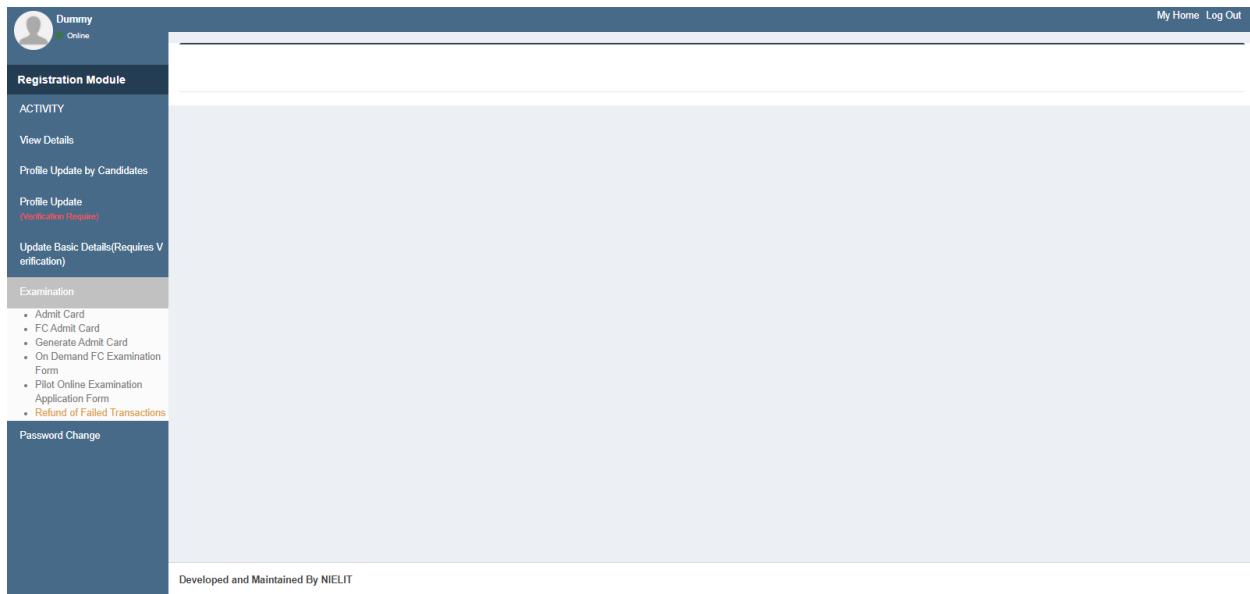


Refund Module

Step 1: Candidate login through valid Credentials on <https://pariksha.dgca.gov.in/>.

Step 2: Go to Examination-> Refund of fail Transactions as shown in figure below.



Step 3: The basic details of the candidate will be displayed. Choose your fail transaction id (it will display the transaction id only if refund is available) from the dropdown and complete the form by filling your bank details and check the declaration as shown in the figure below.

The screenshot shows the 'Refund of Failed Transactions' form. The left sidebar is the same as in Step 2. The main form area has a breadcrumb 'Examination > Refund of Failed Transactions'. The form title is 'Refund of Failed Transactions'. It displays candidate details: Computer Number: P-XXXXXXX, Candidate Name: Dummy, Date of Birth: 01-01-1999, Fathers Name: Dummy, Address: Dummy Dummy, Mobile Number: 9999999999, and Email ID: test@gmail.com. A red message says 'Candidate Bank Details to process the refund'. There is a dropdown menu for 'Choose Failed Transaction*' with a selected option: 'TxnRef no- 1100012323213, Txn Date- 11-02-2019, Session- 3 of 2018'. Below this are input fields for 'Branch Name' and 'IFSC Code'. There are two file upload sections: 'Self Attested Copy of Bharatkosh Receipt' and 'Self Attested ID Proof', both with 'Choose File' buttons and 'No file chosen' text. A checkbox for a declaration is present, with the text: 'The above details filled by me are true and correct to the best of my knowledge. Any incorrect/ misleading information may result in the non-refund of the amount. I will be solely responsible for non-refund due to incorrect/ misleading information. I further declare that no refund on the above transaction reference number has been received by me earlier.' A 'Preview' button is at the bottom right.

Step 4: Upload the self-attested copies of bharatkosh receipt and ID proof as shown in figure below.

