

## **Frequently Asked Questions (FAQ)**

### **1. How do I access the website for filling online application of CIPET –2025?**

**Answer** – Candidate should visit to <https://www.cipet.gov.in/job-opportunities/> Click on Application Forms (Apply) Link. After that click on the link of Online Application for CIPET – 2025 and follow the instructions.

### **2. Is it mandatory to have an email id?**

**Answer** – Yes, Candidate must have a valid email id for filling of online application for CIPET - 2025.

### **3. Is it mandatory to have a Mobile Number?**

**Answer** - Yes, Candidate must have a valid mobile number to receive message related to various stages of application process.

### **4. When I can submit online application for given posts as mentioned in the advertisement? Can I apply any time during time limit prescribed in the advertisement?**

**Answer** - Yes, Candidate can apply for given post within the time limit given in the advertisement published by CIPET, Multiple registrations are not permissible. Candidate can apply up to single post only. After the time duration the link for filling up of the application will not be available. Kindly check important dates.

### **5. Who can apply for various posts as mentioned in the advertisement of CIPET Recruitment 2025?**

**Answer** - Multiple registrations are not permissible. No one can apply for multiple post, Candidate who fulfills the eligibility criteria prescribed in the advertisement of CIPET - 2025 can apply once with registered email id or phone no.

### **6. Are there any detailed instructions to guide an applicant for submitting an online application form?**

**Answer** - Yes, Candidate must go through the detailed instructions which are available on Advertisement and How to apply section of Application Portal CIPET-2025.

**7. What should I do if there is lot of delay in accessing the page?**

**Answer** – The delay in accessing the Page depends upon various factors like Speed of Internet, Large number of applicants trying to register the application at the same time etc. Therefore, if you are not able to get the page for registration promptly, please retry after some time or during off-peak hours. It is advisable not to wait for last minute rush.

**8. What information/ details /items are required while filling up the online application form?**

**Answer-** All the information/ details /items regarding the mentioned recruitment have been explained in the Detailed Advertisement and Instructions (How to apply).

**9. What is the procedure to pay the application fee for the examination?**

**Answer** – There is no application fees.

**10. I have just appeared in the final exam of my graduation, am I eligible to apply?**

**Answer** – Please go through the detailed advertisement of CIPET - 2025 for details.

**11. My acknowledgment form (Application form) is not generated, what should I do?**

**Answer** –

**For Any Query, Contact us at**

**Phone No:** +91-92894 84657

**Monday to Saturday-** 10:00 AM to 05:00 PM

**E-mail ID:** [cipethelpdesk2025@gmail.com](mailto:cipethelpdesk2025@gmail.com)

**12. I have made a typing mistake while filling up online application form, what should I do?**

**Answer**–Candidate will not be able to change Name, Email id and Mobile Number once submitted, so kindly fill carefully, but other field details are editable at the time of preview before final submission of application form.

**13. I have successfully submitted the online application form, should I send the printout of the application to CIPET, by post?**

**Answer** - No, Once the Candidate has successfully submitted the application form through online mode there is no need of sending its printout to CIPET. However, it is strongly advised that the Candidate should keep a hard copy of his /her application for



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his/her own record and for future communication.

**14. What should be the background color of the Signature?**

**Answer** - Signature must be done in Blue/Black ink on white paper (background).

**15. In which format should the scanned photograph and signature be given?**

**Answer** - The images of the photograph and signature should be scanned in.jpg format only.

**16. What should be the size of the scanned photograph and signature?**

**Answer** - Allowed sizes are as follows: -

- i. Photograph Size 10 KB to 100 KB
- ii. Signature Size 2 KB to 50 KB

**17. If the Photograph is not of the proper pixel size given, then how to convert it?**

**Answer** - Use any free image editing software such as MS Paint. To delete the unnecessary print area, use the CROP option after selecting the Image. To resize to proper pixel size use the resize option.

**18. How do I upload my signature/photograph?**

**Answer** - The scanned photograph and signature in the format and the specification which has already been explained above is to be uploaded.

**19. How do I know that my application is registered/successfully submitted?**

**Answer** - On successful registration you will get an e-mail and a SMS to your e-mail id and contact number provided while registration and after successful submission you will get access to printout your registration slip (Application form).

**20. I did not receive the e-mail intimation for registration of my application?**

**Answer** - If your e-mail id is correct, you must receive the mail from system. However, if you didn't receive an e-mail then you should re-check e-mail id mentioned in the registration process is correct or not, if entered e-mail id is correct then check the same in spam box, sometimes system generated e-mail may be stored in the spam section.

**21. I got an error message after submission of application form online?**

**Answer** - This may mean that the application has not been submitted successfully and you are required to apply afresh.

**22. After filling up the complete form, I got Blank Screen / Internet got disconnected / My PC closed / hanged / shutdown. Is my application saved / registered?**

**Answer** - On completion of application form Registration Number is generated by the system. If the same has not been generated and you are disconnected midway due to any reason, you have to enter the details of application afresh.

**23. Can the applicant go for multiple registrations for the same examination? What will be status of his candidature if he/she has successfully submitted more than one application?**

**Answer** - The Candidates are advised to submit only single application; However, if due to any unavoidable situation, if Candidate submits another/multiple applications, Candidate must ensure that application is complete in all respects like applicant's details, photograph, signature, education details etc.

**Candidates who are submitting multiple applications should note that only latest one application shall be considered for their recruitment process.**

**24. What details should I retain after completion of successful submission of my application form?**

**Answer** - It is strongly advised that after the completion of the process of submission of the online application, Candidate must take a print out of the submitted application form and keep the same for future reference.

**25. I got an "Unknown error" while uploading the Photograph/Signature?**

**Answer** - If you get the error message "Unknown Error" while uploading the Photograph/Signature, then open the image in any image editor like "paint brush", "MS Office Picture" etc. and save the image as ".jpg" file and then upload afresh.

Note: - Candidates should ensure that the photograph and signature will be uploaded in the online application at an appropriate place and photograph and signature must be clearly visible in the screen as well as online application form preview pages / registration slip. No Blur/Mix-up Photographs and Signature Shall be accepted under any circumstances. The Candidature of Blur/Mix-up/Celebrities/Animals etc. shall be rejected.

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