



CENT BANK HOME FINANCE LIMITED

FREQUENTLY ASKED QUESTIONS

S. No.	QUERY	CLARIFICATION												
1.	Is the application / registration form available offline?	No. Interested and eligible candidates can apply only through the ONLINE mode available at Cent Bank Home Finance Limited (CBHFL) website: https://jobapply.in/CBHFL2025/ No other means / mode / format of application will be accepted												
2.	What are the categories of the candidates?	<i>The categories are:</i> 1. UR - Un-Reserved 2. EWS – Economically Weaker Section 3. OBC (NCL) - Other Backward Classes (Non-Creamy Layer) 4. SC - Scheduled Caste 5. ST - Scheduled Tribe												
3.	What is the cut-off date for determining eligibility criteria?	The cut-off date for determining experience shall be 01.02.2025												
4.	What is the application fee?	UR, OBC, EWS, SC, ST Candidate is required to pay a non-refundable fee as mentioned below – <table border="1"> <thead> <tr> <th>S. No.</th> <th>Categories</th> <th colspan="2">Non-refundable application fee</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>GEN/EWS/OBC</td> <td>INR 1500/-</td> <td>Plus, additional bank processing charges, if any</td> </tr> <tr> <td>2.</td> <td>SC/ST</td> <td>INR 1000/-</td> <td>Plus, additional bank processing charges, if any</td> </tr> </tbody> </table>	S. No.	Categories	Non-refundable application fee		1.	GEN/EWS/OBC	INR 1500/-	Plus, additional bank processing charges, if any	2.	SC/ST	INR 1000/-	Plus, additional bank processing charges, if any
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5.	What are the documents or information should be kept ready by a candidate before applying?	Candidate should have: a. Valid e-mail ID, and mobile no. b. Latest passport size photograph in digital format (jpg file maximum file size of 50 KB). c. Scanned image of his/her Signature in digital format (jpg file maximum file size of 50 KB). d. Scanned image of left-hand thumb impression in digital format (jpg file maximum file size of 100 KB). e. Scanned image of candidate hand written declaration in digital format (jpg file maximum file size of 300 KB). f. PAN/Aadhar/Passport/DL/Voter ID card. g. Documentary proof of Date of Birth (Matriculation /10 th Certificate). h. Final/Provisional Degree/Certificate and Marksheet for Graduation/ Post Graduation, as applicable. i. Final/Provisional Degree/Certificate and Marksheet for Professional Qualification, as applicable. j. Caste Certificate in respect of reserved categories. k. Experience Certificate, Pay Scale Documents, as applicable.												

6.	Can I apply for more than one post?	One candidate can apply for only one post. In case of multiple applications, only the last valid (complete) application will be retained. Multiple appearances by a candidate for a single post in interview will be summarily rejected/candidature cancelled.
7.	What if I do not have an email ID?	It is mandatory to have a valid e-mail id since all future communication with the candidate shall be made through e-mail.
8.	How do I register for the online application?	You have to register for the online application process with your name, a valid e- mail id, mobile no, date of birth, post applied and a password. The name, mobile no, date of birth and e-mail ID provided at the time of registration cannot be changed or corrected throughout the application process. Please ensure to fill in your name and other details correctly as per your educational certificates.
9.	What is an auto generated Application Number?	An auto generated Application Number is a unique number allotted to you on successful submission of online application form and will appear on print version of the application form.
10.	When is the registration process completed?	After making the payment, if you have got the auto generated Application Number, along with the online application form, then only your registration process will be treated as completed and you will be considered as a provisionally registered candidate.
11.	I have created the initial registration and filled in half of my application form. Can I complete my form on the last date of the application process?	It is advised to candidates to complete their registration process at the earliest, to avoid any last-minute rush. As the number of candidates applying on the last date of application is quite high in comparison to the start of the application, it is more favorable to the candidate if they complete their process right on time, i.e., before the last date to avoid slow network processing due to heavy rush on server.
12.	I have entered some incorrect details in the Online Application Form. How can I correct the same?	Candidates are requested to take the utmost care while filling in the details in online application form. There is no provision for correcting the details entered in the online application form once the same is submitted. No such request will be entertained by email.
13.	I did not receive the email intimation for registration of my application?	"Email-ID / User ID", "Date of Birth", "Post Applied" and "Password" are also sent by auto-response Confirmation emails. Delivery of these emails purely depends upon the correctness of E-Mail ID provided, Policy of your E-Mail Service Provider to accept and Divert such emails under Bulk or Spam Mails or bounce back of such mails without accepting it due to heavy number of emails generated by our Applications. Therefore, please do not expect replies from us, if you do not receive such confirmation / auto-response Emails.
14.	I did not receive the acknowledgement / reply to my email communication?	"Reply to" Email Id for the Application is created for the convenience of the candidates for genuine communications. Please do not use this address to send back the emails for "Acknowledgment" etc. Our Email Server is configured to delete such emails automatically
15.	What is the Email ID for clarification?	In case of any problems faced by the candidates for submitting the Application through ONLINE, they may send email to company's email id: cbhfl@jobapply.in

All communications with candidates can be done through e-mail only. Email-ID should be valid for at least one year. All information regarding schedule, Interview Call Letter etc. shall be uploaded on CBHFL website/provided through email. Responsibility of receiving, downloading and printing of Interview Call Letter or any other information shall be of the candidate only. CBHFL will not be responsible for any loss of e-mail sent, due to invalid / wrong e-mail ID provided by the candidate or delivery of e-mails to Spam / Bulk mail folder or for delay / non-receipt of information if a candidate fails to access his / her mail / website in time or DND activated mobile no. etc.