

# Public Service Commission, West Bengal

## Important Announcement

### 'Edit Window' in connection with West Bengal Civil Service (Exe.) etc.

#### Examination, 2023 (Advt. No. 01/2023)

The 'Edit Window' in connection with the above mentioned examination shall be opened from 05.05.2023 to 11.05.2023 (up to 3:00 p.m.). Applicants intending to edit their Profile (except candidate's name) and/or Application Forms are advised to go through the following instruction carefully before proceeding to edit their Profile and/or Application Forms.

Under no circumstances, application for correction of name will be entertained.

#### **IMPORTANT INSTRUCTIONS REGARDING EDITING OF APPLICATION FORM FOR THIS EXAMINATION**

- (i) The Edit Window may be accessed by the applicants by logging into their individual accounts at <https://wpsc.gov.in> with valid user id and password.
- (ii) The applicants are advised to verify the details provided in the online application form very carefully. They are advised to identify the discrepancies, if any and rectify the same in the "Edit Window". The applicants are particularly advised to obtain a printout of the edited form for future reference.
- (iii) The applicants would be allowed to edit all the fields in the Application Form except Applicant's Name as stated above.
- (iv) The Edit option can be availed during the aforesaid period as and when required. No request for any change would be entertained after clicking of "Submit the Application" button within the above mentioned period. **It may, however, be noted that once 'Submit the application' button is clicked, the system will not allow editing of any field further. 'Submit the Application' button can be clicked only once after all the required fields are filled in properly, duly checked. Applicants are cautioned to be careful in editing the fields before clicking the 'Submit the Application' button.**
- (v) In case of change of category (e.g. from SC/ST to GEN/OBC and/or from PwBD to Non PwBD GEN/OBC) of the applicant in the "Edit Window" and thereby making the applicant liable for payment of fee, the applicant will be allowed to make the payment through the Payment Window from **15.05.2023 to 18.05.2023**. If such payment of fee is not made within the aforesaid period, the edited application will not be considered for the examination.

**N.B: The changes made in the "Edit Window" for this examination will not be reflected in the Profile Section of One Time Registration. For making such changes the applicant should follow the Commission's website for necessary updates in this regard.**

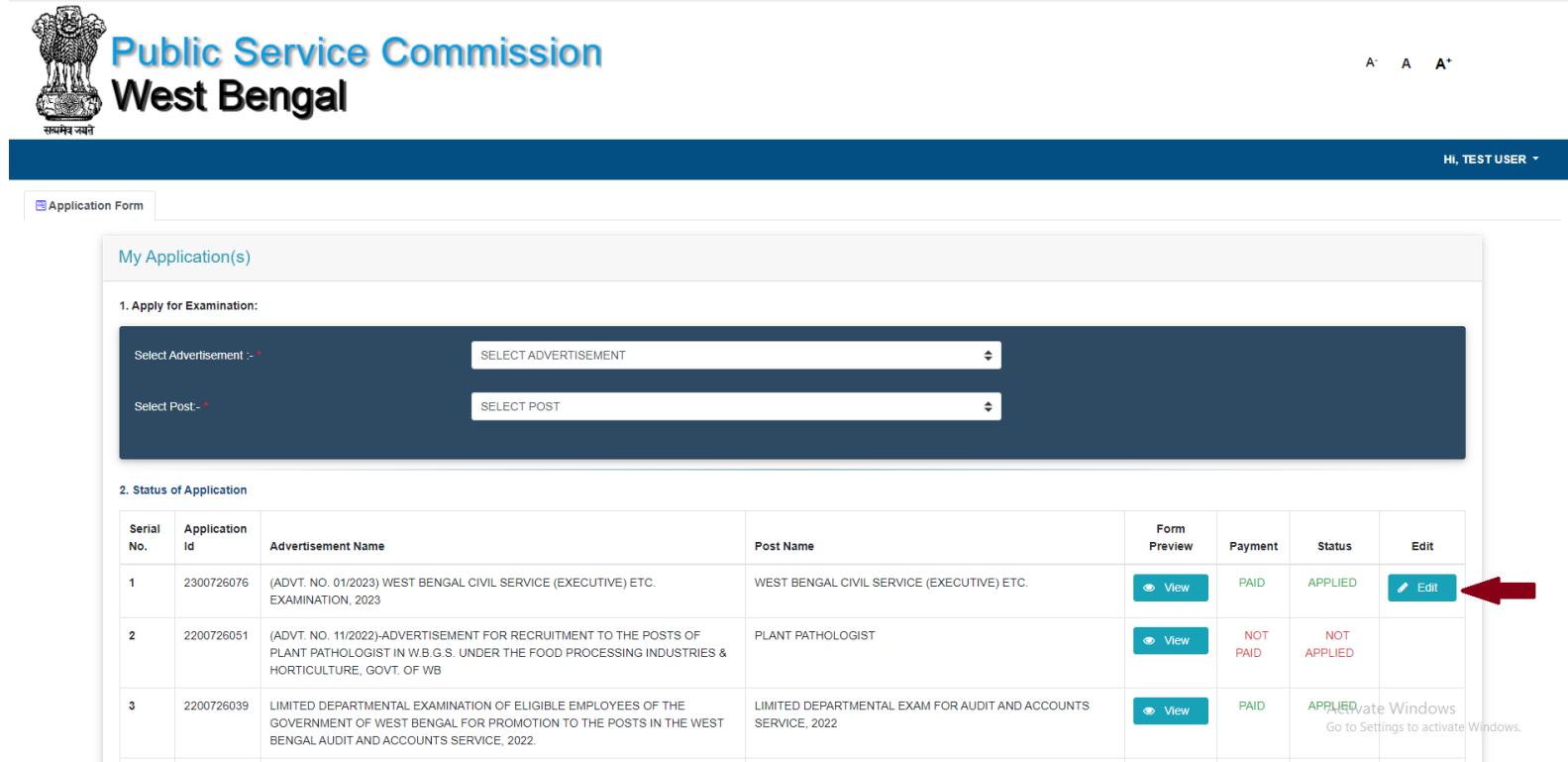
**\*\* For guidelines regarding "Edit Window" visit the 'Annexure-I' attached to this Notice.**

