

भारत सरकार,  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,  
कार्मिक एवं प्रशिक्षण विभाग,  
कर्मचारी चयन आयोग,  
ब्लॉकसं-12, केन्द्रीय कार्यालय परिसर,  
लोधी रोड, नई दिल्ली-110003



Government of India,  
Ministry of Personnel, Public  
Grievances & Pensions,  
Department of Personnel and Training,  
Staff Selection Commission,  
Block No. 12, CGO Complex, Lodhi  
Road, New Delhi – 110003

Combined Higher Secondary (10+2) Level Examination, 2025

Option-cum-Preference form for preference of Offices/Departments/Ministries

**[Note: This is a Sample Option Form for convenience of the candidates. Options are to be filled up in the online module on the website of the Commission only. No physical option form shall be accepted by the Commission.]**

Name of the Candidate \_\_\_\_\_ Roll No. \_\_\_\_\_

Candidates should indicate their options, in order of preference, separately for the post in the following Format:

**1. Lower Division Clerk/ Junior Secretariat Assistant/Clerk-cum-Typist/Junior Health Administrative Assistant: Preference Code for Ministry/ Departments/ Offices:**

Code	Organization/ Ministry Name
L01	Central Administrative Tribunal
L02	Department of Internal Security, Intelligence Bureau, Ministry of Home Affairs
L03	Department of Science and Technology, Ministry of Science and Technology
L04	Department of Defence, Canteen Stores Department (CSD), Ministry of Defence
L05	Department of Telecommunications, Ministry of Communications
L06	Ministry of Mines
L07	Department of Food and Public Distribution, Ministry of Consumer Affairs, Food, & Public Distribution
L08	National Commission for Scheduled Tribes
L09	Directorate of Forensic Science Services, Central Forensic Science Laboratory, Ministry of Home Affairs
L10	Department of Posts, Ministry of Communications
L11	Department of Consumer Affairs, Ministry of Consumer Affairs, Food, & Public Distribution
L12	Department of Personnel and Training, Central Bureau of Investigation (CBI), Ministry of Personnel, Public Grievances & Pensions
L13	Niti Aayog
L14	Department of Internal Security, National Investigation Agency, Ministry of Home Affairs
L15	Department of Commerce, Ministry of Commerce & Industry

L16	Department of Defence, Border Roads Organization (BRO), Ministry of Defence(* Only for Male candidates)
L17	Ministry of Electronics and Information Technology
L18	Election Commission of India
L19	Ministry of Statistics & Programme Implementation (Admin-III)
L20	Department of Expenditure, Controller General of Accounts, Ministry of Finance
L21	Department of Defence Production, Directorate General of Aeronautical Quality Assurance (DGAQA), Ministry of Defence
L22	Ministry of Tourism
L23	Department for Promotion of Industry and Internal Trade, Ministry of Commerce & Industry
L24	Department of Defence, Directorate of Public Relations, Ministry of Defence
L25	Department of Agriculture Cooperation and Farmers Welfare, Ministry of Agriculture & Farmers Welfare
L26	Ministry of Civil Aviation
L27	Ministry of Information & Broadcasting
L28	Central Vigilance Commission
L29	Department of Telecommunications, CGCA (Controller General of Communication Accounts), Ministry of Communications
L30	Department of Financial Services, Ministry of Finance
L31	Ministry of Housing & Urban Affairs
L32	Directorate General of Health Services, Ministry of Health and Family Welfare
L33	Ministry of Labour & Employment
L34	Department of Water Resources, River Development and Ganga Rejuvenation, Ministry of Jal Shakti
L35	Department of Defence, Controller General Of Defence Accounts (CGDA), Ministry of Defence
L36	Department of Defence, Indian Coast Guard, Ministry of Defence
L37	National Informatics Centre, Ministry of Electronics and Information Technology
L38	Department of Animal Husbandry and Dairying, Ministry of Fisheries, Animal Husbandry and Dairying
L39	Ministry of Culture
L40	Ministry of Environment, Forest and Climate Change
L41	Central Translation Bureau, Department of Official Language, Ministry of Home Affairs
L42	Armed Forces Headquarters, O/o JS & CAO, Ministry of Defence
L43	Central Electricity Authority, Ministry of Power
L44	Lal Bahadur Shastri National Academy of Administration, Ministry of Personnel, Public Grievances & Pensions
L45	O/o Registrar General of India, Ministry of Home Affairs
L46	National Disaster Response Force Academy, Ministry of Home Affairs
L47	Directorate of Enforcement, Department of Revenue, Ministry of Finance
L48	Ministry of Textiles
L49	Department of Official Language, Central Hindi Training Institute, Ministry of Home Affairs
L50	Ministry of Ports, Shipping and Waterways

L51	Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying
L52	Archeological Survey of India, Ministry of Culture
L53	Central Government Health Scheme (HQs), Ministry of Health and Family Welfare

**2. Data Entry Operator/ Data Entry Operator Grade 'A': Preference Code for Ministry/Department/ Office :**

Code	Organization/ Ministry Name
D54	Staff Selection Commission, Ministry of Personnel, Public Grievances & Pensions
D55	Department of Expenditure, Controller General of Accounts, Ministry of Finance
D56	Ministry of Culture

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34

35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51

52	53	54	55	56

**Declaration**

1. The options exercised above by me are final. I am also fully aware that no change in the Order of Preference(s) in the options exercised by me above shall be permitted under any circumstances.
2. I have gone through the eligibility criteria in respect of Educational Qualification, Age, caste/ category certificate, PwBDs certificate, etc. as prescribed in the notice and Corrigendum of examination for the post(s) opted by me.
3. I certify that I hold the requisite certificates in support of my claim in this regard and undertake to produce the same as and when required including at the time of Document Verification by the concerned User Department / Organization allocated to me after declaration of final result. I understand that the post/ Department allocated to me would be final and any failure on my part to

produce the requisite documents of eligibility in support of my candidature would lead to cancellation of my candidature and there would be no further consideration of my candidature for any other post/ Department even though I might be fulfilling the eligibility criteria for the latter preferences.

4. I also understand that if any in-congruence between my declaration in application form/ Option-cum-Preference Form and requisite documents is found at any stage, my candidature is liable to be rejected.

5. I understand that the Option-cum-Preference exercised by me is final and **NO** subsequent changes therein would be allowed after prescribed period given by the Commission for exercising the Option-cum-Preference.

6. I understand that any claim of my candidature after such rejection will not be considered and also that the Commission would not entertain any representation submitted through email, post, fax, etc. against such rejection.

Signature of the Candidate : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

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