



# HOW TO APPLY

Eligible candidates are advised to apply online between 26.06.2023 and 15.07.2023 (both days inclusive) through the 'Careers' page of Bank's website [www.federalbank.co.in](http://www.federalbank.co.in) after carefully going through the instructions.

## Application Registration



To submit applications online, visit Bank's website [www.federalbank.co.in](http://www.federalbank.co.in), follow the link 'Careers', and click on the link 'Recruitment Process of Associates on Non-Officer Cadre'. Read the notification, eligibility criteria and the instructions carefully. Now click on 'Apply Now' button hosted below the link 'Recruitment Process for Associates on Non-Officer Cadre'. Applicants will be redirected to the registration portal and the following steps shall be taken to complete the registration process.

- Enter your Valid Mobile number, Email ID and set your Password. The Password should contain minimum 8 characters with at least 1 digit, 1 alphabet and 1 special character. This will be your registered Mobile number, Email ID and password throughout the process. Click the SEND OTP button and you will receive OTPs in your mobile & email. Enter both OTPs in the screen and click 'Verify' button.
- Enter your Personal, Academic, Experience, References (Name, address, email id & telephone number of three references excluding relatives and friends) and other details as required. Candidates shall fill all the fields in the registration portal correctly.
- Modify details, if required, and Click 'I Agree' in declaration tab only after verifying the details entered by you. Candidates are advised to carefully verify the details filled in the registration portal themselves as no change will be possible/entertained after clicking the 'I Agree' button.
- Candidates can proceed to upload Photo & Signature as per the required specifications. Refer the guidelines for scanning and uploading of Photograph and Signature.
- Personal Data Form (as per the details entered in the registration portal) will be sent to the registered email id of the candidate for information/reference.
- Click on 'Proceed to Pay' button. Application Fee details will be available in the screen and Click on 'Proceed to Pay' only after verifying the Fee details.

## Application Fee



Application fee can only be paid online through the payment gateway, using a Debit Card (RuPay/Visa/MasterCard), Credit Card (RuPay/Visa/MasterCard), UPI or Internet Banking. On successful completion of the transaction through the payment gateway, E-Receipt will be forwarded to the registered email of the candidate with the payment details.

CATEGORY	Application Fee (₹)*
General / Others	<b>600</b>
SC/ST	<b>120</b>

\* GST at applicable rates (@18%) to be charged extra

## Payment of Fees



The application form is integrated with the payment gateway and the payment process can be completed by following the below mentioned instructions.

- The payment can be made by using Debit Cards, Credit Cards, UPI or Internet Banking.
- After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON.
- On successful completion of the transaction, an E-Receipt will be generated and sent to the registered E mail of the candidate. Please note that if the same is not received, online transaction may not have been successful.
- Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their mobile number, e-mail id, password & OTP's and repeat the process of payment.
- To ensure the security of your data, please close the browser window once your transaction is completed.
- Once the registration is completed successfully, a confirmation mail will be sent to the registered email id of the candidates for information / reference.
- An application once made will not be allowed to be withdrawn and the application fee once paid will NOT BE refunded as per the refund policy or would be held in reserve for any future Online Aptitude Assessment or selection. The application fee will also NOT BE refunded in case the application is rejected / not considered by Federal Bank.