View Details

Profile Update by Candidates

Profile Update
(Mandatory Request)

Update Basic Details/(Requires Verification)

Examination

Password Change

Refund of Failed Transactions

Computer Number: P-XXXXXXX	Candidate Name: Dummy
Date of Birth: 01-01-1999	Fathers Name: Dummy
Address: Dummy Dummy	Mobile Number: 9999999999
Email ID: test@gmail.com	

Candidate Bank Details to process the refund

Choose Failed Transaction*

TxnRef no- 1100012323213, Txn Date - 11-02-2019 ,Session- 3 of 2018

Account Number 123446	Name of Bank HDFC BANK
Branch Name Cannaught Place	IFSC Code HDF1234

Self Attested Copy of Bharatkosh Receipt

sample.pdf click to view

Self Attested ID Proof

sample 2.pdf click to view

The above details filled by me are true and correct to the best of my knowledge. Any incorrect/ misleading information may result in the non-refund of the amount. I will be solely responsible for non-refund due to incorrect/ misleading information. I further declare that no refund on the above transaction reference number has been received by me earlier.

Step 5: Click on preview button and confirm that you have filled the correct details.

View Details

Profile Update by Candidates

Profile Update
(Mandatory Request)

Update Basic Details/(Requires Verification)

Examination

Password Change

Refund of Failed Transactions

Computer Number: P-XXXXXXX	Candidate Name: Dummy
Date of Birth: 01-01-1999	Fathers Name: Dummy
Address: Dummy Dummy	Mobile Number: 9999999999
Email ID: test@gmail.com	

Candidate Bank Details to process the refund

Choose Failed Transaction*

TxnRef no- 1100012323213, Txn Date - 11-02-2019

Account Number 123446	Name of Bank HDFC BANK
Branch Name Cannaught Place	IFSC Code HDF1234

Self Attested Copy of Bharatkosh Receipt

sample.pdf click to view

Self Attested ID Proof

sample 2.pdf click to view

The above details filled by me are true and correct to the best of my knowledge. Any incorrect/ misleading information may result in the non-refund of the amount. I will be solely responsible for non-refund due to incorrect/ misleading information. I further declare that no refund on the above transaction reference number has been received by me earlier.

Make sure you have entered your details correctly?

The screenshot shows a web form titled "Refund of Failed Transactions". On the left is a sidebar with navigation options: "View Details", "Profile Update by Candidates", "Profile Update (Verification Required)", "Update Basic Details(Requires Verification)", "Examination", and "Password Change". The main form area contains the following fields:

- Computer Number: P-XXXXXXX
- Candidate Name: Dummy
- Date of Birth: 01-01-1999
- Fathers Name: Dummy
- Address: Dummy Dummy
- Mobile Number: 9999999999
- Email ID: test@gmail.com

Below these fields, there is a red heading "Candidate Bank Details to process the refund". A modal dialog box is displayed in the center with the text "Your Application for refund is submitted." and an "OK" button. The form continues with:

- "Choose Failed Transaction*" dropdown menu (selected: "TrnRef no. 1100012323213, Trn Date - 11-02-2019, Session- 3 of 2019")
- Account Number: 123446
- Branch Name: Cannaught Place
- Self Attested Copy of Bharatkoash Receipt: "Choose File" button, "sample.pdf", "click to view" link
- Self Attested ID Proof: "Choose File" button, "sample 2.pdf", "click to view" link

At the bottom, there is a checkbox with a disclaimer: "The above details filled by me are true and correct to the best of my knowledge. Any incorrect/ misleading information may result in the non-refund of the amount. I will be solely responsible for non-refund due to incorrect/ misleading information. I further declare that no refund on the above transaction reference number has been received by me earlier." followed by a "Preview" button.

Step 6: Candidate can either submit or edit the details. For editing the details click on back button as shown below.

This screenshot shows the same "Refund of Failed Transactions" form, but with a "Back" button highlighted in the bottom left corner. The form fields are now populated with the following data:

- Computer Number: P-XXXXXXX
- Candidate Name: Dummy
- Date of Birth: 01-01-1999
- Fathers Name: Dummy
- Address: Dummy Dummy
- Mobile Number: 9999999999
- Email ID: test@gmail.com
- Account Number: 123446
- Branch Name: Cannaught Place
- Failed Transaction ID: 1102190005164
- Bank Name: HDFC BANK
- IFSC Code: HDF1234
- Session: Feb2019 FATAS1
- Amount: 2500

The "Back" button is located at the bottom left, and the "Submit" button is at the bottom right.

Step 7: If back button clicked then details can be edited as shown in figure below

Step 8: If all details are correct, proceed further with Submit button and a ref id will be generated as shown in figure below.

