

An Institute for UPSC & BPSC



ABOUT PRAYAS IAS ACADEMY

WE NURTURE YOUR DREAMS

Welcome to PRAYAS IAS ACADEMY, an esteemed Institution dedicated to nurturing aspirants with a holistic and innovative approach to learning. Founded on the principles of academic excellence and integrity, our academy stands as a beacon of guidance and mentorship for aspirants venturing into the challenging realm of "Civil Services".

At the core of PRAYAS IAS ACADEMY, our visionary leadership that brings a wealth of experience and expertise to guide aspirants through the foundation of Civil Services preparation. Our experienced mentors are committed to shaping not just successful candidates but ethical and responsible leaders for the nation.

We understand that civil services preparation goes beyond textbooks, hence in accordance with the current pattern and demand of the examinations, our curriculum is meticulously crafted to encompass a comprehensive range of subjects, along with interactive classrooms, focused approach towards every single aspirant under supportive ambience.

The strength of any educational institution lies in its faculty delivery system, PRAYAS boasts a team of seasoned mentors, subject matter experts, and retired bureaucrats who bring a wealth of knowledge and real world insights to the classroom providing aspirants with invaluable guidance.

Recognizing the individuality of each aspirant, we offer personalized mentorship programs and our faculty works closely with students to identify strengths and weaknesses providing tailored guidance and support to maximize their potential.

PRAYAS IAS ACADEMY is equipped with modern infrastructure including well-equipped classrooms, a vast library with an extensive collection of study material and advanced technological resources to facilitate an optimal learning environment.

Our ACADEMY adopts a strategic approach to preparation providing meticulously designed study plans, regular assessments and simulated exam environments to ensure aspirants are well-prepared and confident on exam's day.

Embarking on a transformative aspirational journey with PRAYAS where academic excellence meets ethical leadership and aspirational transformation into achievements. Join us in shaping the future leaders of our dynamic nation.

FROM THE **DIRECTOR'S DESK**



Dear Future Bureaucrats.



Welcome to Prayas IAS Academy - An Institute of academic excellence in the arena of UPSC & BPSC Preparation

As you are starting your journey with hardwork and perseverance to crack the most coveted and prestigious exams in the country.

YOUARENOTALONE!

Welcome to PRAYAS IAS ACADEMY A Premiere Institute in Eastern India for Civil Services Exams. We strive to provide guidance, support, mentorship and a healthy learning environment to the civil services aspirants so that they can unlock and realize their full potential in serving the society of the Nation as a future administrators. Gone are the days when Delhi use to be the capital of Civil Services preparation, in our concerted efforts we are bringing the best learning experience in Patna evolving as a capital of Civil Services Preparation in Eastern India through our experts & faculties from Delhi & various regions of India to guide the aspirants in achieving their dream.

At **PRAYAS IAS ACADEMY**, we provide a personalized learning experience to aspirants with regular counseling and mentoring support in addition to razor sharp focus on curriculum via classroom sessions. We also strive to marry technology with conventional methods of teaching to provide an uninterrupted learning experience.

We are committed to making your challenging journey to UPSC/BPSC preparation a smooth drive by providing support at different touch points to make you feel - YOU ARE NOT ALONE!

I sincerely urge you to realize your optimum potential by making the best use of this transformative educational delivery system by our Institution and join the Civil Services with utmost sincerity, integrity and conviction to serve the people of our Country and bridge the gap between the two unequal worlds.

Wish you all the best for your assiduous Civil Services journey and we are here to make you realize you dream.

Warm Regards RAHULRAJ **Managing Director**

MESSAGE FROM CEO

Dear Aspirants, A Warm Greetings From PRAYAS!

It gives me immense pleasure in welcoming you to "PRAYAS IAS ACADEMY" which aims at transforming the entire civil services educational ecosystem to meet the challenges faced by you during your preparatory journey with our finest infrastructure, experienced faculties from all over country and personalised sets of offerings with meticulously designed curriculum and delivery system for the first time in tern India.

These are coupled with an unparallel commitment to promote a friendly and cohesive learning environment to ensure multifaceted growth of our aspirants by harnessing their immense potential transforming in to a successful civil servant. In our confident stride ahead keeping pace with times and its expanding horizons today, PRAYAS pledges itself to the cause of

empowering all our students through qualitative value based education.

