



**Ministry of Education**  
Government of India



**राष्ट्रीय परीक्षा एजेंसी**  
**National Testing Agency**  
Excellence in Assessment

**HIGH COURT OF JUDICATURE AT ALLAHABAD**

**THE UTTAR PRADESH CIVIL COURT STAFF CENTRALIZED  
RECRUITMENT- 2022-23**

**Advertisement for Category 'C' Clerical Cadre Post**

**Conducted by:**

**NATIONAL TESTING AGENCY (NTA)**

**(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)  
First Floor, NSICMDBP Building, NSIC Okhla,  
New Delhi-110020**

**GENERAL PROCEDURES/GUIDELINES/INFORMATION**

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**Senior Director (Exam),  
National Testing Agency**

**Registrar General  
Hon'ble High Court of Judicature at Allahabad**

# THE UTTAR PRADESH CIVIL COURT STAFF CENTRALIZED RECRUITMENT -2022-23

## ADVERTISEMENT

Advertisement No.://01/Sub.Court/Category 'C' Clerical Cadre/2022

Dated: 30<sup>th</sup> October, 2022

<b>IMPORTANT INFORMATION AND DATES AT A GLANCE</b>		
<b>Particulars</b>		<b>Relevant Time Lines</b>
Online Registration and submission of Application Form (complete in all respects) for the <b>Category 'C' Clerical Cadre posts (Junior Assistant &amp; Paid Apprentices)</b>		<b>30<sup>th</sup> October, 2022</b> To <b>13<sup>th</sup> November, 2022</b>
Last date for successful transaction of application fee prescribed below		<b>14<sup>th</sup> November, 2022</b>
*Application Forms are submitted in <b>ONLINE</b> Mode only. Please refer to Clause 1.3.		
<b>Fee Payable through: State Bank of India</b>		
<b>Name of Post</b>	<b>General (UR)/ EWS/ OBC</b>	<b>SC &amp; ST of U.P.</b>
<b>Junior Assistant &amp; Paid Apprentices Category 'C' (Clerical Cadre) post</b>	Rs. 850/-	Rs. 650/-
Note: Applicable service/processing charges over and above the Application Fee, are payable by the candidate to the Bank concerned. The detailed guidelines regarding fee payment may be seen at Chapter-11.		
<b>Other Activities</b>		
Duration for correction in the particulars of an application form ( <b>Online only</b> )	<b>15<sup>th</sup> November, 2022</b> To <b>16<sup>th</sup> November, 2022</b>	
Downloading of Admit Card by the Candidate ( <b>Online only</b> ) From - <a href="http://recruitment.nta.nic.in">http://recruitment.nta.nic.in</a> and <a href="http://www.allahabadhighcourt.in">www.allahabadhighcourt.in</a>	To be announced later through Public Notice on official website.	
Display of provisional answer keys on website for inviting objections	To be announced later through Public Notice on official website.	
Declaration of Result	To be announced later through Public Notice on official website.	
Mode of Examination	<b>Stage-I: - OMR based offline test</b>	<b>Stage-II – For shortlisted candidates only.</b> <b>(Hindi and English Type Test on Computer)</b>
Date, Time & Examination Centre	To be announced later through Public Notice on official website.	
<b>Relevant Website(s)</b>	<a href="http://www.allahabadhighcourt.in">www.allahabadhighcourt.in</a> & <a href="http://recruitment.nta.nic.in">http://recruitment.nta.nic.in</a>	<a href="http://www.allahabadhighcourt.in">www.allahabadhighcourt.in</a> & <a href="http://recruitment.nta.nic.in">http://recruitment.nta.nic.in</a>

\*The Candidate is advised/required to go through the 'Advertisement and Instructions with Guidelines' carefully before filling up the On-line Application Form.

## Chapter-1

### INTRODUCTION

1. Online Applications are invited from citizens of India for filling up of **Category 'C' Clerical Cadre posts (Junior Assistant & Paid Apprentices)** posts in District Courts subordinate to High Court of Judicature at Allahabad under **The Uttar Pradesh State District Court Service Rules, 2013, The Uttar Pradesh State District Court Service (First Amendment) Rules, 2017 and Orders as issued by Hon'ble The Chief Justice from time to time in this regard.**
2. Candidate can apply for the above posts through **"Online" mode only.**
3. The Application Form in any other mode shall not be accepted.
4. **ONLY ONE APPLICATION** shall be accepted from a candidate for the posts of **Category 'C' Clerical Cadre.**
5. **In case more than one Application i.e. multiple Application Forms are submitted for the same post by a single and the same candidate, then the last application form submitted by such candidate shall only be taken into account.**

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## Chapter-2

### VACANCIES

Name of Post	No. of Vacancies	Pay Scale	Essential Qualifications
(i) Junior Assistant (Category 'C') (Various Comparable Posts)	819	Rs. 5200-20200/- Grade Pay Rs. 2000/-	1. Intermediate with special knowledge of Urdu and Hindi alongwith a CCC certificate issued by NIELIT (DOEACC Society) and 25 w.p.m for Hindi and 30 w.p.m. for English Typewriting on Computer. 2. Arithmetic, mensuration, elementary land surveying and Mapping. Order XXVI of Act No. V of 1908 and Rules (Civil) relating to the work and duties of Junior Assistant
(ii) Paid Apprentices	202	Rs. 5200-20200/- Grade Pay Rs. 1900/- (Fixed)	Intermediate with CCC Certificates issued by NIELIT (DOEACC Society) and 25 w.p.m for Hindi and 30 w.p.m. for English Typewriting on Computer.

**2.1.** Number of Vacancies for the said post are determined by the District Courts subordinate to the Hon'ble Court which may increase or decrease.

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## Chapter-3

### RESERVATION

**3.1 VERTICAL RESERVATION** for Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC) & Economically Weaker Section (EWS) of Uttar Pradesh (UP) shall be applicable as may be specified by the Government Orders issued in this behalf from time to time as adopted by the Hon'ble High Court (as amended from time to time), mentioned below: -

Category	Percentage of Reservation
Scheduled Caste	21%
Scheduled Tribe	2%
Other Backward Classes	27%
Economically Weaker Section	10%
General (UR)	---

**3.2 HORIZONTAL RESERVATION** for Women, Dependent of Freedom Fighter (D.F.F.), Ex-servicemen (E.S.M.), Physically Handicapped (P.H.) and Sportsperson (SP) of Uttar Pradesh (UP) shall be applicable as may be specified by the Government Orders issued in this behalf from time to time as adopted by the Hon'ble High Court (as amended from time to time) mentioned below :-

Sub-Category	Percentage of Reservation
Women	20%
Dependent of Freedom Fighter	02%
Ex-servicemen	05%
Physically Handicapped	03%
Sportsperson	01%

- **Reservation shall be implemented by the District Judges at their end.**
- **For applicability of rules of reservation every Judgeship shall be treated as one unit.**
- **There shall be 20% horizontal reservation for "WOMEN" subject to final decision of The Hon'ble Court in Special Appeal No. 675 of 2019 and other connected Special Appeal(s), filed against the Order dated 16.01.2019 of this Hon'ble Court passed in Writ Petition No. 11039/2018-Vipin Kumar Maurya and Ors. Versus State of U.P. and Ors. and its connected Writ Petitions, wherein Clause (4) of G.O. dated 09.01.2007 was declared ultra vires.**

**3.3** Benefits of reservation shall be given only to the candidates who are domicile of U.P. subject to production of Domicile Certificate issued by Competent Authority as recognized by Law or Relevant Rules of State of UP. The candidates who would fail to produce Domicile Certificate shall not be considered eligible for appointment under reserve category. Such candidates shall be treated as General (UR) category candidates. In case of women candidates, caste/domicile certificate issued from father's side only shall be treated as valid.

**3.4** Horizontal reservation for Sportsperson shall be provided in terms of the Government Orders issued in this behalf from time to time by the Government of Uttar Pradesh and adopted by The High Court for specified games/events and sportsperson claiming reservation has to submit certificate of being skilled player as prescribed in Rule 23-A of the Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules,1976.

**3.5** Only such persons would be eligible for reservation under Physically Handicapped quota who is having not less than 40% (forty percent) of relevant disability. Applicants claiming benefit of reservation under Physically Handicapped quota shall be required to submit a Disability Certificate issued by the Competent Authority as per relevant rules as and when asked by the Appointing Authority.

**3.6** No person shall be recruited unless he/she is in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his/her official duties. Before a candidate recruited directly and finally approved for appointment, he/she shall be required to produce a medical certificate of physical fitness issued from Chief Medical Officer, and in absence thereof, concerned Authority equivalent thereto as decided by the Appointing Authority.

**Note:** (i) **It is important to note that only such candidates be considered for selection who participate in all stages of the examination. No exemption shall be granted to any candidate including that of P.H. category from appearing in any stage of examination for reasons whatsoever. Use of scribe or extra time to P.H. candidates in the examinations/tests shall not be admissible**

(ii) **There is no provision for Scribe or extra time in any part/stage of examination for the Physically Handicapped Candidates. However, visually handicapped candidates may use magnifying glasses which they have to arrange at their own end. No examination material shall be provided in Braille Script.**

**\* Candidate claiming reservation in more than one category will be entitled to only one of the concession whichever is more beneficial to him/her.**

## Chapter-4

### ELIGIBILITY CRITERIA

#### 4.1 Essential Qualifications

The applicant must possess essential educational qualification/Computer Qualifications for the posts on the closing date of submission of the Online Application Form:

<p><b>(i) Junior Assistant</b> (Amin Grade-II Category 'C'/ Copyist (Civil &amp; Police Case diaries/ Assistt. Account Clerk/ Additional Clerk/Court Clerk/Admin Clerk/Writer &amp; Runner/ Typist, etc. Clerk-cum-Typist Category 'C')</p>	<p>Intermediate with special knowledge of Urdu and Hindi along with a CCC Certificate issued by NIELIT (DOEACC Society) ) and 25 w.p.m for Hindi and 30 w.p.m. for English Typewriting on Computer. Arithmetic, mensuration, elementary land Surveying and Mapping, Order XXVI of Act No. V of 1908 and Rules (Civil) relating to the work and duties of the Junior Assistant.</p> <p><b>Note</b> :- Mathematics as a subject in the Intermediate is not compulsory for the post of Junior Assistant but for the post of Amin Grade-II, only those candidates will be considered who have passed their Intermediate examinations with Mathematics as one of the subject.</p>
<p><b>(ii) Paid Apprentices</b></p>	<p>Intermediate with CCC Certificates Issued by NIELIT (DOEACC Society) and 25 w.p.m for Hindi and 30 w.p.m. for English Typewriting on Computer.</p>

**4.1.1 Preferential Qualification: (1)** A candidate who has :-

- (i) Served in the territorial army for a minimum period of two years, or
- (ii) Obtained A/B certificate of the N.C.C. shall, other thing being equal be given preference in the matter of direct recruitment.

