



Frequently Asked Question

- 1. I am fulfilling the eligibility criteria for two trades. Can I apply for more than one trade?**

Ans: One candidate can apply for one post only.

- 2. Is qualification acquired through distance learning/ correspondence acceptable for applying for apprentice training in ONGC?**

Ans: No

- 3. During the application process, whom should we contact in case of any server error?**

Ans: For any queries candidates may write to us at ongc_skilldev@ongc.co.in

- 4. I am in my final year/ semester. Am I eligible to apply?**

Ans: No

- 5. What are the modes of applying?**

Ans: All applicants have to register online only and fill in their details in the online application form. No CV/ manual applications shall be accepted. A registration slip will be generated on successful registration. Take a printout of this registration slip for future reference.

- 6. Do I need an email address for filling in an on-line application?**

Ans: Possessing a valid e-mail id is a must before filling the online application form. It will also be useful for receiving e-mail updates/alerts relating to the apprentice engagement process from ONGC. The candidate should make sure that he/ she fills in the correct e-mail id (without any typographical errors) and the id is active for at least the next 1 year. ONGC shall not be responsible for any mails bouncing back or mails being sent to spam folder etc.

- 7. My current residential address is temporary and is likely to change, so which address should I provide?**

Ans: The candidate may provide his temporary address for the time being. However, the candidate should make sure that he/ she has provided his correct permanent address, a correct e-mail id and a correct landline/ mobile no as well in order to avoid any loss in receiving official communication.

- 8. What documents should I keep for future reference?**

Ans: The candidate should keep a copy of his/ her registration slip, No documents are to be sent to ONGC unless specifically requested.



9. Do I need to send the print out of registration slip to ONGC?

Ans: No documents are to be sent to ONGC. However, the candidate is strongly advised to keep a printout of his/ her registration slip for future reference.

10. Can I edit my information after submitting?

Ans: Once submitted, no part of the application form can be edited. Candidates are advised to maintain accuracy of information while applying and recheck before submitting online application. In case of error due to web problem or incomplete information or error the same has to be intimated immediately through email ongc_skilldev@ongc.co.in

11. I have by mistake entered incorrect data in my application. I need to correct it.

Ans: Data once entered cannot be edited. Care should therefore be taken that only correct information is entered in the application form. In case of any grave error in the application will be rejected. Candidates may apply afresh. In case of any difficulty in filling up a fresh application, kindly write to us at ongc_skilldev@ongc.co.in

12. How can I get to know the status of my application after submission?

Ans: Candidates can re-login into the system to know the status of their application.

13. Is Aadhar No. mandatory?

Ans: Yes. (Except for candidates from Assam)

14. I belong to reserved category; however I do not have Caste Certificate. Can I apply for Apprenticeship training?

Ans: Certificate is mandatory for all categories except General/Unreserved. The certificate will be checked during verification of Documents prior to joining.

15. I have already registered in Government portal (ex: www.apprenticeship.gov.in.) Do I need to register again?

Ans: No

16. I have been awarded Cumulative Grade Point Average (CGPA) not Marks in certificate. How can I fill Total and Obtain Marks?

Ans: As per the conversion standards of your university, change obtained CGPA and Total CGPA into Marks.



17. I have MBA/B.E/B.Tech degree. Am I eligible to apply for apprenticeship?

Ans: No.

18. I have Job experience. Am I eligible to apply for apprenticeship?

Ans: No. Suppression of information regarding possession or pursuing higher qualification or Job experience shall render a candidate ineligible for consideration at any stage of selection & termination any time during engagement, if engaged.

19. Do I need to submit any Application Fee?

Ans: No.

20. Will ONGC conduct any exam for selection?

Ans: No.

21. I am an ONGC ward, will I get any preference in Selection?

Ans: No

22. I had applied for apprenticeship training last year and was not selected. Do I need to apply again?

Ans: If you have already undergone Apprenticeship Training in ONGC or any other organization you can not apply. If you had applied earlier and was not selected, you have to apply again.

23. Do I need to send my printed application to ONGC?

Ans: No

24. I have an issue not mentioned in FAQ. How can I Contact ONGC?

Ans: please write a mail to ongc_skilldev@ongc.co.in

Please note that only those queries will be replied to whose answer is not available in the advertisement or in the FAQ