

THE CIVIL SERVICES EXAMINATION, 2017

The Civil Services Examination (CSE) is conducted every year by the Union Public Service Commission (UPSC) as a common examination for recruitment to various services like the Indian Administrative Service, Indian Foreign Service and Indian Police Service, as well as Group A and Group B Central Services. The notification for the examination, (giving rules and the syllabus for all subjects included in the exam) is published in the month of **May/June** every year in **Employment News/ Rozgar Samachar** and Gazette of India as well as in some Newspapers. All students are advised to get a copy of this notification from the Employment News or other publications.

The Civil Services Examination, 2017 will consist of

- a. The Civil Services Preliminary Examination (Objective Type) for the selection of candidates for the Main Examination
- b. Civil Services Main Examination (Written) and
- c. A Final Interview for those who pass the Main Exam.

SCHEME OF EXAMINATION

I. Prelim Examination

The Prelim Exam will be held by the UPSC normally on a **Sunday** in the **latter half of August** every year. The exact date will be published in the Notification.

The Prelim Exam will have two papers (Papers I & II) of the Objective (Multiple Choice) type questions and carries a maximum of 200 marks each. Each paper will be of two hour duration.

The Examination Centres for the Prelim Exam are: Agartala, Ahmedabad, Aizawl, Aligarh, Allahabad, Aurangabad, Bengaluru, Bareilly, Bhopal, Chandigarh, Chennai, Cuttack, Dehradun, Delhi, Dharwad, Dispur, Gangtok, Hyderabad, Imphal, Itanagar, Jaipur, Jammu, Jodhpur, Jorhat, Kochi, Kohima, Kolkata, Lucknow, Madurai, Mumbai, Nagpur, Panaji (Goa), Patna, Puducherry, Port Blair, Raipur, Ranchi, Sambalpur, Shillong, Shimla, Srinagar, Tirupati, Thiruvananthapuram, Udaipur and Vishakhapatnam.*

*All information furnished herein is based on the UPSC Notification for CSE 2017.

II. Main Examination

Only those who are declared by the Commission to have qualified in the Preliminary Examination in a year, are eligible for admission to the Main Examination of that year, provided they are otherwise eligible for admission to the Main Examination.

The number of candidates admitted to the Main Examination is generally about 12 to 13 times the total approximate number of vacancies to be filled in the year in the various services and posts.

The Main Examination is usually conducted in **November/December** every year spread over a period of 3 weeks and consists of **7 papers**, as detailed below, of the conventional essay-type questions, in the subjects prescribed by the Commission.

The Main Examination is intended to assess the overall intellectual traits and the depth of understanding of the candidates, rather than merely the range of their information and memory. Sufficient choice of questions will be allowed in the question papers.

The Question Papers (II to VII) will be set both in Hindi and English.

The Level of Optional Subject Papers

One subject is to be selected from the prescribed list of optional subjects. The papers are broadly of the Honours degree level, i.e. a level higher than the Bachelor's degree and lower than the Master's degree. In Engineering, Law and Medical Sciences, the level corresponds to the Bachelor's degree.

Pattern of the Main Examination

The written examination will consist of the following papers:

Qualifying Papers

Paper A	One of the Indian languages included in the 8th Schedule to the Constitution.	300 marks
Paper B	English	300 marks
Papers to be counted for merit		
Paper I	Essay	250 marks
Papers II to V	General Studies (Paper I to IV)	250 marks each
Optional Subject -		
Papers VI & VII	(Optional Papers I & II)	250 marks each
Grand Total (Papers I to VII)		1750 marks

Note:

The aim of Paper I is to test the candidate's ability to read and understand serious discursive prose and to express his/her ideas clearly and correctly in English. This paper will be of the Matriculation level.

III. Interview

The number of candidates who pass the Main Exam and are called for the Interview is usually more than twice the number of likely vacancies. A total of 275 marks is allotted for the Interview

Final Ranking

The total marks obtained in the Main Examination - both written and interview - will determine the candidate's rank in the final selection.

