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CB / AT /2025

ENGAGEMENT OF GRADUATE APPRENTICES UNDER APPRENTICES ACT, 1961 FOR FY 2025-26

Canara Bank, a leading Public Sector Bank with Head Office in Bengaluru and global presence with over 9800 branches, invites online applications from the eligible Indian Citizens for:

"Engagement of Graduate Apprentices under Apprentices Act, 1961 for FY 2025-26"

Eligible candidates are required to register on the Apprenticeship portal www.nats.education.gov.in before applying for Apprenticeship Training in the Bank. Candidate with 100% complete profile on the Apprenticeship portal only are eligible to apply. **No other means / mode of Application will be accepted.** Please read this advertisement carefully before applying.

Important Dates	
Event	**Date**
Candidates are required to register on Apprenticeship portal www.nats.education.gov.in before applying for apprenticeship training in the Bank. Candidate with 100% complete profile on the Apprenticeship portal only are eligible to apply.	**22.09.2025 onwards if not registered earlier.**
Opening date and closing date for on-line registration in Website	**23.09.2025 to 12.10.2025** [both days inclusive]

1. DETAILS OF TRAINING SEATS:

Number of Training seats	**3500**

State/UT	Local language	No of Training Seats	SC	ST	OBC	EWS	UR	Out of Which			
								HI	OC	VI	ID
Andaman and Nicobar Islands (UT)	Hindi/English	5	0	0	1	0	4	0	0	0	0
Andhra Pradesh	Telugu/Urdu	242	38	16	65	24	99	3	2	2	2
Arunachal Pradesh	English	5	0	2	0	0	3	0	0	0	0

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State/UT	Local language	No of Training Seats	SC	ST	OBC	EWS	UR	Out of Which			
								HI	OC	VI	ID
Assam	Assamese/Bengali/Bodo	42	2	5	11	4	20	1	0	0	0
Bihar	Hindi/Urdu	119	19	1	32	11	56	1	1	1	1
Chandigarh (UT)	Hindi/Punjabi	6	1	0	1	0	4	0	0	0	0
Chhattisgarh	Hindi	40	4	12	2	4	18	0	1	0	0
Dadra and Nagar Haveli & Daman and Diu (UT)	Gujarati	2	0	0	0	0	2	0	0	0	0
Delhi (UT)	Hindi	94	14	7	25	9	39	1	1	1	0
Goa	Konkani	26	0	3	4	2	17	1	0	0	0
Gujarat	Gujarati	87	6	13	23	8	37	1	1	1	0
Haryana	Hindi/Punjabi	111	21	0	29	11	50	1	1	1	1
Himachal Pradesh	Hindi	23	5	0	4	2	12	0	0	0	0
Jammu and Kashmir	Urdu/Hindi	16	1	1	4	1	9	0	0	0	0
Jharkhand	Hindi/Santhali	73	8	18	8	7	32	0	1	1	0
Karnataka	Kannada	591	94	41	159	59	238	6	6	6	5
Kerala	Malayalam	243	24	2	65	24	128	2	3	2	2
Lakshadweep (UT)	Malayalam	3	0	1	0	0	2	0	0	0	0
Madhya Pradesh	Hindi	111	16	22	16	11	46	1	1	1	1
Maharashtra	Marathi	201	20	18	54	20	89	2	2	2	2
Manipur	Manipuri / English	3	0	1	0	0	2	0	0	0	0
Meghalaya	English/Garo/Khasi	6	0	2	0	0	4	0	0	0	0
Mizoram	Mizo	2	0	0	0	0	2	0	0	0	0
Nagaland	English	3	0	1	0	0	2	0	0	0	0
Odisha	Odia	105	16	23	12	10	44	1	1	1	1
Pondicherry (UT)	Tamil	4	0	0	1	0	3	0	0	0	0
Punjab	Punjabi/Hindi	97	28	0	20	9	40	1	1	1	0
Rajasthan	Hindi	95	16	12	19	9	39	1	1	1	0
Sikkim	Nepali/English	4	0	0	0	0	4	0	0	0	0
Tamil Nadu	Tamil	394	74	3	106	39	172	4	4	4	3
Telangana	Telugu/Urdu	132	21	9	35	13	54	1	1	2	1
Tripura	Bengali/Kokborok	7	1	2	0	0	4	0	0	0	0
Uttar Pradesh	Hindi/Urdu	410	86	4	110	41	169	4	4	4	4
Uttarakhand	Hindi	48	8	1	6	4	29	0	0	1	0
West Bengal	Bengali/Nepali	150	34	7	33	15	61	2	2	1	1
Total		3500	557	227	845	337	1534	34	34	33	24

*The number of training seats mentioned above is provisional and may vary according to the actual requirement of the Bank.