Kolkata  
Dated : 03.05.2023

**By order of the Commission.**

# PUBLIC SERVICE COMMISSION, WEST BENGAL

1) Visit <https://wpsc.gov.in> and log into your account with valid user id and password. Go to My Applications and click on the 'Edit' button against the advertisement:



Public Service Commission  
West Bengal

Application Form

My Application(s)

1. Apply for Examination:

Select Advertisement - \*

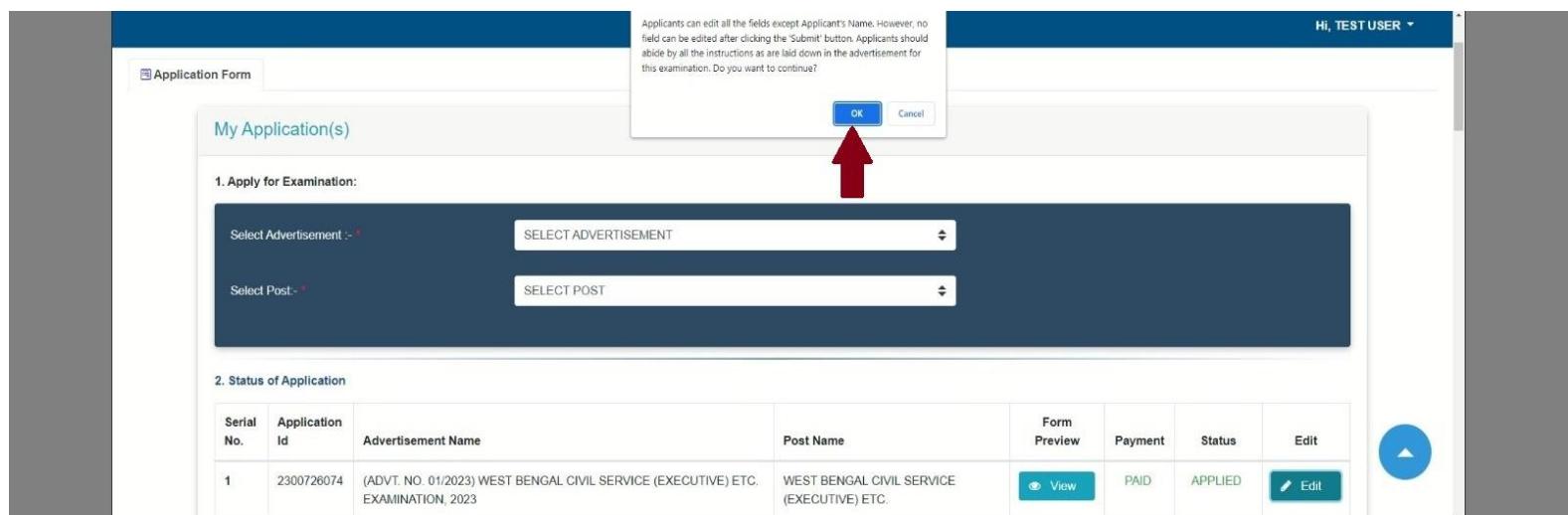
Select Post - \*

2. Status of Application

Serial No.	Application Id	Advertisement Name	Post Name	Form Preview	Payment	Status	Edit
1	2300726076	(ADVT. NO. 01/2023) WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC. EXAMINATION, 2023	WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC.	<input type="button" value="View"/>	PAID	APPLIED	<input style="background-color: #0070C0; color: white; border: 1px solid #0070C0; border-radius: 5px; padding: 2px 10px;" type="button" value="Edit"/>
2	2200726051	(ADVT. NO. 11/2022)-ADVERTISEMENT FOR RECRUITMENT TO THE POSTS OF PLANT PATHOLOGIST IN W.B.G.S. UNDER THE FOOD PROCESSING INDUSTRIES & HORTICULTURE, GOVT. OF WB	PLANT PATHOLOGIST	<input type="button" value="View"/>	NOT PAID	NOT APPLIED	<input type="button" value="Edit"/>
3	2200726039	LIMITED DEPARTMENTAL EXAMINATION OF ELIGIBLE EMPLOYEES OF THE GOVERNMENT OF WEST BENGAL FOR PROMOTION TO THE POSTS IN THE WEST BENGAL AUDIT AND ACCOUNTS SERVICE, 2022.	LIMITED DEPARTMENTAL EXAM FOR AUDIT AND ACCOUNTS SERVICE, 2022	<input type="button" value="View"/>	PAID	APPLIED	<input type="button" value="Edit"/>

Private Windows  
Go to Settings to activate Windows.

2) The pop-up window appears. Read the message carefully and click 'OK' button in the pop-up window:



Application Form

Hi, TEST USER

My Application(s)

1. Apply for Examination:

Select Advertisement - \*

Select Post - \*

2. Status of Application

Serial No.	Application Id	Advertisement Name	Post Name	Form Preview	Payment	Status	Edit
