

**Guidelines of the Virtual/Online Interview of the Junior Fellowship under the “Scheme for award of Fellowship to Outstanding Persons in the Field of Culture” for the batch year 2025-26**

Dear Applicants,

You have been shortlisted to appear for Virtual/Online interview before the Expert Committee on the date and time mentioned against your name/enrollment no. in the list uploaded on CCRT's website i.e. <https://certindia.gov.in>.

**You are also requested to submit and upload the duly self- certified scanned copies of the below mentioned documents at the earliest but not later than 15<sup>th</sup> February, 2026 on the given Google form link- (<https://forms.gle/5avusqiLEU3v3AWt5>). Moreover, you need to upload your scanned documents in the given Google drive form link as image (jpeg/jpg) or PDF file and the size should not exceed more than 10 MB.**

**The detailed guidelines for registration are given below:**

1. Scanned copy of Original documents in support of 'Date of Birth'.
2. Scanned copy of Original documents in support of educational qualifications.
3. Scanned copy of the applicants who are employed must send a NOC/consent letter from his/her employer.
4. If the applicant is employed in the Central/State Government Departments/Institution/University etc., a scanned copy of written assurance from his/her Head of Department that in case the Fellowship is sanctioned, the candidate would be granted leave for the duration of the Fellowship.
5. You are also requested to furnish an undertaking (Scanned copy).
  - a) Whether you are employed in the Central/State Government Departments/Institution/University etc. or not employed by any organization.
  - b) Whether you have availed above Junior Fellowship earlier.
6. An undertaking given in the Google form link - (<https://forms.gle/5avusqiLEU3v3AWt5>) related to the documents to be uploaded and interview, must be provided by the applicants.

**Guidelines for Trial Session:**

It is further mentioned that you must attend the trial session before the date of interview. For trial session, the undermentioned steps will be followed:

1. Trial session will be started from 14<sup>th</sup> of February 2026 to 15<sup>th</sup> of February 2026 (including Sunday) between 10.00 AM to 1.00 PM & 2.30 PM to 5.00 PM.
2. For Trial session, Field- wise WhatsApp groups for the applicants will be created and a Cisco Webex link will be shared in the groups. Further, the link for trial session will also be shared to applicants on their respective e-mail ids on prior basis.
3. Please note that the WhatsApp groups will remain active until the completion of the interviews.
4. The Trial Session, is being organized to avoid the last moment glitches for the final interview session.
5. Applicants are requested not to leave the WhatsApp group; as important information will be shared exclusively through this group.

You must ensure that you meet all the conditions and are within the prescribed age group of 25 to 40 years as of 01-04-2026 for the year 2025-26. If you fail to meet these requirements, your candidature will be treated as cancelled, and you will not be allowed to appear before the Selection Committee/Jury. **No request for postponement of this Virtual/Online interview will be entertained.**

Since, the Virtual/Online interview will be organized through Cisco Webex software/App, therefore, you are advised to follow the undermentioned guidelines for attending the Virtual/Online interview.

### **Guidelines/Instructions to attend the Virtual/Online Interview**

1. Installation of Cisco Webex software/App on your PC/Laptops (<https://www.webex.com>) and mobile phones (Google play store).
2. After installing/download, at the time of login on the Cisco Webex App, the Name and Enrollment No. is mandatory, e.g.: Name - XYZ & Enrollment No. JF2026XXXX, the login should be XYZ – JF2026XXXX.
3. The camera should be stable or preferably placed using a fixed stand so that video should not be shaky.
4. No other member except applicant should be visible at the time of interview in a mirror reflection or otherwise.
5. The background should be white/neutral (preferably plain wall).
6. You should be in a separate room where there should not be any disturbance or distraction from outside.
7. You have to login half an hour before the scheduled time of your interview i.e. by 9:30 AM if the time slot is (10:00 AM to 1:00 PM) and by 1:30 PM for the time slot (2:00 PM to 5.30 PM) on the scheduled date of your interview.
8. Since the Virtual/Online interview will be for a short duration of 05 to 10 minutes, you are advised to keep your camera and microphone in switched- on mode, once your interview starts.
9. As there will be approx. 35 candidates appearing for the Virtual/Online interview who will be given 02 time slots (i.e. 10:00 AM to 01:00 PM) and (02:00 PM to 5:30 PM), therefore, you will be required to be in the waiting lobby area for your given time slot. The coordinator/organizer deputed on behalf of CCRT will notify and inform you before admitting and allowing you in the interview, till then you have to be there in the lobby where you will keep your camera and microphone in switched off mode and also be attentive during the given time slot.
10. You should have uninterrupted internet connection for virtual interview preferably not less than 10mbps.
11. Microphones and Speaker must be in working condition in PC/Laptop/Mobile.
12. You are advised to login preferably using PC/Laptop and not on your mobile.
13. Kindly ensure that your PC/Laptop/Mobile should be fully charged.

#### **Please Note:**

**Please Note: You will receive a phone call soon by officials of CCRT, Fellowship section, regarding the Virtual/Online interview and installation of Cisco Webex software/App. Please co-operate with them towards the successful installation of Cisco Webex software/App. You can join from your home, to attend the same, you will require only a PC/Laptop with uninterrupted internet connection facilities.**

1. In case of any query, you may contact on Telephone No – 01125088747 between 9.30 AM to 05.30 PM on working days i.e. (Monday to Friday).