

Frequently Asked Questions

Queries of general nature are covered below. You are advised to read this before approaching Coast Guard Recruitment Centre for any clarification. Procedure for Enrolment may change from time to time due to change in policy.

E-Admit Card

1. Will I get the e-admit card for Computer Based Examination if I have just secured the passing percentage in my qualifying examination {Class 10th for Navik (DB) & Hygienist-I, Class 12th for Navik (GD) & Diploma for Yantriks} and I meet the other criterion of the advertisement for the said post?

Yes, all candidates will be issued e-admit card for Computer Based Examination if they meet the passing percentage of the respective board in the qualifying examination {Class 10th for Navik (DB); Matriculation or ITI for Hygienist-I, Class 12th for Navik (GD) & Diploma for Yantriks} and also meeting the other criteria of the advertisement for the said post.

2. I have applied for Navik(GD/DB)/Yantrik/ Hygienist-I entries a number of times but I did not get a call letter.

You might not have received the call letter due to any of the following reasons: -

- 2.1. Application not received in time by us due to internet failures.
- 2.2. Application incorrectly filled.
- 2.3. You may not be fulfilling the eligibility criteria.
- 2.4. Did not receive the application fee before closing of application

3. Do I have to produce the online application and e-admit card duly verified by SSC Official/ICG Official at subsequent stages of selection?

Yes, the candidates have to produce the online application and e-admit card duly verified by SSC Official /ICG official as follows: -

- 3.1. Stage II – Duly stamped and signed Stage-I e-admit card at Stage I by SSC Official

3.2. Stage III –

- 3.2.1. Duly stamped and signed Stage-I e-admit card by SSC Official
- 3.2.2. Duly stamped and signed Stage-II e-admit card by ICG Official
- 3.2.3. Duly stamped and signed online application at Stage II by ICG Official

Note: -Non submission of duly stamped and signed e-admit card and Online application by SSC Official/ICG Official at Stage II & Stage III as mentioned above will lead to cancellation of candidature on account of incomplete submission of documents. The candidates are advised not to leave the examination centers without stamping of above documents by SSC/ICG Official. The candidates are advised to retain the e-admit cards and online application duly stamped by SSC Official /ICG Official till induction in service at INS Chilka.

Selection Procedure / Training

4. What is the Procedure of Recruitment of Navik(GD/DB)/ Yantrik/ Hygienist-I in Indian Coast Guard?

The complete recruitment procedure is explained in the advertisement and also on the website. Please refer to the advertisement.

5. What are the posts for which a candidate can apply?

The candidate can apply for the post of Navik (GD), Navik (DB), Hygienist-I and Yantrik (Electrical/ Mechanical /Electronics / Telecommunication (Radio/ Power)) Engineering. However, the candidate can apply for only **one post in one cycle**. The candidature of candidate will be cancelled if multiple applications are applied by the candidate for more than one post in response to one advertisement and the fee will not be refunded.

6. I have passed matriculation, how can I join Indian Coast Guard as an Enrolled Person?

You are eligible to apply for 10th pass Recruit where you can join as Enrolled Person in the post of Navik (DB) (Stewards, cooks) and Hygienist-I (sweeper/ safaiwala).

7. Do I get another chance if I am rejected during final medicals at Chilka?

An Appeal is permitted for medically unfit candidates after the pre-enrolment medical examination at INS Chilka and will be given an opportunity to appeal against the findings if they so desire at a designated service hospital INHS Kalyani,

Visakhapatnam at his own expenses within a maximum period of 05 working days or as decided by INS Chilka.

8. I want to apply for all the four post Navik (GD/DB), Hygienist-I and Yantrik as I am eligible to apply for all. Can I apply for all the post?

The candidates can apply for only one post as per the eligibility criteria mentioned in the advertisement. The candidature of candidate will be cancelled if multiple applications are submitted by the candidate for more than one post in response to one advertisement and the fee will not be refunded.

