



NETAJI SUBHAS ADMINISTRATIVE TRAINING INSTITUTE
GOVERNMENT OF WEST BENGAL
SALT LAKE CITY, SECTOR-III, FC-BLOCK, CALCUTTA - 700106

No. 09/ATI-99/2/2019-IT AND D SEC-ATI

Date: 10-07-2026

Half-Yearly Examination on Computer Operation and Computer Typing,
[Type Test 2026 (Phase XXII)]

NOTIFICATION

Online applications are hereby invited from the willing West Bengal Government employees for Half yearly Examination on Computer Operation and Computer Typing (Type Test 2026, Phase XXII). Details of the examination are given below-

Name of the Examination: Half yearly Examination on Computer Operation and Computer Typing (Type Test 2026, Phase XXII).

Date and time of commencement of application: 10th July, 2026, 05:00 pm.

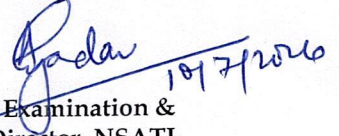
Last date of uploading the application in the online portal of NSATI: 14th August, 2026, 5:00 pm.

Procedure for application:

- i) All Applicants will have to fill up the Application Form downloaded from the link provided at the website <http://atiwb.in/jrtype2/> and submit the properly filled up form to the respective Head of Office/ Directorate/ Department (as the case may be). **Applicants should not apply directly to NSATI.**
- ii) After receiving the application from the concerned applicant, the Head of Office/Directorate/Department will issue a receipt (already provided in the form).
- iii) The Head of Office/Directorate/Department shall attest the form as well as the photograph of the candidate (*half on the photo and half on the application*).
- iv) The Head of Office/Directorate/Department shall upload the duly signed and attested form, along with the relevant data, in the link provided in the website. **(The uploaded application file should be pdf, single page -1st page of application, scanned with 300 dpi colour and not more than 1 MB file size.)** This process should be completed within 14th August, 2026, 5:00 pm.
- v) Applicants or the concerned Head of Office/Directorate/Department should not send any hard-copy to NSATI.
- vi) After successful uploading of the form by the concerned Head of Office/Directorate/Department, the status of submission can be viewed from the list of applicants on the website.

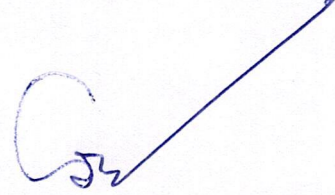
Information

- i) No communication should be made to any staff of NSATI over phone. Applicants may send email to atiwb.typetest@gmail.com for any queries. Our representative will contact you as and when required.
- ii) Applicants can download their admit cards using their Aadhar Number.
- iii) **Admit card** can be downloaded from 01st September, 2026 at 03:00 pm and onward.
- iv) Tentative date for commencement of Type Test: is 22nd September, 2026.
- v) Name of Candidates working under the purview of State Secretariat may be sent to Common Cadre Wing of Personnel and Administrative Reforms Department, as mentioned vide No. 118- PAR(CCVV)/M-19/17, dtd. 11/04/2019 and 350-PAR(CCVV)/M-19/17, dtd. 15/09/2021 of Common Cadre Wing, Personnel and Administrative Reforms Department. **When any department falling under the purview of State Secretariat, uploads the details of any applicant, it will be implied that they have already taken prior approval from P&AR Department.**
- vi) Aadhaar Number of the applicant should be mentioned correctly and compulsorily. In case of Aadhaar number mentioned on the Application does not match with that on the Aadhaar card, the application will be rejected. If double applications are submitted, both of them will be rejected.
- vii) **For Candidates seeking relaxation (vide No. 2831-F(P2), 11.07.2022 or any amendment thereafter) in Type Test:** Letter from the Head of Office should reach at NSATI before the commencement of Type Test, mentioning the relaxed speed as applicable vide No. 2831-F(P2), 11.07.2022 or any amendment thereafter. (in the format attached)


Controller of Examination &
Additional Director, NSATI

Copy forwarded for kind information to :-

- 1). The Additional Chief Secretary, Personnel & Administrative Reforms Department, Government of West Bengal.
- 2). The Commissioner, Medinipur/Malda/Presidency/Burdwan/Jalpaiguri Divisions.
- 3). Shri Sudip Mitra, IAS, Sr. Special Secretary, Personnel and Administrative Reforms & e-Governance Department, Government of West Bengal.
- 4). Joint Secretary, (all) Departments.
- 5). The District Magistrate (All),
- 6). PA to Director General, NSATI, WB.
- 7). PA to ADG, NSATI



**Deputy Controller of Examination,
NSATI, WB**

Memo. No.

Date:

To,

The Controller of Type Test,

NSATI

Sub: Submission of prayer for getting relaxation in Type Test on computer in term of G.O. No. 2831-F(P2), dated 11/07/2022 or amendment thereby

Madam/Sir,

In connection with the above-mentioned subject allowing certain relaxation in the matter of Typing Test on computer in terms of G.O. No. in case of below noted officials may be allowed:

Sl. No.	Name	Aadhaar No.	Para no. of No. 2831-F(P2), dated 11/07/2022, in term of which relaxation is sought	Effective speed per minute (WPM)

Signature of competent authority
(with seal)