Eligibility

i. Nationality:

- (1) For the Indian Administrative Service and the Indian Police Service, the candidate must be a citizen of India.
- (2) For other Services a candidate, subject to certain conditions, must be either
 - (a) a citizen of India **or**
 - (b) a subject of Nepal **or**
 - (c) a subject of Bhutan **or**
 - (d) a Tibetan refugee satisfying certain conditions **or**
 - (e) a person of Indian origin who has migrated from Pakistan, Myanmar, Sri Lanka or some specified East African countries and Vietnam with the intention of permanently settling in India.

ii. Age:

A candidate for CSE 2017 must have attained the age of 21 years and must not have attained the age of 32 years on 1st August, 2017 i.e. he/she must have been born not earlier than 2nd August, 1985 and not later than 1st August, 1994.

The upper age limit will be relaxable by 5 years for Scheduled Caste / Scheduled Tribe candidates, by 3 years for candidates of OBC and by various periods for certain other categories.

iii. **Qualification:** A candidate must hold a degree from any Indian University or other educational institution deemed as a University or possess an equivalent qualification (there is no restriction on the basis of marks, class or duration of the course.)

A candidate who is in the final year of his/her degree course can apply for and appear in the Prelim Test. However, he/she should submit proof of his/her qualification while applying in the month of November/December 2017 for the Main Examination, if selected.

- iv. **Number of Attempts:** A candidate is allowed **six attempts** only, subject to the age limits. Appearance in any one of the two papers of the Prelim Test will be considered as an attempt. Submission of Prelim Application to UPSC and receipt of the Hall Ticket will not be treated as an attempt if the candidate does not appear at all in either paper. **An OBC candidate is allowed a maximum of nine attempts** subject to the age limit with relaxation. There is **no ceiling** on the number of **attempts** for a candidate belonging to **Scheduled Caste/Scheduled Tribe**, subject to the **age limit** with relaxation.
- v. **Reservation:** Reservation will be made for candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes and Physically disabled categories in respect of vacancies as may be fixed by the Government from time to time.

How to Apply

Candidates are required to apply only using the website <http://www.upsconline.nic.in>. Detailed instructions for filling up the online applications are available on the above mentioned website.

The applicants are advised to submit only single application; however, if due to any unavoidable situation, if he/she submits another/multiple applications, then he/she must ensure that application with the higher RID is complete in all respects like applications details, examination centre, photograph signature, fee etc. The applicant who are submitting multiple applications should note that only the applications with higher RID(Registration ID) shall be entertained by the commission and fee paid against one RID shall not be adjusted against any other RID.

Fee

Candidates (excepting Females / SC/ ST/PH Candidates who are exempted from payment of fees) are required to pay fee of Rs.100/- (Rupees Hundred Only) either by remitting the money

in any branch of SBI by cash or by using the net banking facility of state bank of India / State Bank of Bikaner & Jaipur/ State Bank of Hyderabad/ State Bank of Mysore/ State Bank of Patiala/ State Bank of Travancore or by using Vis/Master Credit Card/Debit Card.

For the applicants in whose case payments details have not been received from the bank they will be treated as fictitious payment cases and a list of all such applicants shall be made available on the Commission website within two weeks after the last day of submission of online application. These applicants shall also be intimated through email to submit copy of proof of their payment to the Commission at the address mentioned in the e-mail. The applicant shall be required to submit the proof within 10 days from the date of such communication either by hand or by speed post to the Commission. In case, no response is received from the applicants their applications shall be summarily rejected and no further correspondence shall be entertained in this regard.

All female candidates and candidates belonging Scheduled Caste/Scheduled Tribe/Physically Handicapped categories are exempted from payment of fee. No fee exemption is, however, available to OBC candidates and they are required to pay the prescribed fee in full.

Physically disabled persons are exempted from the payment of fee provided they are otherwise eligible for appointment to the Services/Posts to be filled on the results of this examination on the basis of the standards of medical fitness for these Services/Posts (including any concessions specifically extended to the physically disabled). A physically disabled candidate claiming fee concession will be required by the Commission to submit along with their Detailed Application Form, a certified copy of the certificate from a Government Hospital/Medical Board in support of his/her claim for being physically disabled.

Application for the Main Examination

Candidates who appeared in the Prelim Exam and who are declared by the UPSC to have qualified for admission to the Main Examination, must apply again for the Main Exam, in the detailed application form which will be sent to them by the UPSC, along with the prescribed fee (currently Rs.200/-).

Syllabus and Other Details

The notification and syllabus for CSE 2017 will be released by the UPSC in May/June 2016 in Employment News and Rozgar Samachar. Candidates are advised to see the Press advertisement and obtain Employment News/Rozgar Samachar from News Agents.