9. Will I get my salary the moment I join Indian Coast Guard?

You will be paid from the day you are enrolled in Indian Coast Guard. Your first salary may take a while to be paid to you as there will be requirement of submitting certain documents and opening a bank account.

10. Will I be provided with travel fare for joining Chilka?

You will not be provided any free warrant/money for the journey from your home station to Chilka.

11. Do I need to do anything after I get myself physically checked after appeal medicals?

You don't have to do anything. You have to wait for the declaration of the merit and check the same in your login dashboard.

12. How often do you conduct open recruitment rallies and who is eligible to appear?

Recruitment in Indian Coast Guard is through an online application based examination. Open recruitment rallies are generally not conducted.

13. How often will I get promoted?

The promotion till the rank of a 'Uttam Navik' is on a time scale basis. The promotion to Pradhan Navik and above is vacancy based. All promotions are subject to your clearing the required qualification course /exams on time and meeting the sea service, physical and medical requirement for your branch.

14. Am I eligible for Navik (GD) recruitment if I have done my intermediate/XII as a private candidate or from an open university?

Yes you are eligible, provided the Board/University is mentioned in the COBSE (Council of Board of School Education) list. The same can be checked in website <https://www.cobse.org.in>

15. Is there any age relaxation for Graduates/Post Graduates?

No, there is no age relaxation for recruitment of Enrolled Persons in the Indian Coast Guard for Graduate/Post Graduate candidates or for any other courses.

16. Is there any reservation for International/National level sportsmen in Navik(GD/DB) /Hygienist-I /Yantrik recruitment in Indian Coast Guard?

No, there is no reservation for any Sportsman in recruitment of Enrolled Persons in the Indian Coast Guard.

17. What is reason for rejection during document verification?

The common reasons for rejection during document verification are provided separately by the name of "common reasons of rejections" under CGEPT tab on SSC website.

18. Can women candidate apply in Indian Coast Guard for recruitment of Nvk(GD/DB)/ Yantrik.

Women candidate can apply in Indian Coast Guard for recruitment if vacancy for them are published in the notification.

20. I have tattoo on my body. Will I be considered for selection in Indian Coast Guard?

The relevant guidelines has been uploaded by the name of "Tattoo Policy" under CGEPT tab on SSC website.

21. I am declared pass in stage I and stage II, however I could not qualify for stage III as I was low in merit. Can I be considered for next batch based on my performance in the current recruitment process?

The candidate's selection pertaining to a particular batch is valid for that batch only. Qualified candidates whose names do not appear in the final select list cannot claim admission for the next batch. These candidates will have to undergo the selection procedure afresh provided that they meet the eligibility criteria for the fresh batch.

22. The merit list for all the post is prepared on all India or Zone wise.

The merit list is prepared on all India basis for the post of Navik(GD) Female/ Navik(DB)/ Hygienist-I & Yantriks. However, merit list for the posts of Navik(GD) Male is prepared Zone wise. The details of area/states covered under various region/zone are as follows: -

22.1. North – Jammu & Kashmir, Ladakh, Delhi, Haryana, Punjab, Uttar Pradesh, Himachal Pradesh, Uttarakhand, Chandigarh.

22.2. West – Gujarat, Rajasthan, Maharashtra, Goa, Dadar & Nagar Haveli, Daman & Diu.

22.3. East – West Bengal, Assam, Tripura, Meghalaya, Manipur, Nagaland, Arunachal Pradesh, Mizoram, Sikkim, Odisha.

22.4. South – Andhra Pradesh, Telangana, Andaman & Nicobar Islands, Tamil Nadu, Puducherry, Kerala, Karnataka, Lakshadweep.

22.5. Central – Madhya Pradesh, Jharkhand, Chhattisgarh, Bihar.

23. When the training will start?

The tentative dates for each batch will be mentioned in the advertisement of respective batch.

