



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

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श्री सुमित कुमार बिस्वास
कुलसचिव

Shri Sumit Kumar Biswas
Registrar

No.: IIT(BHU)/ADMIN-II/2026-27

Date: 28.08.2026

CALL LETTER

Dear Sir / Madam,

With reference to your application for the engagement of Professional Trainee (Post Code: 26101) advertised vide IIT(BHU)/TEMP/01/2026-27 dated 29.04.2026 in the Institute, the MCQ Based Written Test and Skill Test/Personal Interview will be held as scheduled below:

Name of Post advertised	Day, Date & Time	Venue
Professional Trainee (26101)	September 15, 2026 (MCQ Based Written Test, Skill Test and Personal Interview) Reporting time- 08:00 AM	Department of Mechanical Engineering, IIT(BHU)

You are advised to download the Admit Card from <https://iitbhunt.samarth.edu.in/index.php/dashboard> by entering the registered login credentials. The provided link will be activated **one week before** the date of exam i.e. **15.09.2026**. You are also advised to regularly visit the website www.iitbhu.ac.in for further updated information, if any.

Scheme of Examination and Selection Criteria for the post of Professional Trainee (26101):

A. The general information regarding tests are as under:

1. The **Question Booklets** along with the **Answer Sheet** will be taken back from the candidates.
2. The selection of **Professional Trainee (26101)** will be in two stages which will be held in separate sessions on the above mentioned dates.

Stage-I: MCQ Based Written Test (50 marks) — There will be a Written Test comprising Multiple Choice Questions (MCQs). The test will be of 60 minutes' duration and will consist of 50 multiple-choice questions.

- **One mark** will be awarded for each correct answer.
- **0.25 mark** will be deducted for incorrect answers.
- Un-attempted questions will carry zero marks.

The Written Test (Stage-I) will be qualifying in nature only. Those candidates who will secure minimum of **40% marks** in the Written examination shall be qualified for appearing in Skill Test and Personal Interview.

Stage-II: (a) Skill Test (50 marks) & (b) Personal Interview (50 marks) (Total 100 marks) — The minimum qualifying marks by combining the score of Skill Test and Personal Interview shall be 50% (i.e. 50 marks) for candidates. The Final list of selected candidates and panel of waitlisted candidates shall be prepared by combining the merit of Skill Test and Personal Interview.

3. **Syllabus of the said examination are as under:**

Stage-I: MCQ Based Written Test — Financial and Corporate Accounting including accounting standard applicable for IITs; Taxation (Direct and Indirect Tax); Cost & Management Accounting; Financial Management; Auditing & Ethics; Corporate & Other Laws; General Knowledge, General Intelligence, English & Mathematics; MS Office, Tally and/or Accounting Software



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Stage-II: (a) Skill Test — will be of 60 minutes' duration and will be conducted to assess the knowledge of MS Office/Knowledge of Computer / Accounting Software etc. **(b) Personal Interview** — will assess the candidate's overall suitability for the position, including domain knowledge, understanding of the duties and responsibilities of the post, communication and interpersonal skills, problem-solving ability, professional aptitude, and other relevant competencies.

4. The **CUT-OFF** marks for Stage-I and II are as follows:

Stage I	Stage II
40%	50%

Candidates securing the minimum qualifying marks in Stage-I shall be eligible to appear in the Stage-II selection process.

- B. Final Selection:** A merit list will be drawn for final selection based on the marks obtained in the **Stage-II**. It will be prepared in the order of merit.
- C. Tie-breaking in final merit:** the inter-se merit of candidates securing same marks in the last place of the composite merit list will be decided in the following manner-
- (i) Higher Marks in Written Test (Stage-I) **OR**
 - (ii) Date of Birth (Preference shall be given to the candidate who is older in age) **OR**
 - (iii) Any other criteria as decided by the Institute.
- D. Question Paper will be in ENGLISH only and it is also requested to the candidates to answer all the questions only in ENGLISH.**
- E.** No TA/DA shall be paid for appearing in the Test(s).
- F.** Any request for change of dates of test(s) will not be entertained. The Institute reserves the right of cancelling the candidature of any candidate found indulging in any malpractice, i.e., hiding any material information, misrepresentation of facts or canvassing for candidature.
- G.** Candidates have been allowed to appear at the examination **provisionally** subject to the final verification of Mark sheets/Degrees/Certificates, validity of Certificates/Mark sheets, etc. **The candidate is required to submit one set of duly self-attested photocopies of the following documents at the time of the interview on the scheduled date. The candidate is also required to produce all original documents for verification.**
- H.** Mere appearance in the Written Test or qualifying in the Test does not entitle a candidate to be considered for appointment unless he/she fulfils the eligibility conditions. **APPLICANTS MUST FULLY SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY AS PRESCRIBED IN THE ADVERTISEMENT, BEFORE APPEARING IN THE TEST.** If an applicant is inadvertently allowed to appear at the Test who otherwise does not fulfill the minimum eligibility requirements, he/she cannot, at a later date, use that as a right to claim that he/she meets the eligibility requirements. The Institute reserves the right to cancel the candidature of a candidate/ or cancel the appointment if it is found that:
- (i) Minimum eligibility requirements are not fulfilled.
 - (ii) False documentation has been submitted.
 - (iii) Any other similar valid reason.
- I.** Candidates must carry a recent passport size photograph and proof of Identity (Original Aadhar Card/Any other government identity proof with photograph) failing which he/she will not be allowed to appear in the examination.
- J.** Selection for the post shall not confer any right upon the selected candidate to claim regular appointment in the Institute. Further, the period of engagement shall not provide any preference or entitlement in the selection process for regular posts advertised by the Institute.

Yours faithfully,

Encl.: As above

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Registrar