1	2300726074	(ADVT. NO. 01/2023) WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC. EXAMINATION, 2023	WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC.	<input type="button" value="View"/>	PAID	APPLIED	<input type="button" value="Edit"/>

# PUBLIC SERVICE COMMISSION, WEST BENGAL

### 3) Update/rectify the required entries/information.



**Public Service Commission  
West Bengal**

Hi, TEST USER A- A A+

[Edit / update Candidate Details](#)

**Profile Details** [\*] Denotes mandatory field

Enrollment No. \*

Mobile No. of the Applicant. \*

Email Id:

Name \*

Date of Birth: \*  Sex: \*

Father Name: \*   
Don't add any salutation like Mr/Dr etc. before the Name. Father Name mentioned as recorded in Madhyamik or equivalent examination certificate.

Mother Name: \*   
Don't add any salutation like Mr/Dr etc. before the Name. Mother Name mentioned as recorded in Madhyamik or equivalent examination certificate.

Category \*  Are you a person with benchmark disability (PWD)? \*

Sub Caste \*  Issue Authority \* Is Person with Disabilities?  Activate Windows [Go to Settings to activate Windows](#)

### 4) Click 'Save and Continue':

Category \*  Are you a person with benchmark disability (PWD)? \*

Sub Caste \*  Issue Authority \* Is Person with Disabilities?

Issue District \*  Issue Date \* Date of Issue of Certificate.

Mention if you require the help of a scribe \*

Place of Birth \*  State your Mother Tongue \*

Do you have ability to read, write and speak in Bengali \* Yes  No  Whether you are a Nepali Speaking Person. \* Yes  No

Nationality \*  Were you debarred previously by the Commission from appearing at any examination/selection ? \*

**Permanent Address**

Address \*

State \*

District \*

Pin \*

Mobile No. \*

**Correspondence Address**

Same as Permanent

Address \*

State \*

District \*

Pin \*

Mobile No. \*

Activate Windows  
Go to Settings to activate Windows

**Save and Continue** [Red arrow pointing to this button]

# PUBLIC SERVICE COMMISSION, WEST BENGAL

5) Click 'OK' if you want to save the information provided.