#### 4.2 Age Limit

**4.2.1** A candidate for Direct Recruitment on the posts of Category 'C' (Clerical Cadre) must have attained the minimum age of **18 years** and must not have attained the age of more than **40 years** on the 1<sup>st</sup> day of July of the year in which advertisement is published i.e. 2022.

**4.2.2** The candidate should not be born before 2<sup>nd</sup> July 1982 and not born after 1<sup>st</sup> July, 2004.

#### 4.3 Relaxation in Upper Age Limit

**4.4.1** The upper age limit shall be relaxable upto a maximum limit of **05 years** only for the candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC) and Dependents of Freedom Fighter (D.F.F.) as notified in relation to **the State of Uttar Pradesh**.



**4.4.2** The upper age limit shall be relaxable up to a maximum limit of **05 years** only to the skilled sports person of **the State of Uttar Pradesh** in accordance with the rules.

**4.4.3** The upper age limit for Ex Servicemen (E.S.M) of **State of Uttar Pradesh** shall be relaxable by **03 years** after deduction of the military service rendered in Army/Air-Force/Navy. Ex-Servicemen (E.S.M) candidates shall have to mention their enrollment/ appointment date and retirement/ discharged date of the Service in view to calculate resultant age.

**4.4.4** The upper age limit shall be relaxable upto a maximum limit of **15 years** only for the candidates belonging to Physically Handicapped (P.H.) category of the **State of Uttar Pradesh**.

**\* Candidate Claiming Age Relaxation In More Than One Category Will Be Entitled To Only One Of The Relaxation Whichever Is More Beneficial To Him/Her.**

#### **4.4 Nationality**

As per Rule# **6 (1)**, No person shall be eligible for appointment unless he is a citizen of India.

#### **4.5 Character**

As per Rule 15<sup>#</sup>, No person shall be appointed unless the appointing authority is satisfied that he is of good character and is in all respect suitable for appointment to the service. Every candidate selected for direct recruitment shall furnish to the appointing authority certificates given not more than six months prior to the date of selection, by two respectable persons unconnected with his school, college or university, and not related to him, testifying to his character, in addition to the certificate or certificates which may be required to be furnished from the educational institution last attended by the candidate. If any doubt arises regarding the suitability of a candidate for appointment the decision of the High Court shall be final.

**Note:** A person dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for appointment.

#### **4.6 Marital Status**

As per Rule 6 (2) <sup>#</sup>, No man who has more than one wife living and no woman who has married a man already having another wife, shall be eligible for appointment.

#### 4.7 Physical Fitness

As per Rule 16<sup>#</sup>, No candidate selected for appointment shall be appointed to any post unless he satisfies the appointing authority that he is physically fit to discharge the duties that he may be called upon to perform. Appointing authority may, by order, prescribe the physical standards required to be satisfied by a person for appointment and specify the medical authority which may grant the certificate of physical fitness and provide such other incidental matters as may be necessary. The opinion of the Medical Authority, regarding the physical fitness or otherwise of the candidate shall be binding on the candidates.

**Note: Rule<sup>#</sup> refers to The Uttar Pradesh State District Court Service Rules, 2013, The Uttar Pradesh State District Court Service (First Amendment) Rules, 2017.**

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## Chapter-5

### SELECTION PROCEDURE

#### 5.1 Syllabus & Modalities

Syllabus for Stage-I common Offline Written Examination (on O.M.R. sheet) for the posts of Category 'C' Clerical Cadre (Junior Assistant & Paid Apprentices) :-

<b>Stage- I : Written Examination</b>	<b>Subjects</b>		<b>Maximum marks</b>
	(Time 90 Minutes) Examination will carry 100 questions	<b>(A)</b>	Hindi
<b>(B)</b>		English	
<b>(C)</b>		General Studies	
<b>(D)</b>		Mathematics	
<b>Stage-II : Hindi &amp; English Type Test on Computer-</b> 25 w.p.m for Hindi and 30 w.p.m. for English Typewriting on Computer.			25 marks <b>(for Hindi Typing)</b> 25 marks <b>(for English Typing)</b> <b>(Minimum Qualifying marks : 10 out of 25 for both Hindi and English Type Test)</b>

- There shall be no negative marking for incorrect answers.
- The question paper of Stage I (Written Examination) will be available in both English and Hindi languages.
- Questions shall be on the areas related to and of the level mentioned in essential qualification.
- The candidate should secure at least 10 marks out of 25 marks in the Type Test on Computer for both English and Hindi Typing respectively. The candidate securing less than 10 marks in any of the typing test either English or Hindi shall not be considered eligible for final selection.
- The Selection Committee has discretion to fix minimum qualifying marks in any or all parts of papers in both the stages i.e. in Stage-I (Written Examination) and Stage-II (Hindi & English Type Test on Computer).

**Selection Procedure:** The selection procedure shall include the following two stages :-

(i) **Stage-I (Written Examination)** : There will be one common offline written examination (objective type on OMR sheet) which consists of 100 objective type questions. Five candidates in order of merit of Written

Examination shall be shortlisted category/sub-category wise against each notified vacancy for appearing in Stage-II Examination i.e. Type Test on Computer at a later date.

**(ii) Stage-II (Type Test on Computer) :** Hindi & English Type Test on Computer for the post of Category 'C' (Clerical cadre) shall be held on the date to be notified after the declaration of the result of Stage-I (Written Examination). The candidate will be provided a passage of approximately 250 words for Hindi Type Test, to be typed within 10 minutes on computer. Similarly, candidates will be provided a passage of approximately 300 words, for English Type Test, to be typed within 10 minutes on computer. Only Inscript Keyboard layout (on Mangal Font) will be used for Hindi Type Test on computer. The test shall be conducted in online mode on Computer and contents shall be provided on the computer screen.

**(iii)** Interview shall not be the part of selection process.

**(iv)** A combined merit list for the post of Category 'C' (Clerical cadre) will be prepared on the basis of marks obtained by the candidates in offline Stage I (written examination) and Stage II (Hindi & English Type Test on Computer). Candidates secured higher marks in merit will be offered the post of Junior Assistant unless vacancies exhaust then remaining selected candidates shall be offered the post of Paid Apprentices in order of merit.

*\*Notwithstanding anything contrary in these rules the Appointing Authority and the Selecting Authority with regard to conduct of examination and selection shall act in accordance with general or special orders issued by Hon'ble the Chief Justice of High Court from time to time.*

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## Chapter-6

### MARKING SCHEME FOR OFFLINE OMR BASED TEST

Stage/Part of Examination	Scheme
<b>Stage-I</b> <b>Multiple Choice Objective Type</b> <b>Test (O.M.R. based offline Test)</b>	<i>(i) To answer a Multiple Choice Question, the candidate needs to choose one option corresponding to the correct answer.</i>
	<i>(ii) Each correct answer shall carry One (01) Mark.</i>
	<i>(iii) There is no negative marking for incorrect answers.</i>
	<i>(iv) No marks will be given for questions un-answered/un-attempted.</i>
	<i>(v) If a question is found to be incorrect or ambiguous or having more than one answer during the Key Challenge, only those candidates who have attempted the question and chosen one of the correct answers shall be given the mark.</i>
	<i>(vi) In case a Question is dropped due to some technical mistake (error) or any other reason full mark shall be given to all the candidates.</i>

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## Chapter-7

### ANSWER KEY CHALLENGE

- 7.1** The Provisional Answer Keys of the Questions as asked in **Stage-I** of the Examination shall be displayed online on the Website(s): <https://recruitment.nta.nic.in/> and [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) giving an opportunity to the interested candidates (after the conduct of the exam) to challenge any answer key of any question online.
- 7.2** The provisional Answer Keys and scanned image of candidate's OMR sheet shall be displayed to the respective candidates on aforesaid websites for a period of 02 (two) to 03 (three) days.
- 7.3** The Candidates shall be informed about the process through a Public Notice to be issued on the Website(s): <https://recruitment.nta.nic.in> and [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) only.
- 7.4** The Candidates shall be required to pay online an amount of Rs. 500/- (Rupees Five Hundred Only) per answer key challenged, in **Stage-I**, as processing fee. In case the challenge of a Candidate to any answer key is accepted, such candidate shall be refunded with the processing fee.
- 7.5** The following category of challenges SHALL NOT be entertained:-
- i. Any challenge submitted through email or in hard copy by post or by hand;
  - ii. Any challenge submitted without payment of requisite fee;
  - iii. Any challenge submitted before/after specified period that to be specified in the public notice to be issued regarding Answer Key Challenge.
- 7.6** Challenges made by the candidates to any answer key will be verified by the NTA with the help of a panel of subject experts. If the challenge to any Answer Key is found correct, the Answer Key will be revised accordingly. Based on the revised Final Answer Key, the result will be prepared and declared.
- 7.7** The Answer Keys after the challenges, as settled by the panel of experts, will be treated as final and no further grievances shall be entertained after the declaration of result.
- 7.8** There shall be no intimation to any candidate in response to his/ her answer key challenge, if the same has been rejected by the Subject Expert(s), as the Final Answer Keys will be published on the website(s) prior to the declaration of the result.

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## Chapter 8

### DECLARATION OF RESULT

- 8.1** The result of examination shall be displayed only on the website <https://recruitment.nta.nic.in> or <http://www.allahabadhighcourt.in> and any information whatsoever shall be made available on the official website. **Candidates are advised to go through the website [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) or <https://recruitment.nta.nic.in> regularly for latest updated information.**
- 8.2** Merely appearing and passing in **The Uttar Pradesh Civil Court Staff Centralized Recruitment- 2022-23**, does not confer any right to the candidate for appointment on the posts advertised.
- 8.3** The selection is subject to fulfilling the eligibility, rank in merit list, medical fitness, verification of original documents and such other criteria as may be prescribed by the Hon'ble Court.
- 8.4** Normalization of marks will be carried out in case the examination is held over multiple sessions.
- 8.5** A combined merit list for Category 'C' Clerical Cadre posts (Junior Assistant & Paid Apprentices) shall be prepared on the basis of marks obtained by the candidates in Stage-I (Offline Written Examination) & Stage-II (Hindi and English Type Test on computer). The Selecting Authority on the basis of the aggregate of the percentage of the total marks secured in the Offline Written Examination and of the marks secured in the Hindi and English Type Test on Computer and taking into consideration, the order in force relating to reservation of posts for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Economically Weaker Section and other categories of U.P. prepare in the order of merit, a list of the candidates eligible for appointment to the category of the posts and if the aggregate of the percentage of total marks secured in the Offline Written Examination and of the marks secured in the Hindi and English Type Test on computer, of two or more candidates is equal, the order of the merit in respect of such candidates shall be fixed on the basis of their age, the person or persons older in age being placed higher in the order of the merit. The number of the candidates to be included in such list shall be equal to the number of the vacancies notified for the recruitment.

