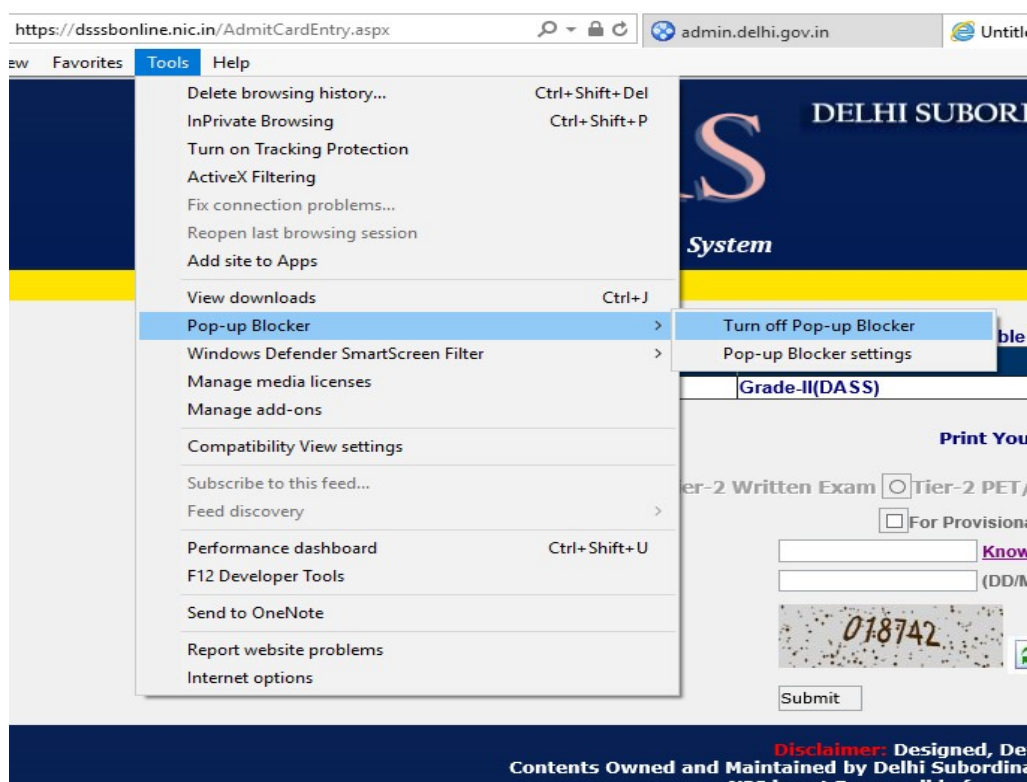## Instructions to Candidates for downloading e-Admit Cards for the Post of DASS Grade-II (Post Code 40/13)

1. The candidates can download e-admit cards by logging in into their accounts in OARS or directly at https://dsssbonline.nic.in. Admit cards downloaded at any other website will not be considered valid.

2. On visiting https://dsssbonline.nic.in and after clicking the "**Generate/Print eAdmit Card**" link the candidate should enter the application number, Date of Birth and security code. The candidates can find out their application number by clicking "Know Your Application Number" link and entering Date of Birth, Class X Roll No. and year of passing. It has to be ensured that pop up blocker is disabled. This can be done by going into browser settings and disabling pop up application. It is recommended to use Internet Explorer or Mozilla Firefox browser preferably.

    Steps to Unblock Pop ups from Internet Explorer Browser:
    Tools Menu -→ Select Pop up Blocker -→ Click on Turn off Pop Up Blocker

3. The candidates were required to generate their Admit Cards through OARS between 12.5.17 to 27.5.17. The date was extended thrice upto 9th June, 2017. The candidates were informed repeatedly in this regard through Department website, newspaper ad, emails and SMS

4. For candidates who have forgotten their email address or/and changed their mobile numbers, the Board had also provided a special module for re-setting email and mobile number. The module was made available between 24.5.17 to 5.6.17. A large number of candidates had applied through this module and all such cases have been taken care of.

5. If the candidate has not generated his/her admit card within the specified time period, the e-admit card will not be available for downloading and will show error message as follows:
   "Last Date for Generation of Admit Card is Over. Since you have not generated your Admit Card, it is not available for downloading."

6. In case the candidate has failed to deposit the prescribed fee or has deposited it after the last date, the admit cards will not be available for downloading and appropriate error message will be displayed as follows:
   " You are not eligible to print e Admit Card."

7. Cases of candidates who are unable to download e-admit cards either because they did not generate their admit cards or have not paid fees/paid fees after cut off date, will not be entertained by the Board on a case to case basis and the candidates should not visit the Board in person. In all such cases, the Board shall take appropriate decision which shall be informed through its website

8. In case the candidates face difficulty in downloading admit card for reasons other than that specified at Sl. No. 7, they may send an email at grade2dsssb@gmail.com which should provide the following particulars:
   (a) Name of the candidate
   (b) Application Number
   (c) Class X Roll No.
   (d) Year of passing Class X
   (e) Date of Birth
   (f) Screen shot showing the error message should be enclosed without which no action will be taken on the email.

   The Board shall try to resolve the issue and inform the candidate through email.   No personal visits to the Board shall be entertained.