Backward Classes (Category A)
Are you sure you want to Save?
disability (PWD)? \*

Sub Caste \*
Issue District \*
Mention if you require the help of a scribe \*
Place of Birth \*
Do you have ability to read, write and speak in Bengali \*
Nationality \*

BELDAR MUSLIM
Darjeeling
No
kolkata
Yes
Indian By Birth

Cerebral Palsy
Is Person with Disabilities?
dddd
11/02/2022
HINDI
Yes
No

Issue Date
State your Mother Tongue \*
Whether you are a Nepali Speaking Person. \*
Were you debarred previously by the Commission from appearing at any examination/selection ? \*

**Permanent Address**

Address \*

State \*

District \*

Pin \*

Mobile No. \*

**Correspondence Address**

Same as Permanent

Address \*

State \*

District \*

Pin \*

Mobile No. \*

Save and Continue
Activate Windows  
Go to Settings to activate Windows.

6) If you want to change the educational qualification details, click 'Edit' in 'CANDIDATE QUALIFICATION DETAILS':

**ADVERTISEMENT NAME :** (ADVT. NO. 01/2023) WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC. EXAMINATION, 2023  
**POST APPLIED FOR :** WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC.

**CANDIDATE QUALIFICATION DETAILS**

Serial. No	Standard	Examination Name	Board / Council / University	Subject / Stream / Specialization	Year of Passing	Division / Grade / Class	Percentage (convert to % from CGPA if reqd.)	Remarks (if Any)	Action
1	10 <sup>th</sup>	MADHYAMIK/SECONDARY OR EQUIVALENT	WEST BENGAL BOARD OF SECONDARY EDUCATION	ALL SUBJECTS	2002	1ST CLASS	80	NA	<span style="border: 1px solid #005a99; padding: 2px 5px; border-radius: 5px; background-color: #005a99; color: white;">EDIT</span>
2	DIPLOMA	DIPLOMA IN TECHNOLOGY FROM ANY INSTITUTE AFFILIATED BY THE GOVERNMENT	AL FALAH UNIVERSITY, BIHAR	POWERLOOM TECHNOLOGY	2004	THIRD	50		<span style="border: 1px solid #005a99; padding: 2px 5px; border-radius: 5px; background-color: #005a99; color: white;">EDIT</span>
3	GRADUATE	B.TECH	AKS UNIVERSITY	3-D ANIMATION & GRAPHICS	2021	SECOND	50		<span style="border: 1px solid #005a99; padding: 2px 5px; border-radius: 5px; background-color: #005a99; color: white;">EDIT</span>

Showing 1 to 3 of 3 entries

**RESEARCH EXPERIENCE DETAILS**

DO YOU HAVE ANY RESEARCH EXPERIENCE? \*

**WORK EXPERIENCE DETAILS**

DO YOU HAVE ANY RELEVANT WORK EXPERIENCE? \*

PROCEED
Activate Windows  
Go to Settings to activate Windows.

# PUBLIC SERVICE COMMISSION, WEST BENGAL

7) Input correct data and click 'Update':

ADVERTISEMENT NAME : (ADVT. NO. 01/2023) WEST BENGAL CIVIL SERVICE  
POST APPLIED FOR : WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC.

Serial. No	Standard	Examination Name
1	10 <sup>th</sup>	MADHYAMIK/SECONDARY OR EQUIVALENT
2	DIPLOMA	DIPLOMA IN TECHNOLOGY FROM INSTITUTE AFFILIATED BY THE GOVERNMENT
3	GRADUATE	B.TECH

Showing 1 to 3 of 3 entries

RESEARCH EXPERIENCE DETAILS

DO YOU HAVE ANY RESEARCH EXPERIENCE?  NO

WORK EXPERIENCE DETAILS

DO YOU HAVE ANY RELEVANT WORK EXPERIENCE?  NO

Edit Qualification

\*PLEASE DO NOT USE NUMERIC KEYPAD

STANDARD \*

10th

EXAMINATION NAME \*

MADHYAMIK/SECONDARY OR EQUIVALENT

BOARD/COUNCIL/UNIVERSITY \*

WEST BENGAL BOARD OF SECONDARY EDUCATION

SUBJECT \*

ALL SUBJECTS

YEAR OF PASSING \*

2002

DIVISION/GRADE/CLASS \*

1ST CLASS

PERCENTAGE \* (DO NOT PUT '%' SYMBOL)

80

REMARKS

NA

Update Close

\*\*\*if you don't find the appropriate data regarding your qualification in the dropdown, mail us with subject: "Request to incorporate qualification data" with proof (scanned certificate/result etc.)

