



**State Level Recruitment Commission for Class-IV Posts  
Assam Administrative Staff College, Jawaharnagar, Khanapara, Guwahati-22**

No. SLRC-G-IV/Assam/Advertisement for Analogous Posts-IV/2023-24/01/28

Date- 03-01-2024

**NOTICE**

With reference to this Commission's Advertisement No. SLRC-G-IV/Assam/Advertisement for Analogous Posts-IV/2023-24/01/14 Date-27-10-2023 and subsequent Addendum No. SLRC-G-IV/Assam/Advertisement for Analogous Posts-IV/2023-24/01/19 Date-16-12-2023, this is for information of all those applicants who have applied for recruitment of Class IV categories of posts and who may have made inadvertent mistakes during filling up their online application form, that edit option will be provided from **11 am of 5<sup>th</sup> January 2024 to 18<sup>th</sup> January 2024.**

The candidates who desire to edit their application may Login with Application Number & password and follow the steps as described below –

- Click on Edit Profile Menu.
- An OTP will be sent to candidate's registered mobile number and OTP Page will be displayed.
- Enter OTP and verify.
- Application Form will be displayed in edit mode.
- **To edit Candidate's Name & Employment Registration id, instead of direct edit option, there will be an option:**
  - ❖ **Do You want to Change?**
  - ❖ **If clicked 'Yes' then a text box will be displayed where candidate can enter their correct Name or Employment Registration id respectively.**
  - ❖ **This new value will be saved as 'Request Change' but old values of Name & Registration id will be kept as it is.**
- **There will not be any option to change Candidate's Registered Mobile No., Photograph and Signature.**
- **All other information can be edited including information related for consideration under Assam Public Service (Preferential Appointment) Rules, 1999.**
- After completion of Edit, candidate need to Click on 'Update' Button. A page will be displayed where the candidate can take print out of Application Form and Lock the Profile.
- After Locking Profile candidate cannot make any changes in Application form.

**NOTE:- Candidates who do not want to change any information are not required to do anything.**

Sd/-

Secretary, State Level Recruitment Commission for  
Class-IV Posts

Memo No. SLRC-G-IV/Assam/Advertisement for Analogous Posts-IV/2023-24/01/28-A Date-03-01-2024  
Copy to:-

1. Chairman, State Level Recruitment Commission for Class-IV Posts.
2. Members, State Level Recruitment Commission for Class-IV Posts.
3. Chairman, Board of Secondary Education Assam for his necessary action.
4. Secretary to the Govt. of Assam, Personnel Department, Dispur, Ghy-6.
5. The Director, Directorate of Information and Public Relations, Assam, Dispur, Ghy, for publishing the Notice widely in the leading English and Vernacular Dailies of Assam on 04-01-2024
6. State Informatics Officer, NIC for publishing the Notice in Govt. of Assam website [www.assam.gov.in](http://www.assam.gov.in) on 04-01-2024
7. Shri Tapan Gogoi, Sr. Technical Director, NIC. He is requested to upload the Notice in the official website of the Govt. of Assam [www.assam.gov.in](http://www.assam.gov.in) on 04-01-2024.
8. Office files for record.

Secretary, State Level Recruitment Commission for  
Class-IV Posts