

1. BASIC INFORMATION ABOUT CIVIL SERVICE EXAM

The Civil Services Examination is a national competitive examination in India, every year conducted by the (UPSC) Union Public Service Commission for recruitment to higher Civil Services of the Government of India.

EXAM WILL BE CONDUCTED IN THREE STAGES

1. PRELIMS
2. MAINS
3. INTERVIEW

NOTE: DEPENDING ON MERIT AND RESERVATION CANDIDATE WILL GET ALLOTMENT FORM THE FOLLOWING CIVIL SERVICES

3 Types of Civil Services		
All India Civil Services	Group 'A' Civil Services	Group 'B' Civil Services
1. Indian Administrative service (IAS)	1. Indian Foreign Service (IFS)	1. Armed Forces Headquarters Civil Service
2. Indian Police service (IPS)	2. Indian Audit and Accounts Service (IAAS)	2. DANICS
3. Indian Forest Service (IFS)	3. Indian Civil Account service (ICAS)	3. DANIPS
	4. Indian Corporate Law service (ICAS)	4. Pondicherry Civil Service
	5. Indian Defence Accounts Service (IDAS)	5. Pondicherry Police Service
	6. Indian Defence Estates service (IDES)	6. Armed Forces Headquarters Civil Service
	7. Indian Information Service (IIS)	7. DANICS
	8. Indian Ordnance Factories Service (IOFS)	8. DANIPS
	9. Indian Communication Finance Services (ICFS)	9. Pondicherry Civil Service
	10. Indian Postal Service (IPoS)	
	11. Indian Railway Accounts Service (IRS)	
	12. Indian Railway Personnel Service (IRAS)	

	13. Indian Railway Traffic Service (IRTS)	
	14. Indian Revenue service (IRS)	
	15. Indian Trade service (ITS)	
	16. Railway Protection Force	

Age limits

Minimum age for any category is 21 years

Maximum age and attempt limits

category	General and OBC creamy layer	OBC non creamy layer	SC / ST	PH	
				GN/OBC	SC/ST
Maximum Age in years	32	35	37	42	42
Attempts	6	9	Unlimited	9	Unlimited

Note: Age is counted on the 1st August of the given year.

Minimum Educational Qualification:

A candidate must hold a degree of any of the Universities

PRELIMINARY EXAMINATION:

PAPER I	GENERAL STUDIES	200 Marks
PAPER II	GENERAL STUDIES (CSAT)	200 Marks

The Examination shall comprise of two compulsory Papers for 200 marks each.

(i) Both the question papers will be of the objective type (multiple choice questions) and each will be of two hours duration.

(ii) The General Studies Paper-II of the Civil Services (Preliminary) Examination will be a qualifying paper with minimum qualifying marks fixed at 33%.

Syllabus for Preliminary Examination

Paper I (200 marks) Duration: 2 hours

1. Current events of national and international importance.
2. History of India and Indian National Movement.
3. Indian and World Geography-Physical, Social, Economic Geography of India and the World.
4. Indian Polity and Governance-Constitution, Political System, Panchayati Raj, Public Policy, Rights Issues, etc.
5. Economic and Social Development-Sustainable Development, Poverty, Inclusion, Demographics, Social Sector Initiatives, etc.
6. General issues on Environmental ecology, Bio-diversity and Climate Change - that do not require subject specialization.
7. General Science.

Paper II-(200 marks) Duration: 2 hours

1. Comprehension;
2. Interpersonal skills including communication skills;
3. Logical reasoning and analytical ability;
4. Decision making and problem solving;
5. General mental ability;
6. Basic numeracy (numbers and their relations, orders of magnitude, etc.) (Class X level), Data
7. interpretation (charts, graphs, tables, data sufficiency etc. — Class X level);

Paper-II of the Civil Services (Preliminary) Examination will be a qualifying paper with minimum qualifying marks fixed at 33%.

MAINS EXAMINATION

Qualifying language paper		Total marks	Min passing marks
Paper A	English	300 marks	25%
Paper B	Indian Language	300 marks	25%

NOTE: Above Papers are NOT counted for merit, only qualifying papers.