24. Is there any negative marking for Enrolled Persons exam?

No, there is no negative marking in recruitment exam of Enrolled Persons.

25. What am I expected to do in the Physical Fitness Test?

Qualifying in Physical Fitness Test is mandatory for selection. The run, squats, Bent Knee Situps and Pushups are to be completed without any break. Candidates undergoing PFT will do so at their own risk and will not claim any compensation from Indian Coast Guard for any injury occurring during PFT due to negligence by themselves or any Government Personnel. The PFT standards are mentioned in the "information brochure" and also in the advertisement of respective batch.

26. What are the Medical Standards that I am supposed to have?

Entry level Medical standards are as per the Armed Forces guidelines for respective batches. Medical examination will be conducted by authorised military doctors as per medical standard prescribed in current regulations applicable to Enrolled Persons on entry.

27. I want to apply for Navik (GD). I have domicile of Maharashtra and my parents are serving in Govt. organization at Port Blair. I have completed my grade 12 at Port Blair. I want to give the examination at Chennai centre. Can I appear at Chennai centre?

Yes, You can appear at the Chennai centre or any other centre as per your preference.

28. What is the examination fee? Is there any waiver of fee for SC/ST candidates?

The application/examination fee for UR/ EWS/ OBC(Non-Creamy Layer) candidates is Rs. 550/-. SC/ ST candidates are exempted from paying the application/ examination fee.

29. What will be the format of question paper for various posts?

There will be a Computer Based Examination, the syllabus for each post and pattern of CBE is given in information brochure under CGEPT tab on SSC website.

30. Is there a waiver of written examination for candidates possessing NCC 'C' certificate?

No, every candidate has to give written test.

31. Is there any additional marks for NCC 'C' certificate in the written test?

There is no additional marks for NCC certificate in written test.

32. I checked my result and found that I have not been shortlisted for Stage II even though I have obtained passing marks in the written test. Why?

Merely obtaining passing marks in the written test is not sufficient for you to qualify for Stage II. E-Admit Card for Stage II are issued to candidates who meet the cut off criteria applied for Stage II merit list.

33. I have cleared the Stage I and Stage II but my name does not appear in Stage III (final induction at INS Chilka). Why?

Merely obtaining passing marks in Stage I and Stage II is not sufficient for you to qualify for Stage III. E-Admit Card for Stage III are issued to candidates who meet the cut off criteria applied for Stage III merit list.

34. Do you maintain any waiting list while publishing the result for Stage III (Induction at INS Chilka).

There is no waiting list maintained while publishing the result for Stage III (induction at INS Chilka).

35. I am UR candidate, but by mistake I have filled my category as ST. I have passed the written examination and been issued with e-admit card for Stage-II. During Stage-II I want to correct my category from ST to UR and I am willing to pay the application fees also. Will I be allowed to change my category at a later date?

False information in the application even filled inadvertently leads to cancellation of candidature. Hence, your request for change of category will not be approved and your candidature will be cancelled.

36. I applied for CGEPT and in the online application I filled my category as OBC (Non-creamy layer)/ EWS/ SC/ ST. However, during document verification my OBC (Non-creamy layer)/ EWS/ SC/ ST certificate was found not in order and I was failed in document verification at Stage-I/ Stage-II/ Stage-III view following reasons: -

36.1. Mismatch of Name with application and educational documents

36.2. Mismatch of Parent's Name with application and educational documents

36.3. Mismatch of Address (Permanent/ Correspondence) on category certificate and online application

36.4. Date of issue of the category certificate is after the closing date of the online application

36.5. Validity of category certificate is not as per the advertisement

36.6. Category certificate is not as per format promulgated on ICG recruitment website for appointment to posts under Govt of India

36.7. Mismatch of date of birth in the educational documents, online application and category certificate

36.8. Any other criteria as deemed fit by ICG

Since, my category certificate is not in order, can I be considered for the unreserved vacancy automatically?