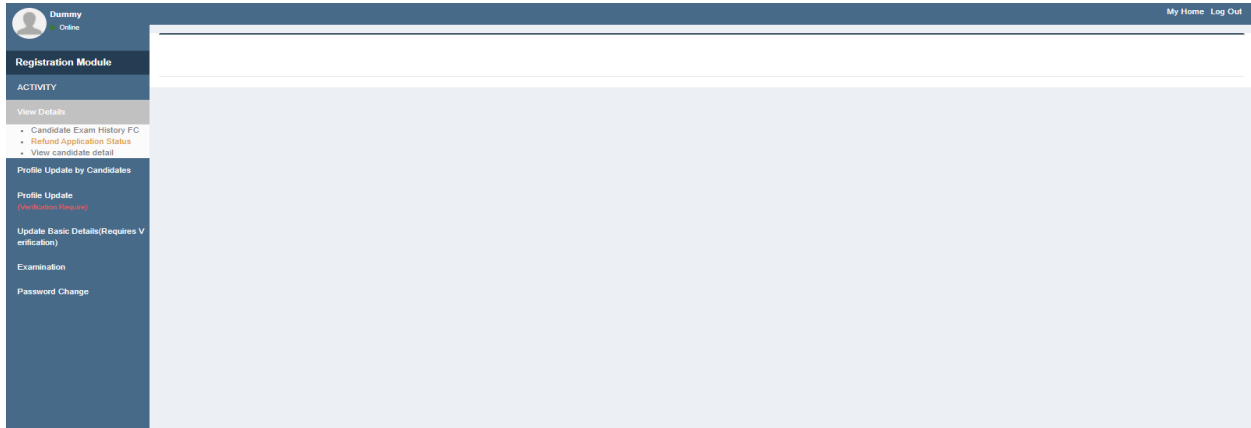
This screenshot shows the "Refund of Failed Transactions" form after a successful submission. A modal dialog box is displayed in the center with the text "Your Application for refund is successfully submitted with reference id: Ref:1102190005164-1" and an "OK" button. The form fields are populated with the same data as in Step 7, but now include the "Failed Transaction ID" and "Bank Name" fields.

- Computer Number: P-XXXXXXX
- Candidate Name: Dummy
- Date of Birth: 01-01-1999
- Fathers Name: Dummy
- Address: Dummy Dummy
- Mobile Number: 9999999999
- Email ID: test@gmail.com
- Account Number: 123446
- Branch Name: Cannaught Place
- Failed Transaction ID: 1102190005164
- Bank Name: HDFC BANK
- IFSC Code: HDF1234
- Session: Feb2019 FATAS1
- Amount: 2500

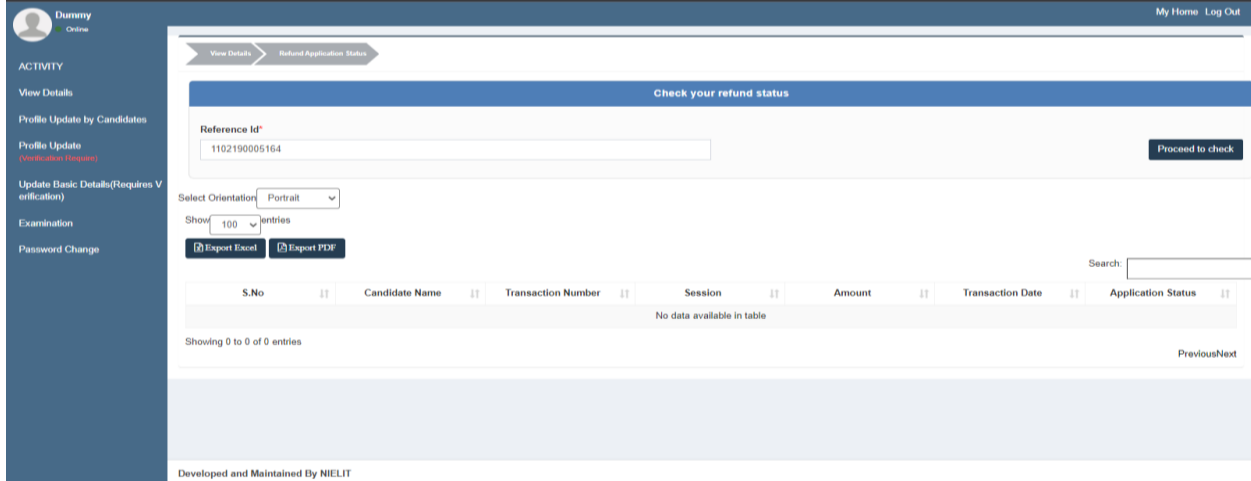
The "Back" button is at the bottom left, and the "Submit" button is at the bottom right.

To check application status

Step1: Go to View Details-> Refund Application status



Step2: Enter Your Reference ID and click on Proceed to check button as shown in figure below.



Step3: Your application status will be displayed as shown in figure below.

