



## Yashwantao Chavan Academy of Development Administration

### Instructions to the Students for Mock Interview -2019

1. Registration for the mock interview will be commenced from **10<sup>th</sup> January 2019** and **students shall enroll him/ her by 15<sup>th</sup> January 2019**.
2. Other than ACEC, Ex ACEC, SC, ST, Minority student the fees of **Rs.2500/-** is to be paid by Demand Draft drawn in favor of "The Director General, YASHADA ", payable at Pune. (Nationalized Bank) at the time of Enrolment.
3. The schedule of training programme is as follows:

| Date                                | Time           | Subject   |
|-------------------------------------|----------------|---|
| <b>16<sup>nd</sup> January 2019</b> | 09.30 to 10.30 | Registration and Introduction   |
|                                     | 10.30 to 11.15 | Inauguration  |
|                                     | 11.15 to 11.30 | Tea Break   |
|                                     | 11.30 to 01.30 | Interview techniques  |
|                                     | 01.30 to 2.30  | Lunch Break   |
|                                     | 02.30 to 5.00  | Discussion on important current issues with subject matter expert and eminent administrators. |
| <b>17<sup>th</sup> January 2019</b> | 10.00 to 01.00 | Mock Interview  |
|                                     | 01.00 to 02.00 | Lunch Break   |
|                                     | 02.00 to 05.00 | Mock Interview  |
| <b>18<sup>th</sup> January 2019</b> | 10.00 to 01.00 | Mock Interview  |
|                                     | 01.00 to 02.00 | Lunch Break   |
|                                     | 02.00 to 05.00 | Mock Interview  |
| <b>19<sup>th</sup> January 2019</b> | 10.00 to 01.00 | Mock Interview  |
|                                     | 01.00 to 02.00 | Lunch Break   |
|                                     | 02.00 to 05.00 | Mock Interview  |

The mock interview panel is headed by senior retired officers from Indian Administrative Services and the other panel members are also senior Central Govt. Officers, Management consultants and academicians. The session scheduled on **16<sup>th</sup> January 2019** is compulsory for all the registered students.

4. Actual mock interview will be held from **17<sup>th</sup> to 19<sup>th</sup> January 2019**. Two panels will be constituted for conducting the mock interview. It is expected that eight interview per panel will be completed in the morning and afternoon session. The registration for the timing will be as per the preference given by the candidates in column number 20 of the application form, if more students give the preference for a session, then first comes first serve basis will be followed, that is student applied earlier will be given preference for the said timing.
5. Student should submit accompanied **Application form, Six Xerox Copies of Bio data** submitted to UPSC along with two passport size color photographs and fees if applicable by **15<sup>th</sup> January 2019**.
6. The course is **fully nonresidential** hence students will have to make for the residence and food arrangement at their own.

Sd/-  
Director, ACEC

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