In the online application you filled the category as OBC (non-creamy layer)/ EWS/ SC/ ST. However, during document verification at Stage-I/ Stage-II/ Stage-III, you were failed as the respective category document submitted by you was not in order. The details recorded by you in the online application form for the respective category {OBC(non-creamy layer)/ EWS/ SC/ ST} was false and any false/ incorrect information in the application leads to cancellation of candidature. Hence, neither any request for change of category will be approved nor you will be considered automatically for unreserved vacancy. Your candidature will be cancelled accordingly.

37. Please let me know what will happen, if I inadvertently took my mobile phone/ electronic gadget inside the examination centre. The invigilation staff also did not notice my mobile phone/ electronic gadget during the frisking process prior to the start of the examination.

Your candidature will be cancelled and you will be debarred from appearing in future Coast Guard recruitment examination. You will be handed over to police and FIR/ Criminal proceedings will be initiated against you.

38. If I have any query, what shall I do?

For Queries / Clarifications regarding Eligibility, Advertisement and Recruitment Procedure, you may write to:

Email: dte-rect@indiancoastguard.gov.in

Tele: 0120 – 2201340

For Queries / Clarifications regarding Online Registration, Payment Issues, e-admit Card etc., you may write to:

Email: support@parikshasaarthi.in

Tele: 7620207872

You may also visit: www.ssc.gov.in

39. I wrote an email to ICG / SSC regarding my queries pertaining to recruitment of Hygienist-I, Navik (GD), Navik (DB) and Yantrik, however, I have not received any response. Why?

ICG receives a large number of queries with respect to the recruitment of Navik (GD), Navik (DB), Hygienist-I and Yantrik. The queries sought by the candidates through various modes (email, messages or letter) will not be answered if the information is already available in public domain on ICG recruitment website (FAQ Section), CGEPT advertisement and candidate's login id.

40. I saw my result for CGEPT Stage I examination and I am sure that I would have scored more marks than that has been displayed in my login id. Please re-check my answer sheet and provide details / copy of my response sheet.

The entire checking of the result and shortlisting of candidates for Stage II / III is executed through the result processing software and there is no manual intervention

in result processing software. Particulars or copy of question paper and response sheet cannot be provided in accordance with Chapter II Rule 7 (9) of RTI Act as these are confidential in nature.

41. I want to know my position in all India merit of CGEPT examination and category wise cut off marks for Navik (GD), Navik (DB), Hygienist-I and Yantrik.

The merit position of the candidate is not displayed in candidate's login intentionally so that the candidates do not feel superior or inferior in comparison to other candidates. The merit position is likely to discourage the candidates from applying in future CGEPT batches if they are very low in merit. ICG wants to encourage every candidate to apply for next CGEPT irrespective of his merit position in previous CGEPT. The candidate can check his own marks and the cut off for the respective category in order to appraise him of how much more efforts he has to put up in his future endeavours. The cut off for other category in which the candidate did not appear in CGEPT will not be displayed as the information does not pertain to the respective candidate. In fact, if the candidate is shortlisted for Stage II / III then neither the marks scored nor the category cut off is displayed in order to avoid any superiority complex / unnecessary comparison among the shortlisted candidates for Stage II / III.

42. I want to know category wise cut off marks of CGEPT for the recruitment of Navik(GD), Navik (DB), Hygienist-I and Yantrik.

The candidate can check his own marks and the cut off for the respective category in order to appraise him of how much more efforts he has to put up in his future endeavours. The cut off for other category in which the candidate does not appear in CGEPT will not be displayed as the information does not pertain to the respective candidate. In fact, if the candidate is shortlisted for Stage II / III then neither the marks scored nor the category cut off is displayed in order to avoid any superiority complex / unnecessary comparison among the shortlisted candidates for Stage II / III.