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## Chapter-9

### GENERAL INSTRUCTIONS

- 9.1** The Hon'ble Court reserves right to alter the number of vacancies, modify Examination process and fix the minimum cut off marks without assigning any reason thereof. Vacancies calculated and indicated in advertisement are subject to change. All instructions are to be complied with strictly by the candidates in the Examination.
- 9.2** The decision of The Hon'ble Court shall be final in all matters relating to Eligibility, Acceptance or Rejection of the applications/ candidature of any applicant, Penalty for false information, Mode of Examination process, Allotment of Examination Centers, Selection & Appointment to the post etc.
- 9.3** Candidates are advised to go through the website <https://recruitment.nta.nic.in> and [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) regularly for latest updated information and other references.
- 9.4** Candidate must carefully read the Instructions for filling Application Form online given in the advertisement. Candidates not complying with the Instructions shall be summarily disqualified.
- 9.5** Information such as his/her Name, Contact details/Address, Email ID, Category, PH Status, Educational Qualification details, Date of Birth, etc. provided by the candidate in the Online Application Form shall be treated as FINAL. The Candidates shall fill their complete postal address with PIN Code for further correspondence.
- 9.6** Any request for change in such particulars after the closure of correction period shall not be considered either by NTA or by The Hon'ble Court, in any manner.
- 9.7** In case it is found at any time in future that the Candidate has used / uploaded the photograph and signature of someone else in his/ her Application Form /Admit Card or he/she has tampered his/her Admit Card /result, these acts of the candidate shall be treated as Unfair Means (UFM).
- 9.8** In case, it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has suppressed/twisted or truncated any material facts, his/her candidature shall stand cancelled without giving any reasons and notice to the candidate concerned. If any of these shortcomings is detected even after appointment, their services may be liable to be terminated and he/she may be liable for criminal proceedings as decided by The Hon'ble Court.
- 9.9** No request for refund of fee once remitted by the candidate will be entertained either by NTA or by The Hon'ble Court under any circumstances and neither shall the fee be adjusted with any other recruitment. Candidates shall appear in the examination at their own cost at the allotted



Examination Centre on the Date / Shift and time indicated in their respective Admit Cards, which would be issued in due course through official Websites. The High Court shall not be responsible for any loss/ injury caused to the candidates in course of appearing in the examination.

- 9.10** Online Application Form cannot be withdrawn, once it is submitted successfully. The Confirmation Page is not required to be sent. However, candidates must keep print out of Confirmation Page, On-line Application Form, E-Admit Card and at least 08 (eight) colored passport size photograph identical with the photograph uploaded in Online Application Form.
- 9.11** In case of multiple applications submitted by the candidate, the last application correct in all respect shall be accepted and fee deposited with earlier applications shall not be adjusted in any circumstances.
- 9.12** No hard copies of certificates/mark sheets are required to be submitted along with 'On-line Application Form. Candidates shall have to produce all required documents pertaining to eligibility for verification as and when asked for by the Appointing Authority, failing which he/she shall be disqualified.
- 9.13** Application Form of candidates who do not fulfill the eligibility criteria shall be rejected.
- 9.14** Selection of a candidate in the Examination is provisional, subject to being found otherwise eligible for selection. Candidates are required to keep with them at least one identity proof (Photo-Identity Card viz Adhaar Card, Voter I.D. Card, Driving License, Passport, PAN Card, Bank's Passbook copy with photograph thereon) along with the admit card issued to the candidate and shall produce the same on demand at the time of examination at the center.
- 9.15** **In case a candidate is found providing incorrect information or the identity is proved to be false at any time in the future, the candidate may face penal action as per the law applicable.**
- 9.16** No recommendation for selection either written or oral, other than those for whom required as per Rules applicable will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature by other means shall disqualify him for appointment.
- 9.17** The candidates are required to fill in the Online Application Form with correct and complete information carefully. If any incomplete or false information is given, then the candidate will be solely responsible for the same and on the basis of false and incomplete information, the Application Form shall be rejected at any stage of the selection without giving any reasons/notice. On furnishing any false certificates or indicating wrong category/sub-category regarding caste in

the application form or in case of any other default, The Hon'ble Court may reject the candidature at any stage of the selection and may take all necessary action.

- 9.18** All the candidates who are already employed in Central Government or State Government or in any Central Government or State Government Public Undertaking and/or in any type of other organization established or governed by the Central Government or State Government, shall apply online subject to production of "NO OBJECTION CERTIFICATE (NOC)" from their respective Cadre Controlling Authorities and shall have to compulsorily produce the same (NOC) as and when asked for, failing which his/her selection may be canceled.
- 9.19** The candidates shall produce certificates, issued by competent authority, in support of claiming reservation, categories and caste on prescribed proforma as per rules applicable thereto. The candidates belonging to ex-servicemen (E.S.M.) category have to submit his/her certificate mentioned thereon date of enrollment/appointment in service and date of retirement/discharged from the service. The ex-servicemen (E.S.M.) candidate will also have to give undertaking to the effect that he has not availed the benefits of reservation provided under ex-servicemen (E.S.M.) category for any post established and run by the Central/State Government. Physically challenged candidates shall have to submit certificate issued in prescribed format issued by the Competent medical authority/Board indicating physical disability not less than 40%. Physically challenged persons shall be provided reservation against the earmarked post in the District Judgeship subject to his suitability for the post. Horizontal reservation for sports person shall be provided in terms of the provisions of G.O.s issued by the State Government in this regard and adopted by the High Court for specified games/ events. Sport persons claiming reservation in recruitment should submit certificate being skilled player.
- 9.20** Information uploaded on the website shall not be provided to the candidate or any other person under R.T.I. Act, 2005 read with the Allahabad High Court (Right to Information) Rules, 2006. The information uploaded on the website shall remain for a specific period only. Therefore, the candidates are advised to download the uploaded information and keep up with them for future. In due course of recruitment examination or in midway of process, neither any application under Right To Information Act, 2005 shall be entertained nor information shall be provided. Factual information under R.T.I., Act shall be provided only after declaration of final result. Inferential questions or Speculative questions shall not be answered in RTI.
- 9.21** It is to be noted that if a candidate has been allowed to appear in the examination, it does not imply that the candidate's eligibility has been verified. It does not vest any right with a candidate for appointment. The eligibility is subject to final verification by the Competent Authority. The candidate shall satisfy his/her eligibility before applying and shall be personally responsible in case

he/she is not eligible to apply as per the given eligibility criteria on the last date for submission of Application Form.

- 9.22** Furnishing of false, wrong or inaccurate information may lead to cancellation of the candidature of the Applicant and/or his/her Result, forfeiture of the certificate and even prosecution in appropriate cases.
- 9.23** The final marks along with category wise/sub-category wise cut off marks of all the candidates appearing in the examination will be uploaded on the official websites after the declaration of final result in due course of time. No application under Right to Information Act with regard to marks scored by the candidates as well as Category /Sub-category wise final cut-off marks shall be entertained as the same shall be made available on the official websites in due course of time after declaration of final result.
- 9.24** Mobile Phones, Pagers, Bluetooth devices or any other communication device is not allowed inside the premises where the examination is being conducted. Any infringement of these instructions may entail suitable actions/restrictions as The Hon'ble Court may deem fit and proper including ban from future examinations.
- 9.25** Canvassing in any form and use of unfair means (U.F.M.) during the examinations shall disqualify the candidature of the applicant.
- 9.26** Selection of the candidates shall be purely on the merit basis in a transparent way. Hence, the Candidate has to be careful of touts, who promise to get them selected unlawfully on illegal considerations/means.
- 9.27** Candidate must disclose the details in the Online Application Form, if any criminal proceeding has been initiated against him/her or First Information Report (FIR) is lodged against him/her. Concealment of any fact(s) may disqualify and entail cancellation of his/her candidature.
- 9.28** The Result of the Candidates who indulge in Unfair Means (UFM) Practices shall not be declared (and may be cancelled).
- 9.29** The candidates have to strictly follow the Instructions regarding COVID-19 detailed in **ANNEXURE-II**.
- 9.30** (i) The Hon'ble Court reserves right to alter the number of vacancies, modify/rectify examination process and fixing the minimum cut off marks at any stage of the examination process without assigning any reason thereof.

(ii) The decision of the Hon'ble Court shall be final in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of examination process, allotment of examination centers, selection and appointment on the posts etc.

(iii) The Hon'ble Court reserves right to correct the error that might have inadvertently crept in. However, it does not owe any responsibility for error committed by the candidate.

**9.31** The vacancies calculated and indicated in the advertisement are subject to change.

**9.32** The result shall be displayed on the official website [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) and information with regard to the next stage of examination shall be made available on the aforementioned website in due course of time. The Candidates are advised to go through the website [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) regularly for latest update.

**9.33** Instructions are to be complied with strictly by the candidates in the examination. No T.A./D.A. shall be given to the candidates for appearing in the examination/test.

**9.34** The Hon'ble Court shall not be responsible for any loss/injury caused to the candidates during their participation in the examination.

**9.35** Marks scored by all the candidates appeared in the recruitment examination along with category/sub-category wise cut off marks for the aforementioned post shall be uploaded on the website(s) <https://recruitment.nta.nic.in> and [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) after the declaration of final results.

**9.36** In case it is detected at any stage of recruitment that the candidates don't fulfill the eligibility norms and/or that they have suppressed/twisted or truncated any material facts, their candidature shall stand cancelled without giving any notice to the candidate. If any of these shortcomings is detected even after appointment, their services shall be liable to be terminated and he/she shall be liable for criminal proceedings.

**9.37** The character of a person for direct recruitment to the service must be such as to render him suitable in all respect for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for the appointment.

**9.38** No person shall be recruited unless he/she be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his official duties. Before a candidate recruited directly is finally approved for appointment, he shall be required to produce a medical certificate of physical fitness.

**9.39** No recommendation either written or oral will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature by other means will disqualify him for appointment.

**9.40 List of Examination Cities :**

1. Ghaziabad	11. Bijnor	21. Faizabad	31. Rampur
2. Gautam Budh Nagar	12. Mathura	22. Farukhabad	32. Sohbhadra
3. Lucknow	13. Bulandshahar	23. Baghpat	33. Hathras
4. Varanasi	14. Saharanpur	24. Sultanpur	34. Shahjahanpur
5. Meerut	15. Jaunpur	25. Deoria	35. Etawah
6. Agra	16. Aligarh	26. Ballia	36. Mau
7. Gorakhpur	17. Gazipur	27. Jhansi	37. Fatehpur
8. Kanpur Nagar	18. Bareilly	28. Sitapur	
9. Muzzafarnagar	19. Moradabad	29. Chandauli	
10. Prayagraj	20. Azamgarh	30. Lakhimpur Kheri	

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## Chapter-10

### REGISTRATION AND APPLICATION PROCESS

#### 10.1. Instructions for filling Online Application Form

Candidates have to apply **“ONLINE” only** for The Uttar Pradesh Civil Court Staff Centralized Recruitment Exam-2022-23 by accessing the website: <https://recruitment.nta.nic.in> OR [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in). The Applications other than online mode will not be accepted in any case. Only one application is to be submitted by a candidate. More than one application i.e. Multiple Application Forms submitted by a candidate shall be rejected.