It is the student's responsibility to ensure compliance with all requirements of the UPSC for application to write the CSE.

The results of the Prelim Exam may be announced around the first week of September / October 2017 and that of the Main Exam in the Second week of March 2018. The results are normally available with the local Press Information Bureau, on the UPSC website and/or through Employment News.

STATE PUBLIC SERVICE EXAMINATIONS

State Public Service Commissions hold examinations for recruitment to State-level Administrative posts of Group I etc., as and when required. The syllabus and pattern for these examinations will be normally more or less the same as those for the Civil Services Examination. Our study material would, therefore, be generally useful for the preparation of the State Services Examinations. Although our course is targeted specifically and only towards the Civil Services Exams, candidates wanting to write the State Public Service Exam, may on their own volition, opt to use our study material by enrolling under our CSE Enrolment.

BRILLIANT'S "TOTAL STRATEGY"
SUPPORT PROGRAMME
FOR
CIVIL SERVICES EXAMINATION, 2017

The Civil Services which constitutes all the departments running the Administration are the back bone of any Government machinery. A desire to serve the country as well as the power that comes with these jobs is a definite reason to take the examination. But the long drawn out exam process, which tests both intensive as well as extensive knowledge, needs special preparation and a focused approach.

The Civil Services Examination is a three-stage process Prelim Exam, Main Exam and Interview - in which a candidate has to exclusively and successively qualify at each stage. It is, therefore, advisable that one should plan for an integrated preparation to cover both the Prelim and the Main Exams.

Brilliant's '**Total Strategy**' Package for CSE candidates consists of **concurrent** material for the Prelim and Main Exam. Our package provides material for Papers I & II of the Prelim Exam as well as for GS and Optional for the Main Exam.

This is an **integrated course** of support for the Prelim and the Main Examinations. The Civil Services Examination being highly competitive, preparation for both the Examinations must be concurrent. This also gives the student wider exposure and knowledge for the Prelim Exam.

Medium of Instruction

The course material is in the English medium and only students who can follow our lessons in the English medium should apply for enrolment.

Course Material for the Prelim Exam

The course material for the Prelim Exam will be in the form of short notes on all topics prescribed under the syllabus. An exhaustive Sectional Test Paper/Question Bank consisting of a variety of Multiple Choice Questions is also included in each Set. It is essential that students practise these Tests and the Question Bank under examination conditions in order to develop the skill necessary - speed with accuracy - in answering such questions in the Prelim Exam.

The study materials for Paper I will comprise eight sets and for Paper II six sets; despatch will be completed by May/June, 2017.

Course Material for the Main Exam

The study materials will be in twelve sets in General Studies and will be despatched at regular intervals to be completed by September/October, 2017.

The study materials for Essay and Compulsory English will have an approach paper, adequate exercises for improving the art of writing English, and model essays.

Current Affairs and Backgrounders

A "**Current Affairs**" booklet with short essays discussing in-depth important national and international events of the month, and a **Calendar of Events** with a short description of the events of the month will be sent every month.

A **Backgrounder** presenting select issues in Current Affairs in proper perspective will also be sent.

OPTIONALS OFFERED FOR THE MAIN EXAM

We offer the following Optional subjects for the 2017 Civil Services

Main Examination:

Anthropology	Geography	Political Science & International Relations
Chemistry	History	
Commerce & Accountancy	Management	Psychology
Economics	Mathematics	Public Administration
Electrical Engg	Mechanical Engg	Sociology
	Physics	Zoology

We **do not** offer support for the following:

Indian Language, for optionals Literature (all languages), Medical Science, Agriculture, Animal Husbandry & Veterinary Science, Botany, Civil Engineering, Geology, Law, Philosophy and Statistics for the Main Examination.

Choice of Optional Subject

Students are advised to devote considerable thought and care to their choice of Optional subject for the Main Exam since this is an important decision for success. We provide the following guidelines to help students make this crucial decision:

- (i) The student must remember that the standard for the Main Exam is of the Honours level.

The student will, therefore, need to acquire this standard in the chosen subject in order to compete with those who have studied these subjects at the Graduate or Post Graduate level.