Search:

Percentage (convert to % from CGPA if reqd.)	Remarks (if Any)	Action
80	NA	<span style="border: 1px solid #0070C0; padding: 2px 5px; border-radius: 5px;">EDIT</span>
50		<span style="border: 1px solid #0070C0; padding: 2px 5px; border-radius: 5px;">EDIT</span>
50		<span style="border: 1px solid #0070C0; padding: 2px 5px; border-radius: 5px;">EDIT</span>

Previous 1 Next

Activate Windows  
Go to Settings to activate Windows.  
PROCEED

8) Input 'OTHER DETAILS' correctly in the registration window:

  
**Public Service Commission**  
**West Bengal**

A- A A+

Hi, TEST USER ▾

DASH BOARD / ACADEMIC DETAILS / OTHER DETAILS

INDICATE GROUP(S) YOU LIKE TO COMPETE FOR (CONSULT "ADVERTISEMENT")

Group A  Group B  Group C  Group D

MENTION OPTIONAL SUBJECT (FOR CANDIDATES APPLYING FOR GR.-'A' AND/OR GR.-'B') (CONSULT "SCHEME AND SYLLABUS")

02-HINDI

DO YOU CLAIM RELAXATION IN HEIGHT?

DO YOU CLAIM RELAXATION IN HEIGHT IF YOU BELONG TO RACES SUCH AS GORKHAS, GARWALIS, ASSAMESE ETC.? \*

NO

MENTION YOUR HEIGHT IN C.M. ACCURATELY (FOR CANDIDATE INTENDING TO BE CONSIDERED FOR GROUP 'B' SERVICE)

MENTION YOUR HEIGHT IN C.M. ACCURATELY \* (DO NOT WRITE CENTIMETRE OR CM IN TEXT-BOX)

150 (IN CENTIMETRES)

MENTION YOUR AREA OF MERITORIOUS SPORTSPERSON

MERITORIOUS SPORTSPERSON \*

YES

FIELD OF SPORTS \*

AREA OF REPRESENTATION \*

COMPETENT AUTHORITY NAME \*

Activate Windows  
Select Competent Authority  
Go to Settings to activate Windows.

MENTION DETAILS OF YOUR PHOTO ID (THIS ID PROOF IS TO BE PRODUCED AT THE TIME OF EXAMINATION)

# PUBLIC SERVICE COMMISSION, WEST BENGAL

MENTION DETAILS OF YOUR PHOTO ID (THIS ID PROOF IS TO BE PRODUCED AT THE TIME OF EXAMINATION)

TYPE OF PHOTO ID \*  PHOTO ID NO. \*  ISSUING AUTHORITY \*

STATE YOUR CHOICE OF LANGUAGE IN COMPULSORY PAPER-I OF MAIN EXAMINATION

LANGUAGE \*

WHETHER YOU ARE A PERSON FROM ANY HILL SUB-DIVISION OF DARJEELING DISTRICT (VIZ. DARJEELING SADAR, MIRIK AND KURSEONG)/KALIMPONG DISTRICT (VIZ. KALIMPONG SADAR).

WHETHER YOU BELONG TO THE DISTRICT MENTIONED? \*

CHOICE OF EXAMINATION CENTER

CENTER CHOICE \*

Disclaimer - Allocation of Venue will be as per the discretion of PSC, WB.

