

**FREQUENTLY ASKED QUESTIONS**  
**(POST: Engineering Executive Trainee-2018)**

1. **How I will proceed for online application?**

**Reply:**

- To apply visit [www.ntpccareers.net](http://www.ntpccareers.net) and click on “Recruitment of Executive Trainee-2018 (Engineering batch) through GATE”. Read the advertisement (available on home page) before proceeding for online registration. Only online mode of application is acceptable.
- Candidates belonging to General and OBC categories will have to pay a non-refundable registration fee of Rs.150/-, either through online or offline mode. SC, ST, PwBD, XSM and Departmental candidates are exempted from paying the registration fee.
- The application form will appear on the screen. The candidate is required to fill up the online application form. Scanned copies of photograph & signature are required to be uploaded in .jpeg/ .jpg format (max. file size can be 1 MB), while applying for the post online. After filling the application form & uploading the files as mentioned above, the candidate will click on Preview button.
- On clicking ‘Preview’ button, the confirmation page will appear. Here candidate can make some changes/correction in his application by clicking on ‘BACK’ button. If no changes are to be done, the candidate can click on ‘SUBMIT’ button.
- On clicking Submit button, Registration slip will be generated. Keep the Registration slip for future reference. **No need to send the hard copy/print-out to us.**

2. **What is the mode of payment of registration fees?**

**Reply:** Payment of registration fees (applicable only for General/OBC candidates) can be done either in online or offline mode. The process is mentioned below:

a) **Payment in offline mode through pay-in slip/Challan Slip:**

- The copy of pay-in-slip/Challan Slip is available on the website [www.ntpccareers.net](http://www.ntpccareers.net) under the link “Recruitment of Executive Trainee-2018 (Engineering batch) through GATE”.
- After clicking on the tab/button "Proceed to Registration", you will find the 'Print Challan Slip' link on the left side menu.
- On clicking on ‘Print Challan Slip, the system will ask for the name of the candidate. Please type your name (name of candidate) and copy of pay-in-slip/Challan Slip will be generated with unique NTPC Challan number.
- Please take the print out of copy of Pay-in-slip/Challan Slip and make the payment of Rs. 150/- towards registration fee in any branch of State Bank of India.
- Once the amount has been successfully deposited, the bank officer will mention a unique Journal No. in candidates’ copy of pay in slip. This Journal No. is to be entered while applying online.
- Candidates are advised to retain a copy of this pay in slip for future reference.
- **Apply online only after making the payment at SBI and getting the Journal no. from bank.**

b) **Payment in online mode:**

- The online payment option is available within the online registration form, before the preview button.
- In this mode, when you select the online payment option, a new separate window of payment portal will open, wherein you will have to select 'PayGov India' payment option. **Do not close the main online application page.**
- Once you are directed to the PayGov India page, you will have the option to pay your fees (Rs.150/-) by using Net-banking/Credit Card/Debit Card mode. Candidates will have to bear the PayGov/bank charges, as applicable
- After the payment is done, a payment receipt will generate showing the transaction id, date of payment and payment status. Please take a print out of this receipt for future reference and close/minimize the payment portal window.
- **Check the payment status on the receipt and take suitable action as per the details mentioned in the table below:**

Sl. No.	Payment Status	Payment Status explanation	Action to be taken by candidate
(i)	Success	Payment is successful. Candidate can proceed further	<b>Go back to the main online application page and upload your photo and signature.</b> Click on preview button. The online payment transaction details will appear on the preview page. Then click on submit button to submit your application.
(ii)	Failure	Payment has failed.	Application will not proceed further. <b>Make the payment again by clicking the "Proceed to Online Payment Portal" button.</b>
(iii)	Pending	Payment has got debited from bank A/c but not credited to us.  <b>Such pending cases usually become successful in 1-2 days, which candidate can track through the "Check Online Payment status" link available on our website.</b>	<b>Proceed to complete your application, as per the process stated above for success status payments.</b>  Check the payment status through the "Check Online Payment status" link available on website. If the same becomes success in 1-2 days, no action to be taken.  However, <b>if the payment status becomes failure after 1-2 days, then candidate will have to re-apply from beginning using a different but valid email id.</b>  If the previous payment is credited to our account, the same will be refunded within 30 days of closure of the online registration portal.

Please note that, candidates opting for offline payment through pay-in slip mode will have to pay the fees before filling up the online application form. However, candidates opting to use online payment mode will have to pay the registration fees using Net-banking/credit card/debit card, while filling the online application form.

