## HQ-IT018/4/2024-IT (Comp. No.:10517) Staff Selection Commission (IT Section)

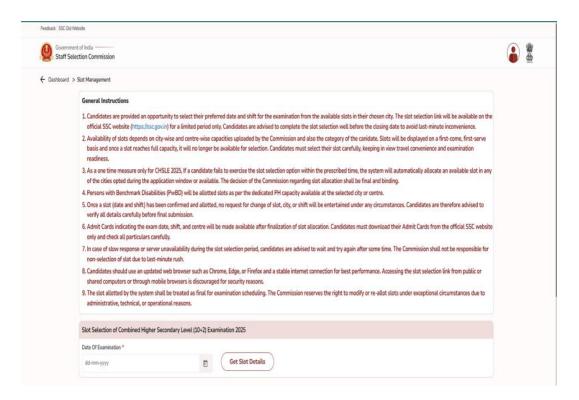
Subject: Self-Slot Selection for Tier 1CHSLE 2025 by the candidates – reg.

In continuation to the Notice no. HQ-IT014/5/2025-IT (Comp. No.:13224) dated 17.10.2025, wherein the Commission had introduced the facility of candidates choosing the examination city, date and shift as per their choice, the candidates are hereby informed that for availing this facility, the candidates will have to login into the candidate portal and exercise their choice for city (out of 3 choices submitted at the time of application), date and shift.

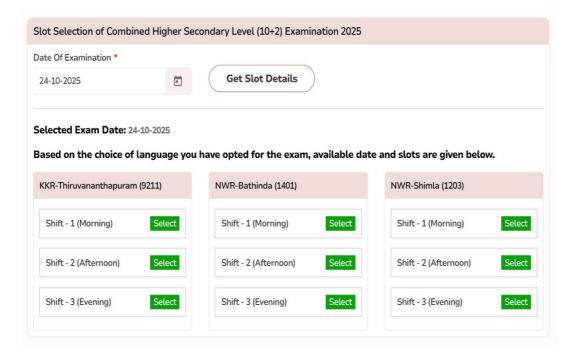
- 2. Accordingly, the facility for slot selection for CHSL Examination 2025, is being made live from 22nd October to 28th October 2025, 11:00PM.
- 3. To assist the candidates, the detailed guidance on the steps to be followed by a candidate for Slot Selection for examinations, wherever applicable, are given below.
  - 3.1 The candidates have to login into the candidate portal and select 'My Application'. A section will appear including candidate application status. The candidates would have to click on 'Select City, Exam Date, Shift' button.



3.2 General Instructions will appear on the candidate screen. Candidates' are advised to read and follow these instructions. **Upon reading the instructions, candidate should choose a suitable date of examination and click on 'Get Slot Details**'.

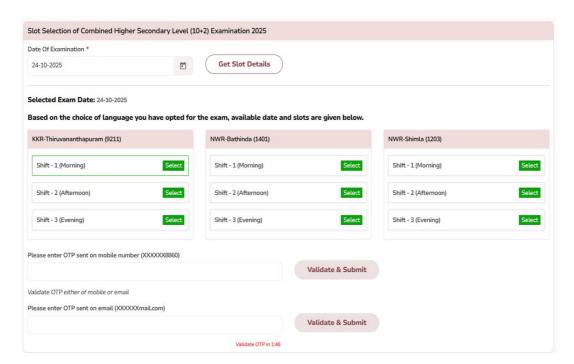


- 3.3 Candidates would see their 03 cities for which they had exercised option at the time of submitting their applications, they will be shown the availability of slots in various shifts at those cities.
- 3.3.a In case, slots are available on a chosen date, the 'Select' symbol against each shift would appear in Green colour.

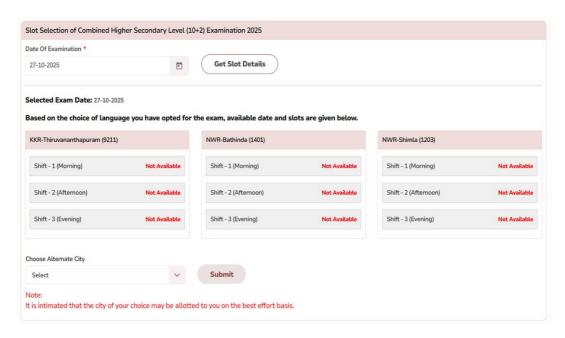


3.3.b Once the candidate opts for a particular shift in their chosen exam date, the selected shift will be highlighted in Green colour. The candidates must ensure to 'Validate & Submit' their choice of slot for the examination, by submitting the OTP sent either on registered mobile

number, or the registered email ID.



3.4. However, if the slot is not available on the particular date of examination, the candidates would see 'Not Available' text written against the said shifts. In such cases, the candidates may either opt for a different date of examination in which the slot is available or the candidate may choose alternate city from the options as given below. Upon selection of either a different date of examination or the alternate city, the procedure described in 3.3.a & 3.3.b above, may be followed.



4. As a one-time measure, only for CHSL Examination 2025, if a candidate fails to exercise the slot selection option within the prescribed time limit, the system will automatically allocate an available slot in any of the cities opted during the application window or as per availability. The decision of the Commission regarding

the slot allocation shall be final and binding.

5. "City - Live" for the candidates appearing in CHSLE 2025 Tier-1 exam will be activated on Monday 3rd November 2025, when the candidates can log in to the portal and see details of the City/Date and Slot allotted. They will be able to download the admit card for the exam 3-4 days prior to the allotted exam date.

Under Secretary to the Government of India 22.10.2025