43. Is there any normalization formula applied for marks obtained in Stage-I.

Yes, in order to rationalise the marks scored by candidates appearing in different shifts in an objective manner through a statistical method, before declaration of result, marks scored by candidates will be normalised as per the formula. However, merit will be prepared on the basis of normalized marks of the candidates.

44. I want to know following information: -

44.1. Number of vacancies for CGEPT for the post of Navik (GD), Navik (DB), Hygienist-I and Yantrik.

44.2. How many candidates applied for CGEPT for the recruitment of Navik(GD), Navik (DB), Hygienist-I and Yantrik.

44.3. How many candidates are called for Stage II and Stage III of CGEPT.

Information on Serial 44.1 is available on CGEPT advertisement for the particular batch. However, information on Serial 44.2 and 44.3 will not be provided intentionally view following: -

ICG receives a large number of applications (generally in lakhs) in comparison to the limited vacancies available for the recruitment of Navik (GD), Navik (DB), Hygienist-I and Yantrik through CGEPT. Generally, a total of 300-350 vacancies are available for a particular batch of CGEPT for the recruitment of Navik (GD), Navik (DB), Hygienist-I and Yantrik. This information is kept confidential and not disclosed intentionally so that the candidates do not feel low in confidence and are encouraged to apply for CGEPT even though there is stiff competition for Stage I / II / III. ICG in its own findings has come to know that many candidates get discouraged to apply for CGEPT, if the correct information for number of candidates applying for CGEPT is disclosed. ICG encourages every candidate to apply for CGEPT irrespective of his marks in qualifying examination and number of candidates applying for CGEPT.

45. Which document decides the zone of the candidate? “Domicile certificate of the State” or “the State from where the qualifying examination is passed”.

Domicile Certificate decides the zone of the candidate.

46. I was declared as passed in document verification when I reported for Stage-II. However, I am declared as fail in document verification at INS Chilka, my documents are same. How can I be declared fail in document verification at INS Chilka?

The document verification is carried out at multiple stages of recruitment process even in the absence of candidate. You might have cleared the document verification during Stage-II due to oversight by the concerned recruitment officer. You would be informed

about the reason for your failure in document verification by the concerned recruitment officer at INS Chilka.

47. I applied for CGEPT and submitted the online application. During document verification at Stage-II, I was declared Fail by the respective recruitment officer. However, in the result published on the website in my login/dashboard I am declared Pass, Why? Also, please let me know if an e-mail will be sent in this regard to me prior publishing the result?

No e-mail will be sent to you prior publishing the result. The document verification is a continuous process up to Stage-IV and is carried out even without the presence of candidate. The candidates provisionally informed about their failure in document verification during Stage-II, can be passed by ICG after Stage-II during subsequent scrutiny of documents prior declaring the official result even without the presence of the candidate. Thus, candidates are directed to check their result of Stage-II by logging in to their dashboard on ICG website. The result displayed on candidate's login (dashboard on ICG website) is the official result to the candidate and the information to the candidate given during Stage-II regarding failure in document verification is only provisional. Thus, the candidates are directed to see the official result by logging in their dashboard on ICG website. No communication in this regard will be made to the candidate, if the candidate is passed during subsequent verification by ICG. ICG will not be responsible if the candidate does not log on to his dashboard and fails to download the E-admit card for next stage, if shortlisted.

48. What are the documents that I should carry when I come for Stage I, Stage II and Stage III?

The list of documents to be produced at each stage is mentioned in the advertisement of the respective batch and also in the admit cards of respective stages.

49. What is Character Certificate? Where will I get it?

The certificate which defines your character is Character Certificate. You have to get it issued from any one of Police/ Revenue Official/Head Master/ Principal of recognized school/ college/ Sarpanch /Armed Forces Commissioned Officers (Active List) and Any Gazetted Officer. The validity of this certificate will be 6 months from the date of Signing Authority.

