Ministry of Education
Government of India

राष्ट्रीय परीक्षा एजेंसी
National Testing Agency
Excellence in Assessment

HIGH COURT OF JUDICATURE

AT ALLAHABAD

COMPUTER ASSISTANT RECRUITMENT EXAMINATION-2021

Conducted by:

NATIONAL TESTING AGENCY (NTA)
(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)
First Floor, NSIC MDBP Building, NSIC Okhla,
New Delhi-110020

GENERAL PROCEDURES/GUIDELINES/INFORMATION

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Date: 17th August 2021

Sd/-
Senior Director (Exam)
National Testing Agency

Sd/-
Registrar General
Hon'ble High Court of Judicature at Allahabad

ADVERTISEMENT

Advertisement No.: 01/CA/2021 **Dated: 17th August 2021**

IMPORTANT INFORMATION AND DATES AT A GLANCE

Particulars	Relevant Time Lines
Online Registration and submission of Application Form (complete in all respect) for the post of Computer Assistant through Website: **http://recruitment.nta.nic.in** and **www.allahabadhighcourt.in**	17th August 2021 to 16th September 2021
Last date for successful transaction of application fee prescribed below	17th September 2021

* Application Forms are submitted in **ONLINE** Mode only. Please refer to Clause 1.3.

Fee Payable through : State Bank of India

Name of Examination	General/OBC	SC/ST of Uttar Pradesh
Computer Assistant Recruitment Examination-2021	Rs. 800/-	Rs. 600/-

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**.

Other Activities	Computer Assistant Recruitment Examination-2021
Duration for correction in the particulars of an application form (**Online only**)	18th September 2021 to 21th September 2021
Downloading of Admit Card by the Candidate (**Online only**) From - http://recruitment.nta.nic.in and www.allahabadhighcourt.in	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	Computer Based Test (CBT)
Examination Center	Will be mentioned in Admit Card
Relevant Website(s)	www.allahabadhighcourt.in And http://recruitment.nta.nic.in

***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

1.1 Online Applications are invited from citizens of India and candidate of other countries recognized by Government of India, for filling up the Post of Computer Assistant in the Establishment of The Hon'ble High Court of Judicature at Allahabad under THE ALLAHABAD HIGH COURT OFFICERS AND STAFF (CONDITIONS OF SERVICE AND CONDUCT) RULES, 1976 and Orders as issued by Hon'ble The Chief Justice from time to time in this regard.

1.2 **A Replica of the Online Application Form is enclosed as Annexure-I.**

1.3 Candidate can apply for the post of Computer Assistant through "Online" mode only.

1.4 The Application Form in any other mode shall not be accepted.

1.5 **ONLY ONE APPLICATION** is to be submitted by a candidate, irrespective of fact, whether he/she is applying for the post of Computer Assistant.

1.6 In case more than one Application i.e. multiple Application Forms are submitted 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

2.1. Number of Vacancies for each type of post i.e. Computer Assistant in the Establishment of The Hon'ble High Court of Judicature at Allahabad is determined by The Hon'ble Court which may increase or decrease.

Name of Post	No. of Vacancies	Pay Scale	Essential Qualifications
Computer Assistant	15	Level-04 (25500-81100) (As per the 7th Pay Commission)	**1.** Bachelor's Degree of a University established by law in India, Or A Qualification recognized as equivalent thereto. **And** **2.** Diploma/Degree in Computer Science from a recognized Institution / University established by Law in India, Or 'O' Level Certificate awarded by NIELET/DOEACC Society, Or 'CCC' Certificate in Computer Science from recognized institute established by law in India. **And** **3.** Minimum Typing Speed of 25 Words per minute in English Typing on Computer.

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Chapter-3

RESERVATION

3.1 **VERTICAL RESERVATION** for Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC) of Uttar Pradesh (UP) shall be applicable as under Rule 23 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976 (as amended from time to time), mentioned below: -

Category	Percentage of Reservation	No. of Posts for Computer Assistant
Scheduled Caste	21%	03
Scheduled Tribe	02%	00
Other Backward Classes	27%	04
Unreserved	----	08
Total		**15**

3.2 **HORIZONTAL RESERVATION** for Women, Dependent of Freedom Fighter (DFF), Ex-servicemen (ESM), Physically Handicapped (PH) and Sportsperson (SP) of Uttar Pradesh (UP) shall be applicable as under Rule 23 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976 (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%

NOTE: **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 domiciled 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 entitled to the benefits of reservation. Such candidates shall be treated as General (Unreserved) 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 Rule 23 A of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, as mentioned below : -

"One percent of vacancies in all Class II and Class III posts of the establishment of the Court shall be reserved at the stage of direct recruitment for such skilled players and sportspersons as may have represented on behalf of any State in India or the Country as a whole in National or International games at least for two years and in International competitions for one year or who have represented their Universities at least for three years in Inter Universities Tournaments organized by the Inter Universities Sports Board or who have represented their Schools in International Sports Meets organized by the All India Schools Sports Board in Badminton, Basket Ball, Cricket, Football, Hockey, Table Tennis, Volley Ball, Tennis, Weight Lifting, Wrestling, Boxing, Judo, Gymnastics and Rifle Shooting."

3.5 Only such persons would be eligible for reservation under Physically Handicapped (P.H.) 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 Hon'ble High Court of Judicature at Allahabad.

No person shall be recruited to the Establishment of The Hon'ble High Court of Judicature at Allahabad 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 to the Establishment, 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 Hon'ble High Court of Judicature at Allahabad..

Note: **There is no provision for Scribe or extra time for the Physically Handicapped (P.H.) 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.**

Only such candidates shall be considered for selection who participate in both Parts (Part-I & Part-II) of the examination including Computer Knowledge Test (CKT), and no exemption shall be granted to any candidate including that of P.H. Category from appearing in any part of the Examination for reasons whatsoever.

3.6 **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 following essential educational qualification/Computer Qualifications for the post of Computer Assistant on the closing date of submission of the On-line Application Form :

Name of Post	Essential Qualifications
Computer Assistant	**1.** Bachelor's Degree of a University established by law in India, Or A Qualification recognized as equivalent thereto. **And** **2.** Diploma/Degree in Computer Science from a recognized Institution / University established by Law in India, Or 'O' Level Certificate awarded by NIELET/DOEACC Society, Or 'CCC' Certificate in Computer Science from recognized institute established by law in India. **And** **3.** Minimum Typing Speed of 25 Words per minute in English Typing on Computer.

4.2 Preferential Qualification

As per Rule 26 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, a candidate: -

(i) Who has served in the Territorial Army for a minimum period of two years

Or

(ii) Who has obtained a 'B' Certificate of the National Cadet Corps (NCC) shall, other thing being equal be given preference, in the matter of direct recruitment to the Establishment.

4.3 Age Limit

4.3.1 As per Rule 25 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, the age limit for the post of Computer Assistant as on the last date of Application shall be as under : -

A candidate for Direct Recruitment on the post of ***Computer Assistant*** *must have attained the minimum age of* ***18 years*** *and must not have attained the age of more than* ***35 years*** *on the first day of July of the year in which advertisement is published i.e.* ***01.07.2021***.

4.3.2 The candidate should not be born before 2nd July, 1986 and not born after 1st July, 2003.

4.4 Relaxation in Upper Age Limit

4.4.1 The upper age limit shall be relaxable up to 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 Pardesh**.

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** for the event as specified/prescribed in Rule 23 A of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976.

4.4.3 The upper age limit for Ex Servicemen (E.S.M) of **State of Uttar Pardesh** 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 up to a maximum limit of **15 years** only for the candidates belonging to physically handicapped (P.H.) category of the **State of Uttar Pardesh.**

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.

4.5 Nationality

As per Rule 24 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, a candidate for recruitment to the Establishment must be:

4.5.1 A citizen of India, OR

4.5.2 A Tibetan refugee who came over to India before 1st January, 1972, with the intention of permanently settling in India, OR

4.5.3 A person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Tanzania (formerly Tanganayika and Zanzibar) with the intention of permanently settling in India;

Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government.

Provided further that a Candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch,

Uttar Pradesh.

Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and such a candidate can be retained in service after a period of one year only if he has acquired Indian citizenship.

Note: A Candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused, may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.

4.6. Character

As per Rule 27 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, the character of a person for direct recruitment to the service in the opinion of the Appointing Authority must be such so as to render him suitable in all respect for appointment to the service. The opinion of the Appointing Authority in this regard 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 under these rules.

4.7 Marital Status

As per Rule 28 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, a male candidate who has more than one wife living or a female candidate who has married a person already having a wife living shall not be eligible for recruitment to the Establishment.

Provided that Hon'ble The Chief Justice may, if satisfied that there are any special grounds for doing so, exempt any person from the operation of this rule.

4.8 Physical Fitness

As per Rule 29 of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976, no person shall be recruited to the Establishment 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/her official duties. Before a candidate recruited directly is finally approved for appointment to the Establishment, he shall be required to produce a medical certificate of physical fitness from Chief Medical Officer, and in absence thereof, concerned Authority equivalent thereto as decided by The Hon'ble High Court of Judicature at Allahabad.

Chapter-5

SELECTION PROCEDURE

5.1 Syllabus & Modalities

There shall be 'SINGLE STAGE' Examination for the post of Computer Assistant, consisting of "TWO PARTS", as mentioned below:

Name of Post	Part-I	Part-II	Syllabus
Computer Assistant	Type : Multiple Choice Objective Questions Mode of : Computer Based Test Exam Total number : 200 of MCQ Maximum Marks : 200 Duration: 03 Hrs (180 Minutes) **NO NEGATIVE MARKING.** **NO MINIMUM QUALIFYING MARKS.**	Type : Computer Knowledge Test in English Only Mode of : Computer Based Test Exam Maximum Marks : 50 Duration: 20 Minutes **NO NEGATIVE MARKING.** **MINIMUM QUALIFYING MARKS : 25 MARKS OUT OF 50 MARKS** **MINIMUM SPEED: 25 WORDS PER MINUTE IN ENGLISH TYPING ON COMPUTER.**	*Part-I : Multiple Choice Objective Questions from :* *(A) General Science* *(B) History of India* *(C) Indian National Movement* *(D) Indian Polity, Economy and Culture* *(E) Indian Agriculture, Commerce and Trade* *(F) Population, Ecology and Urbanisation (in Indian Context)* *(G) World Geography and Geography and Resources of India* *(H) Current National and International Important Events* *(I) General Intelligentsia* *(J) Special Knowledge regarding Education, Culture, Agriculture, Industry, Trade, Living and Social Traditions of Uttar Pradesh* *(K) Knowledge of General English and General Hindi of Graduation Level* *(L) Elementary Knowledge of Computers.* *Part-II : Computer Knowledge Test* *A candidate shall be provided a text in English of approximately 500 words on computer which he/she shall be required to reproduce on the computer in the same format.*

5.2 The Part-I and Part-II Examination of each single Candidate, shall be conducted simultaneously in a **SINGLE SHIFT** with a **GAP OF 15 MINUTES**.