- A replica of application form is at Annexure-I

10.2. It is suggested that the candidate should keep the following ready before filling of the online Application Form:

- A computer/Laptop with proper internet connectivity,
- The particulars of a valid Government ID proof,
- The Date of Birth (as mentioned in Class X Board Certificate),
- Govt. Identity Details like Aadhar Number (last 4 digits)/ Election Card (EPIC No.) / Passport number / Ration Card Number/ Bank Account Number /PAN Number/ Other valid Govt. IDs,
- Educational Qualification details,
- Actual category viz. General (UR) / EWS/ OBC / SC / ST, as the case may be, correctly mentioned in the relevant column,
- Scanned clear passport photograph in JPG/JPEG format (size between 10 kb–200 kb) either in colour or black and white with 80% face (without mask) clearly showing complete face from chin to head having straight eye contact with the camera with both ears visible in appropriate contrast on light shade plain background without any kind of sunglasses/spectacles,
- Scanned clear signature in JPG/JPEG format (size between 4kb–30kb),
- Bank account details for payment of fee,
- A valid e-mail ID as important communications will be made in this e-mail ID,
- A valid mobile number as important information via SMS will be sent to this number.

**10.2.1.** Advertisement may be downloaded and read carefully by the candidate that to be sure about his/her eligibility and to acquaint with requirements for submission of Online Application Form.

**10.2.2.** Whether they fulfill the eligibility conditions for the Examinations as prescribed.

**10.2.3.** In order to avoid correction in the particulars at a later stage, the candidate should ***exercise utmost caution while filling up the details in the Application Form.***

**10.3.** Following **Steps** may be followed to Apply Online:

*Step-1: Register for Online Registration using your own Email ID and Mobile No. and note down system generated Registration Number.*

*Step-2: Complete the Online Application Form and note down the system generated Registration Number.*

*Step-3: Upload legible scanned images of:*

- (i) a recent photograph (in jpg/ jpeg file, size 10Kb–200Kb);*
- (ii) candidate's signature (file size: 4kb-30kb);*
- (iii) Left hand thumb impression (file size: 10kb- 200kb);*

*Step-4: Pay prescribed fee online through Net Banking/Debit Card/Credit Card (There is no provision for payment through Unified Payments Interface (UPI) and e-challan/cash. All the 4 Steps can be done together or at separate timings.*

**10.4.** Applications will be accepted only when fee is deposited in the Bank upto prescribed last date for fee submission. If the fee is deposited in Bank after prescribed last date for fee submission, the candidature of the candidate will be rejected on the ground of non-payment of examination fee. Fee once deposited in the Bank will not be refunded to the candidate in any condition and it shall not be adjusted in anyway.

**10.5.** After the submission of Online Application Form (i.e. successful completion of Step-4), Confirmation Page of the Application Form, should be downloaded and a printout of the same may be retained for future reference. The Confirmation Page of the online Application Form could be generated **only after successful payment by the Candidate.**

**10.6.** In case the Confirmation Page is not generated after payment of Prescribed Fee, then the candidate should approach the concerned Bank/Payment Gateway integrator (in the helpline number and email given in Chapter 11.4 of this detailed Advertisement), for ensuring the successful payment.

**10.7.** In spite of above, if successful transaction is not reflected on the Portal, it means transaction is not complete and candidate may pay second time and ensure OK status. However, any duplicate payment received from the candidate by NTA in course of said transactions will be refunded (in the same payment mode through which the duplicate payment is received), after fee reconciliation by NTA.

**Notes:**

- i. The final submission of Online Application Form will remain incomplete if Step - 2 Step-3 and Step-4 are not completed, such Application Forms will stand rejected and no correspondence on this account will be entertained*
- ii. No request for refund of fee once remitted by the candidate will be entertained.*
- iii. The entire application process is online, including uploading of scanned images, Payment of Fees and Printing of Confirmation page. Therefore, candidates are not required to send/submit any document(s) including Confirmation page to NTA through Post/Fax/By Hand/E-mail.*
- iv. Candidates are advised to keep visiting the official websites regularly for latest updates and to check their e-mails.*
- v. All the candidates who have submitted the online Application and paid the Examination fee till last date will be allowed to appear for the examination and their admit cards will be uploaded on the website as per schedule.*
- vi. NTA neither verifies the information filled by the candidates in the Application Form nor verifies any certificate of Category/Educational Qualification for deciding the eligibility of candidates.*
- vii. The certificates of educational qualification and category (if applied under reserved category) will be verified by the competent authority at the time of joining the services. The candidates are, therefore, advised to ensure their eligibility and the category (if applying under reserved category).*
- viii. Either the Hon'ble Court or NTA will, in no way, be responsible for any wrong/ in correct information furnished by the candidate(s) in his/her Online Application Form. The letter/ e-mails/ WhatsApp Message/ Public Grievance in this regard will not be entertained by the NTA or the Hon'ble Court.*



**10.8.** The Candidates are not required to send/submit the confirmation page of Online Application Form to the NTA. However, he/she is advised to retain the following documents with them as reference for future correspondence:

- *At least four print outs of the Confirmation Page of Online Application Form.*
- *Proof of fee paid.*
- *Photographs (same as uploaded on the Online Application Form)–6 to 8 passport size photographs need to be kept aside.*
- *The name on the photo identification card must match with the name as shown in the Admit Card. If the name has been changed due to events such as marriage or etc., candidate must show the relevant document at the time of examination. Marriage Certificate / Divorce / Decree / Legal Name Change Document must be produced in original compulsorily.*

### **10.9. Procedure for Filling Application Form**

#### **Part I: Registration Page**

**Fill in the basic information and note down the system generated Application No.**

*Candidate's Name/ Mother's Name/ Father's Name:*

*Provide Candidate's Name, Mother's Name, and Father's Name as given in the Secondary School Examination or equivalent Board / University Certificate in CAPITAL letters. No prefix in the name of the candidate is allowed.*

*Date of Birth: dd/mm/yyyy:*

*Provide Candidate's date of birth as recorded in Secondary School Examination (10th) or equivalent Board/ University Certificate.*

*Mobile Number and e-mail Address:*

*Candidates must provide own Mobile Number and e-mail address.*

**Note: Only one e-mail address and one Mobile Number are valid for one application**

#### **PART II: Fill in the complete Application Form**

**Fill in the complete Application Form Notes:**

*(i) The High Court of Judicature at Allahabad/NTA shall not be responsible for any delay/loss in postal transit or for an incorrect Correspondence address given by the Applicant in the Application Form. Therefore, the candidate has to ensure that he/she mentions his/her complete correspondence address, including Pin Code, in his/her Online Application Form.*

(ii) *The Candidate must ensure that e-mail address and Mobile Number provided in the Online Application Form are their own (which cannot be changed later) as communication may be sent by NTA through e-mail or SMS.*

(iii) *The Candidate should not give the postal address, Mobile Number or e-mail ID of any Coaching Centre or of any other third party or institution in the Online Application For*

### **PART III: Uploading of scanned images**

**(i) Candidate's Photograph:** *to be uploaded*

- *Photograph should not be with cap or goggles. Photograph should cover 80% face (without mask) visible including ears against white background.*
- *Spectacles are allowed if being used regularly.*
- ***Polaroid and Computer generated photos are not acceptable.***
- ***Applications not complying with these instructions or with unclear photographs are liable to be rejected.***
- ***Candidates may please note that if it is found that photograph uploaded is fabricated i.e. de- shaped or seems to be hand-made or computer made, the form of the candidate will be rejected and the same would be considered as using unfair means and the candidate would be dealt with accordingly.***
- *Application without photograph shall be rejected. The photograph need not be attested.*
- *Candidates are advised to take 6 to 8 passport size coloured photographs with white background.*

**Note:** *Passport size photograph is to be used for uploading on Online Application Form and also for pasting on Attendance Sheet at the Examination Centre.*

- *The candidate should scan his/her passport size photograph for uploading. File size must be between 10 kb to 200 kb.*

**(ii) Left Hand Thumb Impression:** *to be uploaded*

- *In case of any eventuality of left thumb being unavailable, right hand thumb impression may be used.*
- *File size must be between 10 kb to 200 kb.*

**(iii) Candidate's Signature:** *to be uploaded*

- *The candidates are required to upload the full signature in running hand writing in the appropriate box given in the Online Application Form. Writing full name in the Box in Capital letters would not be accepted as signature and the Application Form would be rejected.*

*Further, unsigned Online Application Forms will also be rejected.*

- *The candidate should put his full signature on white paper with Blue/Black Pen and scan for uploading.*
- *File size must be between **04 kb to 30 kb**.*

**10.11** NTA does not edit/modify/alter any information entered by the candidate under any circumstances. Any request for change in information will not be entertained. Therefore, candidates are advised to exercise utmost caution for filling up correct details in the Application Form. **Request for corrections made by any candidates through Post/ Fax/WhatsApp/Email/by hand will not be entertained by NTA/the High Court of Judicature at Allahabad.**

**10.12** NTA disclaims any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online Application Form.

**10.13** The entire application process for the aforementioned post is online including uploading of scanned images, payment of fees and printing of confirmation page, admit card etc.

**10.14** Usage of Data and Information: NTA/High Court of Judicature at Allahabad can use the data provided by the End Users (test taker in this case) for internal purpose(s) including training, research and development, analysis and other permissible purpose(s). However, this information is not for use by any third party or private agency for any other use.

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## CHAPTER 11

### APPLICATION FEE AND PROCEDURE FOR PAYMENT

#### 11.1. Application Fee/Procedure for Payment /Service Charges of Banks

<i>Fee Payable (through: State Bank of India)</i>	
<i>Name of Post</i>	<b>Junior Assistant &amp; Paid Apprentices (Category 'C' Clerical Cadre posts)</b>
<i>General (UR)/EWS /OBC</i>	Rs. 850/-
<i>SC/ST* of Uttar Pradesh</i>	Rs. 650/-
<p><b>Note:</b></p> <p><i>(1) Candidates belonging to reserved category shall have to pay requisite fee according to their respective category. SC/ST of other than Uttar Pradesh shall have to pay fee as prescribed for General (UR)/EWS/OBC category candidates. The candidates seeking horizontal reservation shall have to pay fees according to their Vertical category.</i></p> <p><i>(2) Applicable service/processing charges and other charges over and above the Examination Fee, are payable by the candidate to the concerned Bank.</i></p> <p><b>(3) NO PAYMENT THROUGH UNIFIED PAYMENTS INTERFACE (UPI) SHALL BE ACCEPTED.</b></p>	

#### 11.2 Mode of Payment and Service Charges

SB-MOPS Card Rates				
Channel	Banks	Amount	Charges	To
Internet Banking	SBI	Any amount of transaction	Rs.10/- per transaction plus GST	Candidate
	Other Banks	Any amount of transaction	Rs.15/- per transaction plus GST	Candidate
<b>Debit Card- RuPay (All Banks)</b>	Any amount of transaction		<b>NIL</b>	N.A.