50. If my result is out and I am pass in qualifying examination but my certificate is awaiting, how do I apply for post?

If you do not have the certificate and mark sheet on the day of application then you are not eligible to apply. All the documents have to be issued on the closing date of the application or any date prior to the closing date of the application.

Online Application

51. I am not able to submit online application, it is slow. What should I do?

Please check your internet speed and see whether you have updated internet browser-Google Chrome/Internet Explorer etc. Still If you are not able to submit from your Home-PC, go to internet cafe where you will get good speed.

52. During application procedure, my money has been deducted from my account but the application is not submitted, how do I resolve this?

Write an e-mail from your registered e-mail id quoting registration number on support@parikshasaarthi.in with proof of deduction of money from your account.

53. What is the number of subjects to be submitted by me for class 10th & 12th while submitting the online application form?

The candidate has to give details of all the subjects considered by the respective Board of Education for calculation of aggregate percentage. In case of CGPA/ grading system, the candidate has to upload the formula for conversion of CGPA/ Grade into aggregate percentage i.a.w. the conversion formula used by the respective board at Stage-II. Few boards consider all the subjects taken by the candidate for calculation of aggregate percentage. In that case you will write all the subjects and the marks/grades/CGPA obtained in order to calculate the aggregate percentage. However, few boards consider only the top few subjects among all the subjects taken by the candidate for calculation of aggregate percentage. E.g. Maharashtra board may consider only top 5 subjects for calculation of aggregate percentage, even if candidate has taken 7 subjects in class 12th. In this case the candidate will write the details of only the 5 subjects in the online application considered by the Board for calculation of aggregate percentage. Navik (GD) candidates always have to submit details of Physics and Mathematics as subjects in class 12th for calculation of aggregate percentage.

54. After successful submission of Online Registration form and deduction of fees, I did not get my Hall Ticket Number (Roll No.), Date & Time of reporting centre?

After submission of Online Registration form and deduction of fees, a Registration Number will be generated and same will be communicated to your registered Mobile number and Email Id. The Hall Ticket Number, date & time of reporting at the centre is mentioned in the Admit Card which is generated at a later point of time. You will come to know these details once the Admit Card is generated. You shall visit registration website and check the details in Candidate Login. You may need to regularly visit your login ID for any information pertaining to recruitment or admit card.

55. When will I get to know my City/Centre details for Stage-I Exam?

Examination city will be displayed in candidate's login at least 07 days prior to Stage-I. The E-admit card with exact Examination Centre address will be available in Candidate login within 02-03 days prior to examination and will also be sent to registered email id only.

56. After successful payment, can I change my details, if I have filled them wrong like Name / Father's name / Mother's name / Date of Birth etc.?

Once the payment is made, no details can be changed. A correction window will be provided after submission of online application wherein you can edit details except following: -

- 56.1. E-Mail ID/Mobile No.
- 56.2. Category
- 56.3. Date of Birth
- 56.4. Employment type
- 56.5. Post Selection

57. I have forgotten password for the registered email in which I'll receive alerts/ other notifications? Can my registered email id be changed? Can I register again with a different mail id?

The candidate's registered email id cannot be changed. However, if the candidate register through new Email id, the candidature will be cancelled due to multiple applications for more than one post in response to one advertisement and the fee will not be refunded.

58. I tried to make payment using 1st or 2nd payment gateway but payment failed and amount not deducted from my account, what shall I do?

Try making payment with another payment gateway option given in your login.

59. I paid the fees but I do not want to give examination now, can I get refund?

Fee once paid shall not be refunded under any circumstances.

60. I have made an online payment of fee and money has been deducted from my account but application is not submitted (i.e. unsuccessful payment), what shall I do?

You shall try to make payment again, through alternate mode of payment for successful submission of application forms within the registration window. However, fees is auto refunded for the failed transaction into the originating account. Please wait for 15 working days for automatic refund of money to your account and check transaction status in originating account.