5.3 The level of the question papers in every shift, in case of multiple shifts, shall be consistent with the educational qualification and syllabus prescribed for the Examination.

5.4 It is mandatory for the candidates to appear in all the parts of the Examination.

5.5 For the post of Computer Assistant, the question paper of Part-I Multiple Choice Objective Type Test shall be both in English and Hindi languages.

5.6 For the post of Computer Assistant, Part-II i.e. the Computer Knowledge Test, the Text shall be provided on computer in English only.

5.7 For the post of Computer Assistant, no Interview shall be held for selection.

Chapter-6

MARKING SCHEME

6.1 Part I - Multiple Choice Objective Type Test

(i) *To answer a Multiple Choice Question, the candidate needs to choose one option corresponding to the correct answer or the 'most appropriate answer'.*

(ii) *Each correct answer shall carry One (01) Mark.*

(iii) *There is no negative marking for incorrect answers.*

(iv) *No marks will be given for questions un-answered/un-attempted/marked for review.*

(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.*

(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.*

6.2 Part II - Computer Knowledge Test

(i) *Marks to be deducted on each mistake (error)*
[Value of mistake (error): 01 Mistake (Error) = 0.1 marks]

(ii) *Left-out words and spelling mistakes (errors) will be treated as full mistake (error).*

(iii) *Typing of Letters, Words, Characters, Symbols or anything other than the contents of passage as asked in question paper shall be treated as full mistake (error).*

(iv) *Words typed beyond the prescribed words limit shall be deleted / ignored.*

(v) *The evaluated copy must indicate*
- *No. of mistakes (errors) made by the candidate*
- *Total Marks awarded*

(vi) *Marks to be deducted on each mistake (error)*
(Value of mistake (error): 01 Mistake (error)=0.1 mark).

(vii) *The Formula would be as under : -*

Column-I	*Column-II*
Number of words with mistake (error)	*Marks to be deducted* *Value of mistake (error) :* *01 Mistake (error) = 0.1 mark*
1	*0.100*
2	*0.200*
3	*0.300*
4	*0.400*
5	*0.500*
..	..
10	*1.000*
..	..

Chapter-7

ANSWER KEY CHALLENGE

7.1 The Provisional Answer Keys of the Questions as asked in Part –I of the Examination shall be displayed online on the Website(s): https://recruitment.nta.nic.in / 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 along with the question paper and recorded responses thereon 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 / 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 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 hardcopy 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 final result.

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Chapter-8

EVALUATION CRITERIA

8.1 The performance of the Candidates in Part-I: Multiple Choice Objective Type Test and Part-II: Computer Knowledge Test shall be evaluated as per the marking scheme mentioned in **Clause 6.1 & 6.2**.

8.2 **In case the Part-I and Part-II Examination is conducted in more than one shift** due to the large number of candidates to be accommodated in limited number of computer nodes available, **Normalization procedure shall be adopted** for ensuring equivalency in the question papers administered to the Candidates in different shifts.

8.3 **In case the Part-I and Part-II Examination is not conducted in multiple shifts, then process of normalization shall not be applicable in computation of results.**

8.4 The detailed procedure to be adopted for compilation of Percentile Score (NTA Score) for multi session papers (based upon **Normalization Procedure**) is mentioned below:-

8.5 Normalization

8.5.1 NTA may conduct examinations on multiple dates, generally in *two sessions per day*. The candidates will be given different sets of questions per session and it is quite possible that in spite of all efforts of maintaining equivalence among various question papers, the difficulty level of these question papers administered in different sessions may not be exactly the same. Some of the candidates may end up attempting a relatively tougher set of questions when compared to other sets. The candidates who attempt the comparatively tougher examination are likely to get lower marks as compared to those who attempt the easier one. In order to overcome such a situation, ***"NORMALIZATION PROCEDURE BASED ON PERCENTILE SCORE"*** will be used for ensuring that candidates are neither benefited nor disadvantaged due to the difficulty level of the examination. With the objective of ensuring that a candidate's true merit is identified, and that a level playing field is created in the above context, the Normalization Procedure, shall be adopted, for compiling the Percentile Score (NTA Scores) for multi session papers.

8.5.2 **The process of Normalization is an established practice for comparing candidate scores across multi session papers and is similar to those being adopted in other large educational selection tests conducted in India. For normalization across sections, NTA shall use the percentile equivalence.**

8.6 Percentile Scores

8.6.1 Percentile scores are scores based on the relative performance of all those who appear for the Examination.

8.6.2 Basically the marks obtained are transformed into a scale ranging from 100 to 0 for each session of examinees.

8.6.3 ***The Percentile score of a candidate indicates the percentage of candidates that have scored EQUAL TO OR BELOW (same or lower raw score) that particular candidate in that examination session. Therefore the topper (highest score) of each session will get the same Percentile of 100 which is desirable. The marks obtained in between the highest and lowest scores are also converted to appropriate Percentiles.***

8.6.4 ***The Percentile score will be the Normalized Score for the examination*** *(instead of the raw marks of the candidate) and shall be used for preparation of the merit lists***.**

8.6.5 ***The Percentile Scores will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.***

The Percentile score of a Candidate is calculated as follows:

$$\frac{100 \times \text{Number of candidates appeared in the 'Session' with raw score EQUAL TO OR LESS than the candidate}}{\text{Total number of the candidates appeared in the 'Session'}}$$

Note: *The Percentile of the Total shall* ***NOT be*** *an aggregate or average of the Percentile of individual subject. Percentile score is not the same as percentage of marks obtained.*

8.7 STEP-BY-STEP PROCEDURE FOR NORMALIZATION AND PREPARATION OF RESULT

8.7.1 ***Step-1*****: *Distribution of Examinees in multiple shifts/sessions*:**

(i) Candidates will be distributed into multiple shifts/sessions randomly so that each shift/ session has City/ Category/ Gender wise approximately similar percentages of candidates.

(ii) This will ensure that there is no bias in the distribution of candidates who will take the examination. Further, with a large population of examinees, the possibility of such bias becomes remote.

(iii) Multiple shift/ sessions would be as follows:

Session-1: *Day-1 Shift-1* *Session-**2:** Day-1 Shift-2*

Session-3: *Day-2 Shift-1,* *Session-**4:** Day-2 Shift-2*

(iv) In the event of more number of days or less number of shifts, the candidates will be divided accordingly.

8.7.2 ***Step-2:*** ***Compilation of Percentile Score (NTA Score) for each shift/ Session for each Candidate only for those who qualify*:**

(i) ***Those obtaining less than 25 raw marks or having typing speed less than 25 words per minute in Part-II will be declared as 'Not-Qualified' and remaining others as 'Qualified'***

(ii) *Raw Marks obtained by each candidate in the shift/session who qualify will be converted into Percentile Score (NTA Score) as follows:*

- *Raw Marks obtained in Part-I into Percentile Score (NTA Score) (TP1)*
- *Raw Marks obtained in Part-I + Part-II into Percentile Score (NTA Score) (TP)*

(iii) *The Percentile Score (NTA Score) would be calculated for each candidate who qualifies in the shift/Session as follows:*

Let TP1 be the Percentile Score (NTA Score) of Raw Score of Part-I and TP Percentile Score (NTA Score) of Total Raw Score for Part-I & Part-II of that candidate.

$$\text{Total Percentile (TP)} : \quad 100.0X \frac{\text{No. of candidates appeared from the shift/ session with raw score EQUAL TO OR LESS than the Candidate}}{\text{Total No. of candidates appeared in the shift/session}}$$

Similarly, TP1 for Part-I shall be calculated.

Note: ***Percentile Score (NTA Score) will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.***

(iv) ***The following will be available for each candidate:***

Candidate Result	*Raw Marks*			*Percentile Score (NTA Score)**	
	Part-I	*Part-II*	*Total (Part-I + Part-II)*	*Part-I*	*Total (Part-I + Part-II)*
Not-Qualified	*XXX*	*YYY*	*ZZZ*	*---------*	*---------*
Qualified	*XXX*	*YYY*	*ZZZ*	*AAA.AAAAAAA*	*BBB.BBBBBBB*

'*' '---------'- Not Computed'. ***Percentile Score (NTA Score) is calculated only for qualified Candidates.***

8.7.3 ***Step-3:*** ***Compilation of Percentile Score (NTA Score) of all Candidates who qualify for all Shifts/Sessions:***

(i) *The Percentile Score (NTA Score) for the Raw Score of Part-I and Total Raw Score (Part-I+Part-II) only of qualified candidates for all the shifts/sessions as calculated in Step-2 above would be merged and shall be called the Percentile Score (NTA Score).*

(ii) ***Candidates will be shown through Score Card as follows:***

- ***Not-Qualified: Raw Marks obtained in Part-I, Part-II and Total.***
- ***Qualified: Raw Marks obtained in Part-I, Part-II and Total. Also Percentile Score (NTA Score) in Part-I and Total.***

(iii) ***The Percentile Score (NTA Score) for the Raw Score of Part-I and Total Raw Score of all the Qualified candidates will be used for compilation of result and further processing for deciding the Merit.***

8.7.4 Tie-Breaking Rules

In case of two or more candidates secure equal Total Percentile Score (NTA Score); the inter-se merit shall be determined in chronological orders as follows:

(i) Candidate obtaining higher NTA Score in Part-I

(ii) Candidate obtaining higher NTA Score in ***'General Aptitude / General Intelligentsia'*** *in Part-I*

(iii) Candidate obtaining higher NTA Score in ***'Elementary Knowledge of Computer'*** *in Part-I*

(iv) Candidate obtaining higher NTA Score in ***'Knowledge of General English and General Hindi of Graduation Level'*** *in Part-I*

(v) Candidate obtaining higher NTA Score in ***'Indian Polity Economy & Culture'*** *in Part-I*

(vi) Candidate older in age shall be placed above.