- (ii) It would, therefore, be advisable to choose a subject with which the student is already familiar to a large extent, having studied them at the Graduate/PG level.
- (iii) Do not be carried away by the impression that some subjects are easier to score in than others. Performance depends upon the level of individual proficiency in the subject.
- (iv) Students with an Engineering background often choose Mathematics or Physics as an Optional, depending on how strong they are in those subjects.
- (v) A non-engineering student should avoid the Engineering Subjects - Civil, Mechanical or Electrical, unless he/she has at least a diploma in that subject.
- (vi) Finally, the time available to the student and how quickly he or she can come up to the level required for the Civil Service Exam should also play a major role in the choice of Optional subject.

After the student has started his/her preparation, any change in the optional subject, mid-stream, will involve an additional charge and will also considerably upset the student's schedule of preparation. It is, therefore, best avoided.

Normally we will not accept any change in Optional after enrolment. It is imperative, therefore, that the student exercises utmost care in selecting up the Optional at the time of enrolment. However, in exceptional cases, where a change of Optional is unavoidable, such requests for change must be received by us in writing preferably within a month from the date of enrolment. Each such request will be considered with a view to assisting the student to the best extent possible and the student will be advised of the additional charge involved. **Payment must be received within two weeks**, failing which it will be presumed that the student is no longer interested in the change and the despatch of study materials in the existing Optional will be resumed. Along with the payment, the Student should also return the Admit Card, which will be returned after recording the change of Optional. We, however, reserve the right not to effect any change in the Optional. Return of course material will **not** be accepted under any circumstances in lieu of the fee for effecting the change.

Since we believe that any subject requires at least 6 to 8 months of in-depth study, a change of Optionals for the **Main Exam** will not be allowed **after April 2017**.

ENROLMENT

As this is an **integrated course** of support for the Prelim and Main Examinations which is highly competitive, preparation for the Prelim and Main Examinations must be concurrent. This also gives the student wider exposure and knowledge even for the Prelim Exam. Hence we advise students to enrol early.

FEES

- Full Course: Fees: **Rs. 22, 500/-** + Service Tax **Rs. 3375/-**, **Total Rs. 25, 875/-**
- Full Course less MAIN Optional: Fees: **Rs. 15,400/-** + Service Tax **Rs. 2310/-**, **Total Rs. 17, 710/-**
- Main Optional Only: Fees: **Rs. 7,200/-** + Service Tax **Rs. 1080/-**, **Total Rs. 8280/-**

Note:

Fees, once paid, will not be refunded or adjusted under any circumstances..

PROCEDURE FOR ENROLMENT

The student should send us:

1. The Enrolment Form, completed and signed on both sides, and with a passport size photograph (preferably coloured) pasted in the space provided.
2. Two additional signed copies of the photograph with the Enrolment Form.

Note: Enrolment Forms without the three photographs will not be accepted.

3. Payment can be made by:
 - a. A crossed Demand Draft, drawn in favour of **Sharp Edu Service**, payable at **Chennai**.
 - or** b. Net Banking / Online Credit Card / Bank Transfer (Bank Routing Details on Enrolment Form).
Log on to info@sharpeduservice.com and follow instructions for online application.

Personal cheques will not be accepted.

Note: Students resident outside India must follow the remittance instructions given on the Enrolment Form they receive.

Note: When calling to enquire about the status of your application, please have the following information ready:

- A copy of your application form
- D/D Number and Date **or** Money Order Receipt Number and Date
- Issuing Bank / Post Office
- For Net Banking / Credit Card or Online Bank Payment: Reference Number / Transaction Confirmation Number and Date
- Mode of Despatch of Application (Courier, Registered Post, Speed Post, Ordinary Post)
- Date of Despatch

Please wait at least 15 days after date of despatch before calling

REQUESTS FOR CHANGE OF ADDRESS ETC.

Normally we do not accept any advice for stoppage of despatch of study material. **Change of address, or, in exceptional cases, stoppage or resumption of despatch etc. will be implemented only if requested by a letter signed by the student. A photocopy of the Admit Card (with the photograph visible) must be enclosed with the letter. Telephone requests will not be honoured unless confirmed in writing.**

This policy is designed to prevent fraud and to safeguard the interests of our genuine students.

Please allow 15 days from the date of receipt, for implementation of the change

All matters are subject to the exclusive jurisdiction of the courts in Chennai only.