



IndianOil requires 12 experienced Legal Professionals

Frequently Asked Questions

Sr No.	Query	Reply
About eligibility		
1	How will IndianOil use CLAT-2011 score?	IndianOil will use CLAT-2011 score for short listing of the candidates, who have applied to IndianOil for further selection process consisting Group Discussion / Group Task and Personal Interview (PI). We are using CLAT-2011 score as a replacement of our own written test. Short listing will be done based on merit and also keeping in view the Government of India directive on reservations. IndianOil will get the CLAT-2011 scores from the Convenor, Core Committee, CLAT-2011 directly. West Bengal National University of Juridical Sciences (WBNUJS) is the coordinating university of CLAT-2011.
2	Does one have to pay separate application fee to IndianOil?	No. There is no separate application fee for applying to IndianOil. Candidates need to pay requisite fee at the time of filling-in and submitting CLAT-2011 form. Details about CLAT-2011 fees are mentioned in CLAT-2011 brochure and also the website of CLAT-2011 (www.clat.ac.in).
3	How will a candidate prepare for CLAT-2011	The structure of the examination and also the subjects covered are given in CLAT-2011 brochure and also on its website
4	I am a fresh law graduate with no/ few months of experience. Can I appear in CLAT-2011 for recruitment in IndianOil?	No. One needs to have minimum 2 years of work experience at the time of application.
5	I appeared in CLAT last year. Do I need to write CLAT in this year again?	Yes. CLAT-2010 or previous CLAT score is not valid for this recruitment exercise in IndianOil
6	I am a student of LLM and have two years of requisite experience. I took admission in LLM through CLAT only. Do I need to write CLAT-2011 again for getting considered in IndianOil.	Yes. IndianOil will consider only CLAT-2011 score. It will not consider any previous CLAT score.
7	Is there any upper age limit for appearing in CLAT?	No. CLAT does not have any upper age limit; but IndianOil has. General category candidates more than 30 years of age as on 30 th June'2011 will not be considered for recruitment in IndianOil. Relaxations in age as

		prescribed by the Presidential directive of Government of India will be extended to other category candidates.
8	Is there any minimum % of marks requirement for appearing in CLAT-2011	Yes. One needs to have minimum 55% (General category) at graduation level (LLB or equivalent) to appear in CLAT-2011 (refer CLAT-2011 brochure). However, IndianOil has a stricter requirement. 60% or more marks at graduation for General and OBC category candidates is the minimum requirement. For other category candidates, it is relaxed to pass marks.
9	Is there any physical fitness criteria for appearing in CLAT	No. CLAT does not have any physical fitness criteria; but IndianOil has. The candidates wanting to appear in CLAT for recruitment in IndianOil only must see the pre-employment medical fitness standard of IndianOil before proceeding with the CLAT-2011 application process.
10	I am writing CLAT only for recruitment in IndianOil. If I want to change my CLAT examination venue or want to correct a mistake in CLAT form or if I do not receive my CLAT Hall Ticket and Roll Number, whom should I get in touch with?	You have to get in touch with CLAT authorities. IndianOil does not have any control on conducting CLAT examination. Anything pertaining to CLAT-2011 examination needs to be dealt with CLAT-2011 authorities only. The procedure is enumerated in CLAT-2011 brochure. IndianOil's interaction with CLAT is limited to getting the scores of the candidates who have simultaneously applied in IndianOil.
11	Can I apply to IndianOil before I get the CLAT Hall Ticket	No. CLAT Hall Ticket will have your CLAT roll number. You have to apply to IndianOil with this CLAT roll number. Otherwise we shall not be able to retrieve your CLAT score.
12	Can I apply to IndianOil after appearing the CLAT-2011 examination (after 15 th May, 2011)?	No. On-line application module of IndianOil will be closed on 14 th May, 2011 ie. One day before CLAT examination.
About on-line application process		
1	I do not have a printer attached to my PC which I am using for filling-in online application. Can I take print out of my application later after I submit the same on-line?	Yes. You can retrieve your application later and take printout. However, you have to store your unique application ID number and CLAT roll number safely for retrieving the same.
2	After submitting the application on-line, can it be viewed again?	Yes. It can be viewed but no changes in application once submitted can be carried out.
3	Can I save the on-line application in draft mode and make changes/ come back later for finishing?	Yes. As long as your application is saved in draft mode, you can make changes and finish later on till 14th May, 2011. After this cut-off date you will not be able to make changes and submit your application. We shall not be able to retrieve your application, if you have not pressed the submit button.

4	Can any information submitted at the time of on-line application be changed?	The online application should be filled-in very carefully taking into account all the instructions. It is to be reviewed carefully before submission. However, in case of a serious mistake like wrong spelling in candidates name/ date of birth/ category etc. the same should be informed to us by sending e-mail at recruit2011@iocl.co.in.
5	Where the university does not give percentage and only gives letter grades/CGPA/OGPA, how to fill-in the % of marks in the on-line application	The grade/CGPA should be converted into % as per conversion formula applied by the Institute/ University for awarding class/ division. In case of non availability of any such formula, IndianOil will have liberty to convert that into % by applying its own procedure as it will consider right.
6	I am not sure whether I fulfil the criteria for getting benefit under OBC category. What do I do?	The onus of proving that you are eligible to get the concession for belonging to OBC (non-creamy layer) rests on you. Couple of suggestions: - Checkout the latest central list of OBCs published by the National Commission for Backward Classes (NCBC). The relevant link is http://ncbc.nic.in/backward-classes/index.html. For getting the benefit of reservation, the caste/ sub-caste/ community essentially has to be in central list. If the caste you belong to appears in a state list but not in the centralist, you are not eligible for getting the reservation benefits - Be very sure that you do not belong to creamy layer. Your OBC certificate must have a clear mention that you belong to non-creamy layer. - OBC certificate has to be as per proper format prescribed by Govt. of India. In case your certificate is too old and not as per format, please gets a new one issued by a competent authority. At the time of verification of the caste certificate at our end, if it is found out that the candidate has obtained reservation benefits by submitting, false/ incorrect certificate/ information; he will be terminated from the service of IndianOil immediately.
7	Who is entitled for relaxation/concessions admissible to Physically Handicapped (PH) candidates	Persons with disability of 40% or more will get the benefits admissible to PH candidates. It is necessary to have a valid disability certificate issued by the medical board constituted for the purpose and duly countersigned by the medical superintendent/ CMO/ Head of hospital. Candidates whose degree of disability is less than 40% are not entitled for any concessions admissible to PH candidates