8.7.5 An Illustration of applicability of Normalization Procedure is given below:

Example: Suppose a test was held in 3 sessions of examinees as per details given below:-

(a) ***Distribution of candidates appeared were as follows (Allocation of Days and shifts were done randomly)***

Session-1: *Day-1 Shift-1,* ***Session-2:*** *Day-1 Shift-2 and* ***Session-3:*** *Day-2 Shift-1*

Session	Day/Shift	Candidates Appeared & Not Qualified in Part-II @1			Candidates Appeared & Qualified in Part-II @2			Total Appeared
		No.	Total Average Marks*	Highest Marks*	No.	Total Average Marks*	Highest Marks*	No.
Session-1	Day-1 Shift-1	77	150.40	222	104	170.61	242	181
Session-2	Day-1 Shift-2	84	110.80	212	115	147.64	246	199
Session-3	Day-2 Shift-1	84	135.68	212	136	160.47	244	220
Total (Session-1 to Session-3)		245	131.78	222	355	159.28	246	600

'*' Total Raw Marks of Part-I + Part-II

'@1' Candidates Appeared & Not Qualified in Part-II : Those obtained less than 25 raw marks or had typing speed less than 25 words per minute in Part-II have been declared as 'Not-Qualified'

'@2' Candidates Appeared & Qualified in Part-II: Those Qualified in Part-II have been declared as 'Qualified'. Only these candidates shall be considered for further processing.

In this method of scoring the HIGHEST RAW SCORE in each session (irrespective of the raw scores) will be

the 100 Percentile indicating that 100% of candidates have scores equal to or lesser than the highest scorer/ topper for that session.

Highest Raw Score and Percentile Score: *All the highest raw scores will have normalized Percentile Score of 100 for their respective session.*

Session	***Total Candidates Appeared & Qualified in Part-II***	***Highest Total Raw Marks*** *of Part-I + Part-II*	***Candidates who scored EQUAL OR LESS THAN Highest Total Raw Marks*** *of Part-I + Part-II*	***Percentile Score***	***Remarks***
Session-1	*104*	*242*	*104*	*100.0000000 [(104/104)*100]*	*i.e.* ***all the highest raw scores*** *would be* ***normalized*** *to 100 Percentile Score for their respective session.*
Session-2	*115*	*246*	*115*	*100.0000000 [(115/115)*100]*	
Session-3	*136*	*244*	*136*	*100.0000000 [(136/136)*100]*	

The following is a further explanation of the interpretation of the raw scores and Percentile Score in Session-3 (Day-2 and Shift-1) with 136 candidates who have taken the examination and qualified.

Candidate	***Percentile Score***	***No of Candidates***	***Total Raw Marks*** *of Part-I + Part-II*	***Remark***
A	***97.0588235*** *[(132/136)*100]*	***1***	***235***	*Indicates that amongst those appeared, 97.0588235% have scored either EQUAL TO OR LESS THAN the candidate A* ***(235 total raw Marks)****.*
				It also indicates that remaining candidate have scored more than the candidate A ***(235 total raw Marks)****.*
B	***92.6470588*** *[(126/136)*100]*	***2***	***229***	*Indicates that amongst those appeared, 92.6470588% have scored either EQUAL TO OR LESS THAN the candidate B* ***(229 total raw Marks)****.*
				It also indicates that remaining candidate have scored more than the candidate B ***(229 total raw Marks)***
C	***88.2352941*** ***[(120/136)*100]***	***3***	***222***	*Indicates that amongst those appeared, 88.2352941% have scored either EQUAL TO OR LESS THAN the candidate C* ***(222 total raw Marks)****.*
				It also indicates that remaining those appeared have scored more than candidate C ***(222 total raw Marks)***

8.8 Final Merit List

8.8.1 For the post of Computer Assistant as the case maybe, Final Merit List of all qualified candidates shall be prepared separately on the basis of Percentile Scores (NTA Scores) (if examination is conducted in multiple shift) as obtained by the Candidates in Part I of the Exam - Multiple Choice Objective Type Test and Part II of the Exam - Computer Knowledge Test, which shall determine their Rank in Final Merit List.

OR

On the basis of Raw Scores (if examination is not conducted in multiple shifts) as obtained by the Candidates in Part I of the Exam - Multiple Choice Objective Type Test and Part II of the Exam - Computer Knowledge Test, which shall determine their Rank in Final Merit List.

8.8.2 Candidates securing minimum qualifying marks in Part-II of the Exam - Computer Knowledge Test i.e. 25 marks out of 50 marks shall only be considered in preparation of Final Merit List.

8.8.3 The Final Merit List for the post of Computer Assistant shall hold good for the period of one year or until the next selection whichever is earlier as the Hon'ble High Court of Judicature at Allahabad may decide.

8.9 Declaration of Results

8.9.1 The result will be compiled on the basis of the Final Answer Key declared. No grievance with regard to Answer Key(s) after declaration of Result shall be entertained.

8.9.2 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/ https://recruitment.nta.nic.in regularly for latest updated information.**

8.9.3 No Score Card will be dispatched to the candidates and the candidates are advised to download their Score Cards from the website: www.allahabadhighcourt.in and https://recruitment.nta.nic.in only after declaration of result.

8.9.4 Merely appearing and passing in Computer Assistant Recruitment Exam 2021 does not confer any right to the candidate.

8.9.5 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 High Court of Judicature at Allahabad.

Chapter-9

GENERAL INSTRUCTIONS

9.1 The Hon'ble High Court of Judicature at Allahabad 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 High Court of Judicature at Allahabad 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 and etc.

9.3 Candidates are advised to go through the website https://recruitment.nta.nic.in and 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, E mail 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 High Court of Judicature at Allahabad, 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 High Court of Judicature at Allahabad.

9.9 No request for refund of fee once remitted by the candidate will be entertained either by NTA or by The

Hon'ble High Court of Judicature at Allahabad under any circumstances. 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) coloured 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 Hon'ble High Court of Judicature at Allahabad, 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 High Court of Judicature at Allahabad 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 as decided by The Hon'ble High Court of Judicature at Allahabad.

9.19 A candidate claiming reservation and/or relaxation, shall have to produce Certificate issued by Competent Authority in prescribed proforma, in support of his/ her claim. The candidate belonging to Ex-Servicemen (E.S.M.) sub-category has to submit his/her certificate mentioning therein the date of enrollment/appointment in service and date of retirement/discharge from the service. The Ex-Servicemen (E.S.M.) candidate will also have to give an 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 governed by the Central Government or State Government. Physically Handicapped (PH) candidate shall have to submit certificate issued by the Competent Authority/Board indicating physical disability not less than 40%. Sportsperson claiming reservation in recruitment shall submit certificate(s) being skilled player as prescribed in Rule 23-A of The Allahabad High Court Officers and Staff (Conditions of Service and Conduct) Rules, 1976.

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 score 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 High Court of Judicature at Allahabad 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 record at NTA relating to Allahabad High Court Recruitment Examination(s) would be available up to 180 days from the Date of declaration of result.

9.30 The candidates have to strictly follow the Instructions regarding COVID-19 detailed in **ANNEXURE-II.**

Chapter-10

REGISTRATION AND APPLICATION PROCESS

10.1. Instructions for filling Online Application Form

Candidates have to apply "ONLINE" only for High Court of Judicature at Allahabad Recruitment Exam for the post of Computer Assistant, by accessing the website: https://recruitment.nta.nic.in OR 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.

10.2. Replica of Application Form is at **ANNEXURE – I.**

10.3. 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) / 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 4 kb–30 kb),
- Scanned class X or equivalent Certificate as a proof of Date of Birth,
- Scanned copy of Certificate from Institution as a proof of Qualifying Examination,
- 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.

10.3.1. Advertisement with Replica of Application Form given therein 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.

10.3.2. Whether they fulfill the eligibility conditions for the Examinations as prescribed.

10.3.3. 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***.

10.4. 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);

(iv) Category Certificate (file size 50 kb-300 kb)

(v) Employment Certificate (optional)

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.

10.5. 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 any way.

10.6. 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.**

10.7. 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.

10.8. Inspite 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 for the post of Computer Assistant 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 in the High Court of Judicature at Allahabad as Computer Assistant Recruitment Examination-2021 or both 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 High Court of Judicature at Allahabad or NTA will, in no way, be responsible for any wrong/incorrect 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 High Court of Judicature at Allahabad.*

10.9. 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 printouts 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.***

10.10. Procedure for Filling Application Form

Part I: Registration Page

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

(i) *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.

(ii) *Date of Birth: dd/mm/yyyy*

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

(iii) *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 Form.*

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.***

***(iv) Category Certificate**: to be uploaded*

The Candidate are required to upload Category Certificate.

- *file size must be between **50 kb to 300 kb**.*

***(v) Employment Certificate** (Optional) :*

- *file size must be between **50 kb to 300 kb***

***(vi) 10th Certificate:** to be uploaded*

Candidate should scan his/her class X/equivalent Certificate as a proof of Date of Birth.

- *file size must be between **50 kb to 300 kb***

PART IV: Payment of Examination Fee

*Pay prescribed fee **through Net Banking / Debit Card / Credit Card** and keep proof of fee paid for future reference.*

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/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 post of Computer Assistant** 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.

CHAPTER 11

APPLICATION FEE AND PROCEDURE FOR PAYMENT

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

*Fee Payable (through: **State Bank of India**)*	
Name of Examination	***Computer Assistant Recruitment Examination-2021***
General / OBC	*₹ 800/-*
SC / ST of Uttar Pradesh*	*₹ 600/-*

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
Debit Card-RuPay (All Banks)	Any amount of transaction		**NIL**	N.A.
Debit Card-Visa, Master, Maestro (All Banks)	Upto Rs. 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 Inspite 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 with in 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

State Bank of India (SBI)	*For payment related queries/ grievances of the Candidates*
General Help-line Details of SBI	*(a) 1800 11 22 11 (Toll free from BSNL / MTNL landlines)* *(b) 080-2659 9990 (other lines)* *(c) 1800 425 3800 (accessible from landlines and mobile phones)*

HIGH COURT OF JUDICATURE AT ALLAHABAD सत्यमेव जयते

	(d) Email: contactcentre@sbi.co.in
Dedicated Help-line Details of SBI	*merchant@sbi.co.in* *escalation to inb.lucknow@sbi.co.in*
Branch Contact Details	*0532- 2420475* *Email - sbi.03879@sbi.co.in* *Escalation to:* *(i) Sri Neeraj Tiwari, Branch Manager, State Bank of India, Allahabad High Court Branch, Allahabad.* *(ii) Sri Shivam Paritosh, Chief Associate State Bank of India, Allahabad High Court Branch, Allahabad.*
National Testing Agency (NTA) *(In case a payment related issue could not be resolved through the abovementioned helplines of the SBI)*	*Email : allhcre@nta.ac.in* *Phone No. 011-40759000/ 69227700*

सत्यमेव जयते
AT ALLAHABAD

Chapter 12

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 / 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** : allhcre@nta.ac.in for the Computer Assistant Recruitment Examination-2021.

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. Any one 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 cancelled**.

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 available on the computer 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 Computer Assistant Recruitment Examination-2021.

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 Computer Assistant Recruitment Examination-2021 or both even though the Admit Card had 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, Docu Pen, 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

FOR APPEARING IN COMPUTER BASED TEST (CBT)

14.1 A computer terminal (node) indicating Roll Number will be allocated to each candidate. Candidates should find and sit on their allocated computers only. Any candidate found to have changed room/hall or the computer on their own rather than the one allotted would be liable to cancellation of candidature and no plea in this regard would be entertained.