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Abbreviations: SC - Scheduled Caste; ST - Scheduled Tribe; OBC - Other Backward Class; EWS – Economically Weaker Section; UR - Unreserved Category; **PwBD (Persons with Benchmark Disability) Category** - VI - Visually Impaired; HI - Hearing Impaired; OC - Orthopedically Challenged, ID - Intellectual Disability.

Please note that:

a) Candidates can opt for training seats in only ONE STATE under this project. Candidates will be provided with an option to give their order of preference for all the districts in the selected state. However, allotment will be based on the need of the Bank and subject to availability of training seats in respective districts.
b) **Bank reserves the right to allot training seat in any district of Selected State as per administrative requirement.**
c) Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the training seats as on date of eligibility.
d) Candidates are advised to check Bank's website www.canarabank.bank.in → Careers→ Recruitment → Engagement of Graduate Apprentices in Canara Bank under Apprentices Act, 1961 for FY 2025-26 for details and updates.

2. ELIGIBILITY CRITERIA & OTHER DETAILS:

<table>
<tr><td>Date of Reckoning for eligibility</td><td>All the eligibility (Age, Qualification, etc.) shall be computed as on 01.09.2025 (inclusive).</td></tr>
<tr><td>Age</td><td>Minimum 20 years and maximum 28 years as on the date of reckoning for eligibility i.e Candidates must have been born not earlier than 01.09.1997 and not later than 01.09.2005 (both days inclusive).

Relaxation of upper age limit:
<table>
<tr><th>Sl No</th><th>Category</th><th>Age Relaxation</th></tr>
<tr><td>1</td><td>Scheduled Caste/Scheduled Tribe</td><td>5 years</td></tr>
<tr><td>2</td><td>Other Backward Classes (Non-Creamy Layer)</td><td>3 years</td></tr>
<tr><td>3</td><td>Persons with Benchmark Disabilities as defined under "The Rights of Persons with Disabilities Act, 2016"</td><td>10 years</td></tr>
<tr><td>4</td><td>Widows, divorced women and women legally separated from their husbands who have not remarried</td><td>Age concession up to the age of 35 years for General/EWS, 38 years for OBC and 40 years for SC/ST candidates</td></tr>
<tr><td>5</td><td>Persons affected by 1984 riots</td><td>5 years</td></tr>
</table></td></tr>
</table>

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Educational Qualification	A Degree (Graduation) in any discipline from a University recognized by the Govt. of India or any equivalent qualification recognized as such by the Central Government. **Candidates must have passed their Graduation not earlier than 01.01.2022 and not later than 01.09.2025 (both days inclusive).**
Test of local language	Candidates who produce 10th or 12th standard mark sheet/ certificate evidencing having studied the specified opted local language will not be required to undergo the local language test. For other candidates, the test for knowledge of local language will be conducted as a part of selection process. It will be conducted when the candidate is called for Document Verification by the Bank. Candidates who fail to qualify this test will not be engaged as apprentice.
Physical/ Medical fitness	Engagement of selected Apprentices is subject to his/her being declared medically fit as per the requirement of the Bank.

NOTE:

(i) The relaxation in upper age limit to SC/ST/OBC (Non-Creamy Layer) candidates is allowed on cumulative basis with only one of the remaining categories for which age relaxation is permitted as mentioned in point no 3 and 5 above.

(ii) The maximum age limit specified is applicable to General Category candidates and Economically Weaker Section (EWS) Category Candidates.

(iii) Candidates seeking age relaxation will be required to submit necessary certificate(s) in original along with photo-copies at the time of document verification / reporting for On-the-Job training and at any subsequent stage of the process as required by Bank.

(iv) Reservation for PwBD is horizontal and within the overall training vacancies for the State.

(v) No Ex-servicemen / Disabled Ex-Servicemen shall be engaged as an apprentice and there is no reservation to Ex-servicemen/ Disabled ex-servicemen in the apprentice engagement.

(vi) The Candidate should not have undergone Apprenticeship Training either with Canara Bank or any other organization earlier or pursuing the Apprenticeship Training as per the Apprentices Act 1961 as amended from time to time or terminated in between the course of Apprenticeship Training due to the fault of candidate himself.

(vii) Candidates who had undergone training or having job experience of one or more years' after completion of educational qualification shall not be eligible for being engaged as Apprentice.

(viii) Caste / Category Certificate issued by competent authority in the prescribed format as stipulated by Government of India in case of SC / ST / OBC/ PwBD category candidates.