I would also like to emphasize that under strict value based delivery process, our team is wholly focussed on delivering better results with an effective implementation of quality education, personalised assessment and expert advice addressing all needs under one umbrella with excellent process management.

I, on behalf of my TEAM PRAYAS take this opportunity to urge and encourage you all to acquire right education through right educational institution i.e. "PRAYAS IAS ACADEMY" and wish all success in your endeavors taking great pride in your accomplishments turning obstacles in to stepping stones.

WE NURTURE YOUR DREAMS! "YOUR JOURNEY - OUR PRIDE"

Sincerely,

Sujeet Kumar

Chief Executive Officer (CEO)
PRAYAS IAS ACADEMY, PATNA.
Expert Advisor - GLG, Lynkglobal, Alphasights, Guidepoint.

MESSAGE FROM ACADEMIC DIRECTOR

Dear Esteemed Aspirants,

It is with immense pleasure and a deep sense of responsibility that I extend my warmest greetings to all of you as the Academic Director of **PRAYAS IAS ACADEMY.** Our institute stands as a beacon of excellence, committed to nurturing and guiding the future leaders of our nation

At the outset, let me express my profound appreciation for your decision to embark on the challenging yet rewarding journey of civil services preparation. The role of civil servants in shaping the destiny of our country cannot be overstated, and your aspirations to contribute to the betterment of society are commendable.

Our institute is not merely an educational institution; it is a crucible where dreams are forged into reality, where passion meets perseverance, and where potential is transformed into performance. We take pride in being a catalyst in the journey of countless aspirants who have successfully donned the civil services uniform.

As you embark on this transformative journey, remember that success is not just about the destination but also about the journey itself. Perseverance, dedication, and a positive mindset are your greatest allies. Our institute is not just a place of learning; it is a community of like-minded individuals driven by a shared passion for public service. Take advantage of the resources at your disposal, engage in collaborative learning, and support one another in this collective pursuit of excellence.

I encourage you to make the most of the opportunities available at PRAYAS IAS ACADEMY Avail yourself of the mentorship programs, workshops, and extracurricular activities that complement your academic journey. Your growth as a civil servant goes beyond the confines of textbooks, and we are committed to nurturing your overall development.

Thank you for choosing **PRAYAS IAS ACADEMY**. I look forward to witnessing your success and the positive change you will bring to our society.

Best Regards,

M K Sahay, Academic Director, PRAYAS IAS ACADEMY



ADMISSION FORM

Name				
	Catanami			
Date of Birth	Category		Photograph	
D D M M Y	Y Y General	OBC(NCL) SC/ST	PH	
Mobile Number				
	Ge	ender: Male Female		
Email:				
Father's / Guardian's Name				
Father's Occupation	Mobile Number			
Mother's Name				
Mother's Occupation	Mobile Number			
Annual Income :	Aadhar Number			
Qualification Details				
Level	Board / University	Year	Percentage	
Post Graduation				
Graduation				
10+2				
10				
Course Applied for Medium (English/Hindi)				
Optional Subject				
Hobbies or Interest				

PERMANENT ADDRESS				
Street / Vill.				
P.S				
District: City: City:				
State:				
PRESENT ADDRESS				
Street / Vill.				
P.S.				
District: City: Ci				
State:				
Terms & Conditions				

- 1. Incomplete form will be rejected. It is compulsory to attach photocopy of marksheet of graduation and recent passport size photographs with the admission form. The Institute reserves the right to use the photograph for publicity in case the student secures position/success in any competitive examinations.
- 2. The aspirants shall comply with all the norms of the institution once they get admitted after qualifying Admission cum scholarship Test at PRAYASIASACADEMY.
- 3. Students enrolled with PRAYAS IAS ACADEMY have to provide photocopy of Admit Card of various UPSC/BPSC Exams, as soon as they receive their admit cards from the examining body before/during Test Series, failing which the student shall not be allowed to attend free Test Series & will not be given Test papers.
- 4. PRAYAS IAS ACADEMY, reserves its right to make any alteration in its programs/venue/timing and days of classes without any prior notice to anybody. The decision of the Management will be final and binding on the students & the parents.
- 5. It is compulsory/mandatory to provide e-mail I.D. / Mobile No. of the student / father / guardian. The result of tests or any other information of the