14.2 The computer terminal allotted to the candidate will display Welcome login screen, Candidate's photograph. For login, the candidate will have to enter login-ID and password.

14.3 After logging in, the candidate shall be able to see the detailed instructions for the examination. Candidates are advised to go through the instructions carefully regarding the type of questions and Marking Scheme. At the designated time of start of the examination, the candidates will be able to proceed and see the questions on the computer screen.

14.4 The keyboard attached to the computer, if any, will be disabled during the entire duration of the examination. Depending on the type of question, the answers to questions can either be entered by clicking on the virtual on-screen keyboard (numeric or otherwise) using the computer mouse or by clicking the chosen option(s) using the computer mouse.

14.5 Candidates will have the option to change/modify answers already entered anytime during the entire duration of the examination.

14.6 In case the computer/mouse allotted to any candidate malfunctions anytime during the test, the candidate will be immediately allotted another computer system and the time lost due to this will be adjusted in the server so as to give the candidate the full allotted time.

14.7 The on-screen computer clock counter of every candidate will be set at the server. The count-down timer in the top right side of computer screen will display the time remaining (in minutes) available for the candidate to complete the examination. When the timer reaches zero, the examination will end by itself. Candidate will not be required to end or submit the examination.

14.8 The Question Palette displayed on the right side of screen will show the status of each question using one of the following text/color codes/symbols.

- Questions not viewed

- Questions attempted

- Questions not attempted but viewed

- Question answered and Mark for Review

- Questions not attempted but viewed and Mark for Reviewed.

14.9 The question(s) "Answered and Marked for Review" status for a question indicates that candidate would like to have a relook at that question again. A candidate has the option of answering a question and simultaneously placing it under "Marked for Review", these answers will be considered for evaluation. However, if a candidate has simply put "Marked for Review" for a question without answering it, the corresponding question 'Marked for Review' without an answer will not be considered for evaluation. It may be noted that a candidate can return to any "Marked for Review" question any time during the examination by clicking on the corresponding question number icon displayed on the Question Palette of the corresponding section.

14.10 Candidate can click on an arrow/symbol which appears to the left of question palette to collapse the question palette thereby maximizing the question viewing window. To view the question palette again, candidate can click on arrow/symbol which appears on the right side of question window.

14.11 Candidate can click to navigate to the bottom and to navigate to the top of the question area, without scrolling. Using the computer mouse the candidate can scroll up and down the question viewing area for viewing the entire question.

14.12 Blank Sheets for doing rough work/calculations shall be provided to the candidates. The Blanks Sheets would have a Header page for the candidates to write down his/her Name and Roll Number. All calculations/writing work are to be done only in the Blank Sheets 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.

14.13 **Navigating to a Question**

14.13.1 To navigate between questions within a Paper, candidate needs to do the following:

i. Click on the question number in the Question Palette at the right of the screen to go to that numbered question directly. Note that using this option does NOT save the answer to the currently displayed question.

ii. Click on "Next" to save the answer of any question. Clicking on "Next" will save the answer for the current question and the next question will be displayed on the candidate's computer screen.

iii. Click on "Flag" to mark a question for review (without answering it) and proceed to the next question.

14.14 Answering a Question

14.14.1 To navigate between questions within a Paper, candidate needs to do the following:

14.14.2 Procedure for answering a multiple-choice type question**:**

(i) To select the option(s), click on the corresponding button(s) of the option(s)

(ii) To deselect the chosen answer, click on the button of the chosen option again or click on the "Clear Response" button.

(iii) To save the answer, the candidate MUST click on the "Next" button.

(iv) To mark the question for review (without answering it), click on the "Flag" button.

14.15 Navigating through sections:

14.15.1 Sections in the question paper are displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section in which candidate is currently viewing will be highlighted.

14.15.2 After clicking the "Next" button on the last question for a section, candidate will automatically be taken to the first question of the next section.

14.15.3 Candidate can shuffle between sections and questions within sections any time during the examination as per the convenience only during the time stipulated.

14.15.4 Candidate can view the corresponding section summary as part of the legend that appears in every section above the question palette.

14.16 Procedure for answering questions that require inputs from on-screen virtual key board (numeric or otherwise):

14.16.1 Candidate will have to use the on-screen virtual keyboard (that would be displayed just below the question statement of these type of questions) and the attached computer mouse to enter his/her answer in the space provided for answer.

14.16.2 The answer can be changed, if required, anytime during the test. To save the answer, the candidate MUST click on the "Next" button.

14.16.3 To mark the question for review (without answering it), click on the "Flag" button.

Candidate will have the option to change previously saved answer of any question, anytime during the entire duration of the test. To change the answer to a question that has already been answered, first select the corresponding question from the Question Palette, then click on "Clear Response" to clear the previously entered answer and subsequently follow the procedure for answering that type of question.

14.17 Rough Work:

All calculations/writing work is 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**.**

HIGH COURT OF JUDICATURE AT ALLAHABAD

Chapter- 15

MISCELLANEOUS PROVISIONS

15.1. Caution Notice

15.1.1. 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 and the abridged advertisement in the newspaper issued by the High Court of Judicature at Allahabad for authentic information and periodic updates made thereon regarding the Computer Assistant Recruitment Examination - 2021 of the Hon'ble High Court of Judicature at Allahabad;

15.1.2. Candidates are advised not to be allured by various claims of any party or person for qualifying Computer Assistant Recruitment Examination 2021 of the Hon'ble High Court of Judicature at Allahabad, or both.

Candidates are advised to bring any such information to the notice to NTA by e-mail on allhcre@nta.ac.in .

15.2. Non-Disclosure Agreement (NDA)

15.2.1. The Computer Assistant Recruitment Examination - 2021 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.

15.2.2. By registering for the Computer Assistant Recruitment Examination 2021 of the Hon'ble High Court of Judicature at Allahabad or both, candidates are covered by Non-Disclosure Agreement (NDA). As per NDA, candidates cannot 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.

15.3. Common Services Centres/Facilitation Centres

15.3.1 Candidates who are not well conversant to submit the online application due to various constraints, can use the services of Common Services Centre, Ministry of Electronics and Information Technology, Government of India under the Digital India initiatives of Hon'ble Prime Minister. The Common Services Centre (CSC) scheme is a part of the ambitious national e-Governance Plan (NeGP) of Government of India and is managed at each village panchayat level by a Village level Entrepreneur (VLE).

15.3.2. There are more than 1.5 lakhs Common Services Centres (CSC) across the country which will provide the desired support to candidates from urban as well as rural areas in online submission of application form and payment of fee through e-wallet. The list of the Common Services Centre is available on website: www.csc.gov.in.

15.4. National Test Abhyas

15.4.1. "National Test Abhyas" has been launched by the National Testing Agency (NTA), as a mobile app to enable candidates to take mock tests for various competitive exams such as JEE Main, NEET-UG, including Allahabad High Court Recruitment Examination. The app had been launched to facilitate candidates' access to high quality mock tests in the safety and comfort of their homes, since NTA's Test-Practice Centers (TPCs) are closed during the ongoing Covid-19 pandemic.

15.4.2 Candidates can use the "National Test Abhyas" app to access high quality tests, free of cost, in a bid to be fully prepared for the upcoming Allahabad High Court Recruitment Exam. The Mock-Tests can be easily downloaded and taken off-line, thus accommodating candidates with low bandwidth internet connections.

15.4.3. The "National Test Abhyas" app works on Android-based and iOS smartphones and tablets and can be downloaded from Google Play Store or any other App Store. Once candidates download the app, they simply need to sign-up or register with some basic details, create a free account, and then start accessing mock tests free of cost for their selected examination(s). In addition to that NTA has developed an extensive support system at http://nta.ac.in/abhyas/help with live

help available every day between 10:00 AM to 5:00 PM.

15.4.4. The candidates may attempt Mock Test at https://www.nta.ac.in/quiz and National Test Abhyas on https://www.nta.ac.in/Abhyas and on mobile app (Play Store on android devices & App Store on iOS devices).

15.5. Query Redressal System

15.5.1 An online Web-based Query Redressal System, will be available to the Candidates of Allahabad High Court Recruitment Examination on the Website of NTA : www.nta.ac.in and https://recruitment.nta.nic.in/.

15.5.2. 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 abovementioned needful details relating to a Candidate shall be entertained.

15.5.3. 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.

15.5.4 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.

15.5.5 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 i.e. : allhcre@nta.ac.in.

15.6. Correspondence with NTA

15.6.1. Relevant correspondences shall be addressed by **E-mail only**.

15.6.2. Any query which is ambiguous, anonymous, frivolous, vague, repetitive and irrelevant shall not be entertained.

15.6.3. Any query from any person claiming to be a representative, associate or assignee of the applicant / candidate shall not be entertained.

15.6.4. 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.

15.7. Legal Jurisdiction

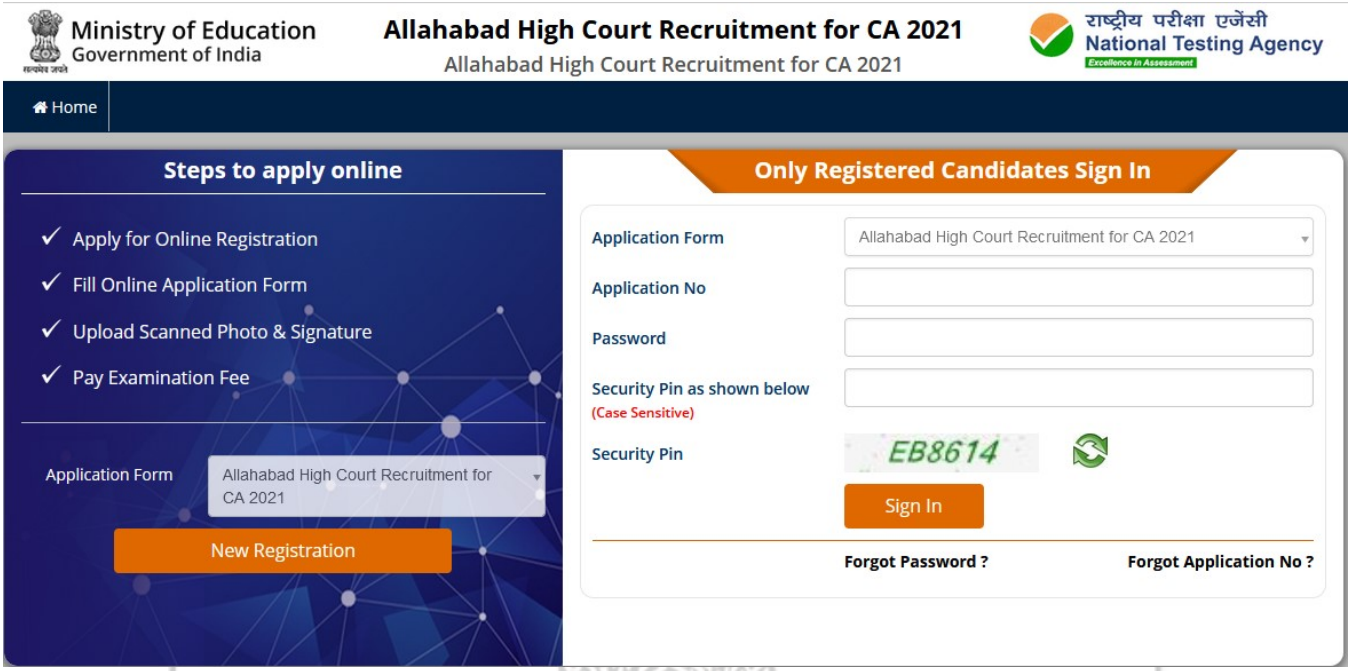
All disputes pertaining to the conduct of the Allahabad High Court Recruitment Examination including Results shall fall within the jurisdiction of Allahabad only.