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(ix) In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. Candidates belonging to OBC category but coming under creamy layer are not entitled to OBC reservation. They should indicate their category as General in the online application form. The candidate should possess a valid OBC certificate with a Non-creamy layer clause as per the Government of India guidelines, from time to time.

Reservation

Reservation for candidates belonging to categories SC/ST/OBC/EWS/PwBD –as per the prescribed reservation percentages of the respective States/UTs as per Govt. guidelines

Reservation for Persons with Benchmark Disabilities (PwBD):

Under section 34 of "The Rights of Persons with Disabilities Act, 2016", persons with benchmark disabilities are eligible for Reservation. The post is identified suitable for the Persons with undernoted categories of disabilities as defined in the Schedule of RPwD Act 2016 and notified by the Department of Empowerment of Persons with Disabilities (Divyangjan) from time to time.

A. Visual Impairment ("VI" Category):

Only those Visually Impaired (VI) persons who suffer from any one of the following conditions, after best correction, are eligible to apply.

a. Blindness:

i. Total absence of sight; OR
ii. Visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; OR
iii. Limitation of the field of vision subtending an angle of less than 10 degree. OR

b. Low Vision:

i. Visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; OR
ii. Limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

B. Hearing Impaired ("HI" Category):

a. Deaf:

means person having 70 DB hearing loss in speech frequencies in both ears.

b. Hard of Hearing:

means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears.

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C. Orthopedically Challenged/ Locomotor Disability ("OC" / "LD") Category:

A person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both, including Cerebral Palsy, Leprosy Cured, Dwarfism, Muscular Dystrophy and Acid Attack Victims, Spinal Deformity (SD) and Spinal Injury (SI) without any associated neurological / limb dysfunction. Orthopedically challenged persons are covered under locomotor disability:

a. "Leprosy cured person" means a person who has been cured of leprosy but is suffering from:

i. Loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

ii. Manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;

iii. extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall be construed accordingly;

b. "Cerebral palsy" means a Group of non-progressive neurological conditions affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

c. "Dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

d. "Muscular dystrophy" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterised by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

e. "Acid attack victims" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

D. Intellectual Disability ("ID" Category):

Only those persons, who suffer from any one of the following types of disabilities, are eligible to apply under this category:

a. "Autism Spectrum disorder" (ASD) means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a

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person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

b. "**Specific Learning Disability" (SLD)** means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia.

c. **"Mental Illness" (MI)** means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behaviour, capacity to recognise reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterised by sub normality of intelligence.

E. **"Multiple Disabilities"** means multiple disabilities amongst clause "A"; "B"; "C"; "D" above.

Note: Only those persons with benchmark disabilities would be eligible for reservation. "Benchmark disability" means a person with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes the persons with disability, where disability has been defined in a measurable terms, as certified by the certifying authority.

A person who wants to avail benefit of reservation will have to submit a disability certificate issued by a Competent Authority as per Government of India guidelines. Such certificate will be subject to verification/ re-verification as may be decided by the competent authority, at any point during the process or thereafter.

The allocation of reserved vacancies for the persons with benchmark disabilities will be as prescribed in the "The Rights of Persons with Disabilities Act, 2016" and as per actual vacancies.

PwBD reservation is not applicable on the basis of temporary certificate of disability. The reservation is only for persons with Benchmark Disabilities with irreversible permanent disability in terms of O.M. No. 36035/8/2023-Estt. (ResII) dated 19.05.2023 issued by Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training (DoPT).

The Government guidelines for persons with Benchmark/Specified Disabilities are subject to change/clarifications, from time to time.

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EWS (Economically Weaker Section):

a) Persons who are not covered under the existing scheme of reservations to the Scheduled Castes, the Schedule Tribes and the Other Backward Classes and whose family has gross annual income below Rs.8.00 lakh (Rupees eight lakh only) are to be identified as EWS for benefit of reservation. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application. Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWSs, irrespective of the family income:
   - 5 acres of Agricultural Land and above;
   - Residential flat of 1000 sq. ft. and above;
   - Residential plot of 100 sq. yards and above in notified municipalities;
   - Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

b) The property held by a "Family" in different locations or different places / cities would be clubbed while applying the land or property holding test to determine EWS status.

c) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the Authorities as notified by the Government of India in the prescribed format shall only be accepted as proof of candidate's claim as belonging to EWS. The candidates shortlisted for document verification shall be required to bring the requisite certificate as specified by the Government of India at the time of appearing for the process of document verification.

d) The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

e) The instructions issued by the Government of India in this regard from time to time shall be adhered to.

Disclaimer: EWS Vacancies are tentative and subject to further directives of Government of India and outcome of any litigation.

