

**FREQUENTLY ASKED QUESTIONS FOR THE CANDIDATES BELONGING TO ECONOMICALLY WEAKER SECTION (EWS)**

**Q.1 What are reservation provisions available for the candidates of the EWS categories?**

**A.** Reservation is made for the candidates belonging to the EWS in respect of vacancies as may be fixed by the Government.

**Q.2 Are the EWS candidates eligible/allowed to apply for all the Posts/Services under any Examination/Selection?**

**A.** Yes, provided they otherwise fulfill other eligibility criteria. Reservation is, however, not available in respect of examinations conducted for recruitment to Defence Services viz., NDA &NA Examination and Combined Defence Services Examination.

**Q.3 Can the EWS candidates be considered against the vacancies reserved for them even though Income & Asset Certificate (I&AC) is not available?**

**A.** No. An EWS candidate is considered against EWS vacancies only if he/she possesses a valid I&AC.

**Q.4 How much age relaxation could be allowed to the candidates of EWS categories?**

**A.** No age relaxation is admissible for EWS category

**Q.5 What are the permissible number of attempts available to the EWS category candidates in the Civil Services Examination and Indian Forest Service Examination?**

**A.** Six (6) as admissible to Unreserved/General category candidates.

**Q.6 Are EWS category candidates required to pay application fee?**

**A.** The candidates of EWS category are required to make payment towards application fee.

**Q.7 Whether an EWS candidate selected on his/her own merit adjusted against reserved vacancy or unreserved vacancy?**

- A.** A candidate of EWS category, selected on his/her own merit, without availing of any of the concessions or relaxations to which such candidates are entitled to, is recommended against unreserved vacancies. If any concessions or relaxed standards of selection is applied at any stage of selection process, such candidates will be considered against vacancy reserved for the EWS category only.

**Q.8 What are the concessions and relaxations in standards of selection applicable to EWS category?**

- A.** The candidates of EWS category are entitled to relaxed standards of selection vis-a-vis the standards of selection adopted for General Category.

**Q.9 Whether change of category is allowed in case of EWS category candidates?**

- A.** If the category indicated by a candidate in the application form for any Examination of the Commission is Unreserved/General category but the candidate subsequently writes to the Commission to change the category to a reserved one i.e. EWS, such request is not entertained by the Commission. Further, once a candidate has chosen a reserved category (EWS), no request is entertained for change to other reserved category.

**Q.10 Whether change of category to Unreserved/General category is allowed in case of EWS category candidates?**

- A.** No, the EWS candidate, other than those recommended on General Merit, shall not be allowed to change their category from EWS to Unreserved/General or claim the vacancies (Service/Cadre) for Unreserved/General category after the declaration of final result by the UPSC.

**Q.11 If a candidate makes any mistake while filling the Online Application Form, what will be the next step?**

- A.** The candidate is advised to fill up another form if the link for the application form is open.

**Q.12 What precautions must be taken by the candidates for claiming EWS reservation before applying for an Examination?**

- A.** Candidates seeking reservation/ relaxation benefits available for EWS must ensure that they are entitled to such reservation/ relaxation in accordance with the eligibility prescribed in the Examination Rules issued by the Government/Examination Notice issued by the UPSC.

**Q.13 Where to find prescribed format of I&AC?**

- A.** The prescribed format is available on the Commission's website ([www.upsc.gov.in](http://www.upsc.gov.in)) under section "Forms & Download". The candidate may download the requisite format from there.

**Q.14 Who are competent to issue I&AC?**

- A.** I&AC should be issued by any of the following authorities:
- (a) District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/ 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner
  - (b) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate
  - (c) Revenue Officer not below the rank of Tehsildar and
  - (d) Sub-Divisional Officer of the area where the candidate and/or his family normally resides
  - (e) Administrator/Secretary to the Administrator/Development Officer (Lakshadweep)

**The certificate issued by any other authority is not accepted.**

**Q.15 The financial year of income on the basis of which I&AC for EWS category candidate is to be issued?**

- A.** I&AC (to be produced by the EWS category candidates) should be based on the income for the financial year prior to the year of application.

**Example:** In case an EWS category candidate applying for the Civil Services Examination and closing date of application for the Preliminary Examination is 31.03.2021, the candidate should be in possession of I&AC in the prescribed format dated on/before 30.03.2021, based on income for the Financial Year 2019-20 in support of his/her claims for availing reservation.

**Q.16 What is the cut-off date for acceptance of I&AC?**

- A.** The I&AC should be dated prior to closing date of application of an Examination or the cut-off date as may be prescribed in the Notification for that Examination concerned. **Example:** In case a candidate applying for the Civil Services Examination and closing date of application for the Preliminary Examination is 31.03.2021, the candidate should be in possession of requisite I&AC in the prescribed format in support of his/her claim for availing reservation, **dated on/before 30.03.2021.**

**Q.17 How the candidate's personal details are ascertained?**

- A.** Candidate's Name and his/her father's name in I&AC should be same as mentioned in Matriculation/School Leaving Certificate or equivalent certificate. However, in case candidate's/ father's name is not available in Matriculation/School Leaving Certificate or equivalent certificate, the father's name should be as per other documents like HSC certificate, degree, PAN Card, Aadhaar card etc. and candidate should mention that father's name in the application form also.

**Q.18 What should EWS candidates check before applying for an Examination concerning their certificates?**

- A.** An EWS candidate should ensure that she/he fulfills all the criteria applicable to her/him before applying for an Examination, failing which her/his **candidature will be liable to be cancelled**. The details of these criteria are as under:
- (i) I&AC should be dated prior to closing date of application or the cut-off date as may be prescribed in the Notification for the Examination concerned.
  - (ii) I&AC should be in prescribed format.
  - (iii) I&AC should be issued by the competent authority.
  - (iv) I&AC should contain the Signature, Stamp/Office Seal of issuing authority. However, in case of digital certificate, where a declaration dispensing any of the above requirement i.e. Physical Signature/Stamp/Office Seal, has been made in the certificate, the requisition to the extent of declaration will be dispensed with.
  - (v) Candidate's Personal details should be as per Matriculation/School Leaving Certificate, equivalent certificate, etc.
  - (vi) I&AC should contain the relevant Financial year on the basis of which the I&AC is issued. This Financial Year should be the same as prescribed in the Rules of the Examination concerned.

**Q.19 At which stage, the candidates are required to submit/produce their I&AC for any Examination?**

- A.** The candidates are not required to submit/produce their I&ACs with online application. However, they are required to indicate the details of the certificates. Once a candidate is qualified for the Main Examination (in case of the Civil Services Examination), he/she is required to upload copy of his/her I&AC alongwith the Detailed Application Form (DAF). The candidate qualifying for the Personality Tests (Interviews) is required to show the original I&AC at the time of the Personality Test.

**Note: Responses to the above FAQs have been prepared on the basis of existing Rules of Commission's Examinations/relevant instructions of the Government and as such, are liable to change consequent to any change in the said Rules of Examinations/instructions of the Government. In case of any difference between the said Examination Rules/relevant Govt. instructions and the FAQs for any reason whatsoever, the former will prevail.**

\*\*\*\*\*