The Director (Administration) of the NTA shall be the official by whose designation the NTA may sue or be sued.

HIGH COURT OF JUDICATURE
सत्यमेव जयते
AT ALLAHABAD

ANNEXURE-I

REPLICA OF ONLINE APPLICATION FORM



Instructions and Procedure for online submission of Application Form

Advertisement and Instructions with guidelines.

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 Allahabad High Court Recruitment Exam 2021 '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 Allahabad High Court Recruitment Exam 2021.
4. **Examination Fees**
   The fee (in Indian Rupees) per Post for Allahabad High Court Recruitment Exam 2021 is as follows:

EXAMINATION FEE DETAIL	
General and OBC	**SC, ST candidates of UP**
Rs. 800/-	Rs. 600/-

   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.
   Step 3: Upload Scanned Images of Candidate Photograph,Left Thumb Impression,Signature,Category Certificate,10th Certificate,Employment Certificate (Optional)

1. Scanned photograph,Thumb Impression and signature should be in JPG format.
2. Size of scanned photograph should be between 10 kb to 200 kb.
3. Size of scanned Left Thumb Impression should be between 10 kb to 200 kb.
4. Size of scanned signature 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.
7. Size of the scanned copy of category certificate between 50 kb to 300 kb (as applicable)
8. Size of the scanned copy of 10th Certificate between 50 kb to 300 kb
9. Size of the scanned copy of Employment certificate between 50 kb to 300 kb (as applicable)

Note : Upload the correct Photograph, Thumb Impression and Signature as the facility for correction in images will not be given.

Step 4: 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

Personal Details

Candidate's Name			
Father's Name			
Mother's Name			
Date of Birth	--Day--	--Month--	--Year--
Gender	--Select--		
Identity Type	--Select--		
Identification Number			

Contact Details

Address 1

Address 2(Optional)

Police Station

Country --Select--

State --Select--

District --Select--

Pin Code

Alternate Contact No. (Optional)

Email Address

Mobile Number

Permanent Address

☐ Same As Present Address

Address 1

Address 2(Optional):

Police Station

Country --Select--

State --Select--

District --Select--

Pin Code

Choose Password

Password

Confirm Password

Security Question --Select--

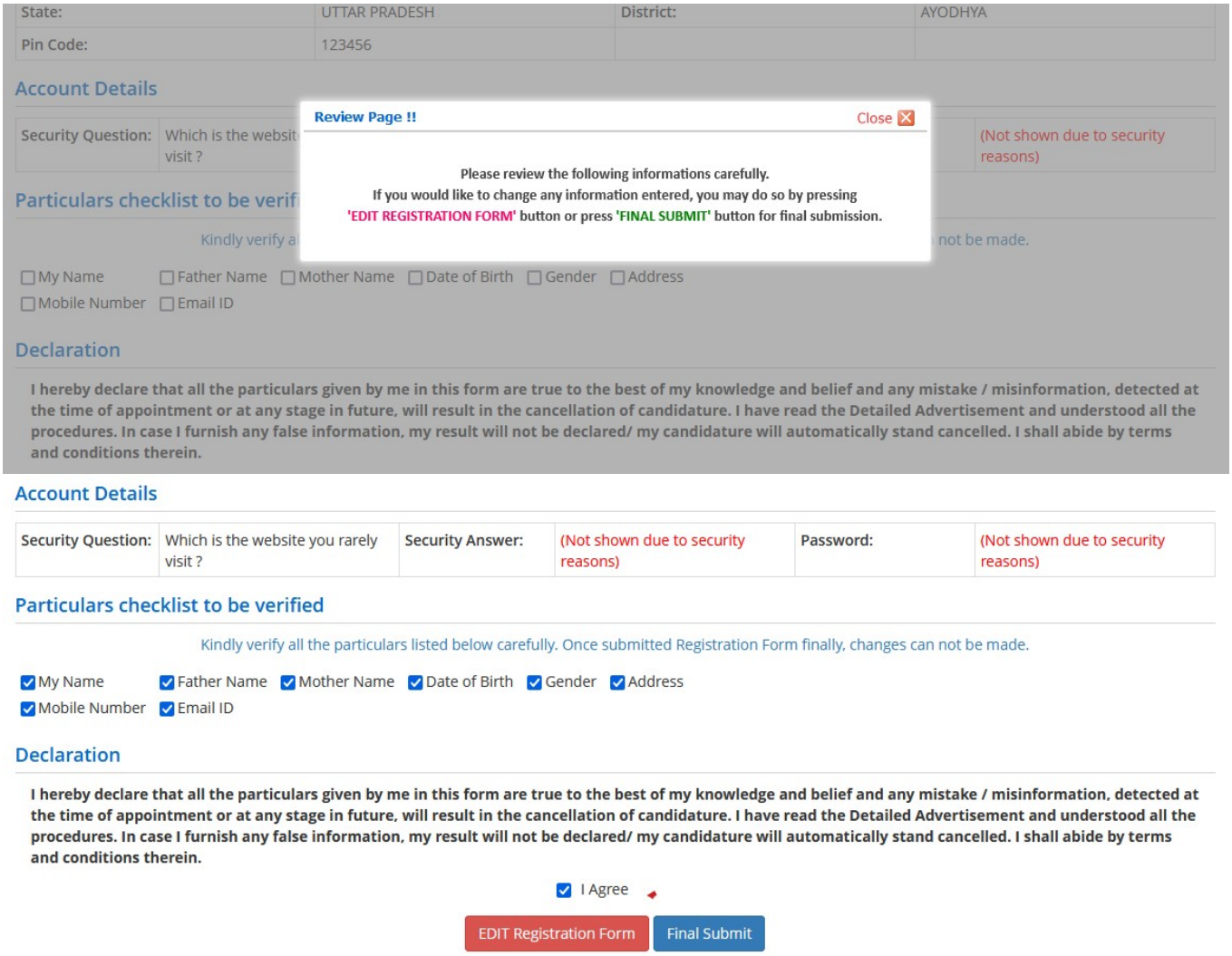
Security Answer

Security Pin

Enter security pin (case sensitive)

Security Pin 97445G

Submit



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. Once submitted Registration Form finally, changes can not be made.

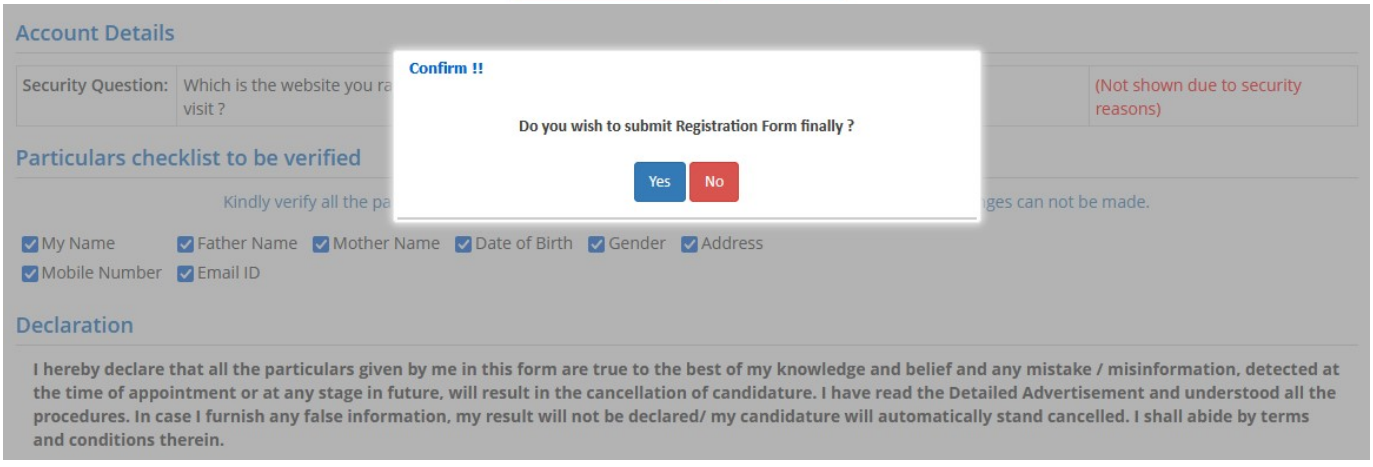
☑ My Name ☑ Father Name ☑ Mother Name ☑ Date of Birth ☑ Gender ☑ Address
☑ Mobile Number ☑ Email ID