Papers to be counted for merit		
Paper	Subject	marks
Paper I	Essay	250
Paper II	GS-I Indian Heritage and Culture, History and Geography of the World and Society	250
Paper III	GS-II Governance, Constitution, Polity, Social Justice and International relations	250
Paper IV	GS-III Technology, Economic Development, Bio-diversity, Environment, Security and Disaster Management	250
Paper V	GS-IV Ethics, Integrity and Aptitude	250
Paper VI	Optional Subject-Paper 1	250
Paper VII	Optional Subject-Paper 2	250
	Sub Total (Written test)	1750
	Personality Test	275
	Grand Total	2025

Syllabus for Mains Examination

QUALIFYING PAPERS ON INDIAN LANGUAGES AND ENGLISH

The aim of the paper is to test the candidates' ability to read and understand serious discursive prose, and to express ideas clearly and correctly.

PAPER A ENGLISH for 300 marks	PAPER B Indian Languages for 300
(i) Comprehension of given passages. (ii) Precis Writing. (iii) Usage and Vocabulary. (iv) Short Essays.	(i) comprehension of given passages. (ii) Precis Writing. (iii) Usage and Vocabulary. (iv) Short Essays. (v) Translation from English to the Indian Language and vice-versa.
Qualifying marks 25% of marks	Qualifying marks 25% of marks

PAPER-I 250 marks

Essay: Candidates are required to write essays on multiple topics.

PAPER-II 250 marks

General Studies-I: Indian Heritage and Culture, History and Geography of the World and Society.

1. Indian culture will cover the salient aspects of Art Forms, literature and Architecture from ancient to modern times.
2. Modern Indian history from about the middle of the eighteenth century until the present significant events, personalities, issues.
3. The Freedom Struggle — its various stages and important contributors/contributions from different parts of the country.
4. Post-independence consolidation and reorganization within the country.
5. History of the world will include events from 18th century such as industrial revolution, world wars, redraw of national boundaries, colonization, decolonization, political philosophies like communism, capitalism, socialism etc.— their forms and effect on the society.
6. Salient features of Indian Society, Diversity of India.
7. Role of women and women's organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies.
8. Effects of globalization on Indian society.
9. Social empowerment, communalism, regionalism & secularism.
10. Salient features of world's physical geography.
11. Distribution of key natural resources across the world (including South Asia and the Indian sub-continent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India).

12. Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone geographical features and their location-changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes.

PAPER-III 250 marks

General Studies-II: Governance, Constitution, Polity, Social Justice and International relations.

1. Indian Constitution—historical underpinnings, evolution, features, amendments, significant provisions and basic structure.
2. Functions and responsibilities of the Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.
3. Separation of powers between various organs dispute redressal mechanisms and institutions.
4. Comparison of the Indian constitutional scheme with that of other countries.
5. Parliament and State legislatures—structure, functioning, conduct of business, powers & privileges and issues arising out of these.
6. Structure, organization and functioning of the Executive and the Judiciary—Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.
7. Salient features of the Representation of People's Act.
8. Appointment to various Constitutional posts, powers, functions and responsibilities of various Constitutional Bodies.
9. Statutory, regulatory and various quasi-judicial bodies.
10. Government policies and interventions for development in various sectors and issues arising out of their design and implementation.
11. Development processes and the development industry —the role of NGOs, SHGs, various groups and associations, donors, charities, institutional and other stakeholders.
12. Welfare schemes for vulnerable sections of the population by the Centre and States and the performance of these schemes; mechanisms, laws, institutions and Bodies constituted for the protection and betterment of these vulnerable sections.
13. Issues relating to development and management of Social Sector/Services relating to Health, Education, Human Resources.
14. Issues relating to poverty and hunger.
15. Important aspects of governance, transparency and accountability, e-governance applications, models, successes, limitations, and potential; citizens charters, transparency & accountability and institutional and other measures.
16. Role of civil services in a democracy.
17. India and its neighbourhood- relations.
18. Bilateral, regional and global groupings and agreements involving India and/or affecting Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply. India's interests.
19. Effect of policies and politics of developed and developing countries on India's interests, Indian diaspora.
20. Important International institutions, agencies and fora- their structure, mandate.