Note: These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

3. OTHER TERMS AND CONDITIONS:

Period of Apprenticeship Training	The Period of Apprenticeship Training will be 12 Months.
Place of Training	The On-the-job training will be imparted to the candidates at the select branches as per course/curriculum.

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Profile	Apprentice **Note:** The candidates eligible as Apprentice will NOT be treated as "employees" of the Canara Bank and will not be entitled to receive any benefits which are available for the employees of the Bank.
Contract of Apprenticeship	Candidates found suitable for engagement based on merit shall be issued digital apprenticeship contract through Apprenticeship portal www.nats.education.gov.in Candidates receiving the Digital Apprenticeship contract from the Bank need to accept it on NATS portal within the stipulated timelines. No candidate shall be engaged as Apprentice until he/she enters into the Contract of Apprenticeship with the Bank and same is approved in NATS portal.
Stipend	A monthly stipend of Rs. 15,000/- (including subsidy amount, if any, by Govt. of India) shall be paid to the apprentice during the period of apprenticeship training. The Apprentices are not eligible for any other allowances/ benefits. Canara Bank will make a payment of 10,500/- into the apprentices account on a monthly basis. Government share of Stipend of Rs. 4500 will be directly credited to the Apprentices Bank account through DBT mode as per extant guidelines. The stipend shall be paid to Apprentices each month after adjusting Loss of pay, If any.
Hours of Work	The Apprentice shall be imparted On-Job-Training (OJT) during hours of work as applicable to the clerical cadre of the Bank.
Overtime	No Apprentice shall be required or allowed to work overtime except with the approval of the Apprenticeship Adviser who shall not grant such approval unless he is satisfied that such overtime is in the interest of the training of the Apprentice or in the public interest.

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Leave	Apprentice shall be entitled to One Casual Leave on completion of one month of Apprenticeship Training and total of 12 Casual Leaves in a year. No other type of leave is applicable for the Apprentices. Apprentice can avail only 4 casual leaves at a time. Leave accumulated, if any will automatically get exhausted on termination/completion of contract.
Holidays	Apprentice shall be entitled to such holidays as are observed in the Bank where he/she is undergoing Apprenticeship Training.
Conduct and Discipline	In case of any misconduct done by the apprentice during the engagement period, Bank reserves the right to terminate the contract of engagement. The Apprentices shall be prohibited from joining/forming any union body.
Termination of Apprenticeship Contract	The contract of Apprenticeship Training shall terminate on the expiry of the period of Apprenticeship Training. Either party to a contract of Apprenticeship Training may make an application to the Apprenticeship Adviser for the termination of the contract. The Contract of Apprenticeship Training shall be terminated, if the apprentice does not report at the Bank's Training venue/ Bank branch on the date of Commencement of basic training/ on the job training. Further during the Apprenticeship, in case of Apprentice is found to be involved in any act of misbehavior/ disobedience/ unsatisfactory performance/ any other act prejudicial to the interest of the Bank, the contract may be terminated by the Bank after giving 7 days' notice.
Certificate	After completion of Apprenticeship Training, NATS-joint certification will be awarded to Apprentices.
Other Information	• The provision of any law with respect to Labour such as PF, ESI, Bonus shall not be applicable to or in relation to such apprenticeship engagement. • Bank shall have no obligation to offer regular employment to Apprentices during and/ or after the completion of the apprenticeship training. After completion of Apprenticeship training, candidates will be relieved from the respective training area. • A Wait list (State-category wise) will be maintained for one year from the date of result of the engagement of apprentices or next engagement exercise, whichever is earlier. Candidates

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	will be released only once from this waitlist against non-joining subject to availability of qualified candidates.

4. REGISTRATION PROCESS:

Candidate is required to register on the apprenticeship portal www.nats.education.gov.in before applying for apprenticeship in the Bank. After registration on the apprenticeship portal, enrollment number will get generated, which the candidates should keep for future reference. Candidate with 100% complete profile on the Apprenticeship portal is eligible to apply for Apprentices in the Bank.

5. SELECTION PROCESS:

The candidate is required to register on Bank's website www.canarabank.bank.in → Careers→ Recruitment→ Engagement of Graduate Apprentices in Canara Bank under Apprentices Act, 1961 for FY 2025-26. The merit list of those candidates who have applied will be prepared State wise in descending order on the basis of marks/percentage obtained in 12th Std (HSC/10+2)/ Diploma Examination. In case more than one candidate is having the same percentage, such candidates will be ranked according to their age in descending order in the merit.