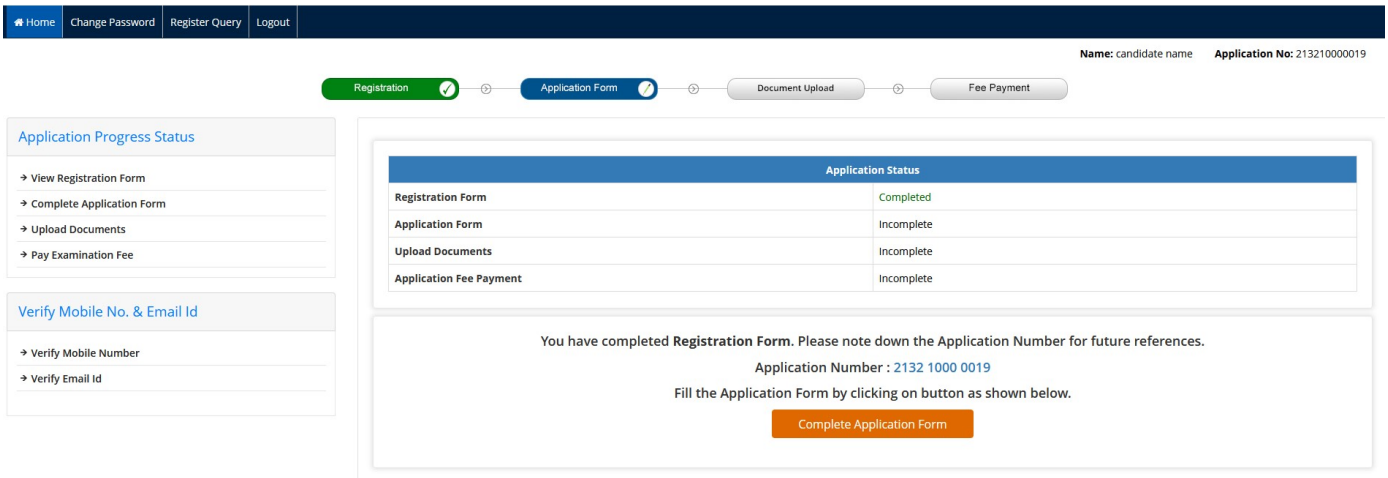
Declaration

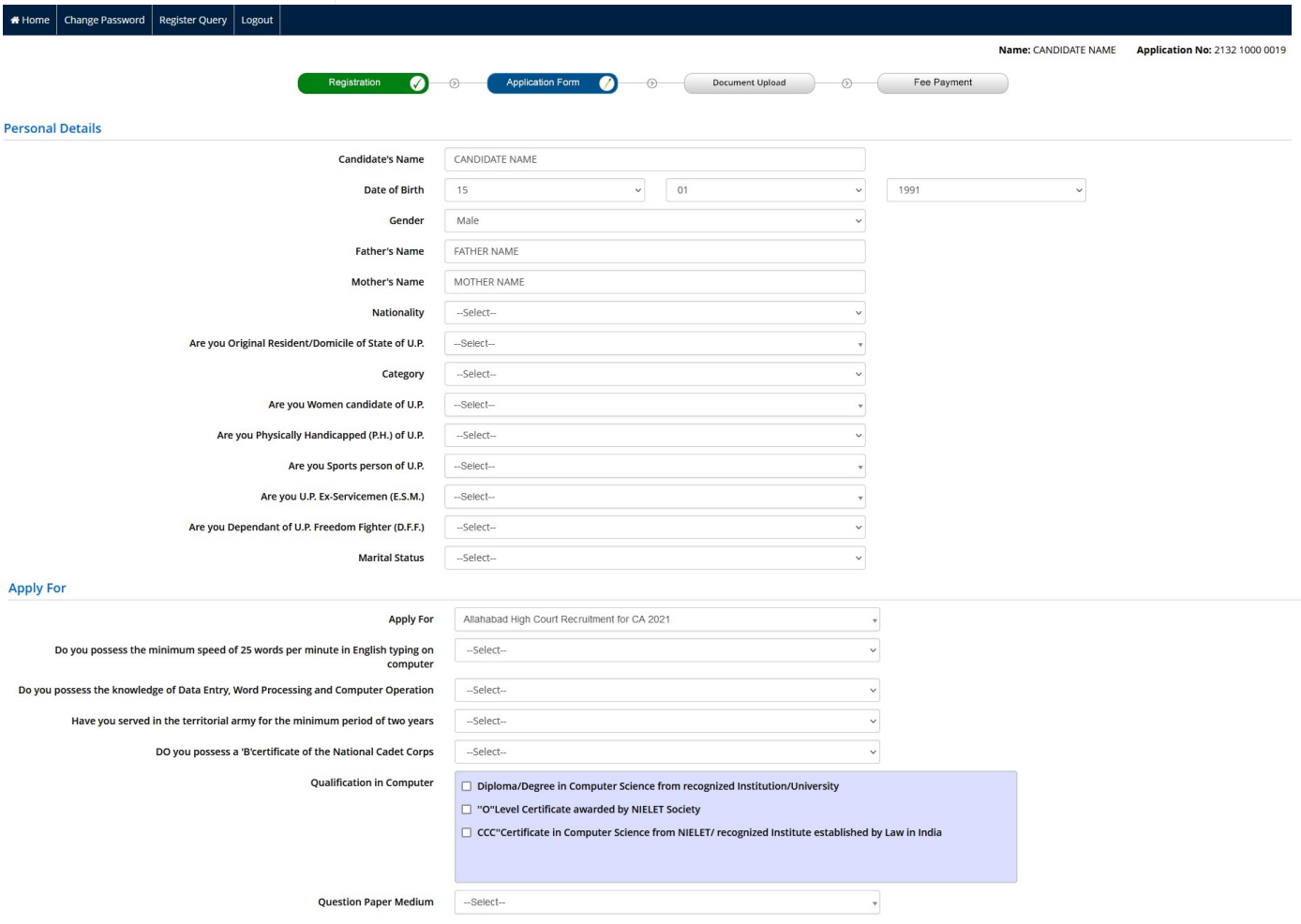
I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of appointment or at any stage in future, will result in the cancellation of candidature. I have read the Detailed Advertisement and 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.

☑ I Agree

EDIT Registration Form | Final Submit




Home
Change Password
Register Query
Logout
Name: candidate name
Application No: 213210000019
Registration
Application Form
Document Upload
Fee Payment
Application Progress Status
→ View Registration Form
→ Complete Application Form
→ Upload Documents
→ Pay Examination Fee
Verify Mobile No. & Email Id
→ Verify Mobile Number
→ Verify Email Id
Application Status
Registration Form
Completed
Application Form
Incomplete
Upload Documents
Incomplete
Application Fee Payment
Incomplete
You have completed Registration Form. Please note down the Application Number for future references.
Application Number : 2132 1000 0019
Fill the Application Form by clicking on button as shown below.
Complete Application Form


Home
Change Password
Register Query
Logout
Name: CANDIDATE NAME
Application No: 2132 1000 0019
Registration
Application Form
Document Upload
Fee Payment
Personal Details
Candidate's Name
CANDIDATE NAME
Date of Birth
15
01
1991
Gender
Male
Father's Name
FATHER NAME
Mother's Name
MOTHER NAME
Nationality
--Select--
Are you Original Resident/Domicile of State of U.P.
--Select--
Category
--Select--
Are you Women candidate of U.P.
--Select--
Are you Physically Handicapped (P.H.) of U.P.
--Select--
Are you Sports person of U.P.
--Select--
Are you U.P. Ex-Servicemen (E.S.M.)
--Select--
Are you Dependant of U.P. Freedom Fighter (D.F.F.)
--Select--
Marital Status
--Select--
Apply For
Apply For
Allahabad High Court Recruitment for CA 2021
Do you possess the minimum speed of 25 words per minute in English typing on computer
--Select--
Do you possess the knowledge of Data Entry, Word Processing and Computer Operation
--Select--
Have you served in the territorial army for the minimum period of two years
--Select--
DO you possess a 'B'certificate of the National Cadet Corps
--Select--
Qualification in Computer
Diploma/Degree in Computer Science from recognized Institution/University
"O"Level Certificate awarded by NIELET Society
CCC"Certificate in Computer Science from NIELET/ recognized Institute established by Law in India
Question Paper Medium
--Select--

Education Details

10th or equivalent Qualification Details

Pass Status: Select | Year of Passing: Select | Course/Stream Name: Select

University/Institutes Name: Select | Result Mode: Select

Institute Name & Address:

12th or equivalent Qualification Details

Pass Status: Select | Year of Passing: Select | Course/Stream Name: Select

University/Institutes Name: Select | Result Mode: Select

Institute Name & Address:

Graduate Qualification Details

Pass Status: Select | Year of Passing: Select | Course/Stream Name: Select

University/Institutes Name: Select | Result Mode: Select

Institute Name & Address:

Post Graduate Qualification Details

Pass Status: Select | Year of Passing: Select | Course/Stream Name: Select

University/Institutes Name: Select | Result Mode: Select

Institute Name & Address:

Any Other Qualification Details

Pass Status: Select | Year of Passing: Select | Course/Stream Name: Select

University/Institutes Name: Select | Result Mode: Select

Institute Name & Address:

Other Details

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

Criminal Proceeding

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

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

Security Pin

Enter security pin (case sensitive):

Security Pin: 170PY5

Submit

Criminal Proceeding

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

Whether any criminal complaint case have ever

Review Page !! Close

Please review the following informations carefully.
If you would like to change any information entered, you may do so by pressing
'EDIT APPLICATION FORM DATA' button or press 'FINAL SUBMIT' button for final submission.

Particulars checklist to be verified

Kindly verify all the particulars listed below carefully. Once submitted Application Form finally, ch

☐ My Name ☐ Father Name ☐ Mother Name ☐ Date of Birth

☐ Person with Disability (PwD) ☐ Educational 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 appointment or at any stage in future, will result in the cancellation of candidature. I have read the Detailed Advertisement 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.

☐ I Agree

Other Details

Are you an employee of Central/State Government/P.S.U.?:	No

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

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

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 appointment or at any stage in future, will result in the cancellation of candidature. I have read the Detailed Advertisement 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.

☑ I Agree

EDIT APPLICATION FORM DATA | Final Submit

Are you an employee of Central/State Government/P.S.U.?: No

Criminal Proceeding

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

Whether any criminal complaint case have ever been re

Particulars checklist to be verified

Kindly verify all the particulars listed below carefully. Once submitted Application Form finally, changes ca

☑ My Name ☑ Father Name ☑ Mother Name ☑ Date of Birth ☑ Gen

☑ Person with Disability (PwD) ☑ Educational 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 appointment or at any stage in future, will result in the cancellation of candidature. I have read the Detailed Advertisement 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.

Confirm !!

Do you wish to submit Application Form finally ?

Yes | No

Home | Change Password | Register Query | Logout

Name: CANDIDATE NAME **Application No:** 213210000019

Registration ✓ → Application Form ✓ → Document Upload ✓ → Fee Payment

Application Progress Status

- → View Registration Form
- → View Application Form
- → Upload Documents
- → Pay Examination Fee

Verify Mobile No. & Email Id

- → Verify Mobile Number
- → Verify Email Id

Application Status	
Registration Form	Completed
Application Form	Completed
Upload Documents	Incomplete
Application Fee Payment	Incomplete

You have completed step 2 of Online Application Form.

If you want to edit filled Application Form then click **'Edit Application Form'** button shown below. Otherwise proceed for uploading of scanned images by clicking **'Upload Images'** button to complete step 3.

