

# Necessary Instructions Regarding Filling Up of

## Online Applications

1. Candidates are required to apply online through CRPF website. No other means/ mode of application will not be accepted.
2. Candidates are first required to go to the CRPF website <https://recruitment.crfp.gov.in/> and register themselves by providing Name, Email ID & Phone Number.
3. After login with credentials, candidates can see Recruitment Opening button on top of the screen. 'Apply Here' link is available next to active advertisements after login.
4. On clicking on 'Apply Here' link, system checks candidate's eligibility with respect to eligibility criteria required for the advertisement. If candidate does not fulfil eligibility, appropriate message of ineligibility is displayed by system.
5. Candidate should carefully fill all the information as asked in Application Form and SAVE it. (Save & Next button)
6. All the candidate are required to upload the images of recent photograph, signature, Thumb Impression & other supporting documents.
  - ✓ Size & Format of the photograph (passport size) (Min: 20 KB & Max size–50 KB), (Format: .jpg, .jpeg, .png ),
  - ✓ Size & Format of the signature (Min: 20 KB & Max size–50 KB), (Format: .jpg, .jpeg, .png ),
  - ✓ Size & Format of the Thumb Impression (Min: 20 KB & Max size–50 KB), (Format: .jpg, .jpeg, .png ),

- ✓ Size & Format Other supportive document (Min: 20 KB & Max size–50 KB),  
(Format: .jpg, .jpeg, .png ),

7. Only the applications of candidate fulfilling eligibility conditions will be accepted by system.

8. Candidates must ensure all relevant fields in the application are filled before final submission, since editing after final submission will not be possible.

9. Candidate's application will not be considered if fee is not paid for that application in the application categories. Female candidate / Ex-serviceman / SC/ ST candidates not valid to submit any examination fee. However, all candidate have to pay portal charges i.e. Rs. 47.20/-

10. Fees for examination can be paid by following means:

- ✓ Internet Banking
- ✓ Debit Card
- ✓ Credit Card
- ✓ UPI
- ✓ Nearest authorized Common Service Centre

11. Candidates are required to follow below mentioned procedure to pay the fees:

- ✓ After login, Application history is visible at the bottom side of page.
- ✓ Candidate will be able to see applications submitted by him to various advertisements with fees payment status. Applications for which fees payment status is Unpaid, Pay Now link will be available there.
- ✓ 4 Options will be available after clicking on Pay Now link.
  - a).** Net banking
  - b).** Debit Card
  - c).** Credit Card

**d).** UPI

- ✓ Candidate can pay using Net banking, Debit Card, Credit Card, or UPI in Online Payment.
- ✓ Candidate can fill their online form through himself / Nearby Common Service Centre (CSC).
- ✓ To search nearby CSC, Click [Here](#).