The minimum qualifying marks will not be less than 60% (55% for SC / ST /PwBD candidates) 12th Std (HSC/10+2)/ Diploma Examination. The fraction of percentage so arrived will be ignored i.e. 59.99% will be treated as less than 60% and 54.99% will be treated as less than 55% and will be treated as not eligible / unfit for the subject selection process.

Where CGPA / OGPA is awarded, the same should be converted into percentage and indicated in online application, the candidate will have to produce a certificate issued by the appropriate authority inter alia stating that the norms of the Board/ University regarding conversion of grade into percentage and the percentage of marks scored by the candidate in terms of norms.

The percentage marks shall be arrived at by dividing the total marks obtained by the candidate in all the subjects in all semester(s)/year(s) by aggregate maximum marks (in all the subjects) multiplied by 100.

Merit list will be prepared based only on the information submitted by the candidate during online application. In case of any discrepancy observed at the time of Document Verification, the application will be disqualified summarily.

Document Verification and test of local language will be conducted during Document Verification process.

Final Selection will be Subject to:

i. Verification of the eligibility for the training seat and information furnished in the online application.
ii. Qualification in the test of local language for the State opted, where applicable.

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iii. Being declared medically fit as per the requirement of the Bank.

6. APPLICATION FEES & INTIMATION CHARGES (INCL. of GST):

Application fee/ Intimation charges for Registration for Apprentice on Bank's portal:

Category	Amount of Fees / Intimation Charges [Non-Refundable]
SC/ST/PwBD	NIL
All Others	Rs. 500/- (incl. intimation charges)

7. HOW TO APPLY

Candidates have to apply online from 23.09.2025 to 12.10.2025 through the link provided in the Bank's website www.canarabank.bank.in → Careers→ Recruitment →Engagement of Graduate Apprentices in Canara Bank under Apprentices Act, 1961 for FY 2025-26 and no other mode of application will be accepted. Candidate will have to mention their enrollment ID generated after applying on NATS portal while applying for training seats.

Pre-Requisites for Applying Online:

Before applying online, candidates should—

a) Scan:

- Photograph (4.5cm × 3.5cm)
- Signature
- Left thumb impression (If a candidate is not having left thumb, he/she may use his/ her right thumb. If both thumbs are missing, the impression of one of the fingers of the left hand starting from the forefinger should be taken. If there are no fingers on the left hand, the impression of one of the fingers of the right hand starting from the forefinger should be taken. If no fingers are available, the impression of left toe may be taken. In all such cases where left thumb impression is not uploaded, the candidate should specify in the uploaded document the name of finger and the specification of left/right hand or toe).
- Hand written declaration (text given below) {In case of candidates who cannot write may get the text of declaration typed and put their left hand thumb impression (if not able to sign also) below the typed declaration and upload the document as per specifications}. ensuring that all these scanned documents adhere to the required specifications as given in this Notification.

a) Signature in CAPITAL LETTERS will NOT be accepted.

b) The photograph/ signature/ left thumb impression/ handwritten declaration/ should be properly scanned and should not be smudged/ blurred.

c) The text for the hand written declaration is as follows –

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"I, _____ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required."

d) The above mentioned hand written declaration has to be in the candidate's hand writing and in English only and should NOT BE IN CAPITAL LETTERS. If it is written by anybody else or in any other language, the application will be considered as invalid.

e) Keep the necessary details/documents ready to make Online Payment of the requisite application fee/ intimation charges

f) Have a valid personal email ID/Mobile number, which should be kept active till the completion of the process. IBPS/Bank may send intimation regarding call letters through the registered e-mail ID/Mobile number. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new email ID before applying on-line and must maintain that email account.

Procedure for Applying Online:

Candidates should visit the Bank's website www.canarabank.com and click on the careers page, then click on Recruitment, then click on link Engagement of Graduate Apprentices in Canara Bank under Apprentices Act, 1961 for FY 2025-26.

- Candidates will have to click on "CLICK HERE FOR NEW REGISTRATION" to register their application by entering their basic information in the online application form. After that a provisional registration number and password will be generated by the system and displayed on the screen. Candidate should note down the Provisional registration number and password. An Email & SMS indicating the Provisional Registration number and Password will also be sent. Candidates can reopen the saved data using Provisional registration number and password and edit the particulars, if needed.
- Candidates are required to upload their photograph and signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
- Candidates while filling their on-line application, the name of the candidate and his / her father / husband etc. should be spelt correctly in the application as it appears in the certificates / mark sheets. Any change / alteration found may disqualify the candidature.
- The candidates name in the online application should be as it appears in SSC/SSLC/X Standard Marks Card. In case the candidate has changed his/her name, the changed name should be as per the Gazette Notification/ Marriage Certificate.
- Candidates should fill all the fields in the on-line application.
- Candidates are advised to carefully fill in the online application themselves as no change in any of the data filled in the online application will be possible/ entertained. Prior to submission of the online application candidates are advised

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to use the “SAVE AND NEXT” facility to verify the details in the online application form and modify the same if required. No change is permitted after clicking on FINAL SUBMIT Button. Submission of incorrect / false information in the online application will render the candidature invalid.

