

HOW TO APPLY

Candidates shall apply online and no other mode of application will be accepted.

(a) GUIDELINES FOR FILLING APPLICATION & PAYMENT OF FEES: [ONLINE MODE ONLY]:

Candidates will be required to register themselves online through website <https://nsdcindia.org/apprenticeship> or <https://apprenticeshipindia.org> or <http://bfsissc.com> or <https://sbi.bank.in/careers> or <https://www.sbi.co.in/careers> – Engagement of Apprentices in SBI.

Helpdesk: In case of any problem in filling up the form, queries may be made at telephone no. 022-22820427 (between 11:00 AM to 06:00 PM only on working days) or lodge his/her query on <https://cgrs.ibps.in>. Candidates are advised not to forget to mention 'Engagement of Apprentice in SBI' in the subject of the email.

Pre-requisites for Applying Online: Candidates should have valid email ID and mobile no. which should be kept active till the declaration of results. It will help him/her in getting call letter/advice etc. by email/SMS.

- i) Candidates should first scan their photograph, signature & documents as detailed under guidelines for scanning the photograph, signature & documents (**Annexure-I**).
- ii) Candidates to visit website <https://bank.sbi/careers> or <https://www.sbi.co.in/careers> and open the appropriate Online Application Form, available in the 'Current Openings'.
- iii) Fill the application carefully. Once the application is filled in completely, candidates should submit the data. In the event of candidates not being able to fill the data in one go, they can save the data already entered. When the data is saved, a provisional registration number and password will be generated by the system and displayed on the screen. Candidates should note down the registration number and password. They can re-open the saved data using registration number and password and edit the particulars, if needed. This facility will be available three times only. Once the application is filled in completely, candidates should submit the data. Thereafter, the registration is final and no change/ edit of any data will be allowed. The registration at this stage is provisional.
- iv) After ensuring the correctness of the particulars of the application form, candidates are required to pay fees through the payment gateway integrated with the application, following the instructions available on the screen.
- v) Fee can be paid by using debit card/credit card /internet banking by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.
- vi) On successful completion of transaction, e-receipt and application form with fee details will be generated, which may be printed for record. **Printout of Application Form is NOT to be sent to SBI.**
- vii) If the online transaction is not successfully completed, please register again, and make payment online.

(b) GUIDELINES FOR SCANNING THE PHOTOGRAPH & SIGNATURE:

Before applying online, a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given in Annexure-I. Online application will not be registered unless candidates upload photo & signature as specified.

Note:

1. In case the face in the photograph or signature is unclear, the candidate's application may be rejected.
2. In case the photograph or signature is unclear, the candidate may edit his application and re-upload his photograph or signature.

(c) CALL LETTERS FOR EXAMINATION:

The candidates should download their call letter and an "Acquaint yourself booklet" by entering their registration number and password/ date of birth from the Bank's website <https://nsdcindia.org/apprenticeship> or <https://apprenticeshipindia.org> or <http://bfsissc.com> or <https://bank.sbi/careers> or <https://www.sbi.co.in/careers> tentatively in the month of June

NO HARD COPY OF THE CALL LETTER FOR ONLINE WRITTEN EXAMINATION & ACQUAINT YOURSELF BOOKLET WILL BE SENT BY POST