unable to upload my photo and signature while applying for the post.

Ans: Please Check if the file is less than 1MB and in jpeg or jpg format only.

12) I did not receive OTP on the email for new registration.

Ans: For e-mail OTP, you may check the 'Spam' folder in your e-mail. If OTP is not received even in the Spam folder, it is likely that you have entered wrong email-id or may have network problem. If problem of OTP continues you may contact on Helpline contact number or email on the email id provided.

13) How to get Password, if a candidate forgets it?

Ans: Click on forgot password tab, enter user name and captcha displayed on the screen, press continue. A link to reset your password will be sent on your registered E-mail.

14) What is the Helpline number and email Id of the Commission to raise the queries on online form filling for various Posts?

Ans: Contact on 8530499686 or mail the queries on [goacbes-support@gov.in](mailto:goacbes-support@gov.in).

15) How to apply for any Post advertised by the Commission?

Ans: Please go through the user Manual and instructions to the candidate uploaded on the website of Goa Staff Selection Commission.

16) What is the fee to be paid with the application?

Ans:

Category	Fees (in Rs.)	
	Level 1 to 3 of CCS Revised pay Rules 2016	Level 4 and above of CCS Revised pay Rules 2016
Un Reserved (UR)	200	400
SC,ST	50	100
OBC	100	200
PwD	50	100
EWS	100	200

\* Above fees for SC, ST, OBC, PwD & EWS are applicable to the candidates only if the post for specific category is advertised.

17) How to make the payment of application?

Ans: After filling online application form, fee can be paid online only through UPI or Net Banking or by using Credit or Debit card.

18) Can I pay fee offline?

Ans: No.

19) What to do, if application status is showing incomplete or unable to download the application after making online payment?

Ans: Contact the issue to the Helpline Number on 8530499686 or e-mail id [goacbes-support@gov.in](mailto:goacbes-support@gov.in).

20) Whether change in any particulars in application form for a post is allowed after final submission of form?

Ans: No, once an online application form is submitted, modification is not allowed. Applicant has to apply a fresh by creating new registration.

21) What is the cut-off date for determining the eligibility criteria towards qualifications, age limit, experience and any other documents?

Ans: The cut-off date for determining the eligibility criteria towards educational qualifications, age limit, experience and any other documents shall be as on the last date of application.

- 22) How much age relaxation is available for different categories of candidates?  
Ans: Please refer to the instruction to candidate available on the <https://gssc.goa.gov.in/> (Refer Para 5).
- 23) Is there negative marking in the Examinations conducted by GSSC?  
Ans: There is **No Negative** marking for the examination conducted by the Commission.
- 24) How to change Contact number or e-mail id of the user if his/her phone number/email id is not functional?  
Ans: Please e-mail the contact number and e-mail id to be changed for a user on the e-mail Id of GSSC [us.gssc@goa.gov.in](mailto:us.gssc@goa.gov.in).
- 25) What to do, if I have login issues?  
Ans: Contact the issue to the Helpline Number on 8530499686 or e-mail id [goacbes-support@gov.in](mailto:goacbes-support@gov.in).
- 26) Does the Government servants required to fill Employment Registration Number?  
Ans: Yes, the Employment Registration Number before service can be entered at present only.
- 27) What do I do if the payment is made twice?  
Ans: Please contact and/or e-mail the issue to the Helpline Number/e-mail id and provide the details.
- 28) Does the Government servant applying as candidate require to possess valid Residence Certificate?  
Ans: Yes, valid Residence Certificate is required.
- 29) When are the examination for the posts advertised will be conducted by the Commission?  
Ans: Date of examination for the posts advertised by the Commission will be informed to the candidates through its website & publication of notice on local dailies in Marathi, English and Konkani.