- After completion of on-line registration, candidate should take system generated print-out of Registered On-line Application.
- An email/ SMS intimation with the Registration Number and Password generated on successful registration of the application will be sent to the candidate’s email ID/ Mobile Number specified in the online application form as a system generated acknowledgement. If candidate does not receive the email and SMS intimation at the email ID/ Mobile number specified by them, they may consider that their online application has not been successfully registered.
- An online application which is incomplete in any respect such as without proper passport size photograph and signature uploaded in the online application form/ unsuccessful fee payment will not be considered as valid and will be rejected. No further communication will be made in this regard.
- Retain a copy of the final on-line application print out along with Registration Number & Password safely for your records.
- A candidate should submit only one application. In case of multiple applications only the latest valid completed application will be retained.
- Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage.
- Bank will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.

Guidelines for scanning and Upload of Documents

Before applying online, a candidate will be required to have a scanned (digital) image of his/her photograph, signature, left thumb impression, hand written declaration, as per the specifications given below.

Photograph Image: (4.5cm × 3.5cm)

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a light-coloured, preferably white background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"

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- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.
- Photo uploaded should be of appropriate size and clearly visible.

Signature, left thumb impression and hand-written declaration Image:

• The applicant has to sign on white paper with Black Ink pen.

a) Dimensions 140 x 60 pixels (preferred)

b) Size of file should be between 10kb – 20kb

c) Ensure that the size of the scanned image is not more than 20kb

d) Signature uploaded should be of appropriate size and clearly visible.

• The applicant has to put his left thumb impression on a white paper with black or blue ink.

a) File type: jpg / jpeg

b) Dimensions: 240 x 240 pixels in 200 DPI (Preferred for required quality) i.e 3cm * 3 cm (Width * Height)

c) File Size: 20 KB – 50 KB

• The applicant has to write the declaration in English clearly on a white paper with black ink.

a) File type: jpg / jpeg

b) Dimensions: 800 x 400 pixels in 200 DPI (Preferred for required quality) i.e 10 cm * 5 cm (Width * Height)

c) File Size: 50 KB – 100 KB

- The signature, left thumb impression and the hand written declaration should be of the applicant and not by any other person.
- Signature / Hand written declaration in CAPITAL LETTERS shall NOT be accepted.
- **Ensure that the photo, signature, left thumb impression and hand written declaration, are uploaded at the specified spaces only in the online application form.**

Scanning the documents:

a) Set the scanner resolution to a minimum of 200 dpi (dots per inch)

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b) Set Colour to True Colour

c) File Size as specified above

d) Crop the image in the scanner to the edge of the photograph/signature/ left thumb impression / hand written declaration, then use the upload editor to crop the image to the final size (as specified above).

e) The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.

f) Candidates using MS Windows/MS Office can easily obtain documents in .jpeg format by using MS Paint or MS Office Picture Manager. Scanned documents in any format can be saved in .jpg / .jpeg format by using 'Save As' option in the File menu. Size can be adjusted by using crop and then resize option.

Procedure for uploading the documents

a) While filling in the Online Application Form the candidate will be provided with separate links for uploading Photograph, signature, left thumb impression and hand written declaration

b) Click on the respective link "Upload Photograph / signature / Upload left thumb impression / hand written declaration,"

c) Browse and Select the location where the Scanned Photograph / signature / left thumb impression / hand written declaration, file has been saved.

d) Select the file by clicking on it

e) Click the 'Open/Upload'

f) If the file size and format are not as prescribed, an error message will be displayed.

g) Preview of the uploaded image will help to see the quality of the image. In case of unclear / smudged, the same may be re-uploaded to the expected clarity /quality.

Your Online Application will not be registered unless you upload your Photograph, signature, left thumb impression and hand written declaration, as specified.

Note:

a) In case the face in the photograph or signature or left thumb impression or the hand written declaration, is unclear / smudged the candidate's application may be rejected.

b) After uploading the Photograph / signature / left thumb impression / hand written declaration, in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or left thumb impression or the hand written declaration– if applicable, is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature or left thumb impression or the hand written declaration– if applicable, prior to submitting the form.