Debit Card- Visa, Master, Maestro (All Banks)	UptoRs.2,000/-		0.40% of txn amount	Corporate/ Institute
Credit Card	Visa, Master	All amount	1.00% of Transaction value (Min.Rs.11/-) +GST	Candidate

### 11.3. Procedure to raise payment related Grievance:

**11.3.1** After (successful completion of Step-4, Confirmation Page of the Application Form, should be downloaded and a printout of the same may be retained for future reference. The Confirmation Page of the online Application Form could be generated **only after successful payment by the Candidate.**

**11.3.2** In case the Confirmation Page is not generated after payment of prescribed Fee, then the candidate should approach the concerned Bank/Payment Gateway integrator (in the helpline number and email given in **Chapter 11.4.** of this detailed Advertisement), for ensuring the successful payment.

**11.3.3** In spite of above, if successful transaction is not reflected on the Portal, the candidate may contact NTA Helpline. If the payment issue is still not resolved, the candidate may pay second time.

**11.3.4** However, any duplicate payment received from the candidate in course of said transaction will be refunded (in the same payment mode through which the duplicate payment is received) after fee reconciliation, approximately within 30 (thirty) days from the last date for the submission of application fee online.

**11.3.5** Any grievance/ query relating to payment of application fee or refund of duplicate application fee, as received through QRS/Email/Helplines, could be addressed, if the following information are made available by the candidate concerned in his/her query through QRS /Email/ Call at Helplines:-

- i. Name of the Bank and/or payment Gateway.
- ii. Date and time of the transaction
- iii. Transaction Number
- iv. Bank Reference Number
- v. Proof of transaction

#### 11.4 Helpdesks/Helplines for attending the Payment Related Queries/Grievances

<b>State Bank of India (SBI)</b>	<i>For payment related queries/grievances of the Candidates</i>
<i>General Help-line Details of SBI</i>	(a) 1800112211 (Toll free from BSNL/MTNL landlines) (b) 080-2659 9990 (other lines) (c) 18004253800 (accessible from landlines and mobile phones) (d) Email: <a href="mailto:contactcentre@sbi.co.in">contactcentre@sbi.co.in</a>
<i>Dedicated Help-line Details of SBI</i>	<a href="mailto:merchant@sbi.co.in">merchant@sbi.co.in</a> escalation to <a href="mailto:inb.lucknow@sbi.co.in">inb.lucknow@sbi.co.in</a>
<i>Branch Contact Details</i>	0532- 2420475 Email - <a href="mailto:sbi.03879@sbi.co.in">sbi.03879@sbi.co.in</a> Escalation to: (i) Branch Manager, State Bank of India, Allahabad High Court Branch, Allahabad. (ii) Chief Associate, State Bank of India, Allahabad High Court Branch, Allahabad.
<b>National Testing Agency (NTA)</b> <i>(In case a payment related issue could not be resolved through the above mentioned helplines of the SBI).</i>	Email: <a href="mailto:allhcre@nta.ac.in">allhcre@nta.ac.in</a> Phone No .011-40759000 / 69227700

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## Chapter12

### ADMIT CARD, INSTRUCTIONS AND PROHIBITED MATERIALS

#### 12.1. Admit Card for the Examination

- 12.1.1** The Admit Card will be issued provisionally to the candidates, subject to their satisfying the eligibility criteria.
- 12.1.2** The candidates may download/print their admit cards from the website <https://recruitment.nta.nic.in> or <http://www.allahabadhighcourt.in> and appear for the Examination at the given Centre.
- 12.1.3.** The candidates have to download their Admit Card from the official website of The Hon'ble High Court of Judicature at Allahabad or NTA Recruitment website and appear for the Examination at the given Centre on Date, Time of examination as indicated in their Admit Card.
- 12.1.4.** Candidates are required to keep with them at least one Identity proof (Photo-Identity Card viz U.I.D., Voter I.D. Card, Driving License, Passport, PAN Card, Bank's Passbook copy with photograph thereon) along with the Admit card issued to the candidate and shall produce the same on demand at the time of Examination at the Centre.
- 12.1.5.** No candidate will be allowed to appear at the Examination Centre, on Date and Time other than that allotted to him/her in his/her Admit Card.
- 12.1.6.** In case candidates are unable to download Admit Cards from the website, they may approach the Help Line between **10:00 am to 5:00 pm** or write to NTA at: [allhere@nta.ac.in](mailto:allhere@nta.ac.in).
- 12.1.7.** The candidates are advised to read the instructions on the Admit Card carefully and follow them during the conduct of the Examination.
- 12.1.8.** In case of any discrepancy in the particulars of the candidate or his/her photograph and signatures shown in the Admit Card and Confirmation Page, the candidate may immediately approach the **Help Line between 10:00 am to 5:00 pm**. In such cases, candidates would appear in the Examination with the already downloaded Admit Card. However, NTA will take necessary action to make corrections in the record later.

## 12.2 Important Instructions for Candidates

**12.2.1** Candidates are advised to go through instruction printed on Admit Card carefully before going for the Examination and follow them strictly.

**12.2.2** The candidates are advised to read the instructions on the Admit Card carefully and follow them strictly. They are also advised to read and follow, relevant instructions relating COVID-19 preventive/safety measures.

**12.2.3** Candidates MUST bring the following documents on the day of Examination at the Examination Centre.

***Candidates who do not bring these will not be allowed to appear in the examination-***

- i. Print copy of Admit Card downloaded from official websites.*
- ii. Two passport size photograph (same as uploaded on the Online Application Form) for pasting on the specific space in the attendance sheet at the Centre during the examination.*
- iii. Anyone of the authorized Govt. photo IDs (must be original, valid and non-expired), viz./ U.I.D., Voter I.D. Card, Driving License, Passport, PAN Card, with photograph thereon*

**12.2.4** Candidates should not be in possession of any material listed in the list of prohibited material.

**12.2.5** Candidates are not allowed to carry any baggage inside the Examination Centre. NTA will not be responsible for any belongings stolen or lost at the premises.

**12.2.6** The candidates shall report at the Examination Centre at the time mentioned on the Admit Card so as to avoid crowding at the Examination Centre.

**12.2.7** Candidates have to reach the Examination Centres on or before the reporting time as mentioned in the Admit Cards.

**12.2.8** Candidates may note that late entry to the Examination premises is not permitted under any circumstances. NTA shall not be responsible for any delayed arrival of the candidate in reaching the centre due to any reason. Candidates are advised to familiarize themselves with the location of test centre and plan travel time accordingly.

**12.2.9** **Biometric information of all the candidates shall be captured.** Identity checks will be made upon arrival at the Examination Centre to ensure that there are no unauthorized candidates



appearing for the Examination. Candidates are required to cooperate with the security personnel for security checks.

- 12.2.10** The candidate must show, on demand, the Admit Card for entry in the Examination room/hall. A candidate who does not possess the valid Admit Card shall not be allowed to enter the Examination Centre.
- 12.2.11** Candidates should take their seats immediately after opening of the Examination hall on their allotted seat. If not, they are likely to miss some of the general instructions to be announced in the Examination Rooms/Halls. The NTA shall not be responsible for any delay.
- 12.2.12** Any candidate found to have changed room/hall or the seat on his/her own other than allotted may be considered as a case of Unfair Means and the candidature may be canceled.
- 12.2.13** The candidate must sign and paste the photograph on the Attendance Sheet at the appropriate place.
- 12.2.14** The candidate should ensure that the question paper is as per the opted Examination indicated in the Admit Card. In case, the subject of question paper is other than the opted examination, the same may be brought to the notice of the Invigilator concerned.
- 12.2.15** All calculations/writing work are to be done only in the rough sheet provided at the Centre in the Examination Room/Hall and on completion of the test candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.
- 12.2.16** No candidate, without the special permission of the Centre Superintendent or the Invigilator concerned, will leave his/her seat or Examination Room/Hall until the full duration of the Examination is over. Candidates must follow the instructions strictly as instructed by the Centre Superintendent/Invigilators.
- 12.2.17** Please note that only registered candidates will be allowed at the Examination Centre. Friends or relatives accompanying the candidates shall not be allowed entry in the Examination Centre under any circumstances and will not be allowed to contact the candidate while the Examination process is going on.
- 12.2.18** Candidate shall appear at their own cost at the Centre on Date and Time as indicated on their Admit Card. No TA, DA or any accommodation facility will be admissible for appearing in the said examination.

**12.2.19** The candidates are to be governed by the Rules and Regulations/Instruction of the NTA with regard to their conduct in the Examination Hall. All cases of Unfair Means will be dealt with as per rules.

**12.2.20** Applications of candidates submitting false and fabricated information may be rejected and such candidates may be also further debarred from appearing in future Examinations conducted by The Hon'ble High Court of Judicature at Allahabad/NTA.

**12.2.21** The Hon'ble High Court of Judicature at Allahabad/NTA reserves the right to withdraw permission, granted inadvertently if any, to any candidate who is not eligible to appear in the examination even though the Admit Card has been issued.

**12.2.22** In case of any ambiguity in interpretation of any of the instructions/ terms/ rules/criteria regarding determination of Eligibility/Conduct of Examination/ Registration of Candidates/Information contained therein, the interpretation of The Hon'ble High Court of Judicature at Allahabad shall be final and binding

### **12.3. Prohibited Materials**

- Candidates are not allowed to carry any textual material, Calculators, DocuPen, Slide Rules, Log Tables and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, Blue-tooth devices, pager or any other electronic gadget/device etc.
- The candidates are prohibited to bring any kind of electronic gadgets/device in the examination room/hall.
- If any candidate is in possession of any of the above item, his/ her candidature will be treated as Unfair Means and lead to cancellation of the current examination and may also debar the candidate for future examination(s) and the material will be seized.
- Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- Candidates are NOT allowed to carry Instruments, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables (loose or packed), Mobile Phone/ Earphone/ Microphone/ Pager, Calculator, DocuPen, Slide Rules, Log Tables, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/ devices in the Examination Hall/Room. Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- All appearing candidates shall be strictly required to adhere to Covid-19 preventions guidelines.

**Note:** *Diabetic students will be allowed to carry eatables like sugar tablets / fruits (like banana /apple / orange) and transparent water bottle to the examination hall. However, they will not be allowed to carry packed foods like chocolate /candy/sandwich etc.*

**12.4.** Possession by a candidate of any of the above-mentioned barred items will be treated as an act of Unfair Means (UFM) and may lead to cancellation of his/her candidature in the Examination and may also involve debarring the candidate for future examination(s), subject to the final decision of The Hon'ble High Court of Judicature at Allahabad.

