

CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRA NATH TAGORE CIVIL SERVICES STUDY CENTRE

Netaji Subhas Administrative Training Institute campus
Government of West Bengal

No. 434/CEPM/16/16-17 (Part-2)

Dated: 17.02.2026

SNTCSSC Composite Course Batch 2027
Admission Procedure and Guidelines

Please read the full guidelines carefully before filling up the form.

COURSE INTRODUCTION

The Satyendra Nath Tagore Civil Services Study Centre (SNTCSSC) is an initiative launched at the behest of the Hon'ble Chief Minister, West Bengal Mamata Banerjee to provide best quality and **highly subsidised** coaching for UPSC Civil Services Examination to the young students from West Bengal aspiring to become members of IAS, IFS, IPS and Allied services.

A ten months' COMPOSITE COURSE of Prelims, Mains and Mock Tests is conducted offline on the campus. Our Centre provides state-of-the-art infrastructure with smart classrooms, a well-equipped library, and hostel facility for outstation students on selective basis. Quality coaching is provided through subject experts from renowned universities and colleges and also by IAS, IFS, IPS and other all India services officers. Premier and nationally reputed Coaching Institutes are associated with SNTCSSC. Regular tests are given to assess the students' progress and identify the areas that need special attention so that they can improve in a sustained manner.

ADMISSION TIMELINE

Sl.	Activity	Dates
1	Notification	February 18, 2026, Wednesday
2	Admission Test Registration Opens	February 18, 2026, Wednesday, 11.00 am
3	Admission Test Registration Closes	March 30, 2026 Monday, 3.00 pm
4	Admission Test	Venue and Date will be announced

ADMISSION TEST CRITERIA

1. **Eligibility criteria:** Graduate. Those who will graduate by August 1, 2027 are also eligible to apply.
2. **Age limit:** Age limit as per UPSC guidelines.

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3. **Mode of Examination:** A 2-stage Admission Test in English will be conducted, comprising:
 - a) **1st stage** – MCQ, some subjective type short questions and Essay Test (only those candidates, who qualify in the MCQ and the short questions test, will have their essay scripts graded)
 - b) **2nd stage** – Candidates who qualify in the first stage will be called for interview. Final list will be published after the interview.
4. Refer our website www.csscwb.in for previous year's SNTCSSC admission test questions.
5. **Candidates who have qualified in the CSE (Preliminary) conducted by the UPSC in any year are eligible for direct admission.**
6. Please note that the previous batches of SNTCSSC students of Composite Course are not eligible to apply for SNTCSSC Composite Course Batch 2027. However, current students will be provided required guidance as long as they are aspiring for the UPSC CSE.
7. **ONLY** those who will appear in the UPSC CSE 2027 are eligible to apply.
8. **The decision of the SNTCSSC in the process of selection of candidates will be final.**
9. Result of the admission test will be available at the website: www.csscwb.in

COURSE HIGHLIGHTS

1. **Course fee** per month is Rs.1000/- for Unreserved category and Rs.500/- for Reserved Category candidates.
2. The Authority reserves the right to cancel any or all applications without assigning any reason thereof.
3. The admitted students will have to qualify in periodic tests for continuation of their coaching. Non-satisfactory performance in the periodic evaluation tests may lead to discontinuation.

GUIDELINES FOR FILLING UP ONLINE FORM

1. The form can be filled up and submitted by clicking on the link provided at the end of this document. Do not attempt to fill up the form before reading the guidelines. The form can be submitted only once from an email id. Any error in the form **cannot** be corrected after it is submitted.
2. **Before filling up the form** you are required to pay the **Admission Test Fee** of Rs.100/- for Unreserved category candidates and Rs. 50/- for Reserved Category candidates.
3. **Payment Methods:**
 - a) **UPI QR or UPI ID:** You have the option to pay the admission test fees by scanning the UPI QR Code provided in the following link: <https://bit.ly/sntcssc-gr-code> or by initiating the payment using the UPI ID **sntcssc@indianbk**
4. A copy/ screenshot of the **DEPOSIT SLIP/ TRANSACTION RECEIPT** has to be saved.
5. Given below is a link to the Application Form. All required fields have to be filled up.
6. **Please recheck the phone number and email id that you are entering.** We will communicate with you primarily through your email id. **Any error in entering email id and**

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phone number will result in non-receipt of any communication from us.

7. Please attach the copy/ screenshot of the **DEPOSIT SLIP/ TRANSACTION RECEIPT** in the appropriate part of the form.
8. Please contact us (9051829290) if you do not receive link for Admit Card generation, **two (2) days** prior to the Admission Test.
9. Admission Test venue will be in Kolkata. The time and venue details of the Admission Test will be informed to you well ahead of the test through our website www.csscwb.in.
10. The results will be published on our website www.csscwb.in
11. Successful candidates will receive further instructions for admission procedure.

STEPS FOR FILLING UP ONLINE FORM

STEP 1: CREATE YOUR ACCOUNT

Visit <https://admission.sntcssc.in/register> and click Register. Provide the following:

1. Personal Info

- Enter your **First, Last Name** exactly as they appear on your documents.
- Input your **class 10 Roll Number**.

2. Contact & Identity

- Provide a valid **Email** and **Mobile Number**.
- Select your **Gender** and **Date of Birth**.
- Choose an **ID Type** (Aadhaar, Voter etc.) and enter the **ID Number** carefully.

3. Login Info

- Create Your New Password for Login (minimum 8 characters)

Note: Ensure all details are correct, as they cannot be modified after submission.

STEP 2: LOG IN AND COMPLETE YOUR OTR PROFILE

Go to [Registration Portal](#) and click **Login**, or use <https://admission.sntcssc.in/login>. Enter your **Email ID** and **Password**.

After logging in, complete these five sections:

1. **Basic Details & Addresses**
2. **Educational Qualifications**
3. **Employment History**
4. **Documents Upload**
5. **Preview & Save:** Review carefully; and save your profile.

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STEP 3: VISIT DASHBOARD AND SUBMIT APPLICATION

Apply for Admission

Go to your **Dashboard** after completing the OTR:

1. **Select Form:** Apply for ongoing admission tests from the dashboard.
2. **Sync Data:** The system will auto-fill details from your OTR.
3. **Final Review:** Review all information before final submission —**no changes are allowed after submission.**

STEP 4: MAKE PAYMENT

Submit payment details:

- Transaction Date
- Transaction No. (UTR/ID)
- Payment Screenshot

Wait 3 days for confirmation: **Paid, Pending, or Rejected.**

STEP 5: SAVE YOUR APPLICATION

Print and save the **Application Form** (includes Application ID). Keep it safe for future reference.

REGISTRATION FORM LINK

<https://admission.sntcssc.in/>

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UPI QR CODE



Last date for submitting form is March 30, 2026, Monday, 3.00 pm

FOR ANY FURTHER QUERY, CONTACT

iascoaching.sntcssc@gmail.com, 9051829290/ (033) 23410119/123/109
(during office hours)

(Dr. Rajat Nanda, IAS)
Course Director, SNTCSSC