- institute will be sent to the student by SMS and on his/her e-mail I.D. Institute shall not be responsible for any information regarding result or anything else is not received by the student if he/she has not given his/her e-mail I.D. / SMS in the Admission Test form at the time of admission.
- 6. Any change of address, mobile no & e-mail address should be notified in writing to the office within 7 days.
- 7. Each student will be issued an identity card. The entry in the classes/Institute will be only with Identity Card, if the Identity card of a student is lost/misplaced, a duplicate I-card shall be issued by the Institute against the payment of Rs. 100/-. If any student is found misusing the I-card, he/she will be rusticated from the Institute.
- 8. Late Entry Shall not be allowed in the classroom.
- 9. Any study material given during the classes or otherwise, will not be given to those students, who are absent without prior application from the parents. No request / personal appointments in this regard shall be entertained. Missed appointments in this regard shall be entertained. Missed Classes and materials will be given only after full payment.



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- 10. (a) If the study material provided to the student is lost/misplaced, a duplicate set of the book(s) can be obtained from the Institute against the payment of Rs 300 per book.
 - (b) If the bag provided to the student is lost/misplaced, a new bag can be obtained from the institute against the payment of Rs. 500/-.
- 11. If a student is absent or misses a test, he/she can collect his/her question paper from the office within 10 days from the date of the test, failing which the question paper will not be given to him/her.
- 12. If any student does not pay the fee on the due date as mentioned in the receipt or is defaulter in the fee payment, he/she shall be stopped from attending the classes. It is therefore, in the interest of the parents & students that they should deposit the fee on the due dates mentioned in the receipt.
- 13. If the tuition fee is not paid in lump sum, submission of post dated cheques is mandatory. In case, post dated cheques are not submitted or get bounced then a late fee of Rs 50/- per day shall be charged on the installment due. However, installment will be accepted with late fee only upto3 weeks from due date after which the name of student will be stuck off.
- 14. Once the name of a student is struck-off due to non payment of fee for more than 3 weeks from the due date, the student shall have to pay Rs 500 for re-admission.
- 15. Taxes are applicable as per the government norms.
- 16. If any student remains absent for more than 10 days continuously without any prior written application, he/she will not be allowed to attend / join the classes and will not be given any test paper(s), he/she may be deemed to be expelled from the Institute. No separate intimation will be sent to the parents. No fee or part of the fee paid/encashed will be refunded in such cases. The decision of the Managing Director in this regard will be final and binding on the students & parents.
- 17. The student who is enrolled with PRAYAS IAS ACADEMY will have to work hard regularly. In

- case, if the teachers feel that the student is not working hard, creating indiscipline or using unfair means in the Institute or premises, irregular in attendance, not responding properly, he/she may be expelled from the Institute. The decision of the Managing Director in this regard will be final and binding on the student / parent. No fee or part of the fee will be refunded in such cases.
- 18. Any student caught employing unfair practice during the Admission cum Scholarship Test is liable for immediate removal from the examination hall, and no refund of Admission cum Scholarship Test fee paid shall be made.
- 19. The parents can meet the Centre-In-charge for any enquiry about their ward's progress or any other problem concerning their ward with the prior appointment only.
- 20. In case if any parent/guardian misbehaves with any staff member of the Institute, his/her ward can be rusticated from the Institute and no claim of refund of such student will be entertained. The decision of the Director will be final and binding on the student and parent/guardian.
- 21. If any type of mishap occurs in the premises of PRAYAS IAS ACADEMY, because of situations beyond control or any natural calamity of any type such as earthquake, floods, fire, electric short circuit etc, the institute shall not be responsible in any manner whatsoever.
- 22. Money once deposited after the Admission / Registration shall not be refunded in any condition.
- 23. In case of any dispute or difference arises between you and the Institute regarding the interpretation of these terms and conditions, non-payment of any claim or any dispute arising out of or in pursuant to these terms and conditions, the same shall be referred to Sole Arbitrator who shall be appointed by the Chairman of PRAYAS IAS ACADEMY, The proceedings shall be conducted at Patna under the provisions of Arbitration & Conciliation Act and the Courts at Patna only shall have the jurisdiction over the matter and/or for enforcement as the case may be. If an Arbitrator to whom the matter is referred refuses to act or for any reason, does not enter the reference or