Application Number : 2132 1000 0019

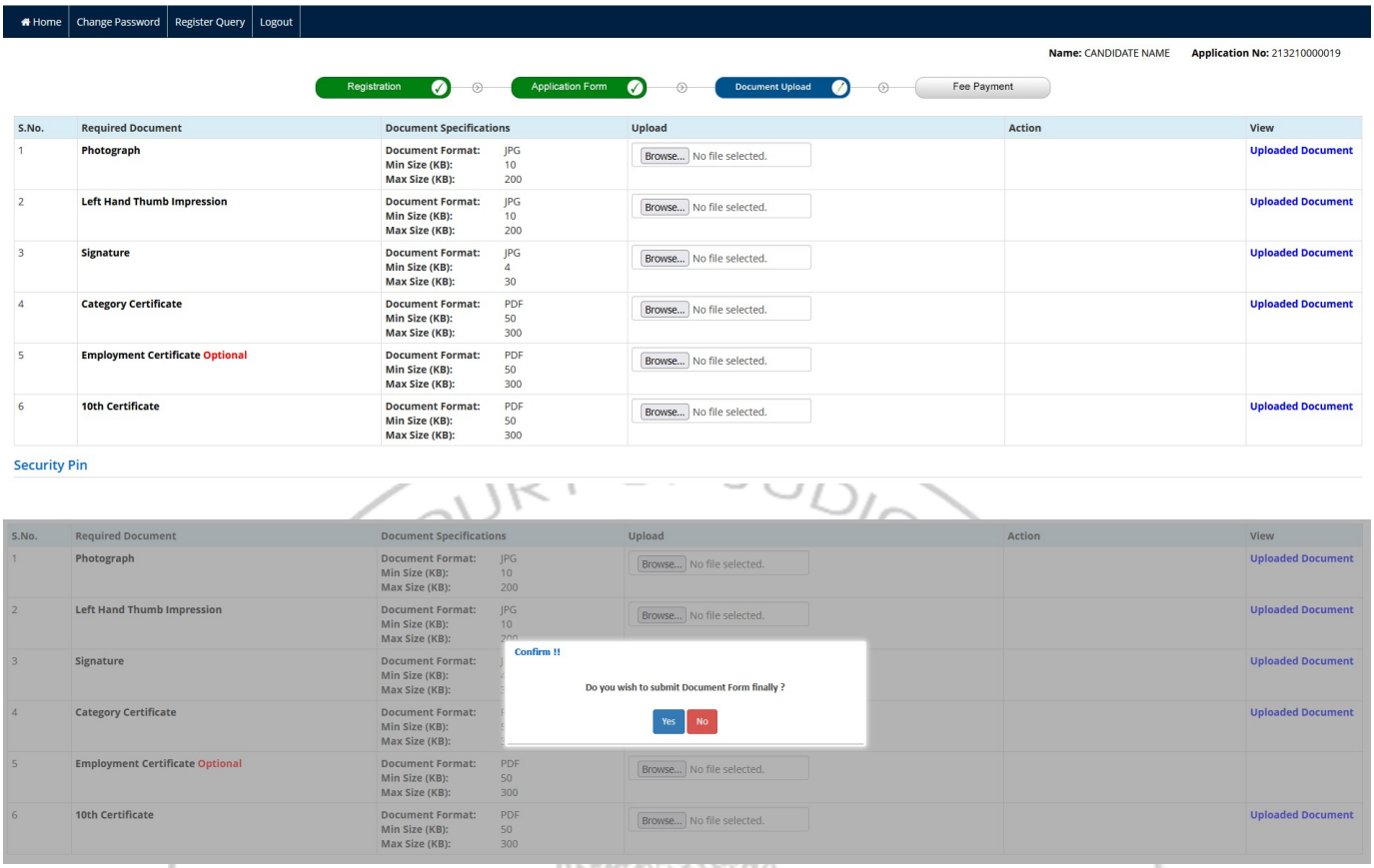
Edit Application Form | Upload Documents

Home | Change Password | Register Query | Logout

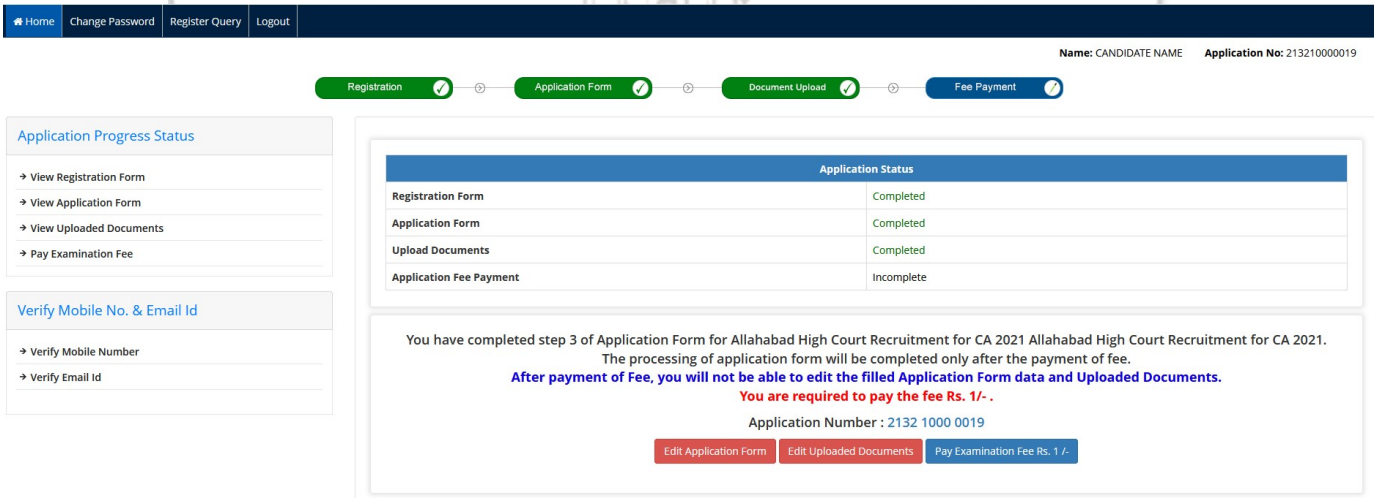
Name: CANDIDATE NAME **Application No:** 213210000019

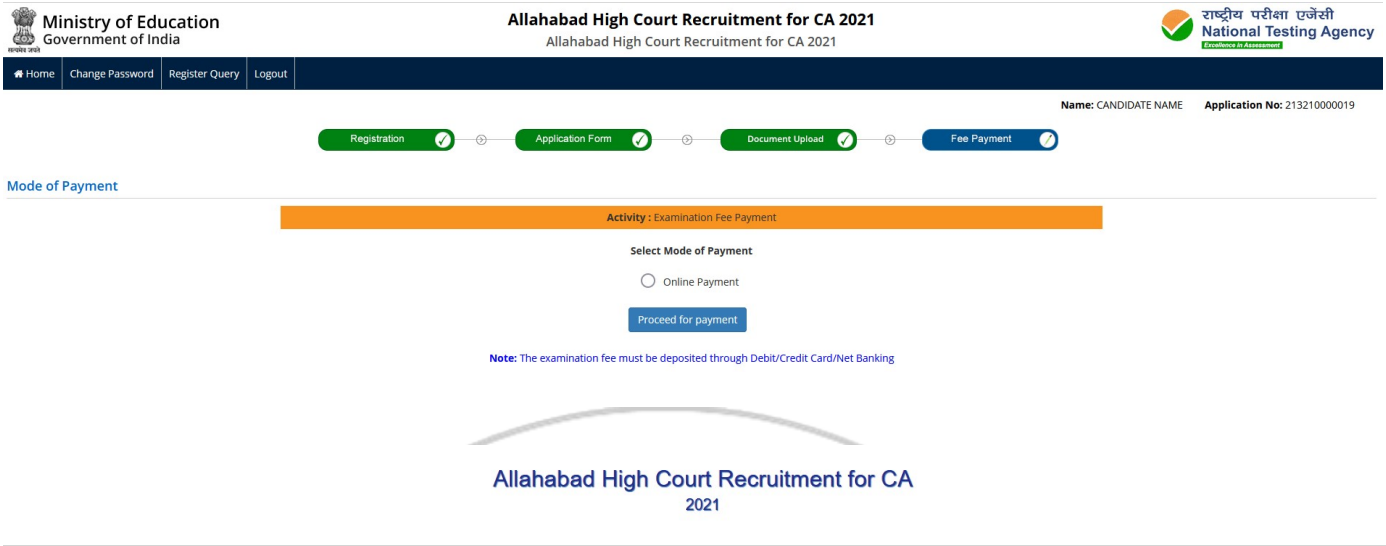
Registration ✓ → Application Form ✓ → Document Upload ✓ → Fee Payment

S.No.	Required Document	Document Specifications		Upload	Action	View
1	**Photograph**	**Document Format:** **Min Size (KB):** **Max Size (KB):**	JPG 10 200	Browse... No file selected.		
2	**Left Hand Thumb Impression**	**Document Format:** **Min Size (KB):** **Max Size (KB):**	JPG 10 200	Browse... No file selected.		
3	**Signature**	**Document Format:** **Min Size (KB):** **Max Size (KB):**	JPG 4 30	Browse... No file selected.		
4	**Category Certificate**	**Document Format:** **Min Size (KB):** **Max Size (KB):**	PDF 50 300	Browse... No file selected.		
5	**Employment Certificate** Optional	**Document Format:** **Min Size (KB):** **Max Size (KB):**	PDF 50 300	Browse... No file selected.		
6	**10th Certificate**	**Document Format:** **Min Size (KB):** **Max Size (KB):**	PDF 50 300	Browse... No file selected.		

