APPLICATION SUBMISSION GUIDELINES

How to Register:

You must create your account by providing your full name, email address, cell number, CNIC/NICOP number, and a password. Please double-check your email address for any typos. If you enter an incorrect email address during registration, you will not be allowed to register again with the same name and CNIC/NICOP number. To avoid any issues, please take this first step very carefully.

Upon registering on the test portal, applicants will receive two mails from EOBI Test. The text of **the first email** is given below:

Dear [Name of the Applicant],

Thank you for registering for the LUMS Written Exam for EOBI 2024. We are pleased to confirm your successful registration. Your registration ID, username, and password are provided below:

Registration ID: [Registration ID]
Email Address: [Applicant's email address]
Password: [Applicant's password]
Cell Number: [Applicant's cell number]
CNIC/NICOP Number: [Applicant's CNIC or NICOP Number]

Please keep this information in a safe and secure place, as you will require it to log in for further updates about the test and the declaration of results. Use this information to access the application form now.

We look forward to receiving your application.

Best regards,
LUMS-EOBI Written Test Team

The text of **the second email** from EOBI Test is provided below. To activate your account, you must click on the link included in the email. If the activation link does not work, please try the following options:

- o Copy and paste the link into your browser.
- o Try to activate your account again after restarting the device you are using to access the application form. This should resolve any issues with the cache or access to the application portal.
- o In some cases, you may need to open the link on another device, such as a mobile phone or computer.

Dear [Name of the Applicant],
Thank you for registering for the LUMS Written Exam for EOBI 2024. In order to submit your application, please activate your account by clicking on link given below.

Account Activation Link:

https://eobi.lums.edu.pk/activate-account.php?activateacc=aKhrvK6wbXdlf2edcKBp

We look forward to receiving your application.

Best regards,
LUMS-EOBI Written Test Team

Test Fee:

Candidates must pay a fee for each test they take. The fee is PKR 2500 per test, payable to LUMS through their online portal using the available payment options. Candidates applying for multiple posts must specify each post they are applying for and pay a separate fee for each post.

Please carefully select the posts you are applying for on the application form. Once you select the posts and pay the fee, you will not be able to add or drop posts for the test. The fee is non-refundable and non-transferable.

Candidates who fail to submit their full fee along with the application form by the due date will be deemed ineligible.

How to Submit the Application Form.

Applications must be submitted using the prescribed form available on the LUMS-EOBI recruitment test portal at https://eobi.lums.edu.pk/. Applications in any format other than the online application form will not be accepted.

The deadline for submitting the online application is midnight on August 7, 2024. However, it is advisable not to wait until the last minute to submit your application, as the system may become overburdened or malfunction unexpectedly. Please note that the system will not accept any applications after the deadline, and incomplete applications will not be considered.

In the application form, you are required to provide important details, including your preferred test center, the position(s) you are applying for, and personal information such as your name, father's/husband's name, marital status, nationality, CNIC/NICOP number, residential address, domicile, educational qualifications, certifications (if any), and employment record (if any).

You will also need to upload your CNIC/NICOP (front and back) and a recent photograph separately. Please ensure these documents are available before filling out the application form. Your application will not be submitted if all required information marked with an asterisk (*) is not provided, or if the CNIC/NICOP and recent photograph are not uploaded.

Once the application form is submitted, you will receive an email from EOBI Test with the following text.

Dear [Applicant's Name],

We are pleased to confirm that we have received your application for the LUMS Written Exam for Employees Old-Age Benefits Institution (EOBI) 2024. You have submitted the test application form for the following position(s) **[the positions you applied for will be listed here]**:

Sr. #	Position	Amount PKR
1	Operations Cadre - Assistant Director / Executive Officer (BPS-17 / BPS-16)	2,500
2	Office Cadre - Assistant Director / Executive Officer (BPS-17 / BPS-16)	2,500
	Total Amount	**5,000**

Next Steps

To complete your application process, please follow the details below for payment submission:

Registration #: [Your registration number]
Voucher #: [Your voucher number (xxxxxxxxxxxxx), for fee payment]
Access Code: [your access code, xxxxxx]
Order ID: [your ID number XXXXXXXX-xxxxxxxxxxxx]
Payment Deadline: 07 Aug, 2024 12:00:00

Please note that your admission ticket will not be sent until the fee is paid in full before the payment deadline. Without the admission ticket, you will not be able to take the exam.

To proceed with the online payment, please click here. To use other payment options, please refer to the voucher attached to the email you have just received and proceed with the payment.

Please ensure that the payment is made promptly to avoid any issues. Follow the instructions given below to pay the fee amount by midnight on August 7, 2024. If you have any questions or require further assistance, please do not hesitate to contact us at eobi-test@lums.edu.pk.

Best regards,
LUMS-EOBI Written Test Team

Alternative Payment Options:

Please refer to the email attachment for alternative payment options to Credit/Debit Card. The attachment includes a PDF file with a payment voucher. This voucher can be paid via cash, pay order, or bank draft made in favor of "Lahore University of Management Sciences" at any branch of the following banks within Pakistan:

- ❖ Allied Bank Limited
- ❖ Meezan Bank Limited (Customer Code: LUMS)
- ❖ Bank Al-Habib Limited

❖ **Eligibility Notification:** LUMS will scrutinize the application forms, and candidates deemed eligible, or ineligible will be notified via their provided email addresses. They can also view their eligibility status by logging into their test accounts.

❖ **Contact Information:** For queries, contact eobi-test@lums.edu.pk or visit the LUMS test portal for telephone numbers to speak with a representative of the LUMS-EOBI test team.