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c) Candidate should also ensure that photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be shortlisted for further process.

d) Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.

e) Candidates should ensure that the signature uploaded is clearly visible

Mode of Payment:

Candidates have the option of making the payment of requisite fees/ intimation charges through the ONLINE mode only:

a) Candidates should carefully fill in the details in the Online Application form at the appropriate places very carefully and click on the "COMPLETE REGISTRATION" button at the end of the Online Application format. Before pressing the "COMPLETE REGISTRATION" button, candidates are advised to verify every field filled in the application form. The name of the candidate or his /her father/husband etc. should be spelt correctly in the application form as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature.

   In case the candidate is unable to fill in the application form in one go, he/ she can save the data already entered. When the data is saved, a provisional registration number and password will be generated by the system and displayed on the screen. Candidate should note down the Provisional registration number and password. An Email & SMS indicating the Provisional Registration number and Password will also be sent. They can reopen the saved data using Provisional registration number and password and edit the particulars, if needed. Once the application form is filled in completely, candidate should submit the data.

b) The online application form is integrated with the payment gateway and the payment process can be completed by following the instructions.

c) The payment can be made by using Debit Cards (RuPay/ Visa/ MasterCard/ Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets by providing information as asked on the screen.

d) After Final Submit, an additional page of the online application form is displayed wherein candidates may follow the instructions and fill in the requisite details.

e) If the online transaction has not been successfully completed, then candidates are advised to login again with their provisional registration number and password and pay the Application Fees/ Intimation Charges online.

f) On successful completion of the transaction, an e-receipt will be generated.

g) Candidates are required to take a printout of the e-receipt and online application form. Please note that if the same cannot be generated then online transaction may not have been successful.

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Note:

- 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 in order to avoid double charge
- For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your Bank will convert to your local currency based on prevailing exchange rates.
- To ensure the security of your data, please close the browser window once your transaction is completed.

After completing the procedure of applying online including payment of fees / intimation charges, the candidate should take a printout of the system generated online application form, ensure the particulars filled in are accurate and retain it along with Registration Number and Password for future reference. They should not send this printout to the IBPS/ Bank.

Please note that all the particulars mentioned in the online application including Name of the Candidate, Category, Date of Birth, Address, Mobile Number, Email ID, State, Districts in which applied for etc. will be considered as final and no change/modifications will be allowed after submission of the online application form. Candidates are hence advised to fill in the online application form with the utmost care as no correspondence regarding change of details will be entertained. Bank will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the online application form or omission to provide the required details in the online application form.

An email/ SMS intimation with the Registration Number and Password generated on successful registration of the application will be sent to the candidate's email ID/ Mobile Number specified in the online application form as a system generated acknowledgement. **If candidates do not receive the email and SMS intimations at the email ID/ Mobile number specified by them, they may consider that their online application has not been successfully registered.**

An online application which is incomplete in any respect such as without proper passport size photograph, signature, left thumb impression and the hand written declaration, uploaded in the online application form/ unsuccessful fee/intimation charges payment will not be considered as valid.

Candidates are advised to apply on-line much before the closing date and not to wait till the last date for depositing the fee / intimation charges to avoid the possibility of disconnection/ inability/ failure to log on to website on account of heavy load on internet/website jam.

Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted and such applications would be rejected.

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8. LIST OF DOCUMENTS TO BE PRODUCED AT THE TIME OF ENGAGEMENT:

The following documents/s in original together with a self-attested photocopy in support of the candidate's eligibility and identity are to be invariably submitted at the time of engagement failing which the candidate may not be permitted to join Apprenticeship Program. Non-submission of requisite documents by the candidate at the time of engagement will debar his/her candidature from further participation in the engagement process.

a) Valid system generated printout of the online application.

b) Proof of Date of Birth (Birth Certificate issued by Competent Authority or SSLC/Std. X Certificate with Date of Birth)

c) For the purpose of identification, please bring Passport/ Aadhar Card/ PAN Card, Voter ID/ Driving License/ any other Photo ID card issued by Statutory Authorities where photograph is affixed.

d) Mark Sheets/ Certificate form SSC examination onwards to the highest examination passed. Individual Semester/ Year wise Mark sheets & certificates for the educational qualifications including final degree. Proper document from Board/ University for having declare the result on or before the cut-off date must be submitted.

e) Income and Asset Certificate issued by Competent Authority, strictly in the prescribed format as stipulated by Govt. of India, in case of EWSs (Economically Weaker Sections) category candidates.

f) Caste Certificate issued by competent authority, strictly in the prescribed format as stipulated by Govt. of India in case of SC/ST/OBC candidates. In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does belong to creamy layer excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. OBC caste certificate containing the non-creamy layer clause should be valid as on date of notification. Caste Name mentioned in certificate should tally letter by letter with Government list/ notification. Disability certificate in prescribed format issued by the District Medical Board in case of Person with Disability category.

g) Person eligible for age relaxation as per clause "person affected by 1984 riots" must produce a certificate from the District Magistrate to the effect that they are eligible for the relief in terms of the Rehabilitation Package for 1984 Riot Affected Persons sanctioned by Government of India.

h) Any other relevant documents in support of eligibility. Non- production of relevant eligibility documents at the time of engagement or at any stage shall make the candidate ineligible for further process of engagement.