PAPER-IV 250 marks

General Studies-III: Technology, Economic Development, Bio diversity, Environment, Security and Disaster Management

1. Indian Economy and issues relating to planning, mobilization, of resources, growth, development and employment.
2. Inclusive growth and issues arising from it.
3. Government Budgeting.
4. Major crops-cropping patterns in various parts of the country, - different types of irrigation and irrigation systems storage, transport and marketing of agricultural produce and issues and related constraints; e-technology in the aid of farmers.
5. Issues related to direct and indirect farm subsidies and minimum support prices; Public Distribution System- objectives, functioning, limitations, revamping; issues of buffer stocks and food security; Technology missions; economics of animal-rearing.
6. Food processing and related industries in India- scope' and significance, location, upstream and downstream requirements, supply chain management.
7. Land reforms in India.
8. Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.
9. Infrastructure: Energy, Ports, Roads, Airports, Railways etc.
10. Investment models.
11. Science and Technology- developments and their applications and effects in everyday life.
12. Achievements of Indians in science & technology; indigenization of technology and developing new technology.
13. Awareness in the fields of IT, Space, Computers, robotics, nano-technology, bio-technology and issues relating to intellectual property rights.
14. Conservation, environmental pollution and degradation, environmental impact assessment.
15. Disaster and disaster management.
16. Linkages between development and spread of extremism.
17. Role of external state and non-state actors in creating challenges to internal security.
18. Challenges to internal security through communication networks, role of media and social
19. networking sites in internal security challenges, basics of cyber security; money-laundering and its prevention.
Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
20. Security challenges and their management in border areas - linkages of organized crime with terrorism.
21. Various Security forces and agencies and their mandate.

PAPER-V 250 marks

General Studies-IV: Ethics, Integrity and Aptitude

1. This paper will include questions to test the candidates' attitude and approach to issues relating to integrity, probity in public life and his problem-solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilise the case study approach to determine these aspects. The following broad areas will be covered:
2. Ethics and Human Interface: Essence, determinants and consequences of ethics in human actions; dimensions of ethics; ethics - in private and public relationships. Human Values - lessons from the lives and teachings of great leaders, reformers and administrators; role of family society and educational institutions in inculcating values.
3. Attitude: content, structure, function; its influence and relation with thought and behaviour; moral and political attitudes; social influence and persuasion.
4. Aptitude and foundational values for Civil Service, integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker-sections.
5. Emotional intelligence-concepts, and their utilities and application in administration and governance.
6. Contributions of moral thinkers and philosophers from India and world.
7. Public/Civil service values and Ethics in Public administration: Status and problems; ethical concerns and dilemmas in government and private institutions; laws, rules, regulations and conscience as sources of ethical guidance; accountability and ethical governance; strengthening of ethical and moral values in governance; ethical issues in international relations and funding; corporate governance.
8. Probity in Governance: Concept of public service; Philosophical basis of governance and probity; Information sharing and transparency in government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work culture, Quality of service delivery, Utilization of public funds, challenges of corruption.
9. Case Studies on above issues.

PAPER-VI 250 marks & PAPER VII 250 marks

Optional Subject Papers I & II

Candidate may choose any one optional subject from amongst the List of Optional Subjects given

S. No.	List of Optional Subjects in UPSC
1	Agriculture
2	Animal Husbandry and Veterinary Science
3	Anthropology
4	Botany
5	Chemistry
6	Civil Engineering
7	Commerce & Accountancy
8	Economics
9	Electrical Engineering
10	Geography
11	Geology
12	History
13	Law
14	Management
15	Mathematics
16	Mechanical Engineering
17	Medical Science
18	Philosophy
19	Physics

20	Political Science & International Relations
21	Psychology
22	Public Administration
23	Sociology
24	Statistics
25	Zoology

S. No.	List of Literature Optional Subjects for UPSC Mains
1	Assamese
2	Bengali
3	Bodo
4	Dogri
5	Gujarati
6	Hindi
7	Kannada
8	Kashmiri
9	Konkani
10	Maithili
11	Malayalam
12	Manipuri
13	Marathi
14	Nepali
15	Oriya
16	Punjabi
17	Sanskrit
18	Santhali
19	Sindhi
20	Tamil
21	Telugu
22	Urdu
23	English