MENTION IF YOU HAVE OBTAINED/SHALL OBTAIN "APPENDIX-I" ON OR BEFORE THE CLOSING DATE FOR "EDIT WINDOW" IN CASE, YOU ARE A PERSON WITH BENCHMARK DISABILITY HAVING LIMITATION IN WRITING INCLUDING THAT OF SPEED[CONSULT "PROVISIONS REGARDING P.W.D. CANDIDATES" IN THE ADVT]? \*

WHETHER YOU BELONG TO CREAMY/NON-CREAMY LAYER? \*

## 9) Once done, click 'Save and Continue':

LANGUAGE \*

WHETHER YOU ARE A PERSON FROM ANY HILL SUB-DIVISION OF DARJEELING DISTRICT (VIZ. DARJEELING SADAR, MIRIK AND KURSEONG)/KALIMPONG DISTRICT (VIZ. KALIMPONG SADAR).

WHETHER YOU BELONG TO THE DISTRICT MENTIONED? \*

CHOICE OF EXAMINATION CENTER

CENTER CHOICE \*

Disclaimer - Allocation of Venue will be as per the discretion of PSC, WB.

MENTION IF YOU HAVE OBTAINED/SHALL OBTAIN "APPENDIX-I" ON OR BEFORE THE CLOSING DATE FOR "EDIT WINDOW" IN CASE, YOU ARE A PERSON WITH BENCHMARK DISABILITY HAVING LIMITATION IN WRITING INCLUDING THAT OF SPEED[CONSULT "PROVISIONS REGARDING P.W.D. CANDIDATES" IN THE ADVT]? \*

WHETHER YOU BELONG TO CREAMY/NON-CREAMY LAYER? \*

ANY OTHER INFORMATION

ANY OTHER INFORMATION:



Save and Continue  
Activate Windows



# PUBLIC SERVICE COMMISSION, WEST BENGAL

10) Click 'OK' on the pop-up window:

Are you sure you want to Save?

**OK** **Cancel**

WHETHER YOU ARE A PERSON FROM ANY HILL SUB-DIVISION OF DARJEELING DISTRICT (VIZ. DARJEELING SADAR, MIRIK AND KURSEONG)/KALIMPONG DISTRICT (VIZ. KALIMPONG SADAR)

WHETHER YOU BELONG TO THE DISTRICT MENTIONED? \*

NO

CHOICE OF EXAMINATION CENTER

CENTER CHOICE \*

BARASAT

Disclaimer :- Allocation of Venue will be as per the discretion of PSC, WB.

MENTION IF YOU HAVE OBTAINED/SHALL OBTAIN "APPENDIX-I" ON OR BEFORE THE CLOSING DATE FOR "EDIT WINDOW" IN CASE, YOU ARE A PERSON WITH BENCHMARK DISABILITY HAVING LIMITATION IN WRITING INCLUDING THAT OF SPEED[CONSULT "PROVISIONS REGARDING P.W.D. CANDIDATES" IN THE ADVT.]?

WHETHER YOU BELONG TO CREAMY/NON-CREAMY LAYER? \*

Creamy layer Non-creamy layer

ANY OTHER INFORMATION

ANY OTHER INFORMATION: This is Test

Save and Continue

Activate Windows  
Go to Settings to activate Windows

11) Check if the details provided by you are correct:

**Public Service Commission  
West Bengal**

PUBLIC SERVICE COMMISSION, WEST BENGAL  
161-A, S. P. MUKHERJEE ROAD, KOLKATA - 700 026

APPLICATION FOR : (ADVT. NO. 01/2023) WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC. EXAMINATION, 2023, (ADVT 01/2023)

NAME OF THE POST : WEST BENGAL CIVIL SERVICE (EXECUTIVE) ETC.

REGISTRATION NO: 2300726076

Enrollment no :	WBPSC220623124		
Candidate Name :	TEST USER	Physically Challenged :	Cerebral Palsy
Father's Name :	TEST FATHER	Do You Need Scribe?	NO
Mothers's Name :	TEST MOTHER	Email Id:	ABC@GMAIL.COM
Place of Birth :	kolkata	Phone No:	9999999999
State Your Mother tongue :	HINDI	Were you debarred previously by the Commission from appearing at any examination/selection ?:	No
Date of Birth :	02 February, 1990	Meriturious Sportsperson :	No
Sex :	Male	Race Name :	
Nationality :	By Birth	Activate Windows Go to Settings to activate Windows	

# PUBLIC SERVICE COMMISSION, WEST BENGAL

12) Select the checkboxes, if applicable, and click 'Submit the Application'. Once this button is clicked, no further changes will be allowed.