3. **In case of offline payment mode, can I approach the associate banks of SBI with the pay in slip and deposit the amount there?**  
**Reply:** No, you have to approach the nearest SBI bank only to deposit the registration fee.
4. **Will NTPC refund the registration fee in case my candidature is rejected due to any reason?**  
**Reply:** The registration fee is non-refundable under any circumstance (except for such cases of successful online payment against unsuccessful registration, as mentioned at para 2b(iii) above.
5. **What are the documents to be uploaded while filling up the online application?**  
**Reply:** Scanned copies of photograph & signature are required to be uploaded in .jpeg/ .jpg format (max. file size can be 1 MB), while applying for the post online.
6. **I've entered the wrong Email-Id/Address/DOB/Phone number/Marks/ Institute name/Journal Number and I want to change it. Is it possible?**  
**Reply:** Data once entered and submitted cannot be changed at a later stage. Please register online again using a different but valid email id.
7. **My current residential address is temporary and it is likely to be shifted soon, so which address I should provide?**  
**Reply:** Please provide a permanent address to avoid time loss in receiving official communication/letters.
8. **I have appeared for my final year/Semester Examinations and the results are expected to be announced shortly. Am I eligible to apply?**  
**Reply:** You may apply by providing marks obtained upto pre-final year/Semester. Your final selection in NTPC is subject to submitting final Year/Semester Marksheet and Provisional certificate by July 2018, wherein, your aggregate marks in engineering degree should not be less than advertised percentage of marks.
9. **I've forgotten to take the print out of the registration slip, what should I do now?**  
**Reply:** Download your registration slip through the link "Print Reg. Slip" available on the website, after furnishing the details as entered by you at the time of registration.
10. **Do I need to send the print out of registration slip to NTPC?**  
**Reply:** There is no need to send the print out of registration slip generated from the system. But it is advised to keep the printout of your registration slip for future reference.
11. **If I finally get selected in NTPC, can I get the extension in joining time?**  
**Reply:** The training program for all the Trainees will begin simultaneously. Being a standardized program, it is not possible to grant any extension time in joining.
12. **I am a Graduate in Marine/Automobile Engineering but the same has not been specified in your advertisement. Can I apply against the post of ET in Mechanical discipline?**  
**Reply:** Only those candidates who have acquired engineering in the specified disciplines, as mentioned in the detailed advertisement are eligible to apply.

13. **What do I fill in GATE -2018 Registration number?**  
**Reply:** You need to enter your 13-character GATE-2018 Registration number in online application form. This GATE-2018 registration number is written in GATE-2018 Admit card. Please DO NOT write your GATE-2018 application/enrollment number.
14. **Will my GATE-2017 Score be valid for ET-2018?**  
**Reply:** For ET-2018, GATE performance of 2018 only will be valid.
15. **Briefly explain the selection process for the post of Executive Trainee through GATE in NTPC.**  
**Reply:** The selection process is as under:  
a) On the basis of the performance in GATE-2018, candidates would be shortlisted for online behavioural/aptitude test, the details of which will be uploaded separately on the website.  
b) Based on performance in online test, candidates will be further shortlisted for Group Discussion and Personal Interview. There is minimum cut off marks which is 40% each in GD and PI for General category candidates and 30% for reserved categories i.e. SC/ST/OBC/PwBD.  
c) For the final merit list, the weightages of GATE-2018 Marks, GD and Personal Interview are 85%, 5% and 10% respectively.
16. **How would I be intimated about the shortlisting results (both for online test and for GD/Interview)?**  
**Reply:** List of shortlisted candidates for online test will be uploaded on the website. Shortlisted candidates will be able to download admit card for online test from the website itself. List of candidates shortlisted for GD and interview will also be uploaded on website.
17. **I have scored 64.5% marks in the qualifying degree and belong to General Category. Am I eligible to apply for this post?**  
**Reply:** The minimum percentage requirement for the post is 65% in aggregate, for General and OBC category candidates. Hence you are not eligible to apply.
18. **I have a SGPA/CGPA system in my institute, what should I fill in marks obtained year wise?**  
**Reply:** Please write SGPA in the cells, system will convert the same into percentage automatically.
19. **I am a SC/ST/OBC candidate but don't have the caste certificate, can I apply as a General candidate?**  
**Reply:** You may apply as General Candidate (if eligible for Gen category) giving your category as "General". In such an event, your candidature will be considered as "GENERAL" and no change in category shall be allowed at a later date.
20. **When will the admit card for online test be sent to us?**  
**Reply:** You have to visit the website to download the admit card by entering either your registration number or email Id as entered by you at the time of Online registration. Admit card will not be sent by post.
21. **How would I know about my test center?**  
**Reply:** All the details regarding your test center and timings will be mentioned in your Admit card.
22. **Will any Travelling Allowance be paid to me for attending the Online Test / Interview?**  
**Reply:** No Travelling Allowance is payable to the candidates for attending the Online Test. You will have to attend the Online Test at your own expense. Candidates attending the Interview will be

reimbursed second-class sleeper train fare from the address mentioned or the place from where you have actually traveled, whichever is nearer. However, at the time of Interview if it is found that the candidate does not fulfill any of the eligibility conditions, he will neither be interviewed nor be reimbursed any Travelling Allowance.

23. **I am working in a Govt./ Public Sector Company. Should I enclose NOC from my employer at the time of applying for the online selection test?**

**Reply:** NOC is not required. However, candidates presently employed in Central/State Govt. departments, PSUs, autonomous bodies will be required to produce relieving letter at the time of joining, if selected for the said post.