\*\*\*\*\*

## CHAPTER 13

### UNFAIR MEANS PRACTICES AND BREACH OF EXAMINATION RULES

#### 13.1. Definition

**Unfair Means (UFM) Practice is an activity that allows a candidate to gain an unfair advantage over other candidates. It includes, but is not limited to:**

- i. *Being in possession of any item or article which has been prohibited or can be used for unfair practices including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the Examination in the paper concerned;*
- ii. *Using someone to write Examination on his/her behalf (impersonation) or preparing material for copying;*
- iii. *Writing the Exam at an Exam Centre other than the one allotted to him/her.*
- iv. *Violating Examination rules or any direction issued by NTA in connection with this exam;*
- v. *Assisting other candidate to engage in malpractices, giving or receiving assistance directly or indirectly of any kind or attempting to do so;*
- vi. *Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the Examination time in the Examination Centre;*
- vii. *Threatening any of the officials connected with the conduct of the Examination or threatening any of the candidates;*
- viii. *Using or attempting to use any other undesirable method or means in connection with the examination;*
- ix. *Manipulation and fabrication of online documents viz. Admit Card, Rank Letter, Self-Declaration, etc.;*
- x. *Forceful entry in/exit from Examination Centre/Hall;*
- xi. *Use or attempted use of any electronic device after entering the Examination Centre;*
- xii. *Affixing/uploading of wrong/morphed photographs/signatures on the Application Form/Admit Card /Proforma;*
- xiii. *Creating obstacles in smooth and fair conduct of examination.*
- xiv. *Any other malpractices declared as Unfair Means by the NTA.*

#### 13.2 Punishment for using Unfair means (UFM)Practices

During the course of or before or after the examination, if a candidate is found indulged in any of the practices as defined above, he/she shall be **deemed to have used Unfair means practice(s) and booked under UNFAIRMEANS (U.F.M.) Case. The candidate may be debarred in future and may also be liable for criminal action and /or any other action as decided by competent authority.**

\*\*\*\*\*

## Chapter-14

### MISCELLANEOUS PROVISIONS

#### 14.1. Caution Notice

**14.1.1.** Candidates are advised to refer to NTA website: <https://recruitment.nta.nic.in> or website of the High Court of Judicature at Allahabad: [www.allahabadhighcourt.in](http://www.allahabadhighcourt.in) and the abridged advertisement in the newspaper issued by the High Court of Judicature at Allahabad for authentic information and periodic updates made thereon.

**14.1.2.** Candidates are advised not to be allured by various claims of any party or person for qualifying the Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 of the Hon'ble High Court of Judicature at Allahabad.

Candidates are advised to bring any such information to the notice to NTA by e-mail on [allhcre@nta.ac.in](mailto:allhcre@nta.ac.in).

#### 14.2. Non-Disclosure Agreement (NDA)

**14.2.1.** The Uttar Pradesh Civil Court Staff Centralized Recruitment-2022-23 of the Hon'ble High Court of Judicature at Allahabad are proprietary Examination(s). Hence, the contents of these Examination(s) are confidential, proprietary and are owned by NTA/High Court of Judicature at Allahabad and explicitly prohibits any organization/institution/undertaking/entity or any candidate or any other person from publishing, reproducing or transmitting any or some contents of this test, in whole or in part, in any form or by any means, verbal or written, electronic or mechanical or through Hangouts, Blogs etc. using either one's own account or proxy account(s), for any purpose.

**14.2.2.** By registering for The Uttar Pradesh Civil Court Staff Centralized Recruitment-2022-23 of the Hon'ble High Court of Judicature at Allahabad, candidates are covered by Non-Disclosure Agreement (NDA). As per NDA, candidates can not disclose any question or contents of question paper in part or otherwise with any person or party or website or such other media/publication. Any act in breach of the NDA shall be liable for penal action as per law. Kindly note that this is a punishable offence and shall lead to cancellation of candidature.

*\* Violation of any act or breach of the same shall be liable for penal action as per Law and cancellation of the candidature of the applicant for future examinations, subject to the final decision of the Hon'ble High Court of Judicature at Allahabad.*

### 14.3. Query Redressal System

- 14.3.1.** An online Web-based Query Redressal System, will be available to the Candidates of The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 on the Website of NTA: [www.nta.ac.in](http://www.nta.ac.in) and <https://recruitment.nta.nic.in/>.
- 14.3.2.** A Candidate while submitting his/her query on the Query Redressal System should compulsorily mention his/her full name, father's name, postal address and unique application number/roll number. Only queries having above mentioned needful details relating to a Candidate shall be entertained.
- 14.3.3.** A Unique Registration Number will be generated after submission of query by the Candidate on the Query Redressal System, to enable him/her for tracking the status of his/her query grievance.
- 14.3.4.** Only relevant queries received on the Query Redressal System shall generally be replied within 03 (three) working days from the date of receipt of query concerned.
- 14.3.5.** The Registered Candidate(s) are advised to use the online facility for speedy and favourable response, before mailing their only relevant/essential queries in the Email id : [allhcre@nta.ac.in](mailto:allhcre@nta.ac.in).

### 14.4. Correspondence with NTA

- 14.4.1.** Relevant correspondences shall be addressed by **E-mail only**.
- 14.4.2.** Any query which is ambiguous, anonymous, frivolous, vague, repetitive and irrelevant shall not be entertained.
- 14.4.3.** Any query from any person claiming to be a representative, associate or assignee of the applicant/candidate shall not be entertained.
- 14.4.4.** The following information shall not be revealed by phone or email:
- i.** Internal documentation/status.
  - ii.** Internal decision making process of NTA or of The Hon'ble High Court of Judicature at Allahabad. Any claim or counter claim in this respect is not entertainable.

- iii.** Date & venue of any Internal Meeting or name of any Officer/Official dealing with it, either of NTA or The Hon'ble High Court of Judicature at Allahabad.
- iv.** Any other information which in the opinion of NTA or The Hon'ble High Court of Judicature at Allahabad cannot be revealed.

#### **14.5.Legal Jurisdiction**

All disputes pertaining to the conduct of the Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 including Results shall fall within the jurisdiction of Allahabad only.

\*\*\*\*\*

## LIST OF ABBREVIATIONS

<b>DFE</b>	<i>Dependent of Freedom Fighter</i>
<b>ESM</b>	<i>Ex-servicemen</i>
<b>EWS</b>	<i>Economically Weaker Section</i>
<b>FIR</b>	<i>First Information Report</i>
<b>MCQ</b>	<i>Multiple Choice Question</i>
<b>NCC</b>	<i>National Cadet Corps</i>
<b>NIELIT</b>	<i>National Institute of Electronics &amp; Information Technology</i>
<b>NOC</b>	<i>No Objection Certificate</i>
<b>NTA</b>	<i>National Test Agency</i>
<b>OBC</b>	<i>Other Backward Classes</i>
<b>PH</b>	<i>Physically Handicapped</i>
<b>QRS</b>	<i>Query Redressal System</i>
<b>P.H.</b>	<i>Physically Handicapped</i>
<b>RTI</b>	<i>Right To Information</i>
<b>SBI</b>	<i>State Bank of India</i>
<b>SC</b>	<i>Scheduled Castes</i>
<b>SP</b>	<i>Sports person</i>
<b>ST</b>	<i>Scheduled Tribes</i>
<b>UFM</b>	<i>Unfair Means</i>
<b>UP</b>	<i>Uttar Pradesh</i>
<b>UR</b>	<i>Unreserved</i>

\*\*\*\*\*



# The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices



**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment  
2022-23 for Junior Assistant & Paid Apprentices



Home

### Steps to apply online

- ✓ Apply for Online Registration
- ✓ Fill Online Application Form
- ✓ Pay Examination Fee

Application Form: HIGH COURT OF JUDICATURE AT ALLAHABAD The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices

[New Registration](#)


### Only Registered Candidates Sign In

Application Form: HIGH COURT OF JUDICATURE AT ALLAHABAD The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices

Application No:

Password:

Security Pin as shown below  
(Case Sensitive)

Security Pin: 0N265Q 

[Sign In](#)

[Forgot Password ?](#)      [Forgot Application No ?](#)

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**NIC** एनआईसी  
National Informatics Centre



**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment  
2022-23 for Junior Assistant & Paid Apprentices



Home

Registration

Application Form

Fee Payment

**Instructions and Procedure for online submission of Application Form**

[Download Information Bulletin](#)

1. Please read the instructions, procedure and complete advertisement with instructions carefully before you start filling the Application Form.
2. Candidate can apply for Various Post in **The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23** 'ON-LINE' only through official website <https://recruitment.nta.nic.in>.
3. Please ensure your eligibility as per the criteria laid down for the Post you apply for in **The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23**.
4. **Examination Fees**

**The fee (in Indian Rupees) per Post for The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 is as follows:**

EXAMINATION FEE DETAIL	
General, OBC and E.W.S.	SC, ST candidates
Rs. 850/-	Rs. 650/-

**Note:** Examination Fee shall be calculated as above amount per post i.e. amount \* number of post applying.  
**Processing charges and Goods & Services Tax (GST), if applicable, will be charged extra by the Bank which the applicant shall have to pay.**

5. The fee is to be submitted through Net Banking/Debit/Credit Card.
6. **Application Procedure: Steps to be followed to apply online**  
**Step 1: Registration for Online Application Form** and note down system generated **Application Number**. The candidate should supply all the details while filling the Online Application Form and is also required to create **PASSWORD** and choose Security Question and enter his/her Answer. After successful submission of the personal details, Application number will be generated and it will be used to complete the remaining Steps of the Application Form and will also be required for all future correspondence. For subsequent logins, candidate will be able to login directly with the respective system generated **Application Number** and created **Password**.  
**Step 2: Complete the Application Form** Candidate can login with the system generated Application Number and created Password for completing the Application Form.  
**Upload Scanned Images of Candidate Photograph, Signature and Left hand thumb impression.**
  1. Scanned photograph, signature and Left hand thumb impression should be in JPG format.
  2. Size of scanned photograph should be between 10 kb to 200 kb.
  3. Size of scanned signature should be between 4 kb to 30 kb.
  4. Size of scanned Left hand thumb impression should be between 4 kb to 30 kb.
  5. **The photograph should be coloured or black/white (but clear contrast).**
  6. Scanned image of photograph clearly showing complete face from chin to head having straight eye contact with the camera with both ears visible in appropriate contrast on light shade plain background without any kind of sunglasses/spectacles.

**Note:** Upload the correct Photograph, Signature and Left hand thumb impression as the facility for correction in images will not be given.

**Step 3: Pay Examination Fee using Net Banking/Debit/Credit Card :**

Payment by Debit/Credit Card/Net Banking: The candidate has to select Debit/Credit Card/Net Banking option to pay the application fee and follow the online instruction to complete the payment of fee. After successful payment, candidate will be able to print the Confirmation Page. In case the Confirmation Page is not generated after payment of fee then the transaction is cancelled and amount will be refunded to the candidate's account. However the candidate has to make another transaction, in case the Confirmation Page is not generated.

7. **Important Instructions about PASSWORD**
  - During registration, candidate will be required to choose **PASSWORD** and Security Question and its Answer. Candidate is advised to remember his/her password for all future logins.
  - The Password must be as per the following Password policy.
    1. Password must be 8 to 13 character long.
    2. Password must have at least one Upper case alphabet.
    3. Password must have at least one Lower case alphabet.
    4. Password must have at least one numeric value.
    5. Password must have at least one special characters eg. !@#%\*^&\*-.
  - For subsequent logins, candidate will be able to login directly with his/her respective system generated Application Number and the chosen Password.
  - Candidate is advised not to disclose or share his/her password with anybody. Neither NTA nor NIC nor High Court of Judicature at Allahabad will be responsible for violation or misuse of the password of a candidate.
  - Candidate can change his/her passwords after login, if desired.
  - Candidate should remember to log out at the end of his/her session so that the particulars of the candidate cannot be tampered or modified by any unauthorized person(s).
8. **How to reset your Password :** The following options are available to reset Password
  1. Using Security Question & its Answer you chosen during Form filling .
  2. Using a verification code sent via text message (SMS) to your Registered Mobile No.
  3. Using a reset link sent via Email to your Registered Email address.