9. GENERAL INSTRUCTIONS:

a) Candidates should take utmost care to furnish the details while filling in application.

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b) Bank reserves right to reject ineligible candidate's applications at any stage of the selection process.

c) While applying, the candidate will be required to provide details regarding criminal case(s) pending against him/her, if any. The Bank may also conduct independent verification, inter alia including verification of police records etc. The Bank reserves right to deny the engagement depending upon such disclosures and/or independent verification at any stage of the Apprenticeship Training program.

d) All further announcements/Addendum or Corrigendum(if any)/ details pertaining to this process will only be published/ provided on Bank's authorized website www.canarabank.bank.in → Careers → Recruitment → Engagement of Graduate Apprentices in Canara Bank under Apprentices Act, 1961 for FY 2025-26. All notifications/ communication placed on the Bank's website shall be treated as intimation to all the candidates who have applied for the said project. No separate communication/ intimation will be sent to the candidates who are not shortlisted/ not selected in the process.

e) All correspondence will be made only on the email ID mentioned by the candidate in their online application form and same has to be kept active for receiving all communications from Bank related to Apprenticeship Training program.

f) Candidates belonging to reserved category including, for whom no reservation has been mentioned, are free to apply for vacancies announced for unreserved category provided they fulfil all the eligibility conditions applicable to unreserved category.

g) Incomplete applications / applications without supporting documents will be rejected outright. Bank takes no responsibility to receive/ collect any certificate/ document sent separately.

h) Candidate should ensure that the signatures appended by him/her in all the places viz. in his/her call letter, attendance sheet etc. and in all correspondence with the Bank in future should be identical and there should be no variation of any kind.

i) Candidates are advised not to change their appearance till the engagement process is complete.

j) A recent, passport size photograph should be uploaded by the candidate at the time of submission of application and the candidate should ensure that copies of the same are retained for use at various stages of the process.

k) Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of selection and any other matter relating to selection process will be final and binding on the candidate. Bank reserves the right to modify/ amend/ cancel any of the eligibility criteria and/or any other terms and conditions spelt out in this Notification. Further, the Bank reserves right to stall / cancel the selection process partially / fully at any stage at its discretion, which will be final and binding on the candidate.

l) The shortlisted candidates are required to produce original documents pertaining to Age, Qualification, etc. for verification. If any candidate is found

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ineligible while verifying the documents, he / she shall not be allowed to join Apprenticeship Program.

m) Mere submission of application and apparently fulfilling the criteria as prescribed in the advertisement do not entitle a candidate to be called for Apprenticeship program.

n) By applying for the training programme, candidates give their consent for making use of the information furnished in the application for Bank's internal use.

o) The candidates will have to appear for the selection process at their own cost. Canara Bank will not pay or reimburse any such expenses.

p) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Bengaluru only.

q) Canvassing in any form for training seats will be treated as disqualification.

r) The Bank shall not be responsible for an application being rejected which is based on wrong information provided in any advertisement issued by an unauthorized person / institution / web site / job portal / social media. Candidates are advised not to share/ mention their application details with / to anyone.

s) In case it is detected at any stage of engagement of apprentice that a candidate does not fulfill the eligibility norms and/or that he has furnished any incorrect /false information or has suppressed any material fact(s), including in unfair practices in the process, his/her candidature will be cancelled. If any of these shortcomings is/are detected even after engagement, his/her contract of Apprenticeship Training is liable to be terminated.

t) In case any dispute arises on account of interpretation in versions other than English, English version will prevail.

Candidates in their own interest are advised to submit their applications well in time before the last date for submission and Bank does not take any responsibility for the candidates not being able to submit their applications within the last date on account of the reasons beyond the control of the Bank.

10. ANNOUNCEMENTS:

All further announcements / details pertaining to this project will only be published on Canara Bank authorised website www.canarabank.com from time to time.

Date: 22.09.2025
Place: BENGALURU **GENERAL MANAGER**

********Bank is not responsible for printing error or omissions if any ********

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