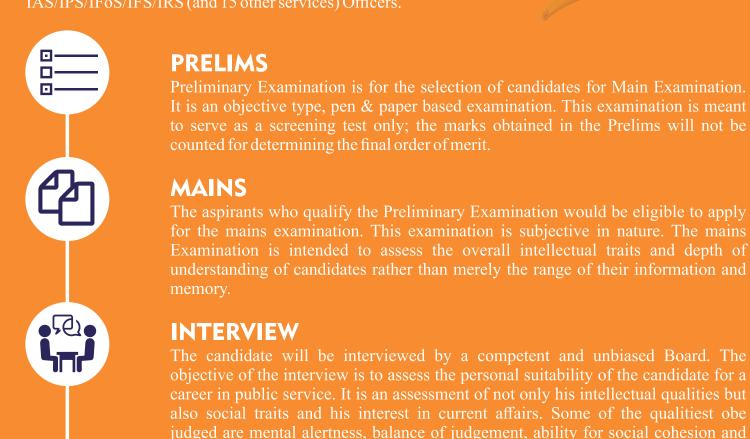
after entering into the reference proceedings are abandoned or kept in abeyance or not proceeded with, it shall be lawful for the Chairman of PRAYAS IAS ACADEMY, Patna. to appoint another person to act as Arbitrator in the manner aforesaid. Such person shall be entitled to proceed with reference from the stage

at which was left by his predecessor, if both the parties consent to this effect, failing which the new Arbitrator will be entitled to proceed de novo. The court in the city where Centre / Branch of PRAYAS IAS ACADEMY, Patna is located will have jurisdiction over the matter and / or for enforcement as the case may be.

(Signature of the Parent/Guardian)	(Signature of the Student)
DECLARATION	
I	of
Resident of	
Course enrolled for	have read the terms &
conditions carefully and agree to abide by its letter and Spirit.	In case of any violation the management
reserves the right to cancel my admission.	
IAS	
Date:	(Signature of the Student)
FOR OFFICE USE O	NLY
Name of the Aspirant	No
Course enrolled for	••••••
Category of Scholarship	••••••
Cash/Demand Draft No Amount	Drawn on
Receipt Date Cheque No.	Amount
Bank Name	Receipt Date
Admission Place Branch Info. Centre	Promotions Executive
Counsellor (Name) Oth	ner (Name)

CIVIL SERVICE EXAMINATION

The Civil Service Examination (CSE) conducted by the Union Public Service Commission is the most decorated and undoubtedly one of the toughest examinations of the country. Aspirants, who clear all the three stages off the examination, viz. prelims, mains and interview can join the Civil Services as IAS/IPS/IFoS/IFS/IRS (and 15 other services) Officers.



The candidate will be interviewed by a competent and unbiased Board. The objective of the interview is to assess the personal suitability of the candidate for a career in public service. It is an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualitiest obe judged are mental alertness, balance of judgement, ability for social cohesion and

leadership, intellectual and moralinte grity.



THE CORRECT APPROACH TO CSE

Civil Services Examination is coined as the toughest examination in the Country at the same time many aspirants have cleared it in their first attempt and that too securing first/second positions. Why?

"WINNERS DON'T DO DIFFERENT THINGS; THEY DO THINGS DIFFERENTLY"

We will tell you how



Know what to read and what not to

As the syllabus of the Civil Service Examination is huge at the very outset it is important to have a fair idea of what to read and what not to. Syllabus is the mirror which reflects the areas that need to be covered for the examination and the basic rule for clearing the exam is stick to the syllabus.



Multiple Revision of Limited Resources

Often aspirants surround themselves with 'N' number of books and study materials. What they fail to understand is that all these books and study materials relay the same facts and analysis, however in a different manner. Revising single source multiple times is always better than referring multiple sources for single topic.



Solve more questions

At PRAYAS IAS ACADEMY, we emphasize on enhancing the student's capability to answer more questions by assessing the difficulty level of the exam. We follow a3-pronged strategy of learn, solve and revise. To crack the CSE you do not need to have the knowledge of everything in this world. What you need is the ability to answer the question with all the knowledge you have. This ability will develop and can be mastered by repeatedly solving previous years questions.

YOU ARE THE

WINNER





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