



## **HOW TO APPLY:**

Eligible and interested candidates would be required to apply online only through DCC Bank's website: <http://coop.jharkhand.gov.in/> **No other means/mode of application will be accepted.**

Before registering their applications on the website the candidates should possess the following:

- a) Valid e-mail ID, which should remain valid for at least one year.
- b) Pay in Slip for Rs 500 /- as examination fee for General and BC1/BC2 Candidates. Rs 250/- as processing fee for SC/ST. The Pay-in-Slip is to be downloaded from the website after filling in the required details.
- c) Candidates should have latest passport size photograph as well as photograph of signatures in digital format (.jpg or jpeg file only, of less than 500 kb size) for uploading with the application form.
- d) Candidates can apply only one post.

After applying online, candidate is required to download the system generated **Registration Slip** with unique registration number and other essential details.

### **MODE OF PAYMENT OF APPLICATION/PROCESSING FEE**

State Bank of India has been authorized to collect the registration fee (examination fee), in a specially opened Account No: **32315143912** at State Bank of India, Ranchi, on behalf of DCC Bank. Candidate has to approach the nearby SBI branch with a printout of the "pay-in-slip" which is available on the Application Registration Portal. The pay-in-slip printed from the Portal only should be used for depositing the fee for proper crediting of amount in the allocated account. On receipt of the money the concerned branch of SBI will issue a unique Journal Number and a Branch Code of the branch collecting the money. This Journal Number and the Branch Code are to be filled up by the candidate during online registration. In case a candidate deposits the fee in a wrong account, or doesn't finally submits the application form after filling in the payment details, DCC Bank will not be responsible. There will not be any other mode of collection of registration fee. Also please note that an amount of Rs.50/- will be paid by the candidate as Bank Charges to the collection branch of SBI in addition to the applicable

registration/ processing fee. The SBI branches will accept the fee from 10.00 AM of the starting date to 5.00 PM of the closing date of submission of online application.

Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the application/processing fee and to fill in the payment details carefully.

**IMPORTANT:**

**All correspondence with candidates shall be done through e-mail only. All information regarding examination schedule/admit card/ interview call letters etc. shall be provided through email/uploading on DCC Bank website. Responsibility of receiving, downloading and printing of admit card/interview call/ any other information shall be of the candidate. DCC Bank will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/not receipt of information if a candidates fails to access his/her mail/website in time.**

**Candidates are not required to send any document to DCC Bank.** The candidates will be allowed to appear in the Written Test only if they possess the valid **Photo Admit Card** which will be available for download from the DCC Bank website.