LAST STAGE OF EXAMINATION

PERSONALITY TEST FOR 275 MARKS

BOOKS TO BE STUDIED FOR PRELIMINARY EXAMS

PAPER	BOOKS
PAPER I GENERAL STUDIES	a. Indian Polity by M Laxmikanth b. India's Struggle for Independence by Spectrum c. Indian Polity by M Laxmikanth d. Certificate of Physical Geography by GC Leong e. Indian Economy by Ramesh Singh f. Current Affairs - The Hindu, Yojana Magazine, Kurukshetra Magazine g. Oxford World Atlas h. Indian Culture- Spectrum i. International Relations NCERT XI and XII j. NCERTs of History, Geography & Polity Class 8th-12th k. NIOS Course Materials
PAPER II CSAT	a. Quicker Maths by M. Tyra b. Verbal & Non-Verbal Reasoning - RS Agarwal c. English Grammar & Composition Wren & Martin

BOOKS TO BE STUDIED FOR MAINS EXAM

PAPER	BOOKS
General paper I	1. Ancient India by RS Sharma 2. History of Medieval India by Satish Chandra 3. India's Struggle for Independence by Spectrum 4. India After Independence by Bipin Chandra 5. Introduction to Indian Art for Class XI (NCERT) 6. Geography of India - Majid Hussain 7. World Geography- Majid Hussain 8. Central Physical and Human Geography by GC Leong 9.Oxford Atlas
General paper II	1. Indian Polity by Laxmikanth 2. Constitution of India DD Basu
General paper III	1. Indian Economy by Ramesh Singh
General paper IV	1. Ethics, Integrity and Aptitude by Subba Rao and PN Rao Chaudhry

NCERT BOOK LIST

To improve the basic of the subjects, every aspirant must read for preparation for the UPSC exam.

Subject and books

POLITY

- a) Polity: NCERT Class IX – Political Science: Democratic Politics Part – I
- b) Polity: NCERT Class X – Political Science: Democratic Politics Part – II
- c) Polity: NCERT Class XI – Political Science: Indian Constitution at Work
- d) Polity: NCERT Class XI – Political Science: Political Theory
- e) Polity: NCERT Class XII – Political Science I: Contemporary World Politics
- f) Polity: NCERT Class XII – Political Science II: Politics in India since Independence

Geography

- a) Geography: NCERT Class VI – The Earth Our Habitat
- b) Geography: NCERT Class VII – Our Environment
- c) Geography: NCERT Class VIII – Resource and Development
- d) Geography: NCERT Class IX – Contemporary India – I
- e) Geography: NCERT Class X – Contemporary India – II
- f) Geography: NCERT Class XI – Fundamentals of Physical Geography
- g) Geography: NCERT Class XI – India – Physical Environment
- h) Geography: NCERT Class XII – Fundamentals of Human Geography
- i) Geography: NCERT Class XII – India – People and Economy

History

- a) History: NCERT Class VI – Our Past
- b) History: NCERT Class VII – Our Past -I
- c) History: NCERT Class VIII – Our Past II and III
- d) History: NCERT Class IX – India and the Contemporary World – I
- e) History: NCERT Class X – India and the Contemporary World – II
- f) History: NCERT Class XI – Themes In World History
- g) History: NCERT Class XII – Themes In Indian History – I
- h) History: NCERT Class XII – Themes in Indian History – II
- i) History: NCERT Class XII – Themes In Indian History – III**

Economy

- a) Economy: NCERT Class IX – Economics
- b) Economy: NCERT Class X – Understanding Economic Development
- c) Economy: NCERT Class XI – Indian Economic Development
- d) Economy: NCERT Class XII – Introductory Microeconomics
- e) Economy: NCERT Class XII – Introductory Macroeconomics**

Art and culture

- a) Art & Culture: NCERT Class XI – An Introduction to Indian Art,
- b) Art & Culture: NCERT Class XI – Living Craft Traditions of India (Chapters 9 & 10)**

Environment and Ecology

- a) Biology: NCERT Class XII (Last 4 chapters)**