9. The Application Number printed on the computer generated Confirmation Page must be mentioned in all such correspondences. It is therefore essential to note down the application number printed on the Confirmation Page.

**NOTE:-**Please fill the Application Form carefully as the facility for Correction will not be given.

- I have downloaded complete advertisement with instructions, read and understood all the instructions therein as well as those mentioned above, and filling up the online application form accordingly.**

[Click here to Proceed](#)

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment  
2022-23 for Junior Assistant & Paid Apprentices



Home

Personal Details

Candidate's Name	<input type="text" value="C Name"/>		
Father's Name	<input type="text" value="Father Name"/>		
Mother's Name	<input type="text" value="Mother Name"/>		
Date of Birth	<input type="text" value="10"/>	<input type="text" value="August (08)"/>	<input type="text" value="1992"/>
Gender	<input type="text" value="Male"/>		
Identity Type	<input type="text" value="Passport"/>		
Enter Passport Number	<input type="text" value="IND123456"/>		

Present Address

Premises No/Name	<input type="text" value="Address 1"/>		
Locality(Optional)	<input type="text" value="Address 2"/>		
Police Station	<input type="text" value="Address 3"/>		
Country	<input type="text" value="India"/>		
State /UT	<input type="text" value="DELHI"/>		
District	<input type="text" value="CENTRAL DELHI"/>		
Pin Code	<input type="text" value="110001"/>		
Active E-mail Id	<input type="text" value="abc@gmail.com"/>		
Confirm Email Address	<input type="text" value="abc@gmail.com"/>		
Mobile No.	<input type="text" value="91"/>	<input type="text" value="9876543210"/>	
Confirm Mobile Number	<input type="text" value="91"/>	<input type="text" value="9876543210"/>	
Telephone No. (Optional)	<input type="text"/>		

Permanent Address

Same As Present Address

Choose Password

Password	<input type="password" value="*****"/>
Confirm Password	<input type="password" value="*****"/>
Security Question	<input type="text" value="Which is the website you rarely visit ?"/>
Security Answer	<input type="password" value="*****"/>

Security Pin

Enter security pin (case sensitive)	<input type="text"/>
Security Pin	
	<input type="button" value="Submit"/>

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment  
2022-23 for Junior Assistant & Paid Apprentices



Home

Review Page - Online Registration Form

Review the following particulars carefully. If you would like to change any particulars entered, you may do so by pressing 'EDIT REGISTRATION FORM' button or press 'Submit and Send OTP' button.

Personal Details

Candidate's Name:	FATHER NAME
Mother's Name:	0-08-1992
Gender:	Passport
Passport:	

**Review Page !!** Close X

Please review the following informations carefully.  
If you would like to change any information entered, you may do so by pressing 'EDIT REGISTRATION FORM' button or press 'Submit and Send OTP' button.

Present Address

Premises No/Name:	Address 1	Locality(Optional):	Address 2
Police Station:	Address 3	Country:	India
State /UT:	DELHI	District:	CENTRAL DELHI
Pin Code:	110001	Active E-mail Id:	abc@gmail.com
Mobile No. :	91 - 9876543210	Telephone No.(Optional):	--

Permanent Address

Premises No/Name:	Address 1	Locality(Optional):	Address 2
Police Station:	Address 3	Country:	India
State /UT:	DELHI	District:	CENTRAL DELHI
Pin Code:	110001		

Account Details

Security Question: Which is the website you rarely visit ?	Security Answer: (Not shown due to security reasons)	Password: (Not shown due to security reasons)
--	--	---

Particulars checklist to be verified

Kindly verify all the particulars listed below carefully and ensure you have filled correct information. No Change will be permitted once Registration Form is Submitted or at any later stage of the examination.

- My Name  
  Father Name  
  Mother Name  
  Date of Birth  
 Gender  
  Address  
  Mobile Number  
  Email ID

Declaration

I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission/candidature. I have read the information bulletin and understood all the procedures. In case I furnish any false information, my result will not be declared/ my candidature will automatically stand cancelled. I shall abide by terms and conditions therein. No Candidate should adopt any unfair means, or indulge in any unfair examination practices. If at any stage, it is found that the candidate has submitted multiple Applications and/or appeared in more than one date/shift, then the candidature will be cancelled and legal action will be taken including debarring in all future examinations conducted by NTA

I Agree

[EDIT Registration Form](#) [Submit and Send OTP](#)

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment  
2022-23 for Junior Assistant & Paid Apprentices



Home

Review Page - Online Registration Form

Review the following particulars carefully. If you would like to change any particulars entered, you may do so by pressing 'EDIT REGISTRATION FORM' button or press 'Submit and Send OTP' button.

Personal Details

Candidate's Name:	C N	FATHER NAME	
Mother's Name:	MO	10-08-1992	
Gender :	Mal	Passport	
Passport:	IND		

**Confirm !!**

Do you wish to submit Registration Form and Get OTP ?

Present Address

Premises No/Name:	Address 1	Locality(Optional):	Address 2
Police Station:	Address 3	Country:	India
State /UT:	DELHI	District:	CENTRAL DELHI
Pin Code:	110001	Active E-mail Id:	abc@gmail.com
Mobile No. :	91 - 9876543210	Telephone No.(Optional):	--

Permanent Address

Premises No/Name:	Address 1	Locality(Optional):	Address 2
Police Station:	Address 3	Country:	India
State /UT:	DELHI	District:	CENTRAL DELHI
Pin Code:	110001		

Account Details

Security Question: Which is the website you rarely visit ?	Security Answer: (Not shown due to security reasons)	Password: (Not shown due to security reasons)
--	--	---

Particulars checklist to be verified

Kindly verify all the particulars listed below carefully and ensure you have filled correct information. No Change will be permitted once Registration Form is Submitted or at any later stage of the examination.

- My Name  Father Name  Mother Name  Date of Birth
- Gender  Address  Mobile Number  Email ID

Declaration

I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission/candidature. I have read the information bulletin and understood all the procedures. In case I furnish any false information, my result will not be declared/ my candidature will automatically stand cancelled. I shall abide by terms and conditions therein. No Candidate should adopt any unfair means, or indulge in any unfair examination practices. If at any stage, it is found that the candidate has submitted multiple Applications and/or appeared in more than one date/shift, then the candidature will be cancelled and legal action will be taken including debarring in all future examinations conducted by NTA

I Agree

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior  
Assistant & Paid Apprentices



Home Change Password Register Query Logout

Name: C Name Application No: 224210000024

Activities

- Registration Form
- Application Form
- Fee Payment

Verify Mobile No. & Email Id

- Mobile No.- Verified
- Verify Email Id

Current Status

Registration Form	Completed
Application Form	Incomplete
Fee Payment	Incomplete

Your registration for HIGH COURT OF JUDICATURE AT ALLAHABAD The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant and Paid Apprentices is complete. Your application form will remain incomplete till you fill all the fields of application form and pay the fee. Please note down the Application No. for future references.

Application Number : 224210000024

Kindly fill application form by clicking on the button below.

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**Application Form Steps**

- Contact Details
- Personal Details**
- Aadhaar Details
- Apply For Details
- Qualification Details
- Additional Details
- Document Upload
- Final Submit

**Personal Details**

Candidate's Name	<input type="text" value="C NAME"/>		
Date of Birth	<input type="text" value="10"/>	<input type="text" value="Aug"/>	<input type="text" value="1992"/>
Gender	<input type="text" value="Male"/>		
Father's Name	<input type="text" value="FATHER NAME"/>		
Mother's Name	<input type="text" value="MOTHER NAME"/>		
Nationality	<input type="text" value="Indian"/>		
Are you Original Resident/Domicile of State of U.P. ?	<input type="text" value="No"/>		
Category	<input type="text" value="General"/>		
Are you Women candidate of U.P. ?	<input type="text" value="No"/>		
Are you Physically Handicapped (P.H.) of U.P. ?	<input type="text" value="No"/>		
Are you Sports person of U.P. ?	<input type="text" value="No"/>		
Are you U.P. Ex-Servicemen (E.S.M.) ?	<input type="text" value="No"/>		
Are you Dependent of U.P. Freedom Fighter (D.F.F.) ?	<input type="text" value="No"/>		
Marital Status	<input type="text" value="Married"/>		
Do you have more than one spouse living ?	<input type="text" value="No"/>		
Have you married a person having a living Spouse ?	<input type="text" value="No"/>		

**Security Pin**

Enter security pin (case sensitive)

Security Pin

[Save & Next](#)

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#### Application Form Steps

- Contact Details
- Personal Details
- Aadhaar Details
- Apply For Details
- Qualification Details
- Additional Details
- Document Upload
- Final Submit

#### आधार विवरण (Aadhaar Details)

आवेदन संख्या (Application No.): 224210000024

अभ्यर्थी का नाम (Candidate's Name): C NAME

लिंग (Gender): Male

अभ्यर्थी की जन्म तिथि (Candidate's Date of Birth): 10-08-1992

उम्मीदवारों से अनुरोध है कि वे नीचे दिए गए विकल्पों में से किसी एक का चयन करें और आगे बढ़ें। (Candidates are requested to select any one of the options below and proceed further):

- I voluntarily agree to share my Aadhaar Number and I am aware that it will be used to establish my identity for the Allahabad High Court Recruitment for Junior Assistant & Paid Apprentices 2022 by matching my personal identification details available in Aadhaar records of UIDAI.  
मैं स्वेच्छा से अपना आधार नंबर साझा करने के लिए सहमत हूँ और मुझे पता है कि इसका उपयोग यूआईडीएआई के आधार रिकॉर्ड में उपलब्ध मेरे व्यक्तिगत पहचान विवरण का मिलान करके इलाहाबाद उच्च न्यायालय भर्ती कनिष्ठ सहायक और भुगतान प्रशिक्ष 2022 - 23 के लिए आवेदन पत्र के लिए मेरी पहचान स्थापित करने के लिए किया जाएगा।
- My information on Aadhaar is not the same as entered in the Application Form.  
आधार कार्ड पर मेरी जानकारी वही नहीं है जो आवेदन पत्र में दर्ज की गई है।
- I am not willing to share my Aadhaar Number.  
मैं अपना आधार नंबर साझा करने को तैयार नहीं हूँ।

**NOTE: System will not allow you to change Name, Date of Birth and Gender after Aadhaar Number Authentication. Please ensure to check the details and then proceed further.**