Mention if you have obtained/shall obtain "APPENDIX-I" on or before the closing date for "Edit Window" in case, you are a person with Benchmark Disability having limitation in writing including that of speed[Consult "Provisions regarding P.W.D. candidates" in the Advt.]? : **Yes**

Whether you belong to Creamy/Non-creamy layer? : **Creamy layer**

Any Other Information : **This Is Test**

**Center Preference**

Whether you are a person from any hill sub-division of darjeeling district (viz. Darjeeling sadar, mirik and kurseong)/kalimpong district (viz. Kalimpong sadar) : : **NO**

Center Name : **BARASAT**

You have applied for group **A, B, C, D** and chose **HINDI(02)** as an optional paper

Mention details of your Photo ID :

Type of Photo ID : <b>Passport</b>	Photo ID No : <b>12345678</b>	Issuing Authority : <b>it dept</b>
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I solemnly declare that (a) all statements made in this application are true, complete and correct (b) Original documents will be produced on demand and (c) I agree to take this examination on the condition that the Commission may cancel my candidature if at any stage I am found ineligible for admission to the examination. I have obtained all my certificates (Qualification, Experience and/or Caste) within the date of submission of my application.

I have informed the Head of my Office or Department in writing that I am applying for this examination (Please click the box if you are in service of Govt. or Local or Statutory Body).

I agree that all the information provided here, are correct according to my knowledge.

[← Back to My Application](#) [Submit the Application →](#)

13) Once done, click 'OK'

Whether you belong to Creamy/Non-creamy layer? : **Creamy layer** Are you sure you want to Submit the Application, Once you submit cannot change the details?

Any Other Information : **This Is Test**

**OK** **Cancel**

**Center Preference**

Whether you are a person from any hill sub-division of darjeeling district (viz. Darjeeling sadar, mirik and kurseong)/kalimpong district (viz. Kalimpong sadar) : : **NO**

Center Name : **BARASAT**

You have applied for group **A, B, C, D** and chose **HINDI (02)** as an optional paper

Mention details of your Photo ID :

Type of Photo ID : <b>Passport</b>	Photo ID No : <b>12345678</b>	Issuing Authority : <b>it dept</b>
------------------------------------	-------------------------------	------------------------------------

I solemnly declare that (a) all statements made in this application are true, complete and correct (b) Original documents will be produced on demand and (c) I agree to take this examination on the condition that the Commission may cancel my candidature if at any stage I am found ineligible for admission to the examination. I have obtained all my certificates (Qualification, Experience and/or Caste) within the date of submission of my application.

I have informed the Head of my Office or Department in writing that I am applying for this examination (Please click the box if you are in service of Govt. or Local or Statutory Body).

I agree that all the information provided here, are correct according to my knowledge.

[← Back to My Application](#) [Submit the Application →](#)

SIGNATURE UPLOADED BY THE CANDIDATE 

# PUBLIC SERVICE COMMISSION, WEST BENGAL

14) Finally take a print out or save a copy of the edited application by clicking on the 'Print the form' button.

Center Name : <b>BARASAT</b>	
Mention if you have obtained/shall obtain "APPENDIX-I" on or before the closing date for "Edit Window" in case, you are a person with Benchmark Disability having limitation in writing including that of speed[Consult "Provisions regarding PwBD candidates" in the Advt.]? : <b>Yes</b>	
Whether you belong to Creamy/Non-creamy layer ? : <b>Creamy layer</b>	
Any Other Information : This Is Test	
You have applied for group <b>A, B, C, D</b> and chose <b>HINDI (02)</b> as an optional paper	
<p>I solemnly declare that (a) all statements made in this application are true, complete and correct (b) Original documents will be produced on demand and (c) I agree to take this examination on the condition that the Commission may cancel my candidature if at any stage I am found ineligible for admission to the examination. I have obtained all my certificates within the date of submission of my application.</p> <p><input checked="" type="checkbox"/> I have informed the Head of my Office or Department in writing that I am applying for this examination (Please click the box if you are in service of Govt. or Local or Statutory Body).</p> <p><input checked="" type="checkbox"/> I agree that all the information provided here, are correct according to my knowledge.</p>	
<a href="#">Print the form</a> 	<a href="#">Back to Dashboard</a>
Form submitted on :- 28 April, 2023 Edited and finally submitted on :- 28 April, 2023	Signature uploaded by the candidate : 
<a href="#">Activate Windows</a> 	