

# **Interview Date Change Requests through Profile**

**V2.0**

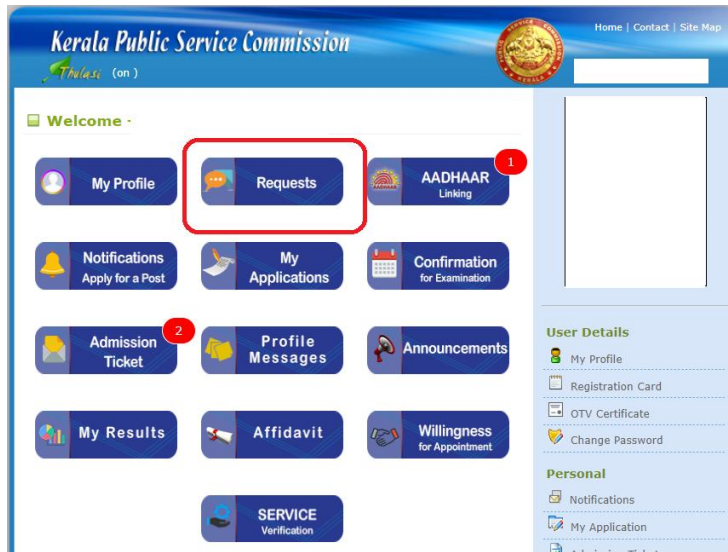
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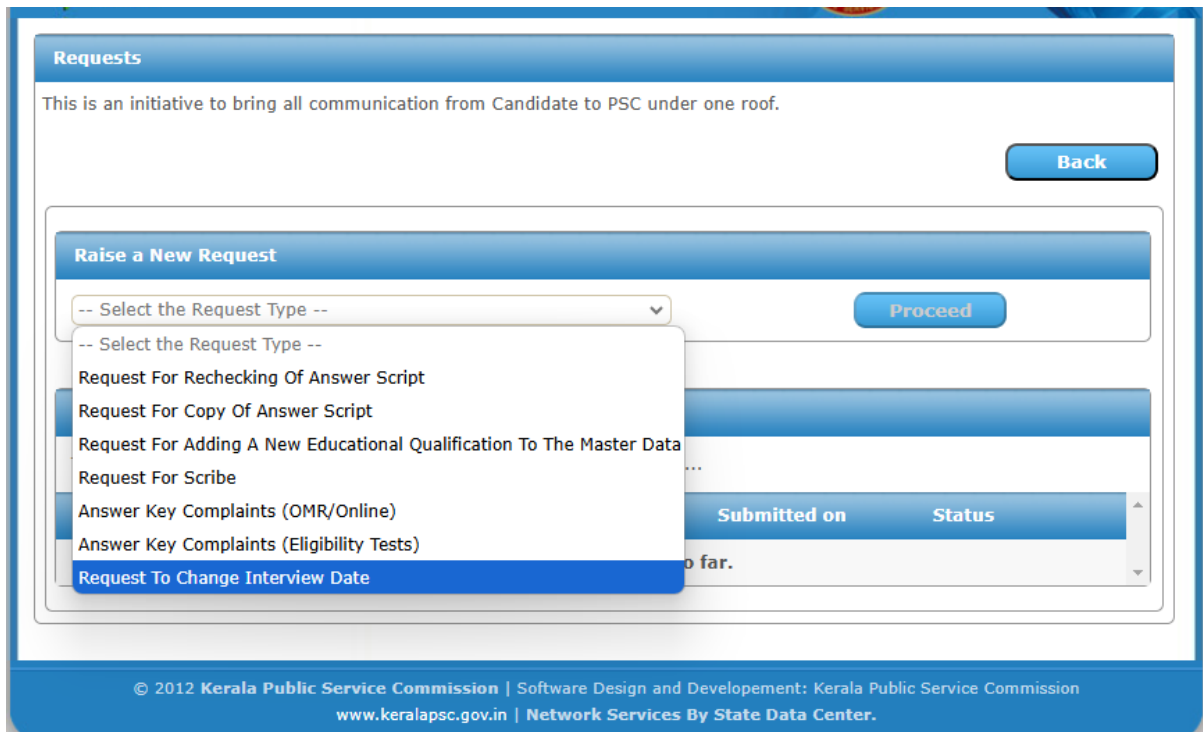
## Submission of Requests by Candidates

A candidate can submit an interview date change request from their profile starting from the date on which the hall tickets are issued until a day before the scheduled date of interview.

1. Candidates can submit a request online through their profile. To do that, the candidate needs to log in to their profile first and then click the **“REQUESTS”** icon on their profile dashboard.



2. The landing page for **“Requests”** will appear now. From the drop-down menu, the candidate needs to select **“Request To Change Interview Date”** and then click the **“Proceed”** button.



- The request submission page will open, displaying a drop-down menu with all upcoming categories for which the candidate's hall ticket has been published. The candidate must select a category to view the current allocation details. Next, from the "Request For" drop-down menu, select "**Request for a Date Change**". Finally, complete the request description, upload necessary supporting documents, and click **Submit** to send the request.

### Request For Interview Date Change

To request a date change for your interview, please ensure that you have a valid reason, such as a scheduling conflict with other government agency interviews or PSC/UPSC exams. Requesting a date change does not guarantee approval, as it is subject to the commission's discretion.

You can submit a request for a date change until **1 day** prior to the interview date.  
The supporting document to be uploaded should be in JPEG, JPG, or PDF format.  
**If there is more than one document, upload them as a single PDF with multiple pages.**  
**Please note that the maximum file size should not exceed 200KB.**

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Category No 388/2019 - (STATEWIDE)	Post Name <b>SUB INSPECTOR OF POLICE(TRAINEE) (KCP)- OPEN MARKET[Police (Kerala Civil Police)]</b>	Serial No. 266
Selection For <b>STATEWIDE</b>	Venue <b>KPSC Head Office Thulasi Hills, Pattom, Thiruvananthapuram</b>	Batch <b>7</b>
Date & Time <b>04-01-2025 09:30:00</b>		

Request For  
**Request For A Date Change**

Request Description

Upload Supporting Document For Your Claim Here  
 No file chosen

[Submit](#) [Cancel](#)

- After the submission, candidate can track the request from the "Requests Dashboard". Also Clicking the "+" icon will show the decision taken on the request.

## Requests

This is an initiative to bring all communication from Candidate to PSC under one roof.

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### Raise a New Request

-- Select the Request Type --

[Proceed](#)

### View Status of Previous Requests

The following are the requests submitted by you for various Categories...

ID	Type of Request	Submitted on	Status
 10001	Request To Change Interview Date	31-12-2024 14:46:12	Request Submitted
Request Type	:	Request For Date Change	
Post Details	:	388/2019 <b>SUB INSPECTOR OF POLICE(TRAINEE) (KCP)- OPEN MARKET</b> (Police (Kerala Civil Police))	
Selection For	:	STATEWIDE	
Current Center	:	KPSK Head Office Thulasi Hills, Pattom, Thiruvananthapuram	
Date And Time	:	04-01-2025 09:30:00	
Batch	:	7	
Sl No.	:	266	
Request Details	:	Please allot me a different date since I have another PSC exam scheduled for the same date.	
Attached Documents	:	