नोट: सिस्टम आपको आधार संख्या प्रमाणीकरण के बाद नाम, जन्म तिथि और लिंग बदलने की अनुमति नहीं देगा। कृपया विवरणों की जांच करना सुनिश्चित करें और फिर आगे बढ़ें।

#### घोषणा (Declaration)

- I confirm that I have read and understood all the instructions as described above. मैं पढ़े करता/करती हूँ कि मैंने ऊपर वर्णित सभी निर्देशों को पढ़ और समझ लिया है।

#### Security Pin

Enter security pin (case sensitive)

Security Pin: E85154

Submit & Next

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices



[Home](#) [Change Password](#) [Logout](#)

Name: C NAME Application No: 22421000024

**Application Form Steps**


- Contact Details
- Personal Details
- Aadhaar Details
- Apply For Details
- Qualification Details
- Additional Details
- Document Upload
- Final Submit

**Apply For**

Post Applied For	<input type="text" value="Paid Apprentice"/>	
Exam State/ City-1st choice	<input type="text" value="UTTAR PRADESH"/>	<input type="text" value="Ballia"/>
Exam State/ City-2nd choice	<input type="text" value="UTTAR PRADESH"/>	<input type="text" value="Azamgarh"/>
Exam State/ City-3rd choice	<input type="text" value="UTTAR PRADESH"/>	<input type="text" value="Bulandshahar"/>
Exam State/ City-4th choice	<input type="text" value="UTTAR PRADESH"/>	<input type="text" value="Agra"/>
Do you possess the knowledge of Data Entry, Word Processing and Computer Operation ?	<input type="text" value="Yes"/>	
Do you have mathematics as one of the subjects in your Intermediate examination	<input type="text" value="No"/>	
Do you possess CCC certificate issued from NIELIT formerly known as DOEACC Society	<input type="text" value="Yes"/>	
Do you possess the minimum speed of 30 words per minute in English typing on computer	<input type="text" value="Yes"/>	
Do you possess the minimum speed of 25 words per minute in Hindi typing on computer	<input type="text" value="Yes"/>	
DO you possess a 'A/B' certificate of the National Cadet Corps ?	<input type="text" value="No"/>	
Have you served in the territorial army for the minimum period of two years	<input type="text" value="Yes"/>	

**Security Pin**

Enter security pin (case sensitive)

Security Pin 

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**Application Form Steps**

- Contact Details
- Personal Details
- Aadhaar Details
- Apply For Details
- Qualification Details**
- Additional Details
- Document Upload
- Final Submit

**Essential / Educational Qualification**

**10th or equivalent Qualification Details**

Pass Status	Year of Passing	
Passed	2020	
Course/Stream Name	Name of Institution / Board / University	
10th or Equivalent	J & K STATE BOARD OF SCHOOL EDUCATION	
Result Mode		
Percentage		
Total Marks	Obtained Marks	Marks(%)
100	89	89.00

**12th or equivalent Qualification Details**

Pass Status	Year of Passing	
Passed	2022	
Course/Stream Name	Name of Institution / Board / University	
Class 12th or equivalent	NATIONAL COUNCIL FOR VOCATIONAL TRAINING, NEW DELHI (NCVT)	
Result Mode		
CGPA		
Maximum Grade Point	CGPA Obtained	CGPA
10	9	9.00

**Graduate Qualification Details**

Pass Status	Year of Passing
Not Applicable	Select
Course/Stream Name	Name of Institution / Board / University
Select	Select
Result Mode	
Select	

**Security Pin**

Enter security pin (case sensitive)

Security Pin **8433G4**

[Save & Next](#)



**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices



[Home](#) [Change Password](#) [Logout](#)

Name: C NAME Application No: 224210000024

**Application Form Steps**

- Contact Details
- Personal Details
- Aadhaar Details
- Apply For Details
- Qualification Details
- Additional Details
- Document Upload
- Final Submit

**Other Details**

Are you an employee of Central/State Government/P.S.U. ?

Have you applied for N.O.C. which shall be produced at the time of documents verification ?

**Criminal Proceeding**

Have you ever been tried, convicted or acquitted by Court of law ?

Whether any criminal complaint case have ever been registered against you ?

**Security Pin**

Enter security pin (case sensitive)

Security Pin **CL1030**

[Save & Next](#)

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**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices



[Home](#) [Change Password](#) [Logout](#)

Name: C NAME Application No: 224210000024

**Application Form Steps**

- Contact Details
- Personal Details
- Aadhaar Details
- Apply For Details
- Qualification Details
- Additional Details
- Document Upload
- Final Submit

**Document Upload**

S.No.	Required Document	Document Specifications	Upload	Action	View
1	Photograph	Document Format: JPG Min Size (KB): 10 Max Size (KB): 200	<input type="text" value="Browse..."/> No file selected.		<a href="#">Uploaded Document</a>
2	Left hand thumb impression	Document Format: JPG Min Size (KB): 4 Max Size (KB): 30	<input type="text" value="Browse..."/> No file selected.		<a href="#">Uploaded Document</a>
3	Signature	Document Format: JPG Min Size (KB): 4 Max Size (KB): 30	<input type="text" value="Browse..."/> No file selected.		<a href="#">Uploaded Document</a>

**Security Pin**

Enter Security Pin (case sensitive)

Security Pin **IK3181**

[Save & Next](#)

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Application Form Steps	
<input type="radio"/>	Contact Details
<input checked="" type="radio"/>	Personal Details
<input type="radio"/>	Aadhaar Details
<input type="radio"/>	Apply For Details
<input type="radio"/>	Qualification Details
<input type="radio"/>	Additional Details
<input type="radio"/>	Document Upload
<input checked="" type="radio"/>	Final Submit

### Review Page - Online Application Form

Review the following particulars carefully. If you would like to change any particulars entered, you may do so by using 'Left Links' button or press 'FINAL SUBMISSION OF APPLICATION' button for final submission.

#### Personal Details

Candidate's Name:	C NAME
Date of Birth:	10-08-1992
Gender:	Male
Father's Name:	FATHER NAME
Mother's Name:	MOTHER NAME
Are you Original Resident/Domicile of State of U.P. ?	No
Category:	General
Are you Women candidate of U.P. ?	No
Are you Physically Handicapped (P.H.) of U.P. ?	No
Are you Sports person of U.P. ?	No
Are you U.P. Ex-Servicemen (E.S.M.) ?	No
Are you Dependent of U.P. Freedom Fighter (D.F.F.) ?	No
Nationality:	Indian
Marital Status:	Married
Do you have more than one spouse living ?	No
Have you married a person having a living Spouse ?	No
Aadhaar	Not Verified
Aadhaar Number	--

#### Apply For

Post Applied For:	Paid Apprentice
Exam State/ City-1st choice:	Balia (UTTAR PRADESH)
Exam State/ City-2nd choice:	Azamgarh (UTTAR PRADESH)
Exam State/ City-3rd choice:	Bulandshahr (UTTAR PRADESH)
Exam State/ City-4th choice:	Agra (UTTAR PRADESH)
Do you possess the knowledge of Data Entry, Word Processing and Computer Operation ?	Yes
Do you have mathematics as one of the subjects in your intermediate examination:	No
Do you possess CCC certificate issued from NIELIT formerly known as DOEACC Society:	Yes
Do you possess the minimum speed of 30 words per minute in English typing on computer:	Yes
Do you possess the minimum speed of 25 words per minute in Hindi typing on computer:	Yes
DO you possess a 'A/B' certificate of the National Cadet Corps ?	No
Have you served in the territorial army for the minimum period of two years:	Yes

#### 10th or equivalent Qualification Details

Pass Status : Passed	Year of Passing : 2020
Course/Stream Name : 10th or Equivalent	Name of Institution / Board / University : J & K STATE BOARD OF SCHOOL EDUCATION
Result Mode : Percentage	Obtained Marks : 89
Total Marks : 100	Marks(%) : 89

#### 12th or equivalent Qualification Details

Pass Status : Passed	Year of Passing : 2022
Course/Stream Name : Class 12th or equivalent	Name of Institution / Board / University : NATIONAL COUNCIL FOR VOCATIONAL TRAINING, NEW DELHI (NCVT)
Result Mode : CGPA	Maximum Grade Point : 10
CGPA Obtained : 9	CGPA : 9

#### Graduate Qualification Details

Pass Status : Not Applicable Year of Passing : 0

Course/Stream Name : Name of Institution / Board / University :

Result Mode :

**Other Details**

Are you an employee of Central/State Government/P.S.U. ? Yes

Have you applied for N.O.C. which shall be produced at the time of documents verification ? Yes

**Criminal Proceeding**

Have you ever been tried, convicted or acquitted by Court of law ? No

Whether any criminal complaint case have ever been registered against you ? No




**Present Address**

Premises No/Name	ADDRESS 1
Locality	ADDRESS 2
Police Station	ADDRESS 3
Country	India
State /UT	DELHI
District	CENTRAL DELHI
Pin Code	110001
Active E-mail Id	*****@
Mobile No.	91 - 981****436
Telephone No. (Optional)	NA

**Permanent Address**

Premises No/Name	ADDRESS 1
Locality	ADDRESS 2
Police Station	ADDRESS 3
Country	India
State /UT	DELHI
District	CENTRAL DELHI
Pin Code	110001

**Upload Scanned Files**

Sr.No	Document	Display
1	Photograph	
2	Left hand thumb impression	
3	Signature	


**Particulars checklist to be verified**

Kindly verify all the particulars listed below carefully. Once submitted Application Form finally, changes can not be made.

My Name     Father Name     Mother Name  
 Date of Birth     Gender     Category  
 Person with Disability (PwD)     Educational Details     Other Details  
 Criminal Proceeding Details     Apply For     Contact Details

**Declaration**

I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission/candidature. I have read the information bulletin and understood all the procedures. In case I furnish any false information, my result will not be declared/ my candidature will automatically stand cancelled. I shall abide by terms and conditions therein. No Candidate should adopt any unfair means, or indulge in any unfair examination practices. If at any stage, it is found that the candidate has submitted multiple Applications and/or appeared in more than one date/shift, then the candidature will be cancelled and legal action will be taken including debarment in all future examinations conducted by NTA.

I Agree 



**HIGH COURT OF JUDICATURE AT ALLAHABAD**  
The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant & Paid Apprentices



**Activities**

- Registration Form
- View Application Form
- Fee Payment

**Verify Mobile No. & Email Id**

- Mobile No. - Verified
- Verify Email Id

**Current Status**

Registration Form	Completed
Application Form	Completed
Fee Payment	Incomplete

You have submitted application form for HIGH COURT OF JUDICATURE AT ALLAHABAD The Uttar Pradesh Civil Court Staff Centralized Recruitment 2022-23 for Junior Assistant and Paid Apprentices.

Your application will be considered complete only after successful payment of application fee.

**After payment of fee, you will not be able to edit the filled application details and documents uploaded.**

**You are required to pay the fee Rs. 850/- .**

Application Number : 224210000024

[Edit Application Form](#)   [Your Email Id yet to be verified. Click here to verify your Email Id first.](#)