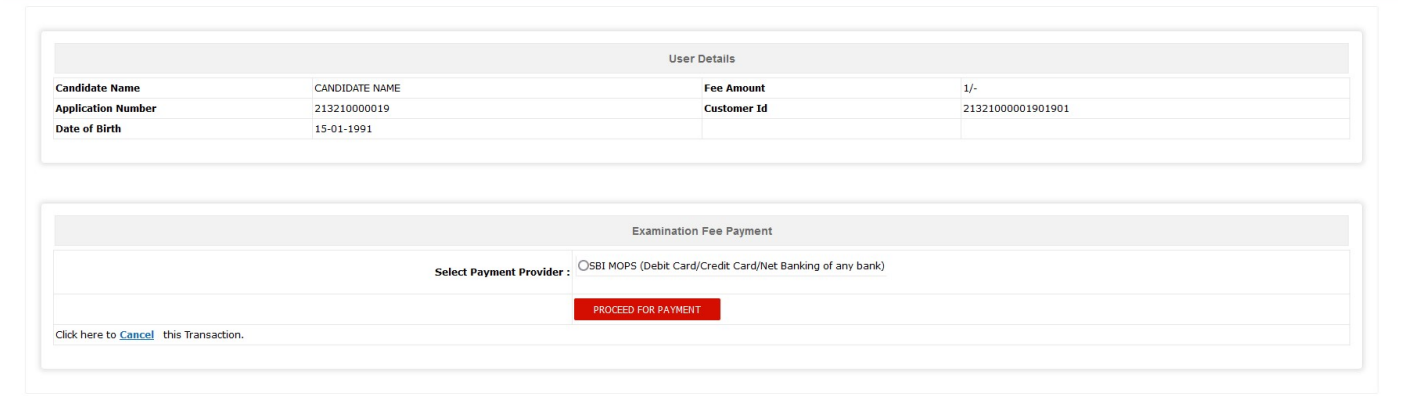

Home
Change Password
Register Query
Logout
Name: CANDIDATE NAME
Application No: 213210000019
Registration
Application Form
Document Upload
Fee Payment
S.No.
Required Document
Document Specifications
Upload
Action
View
1
Photograph
Document Format: JPG
Min Size (KB): 10
Max Size (KB): 200
Browse... No file selected.
Uploaded Document
2
Left Hand Thumb Impression
Document Format: JPG
Min Size (KB): 10
Max Size (KB): 200
Browse... No file selected.
Uploaded Document
3
Signature
Document Format: JPG
Min Size (KB): 4
Max Size (KB): 30
Browse... No file selected.
Uploaded Document
4
Category Certificate
Document Format: PDF
Min Size (KB): 50
Max Size (KB): 300
Browse... No file selected.
Uploaded Document
5
Employment Certificate Optional
Document Format: PDF
Min Size (KB): 50
Max Size (KB): 300
Browse... No file selected.
6
10th Certificate
Document Format: PDF
Min Size (KB): 50
Max Size (KB): 300
Browse... No file selected.
Uploaded Document
Security Pin

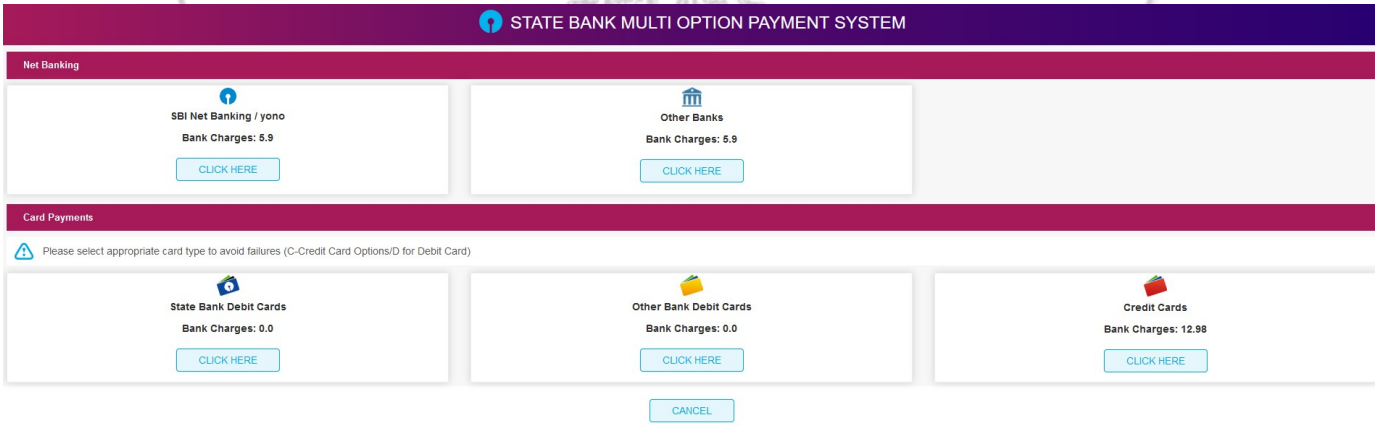
Confirm !!
Do you wish to submit Document Form finally ?
Yes
No

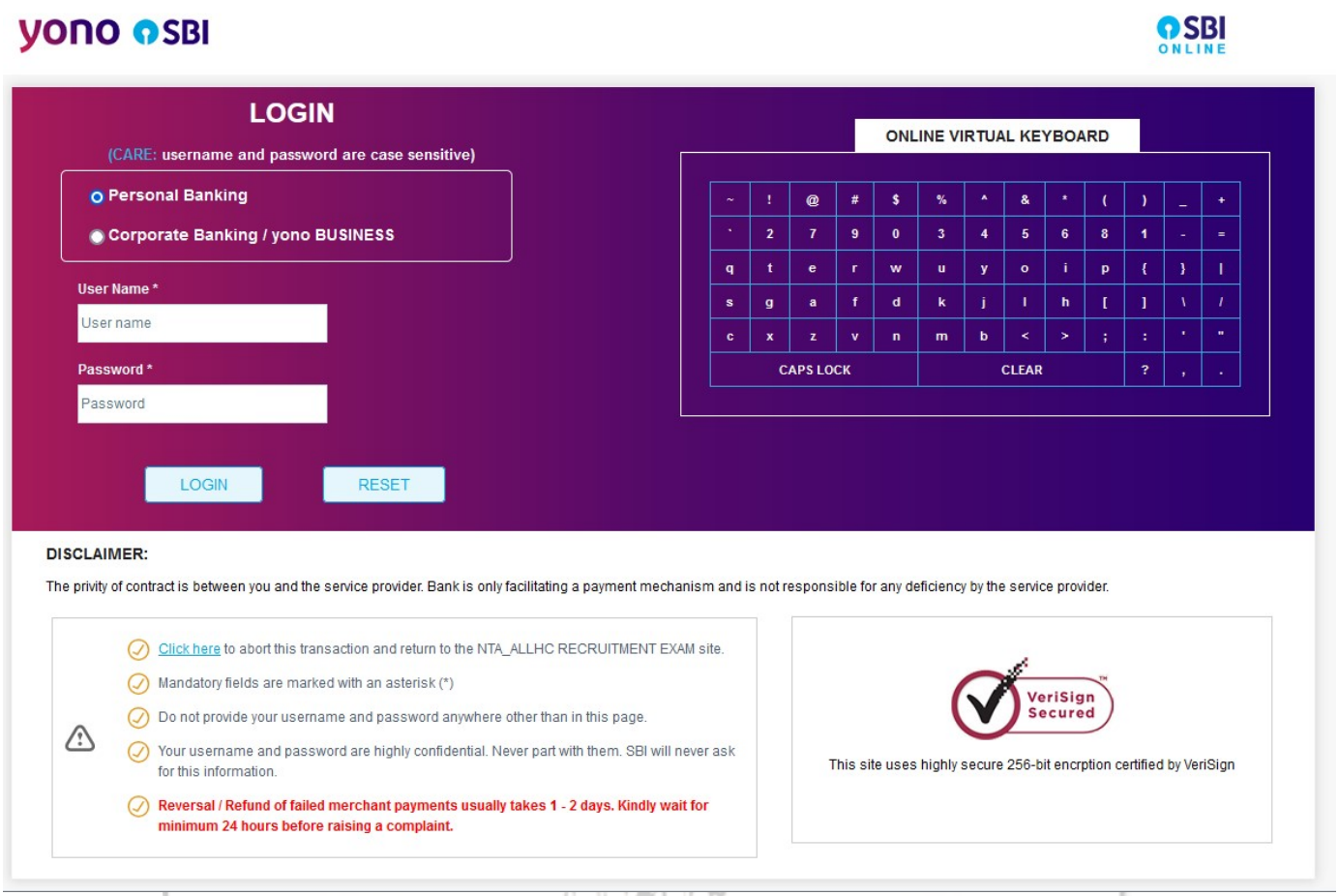

Home
Change Password
Register Query
Logout
Name: CANDIDATE NAME
Application No: 213210000019
Registration
Application Form
Document Upload
Fee Payment
Application Progress Status
View Registration Form
View Application Form
View Uploaded Documents
Pay Examination Fee
Verify Mobile No. & Email Id
Verify Mobile Number
Verify Email Id
Application Status
Registration Form
Completed
Application Form
Completed
Upload Documents
Completed
Application Fee Payment
Incomplete
You have completed step 3 of Application Form for Allahabad High Court Recruitment for CA 2021 Allahabad High Court Recruitment for CA 2021.
The processing of application form will be completed only after the payment of fee.
After payment of Fee, you will not be able to edit the filled Application Form data and Uploaded Documents.
You are required to pay the fee Rs. 1/- .
Application Number : 2132 1000 0019
Edit Application Form
Edit Uploaded Documents
Pay Examination Fee Rs. 1 /-


Ministry of Education
Government of India
Allahabad High Court Recruitment for CA 2021
Allahabad High Court Recruitment for CA 2021
राष्ट्रीय परीक्षा एजेंसी
National Testing Agency
Home
Change Password
Register Query
Logout
Name: CANDIDATE NAME
Application No: 213210000019
Registration
Application Form
Document Upload
Fee Payment
Mode of Payment
Activity : Examination Fee Payment
Select Mode of Payment
Online Payment
Proceed for payment
Note: The examination fee must be deposited through Debit/Credit Card/Net Banking

Allahabad High Court Recruitment for CA
2021


User Details
Candidate Name
CANDIDATE NAME
Fee Amount
1/-
Application Number
213210000019
Customer Id
21321000001901901
Date of Birth
15-01-1991
Examination Fee Payment
Select Payment Provider :
SBI MOPS (Debit Card/Credit Card/Net Banking of any bank)
PROCEED FOR PAYMENT
Click here to Cancel this Transaction.


STATE BANK MULTI OPTION PAYMENT SYSTEM
Net Banking
SBI Net Banking / yono
Bank Charges: 5.9
CLICK HERE
Other Banks
Bank Charges: 5.9
CLICK HERE
Card Payments
Please select appropriate card type to avoid failures (C-Credit Card Options/D for Debit Card)
State Bank Debit Cards
Bank Charges: 0.0
CLICK HERE
Other Bank Debit Cards
Bank Charges: 0.0
CLICK HERE
Credit Cards
Bank Charges: 12.98
CLICK HERE
CANCEL



सत्यमेव जयते
AT ALLAHABAD

SBI

SBI ONLINE

Your previous site visit : 11-Aug-2021 09:59 IST

Welcome Mr. YUMNAM JAYENTA SINGH

LOGOUT

11-Aug-2021 [02:55 PM IST]

NTA_ALLHC RECRUITMENT EXAM

You can debit any of your transaction accounts to pay NTA_ALLHC RECRUITMENT EXAM.

Select an account and enter NTA_ALLHC RECRUITMENT EXAM payment details

Account No. / Nick name	Account Type	Branch
YUMNAM JAYENTA SINGH	Savings Account	MANIPUR UNIVERSITY
Selected Account	YUMNAM JAYENTA SINGH	

Payment Detail

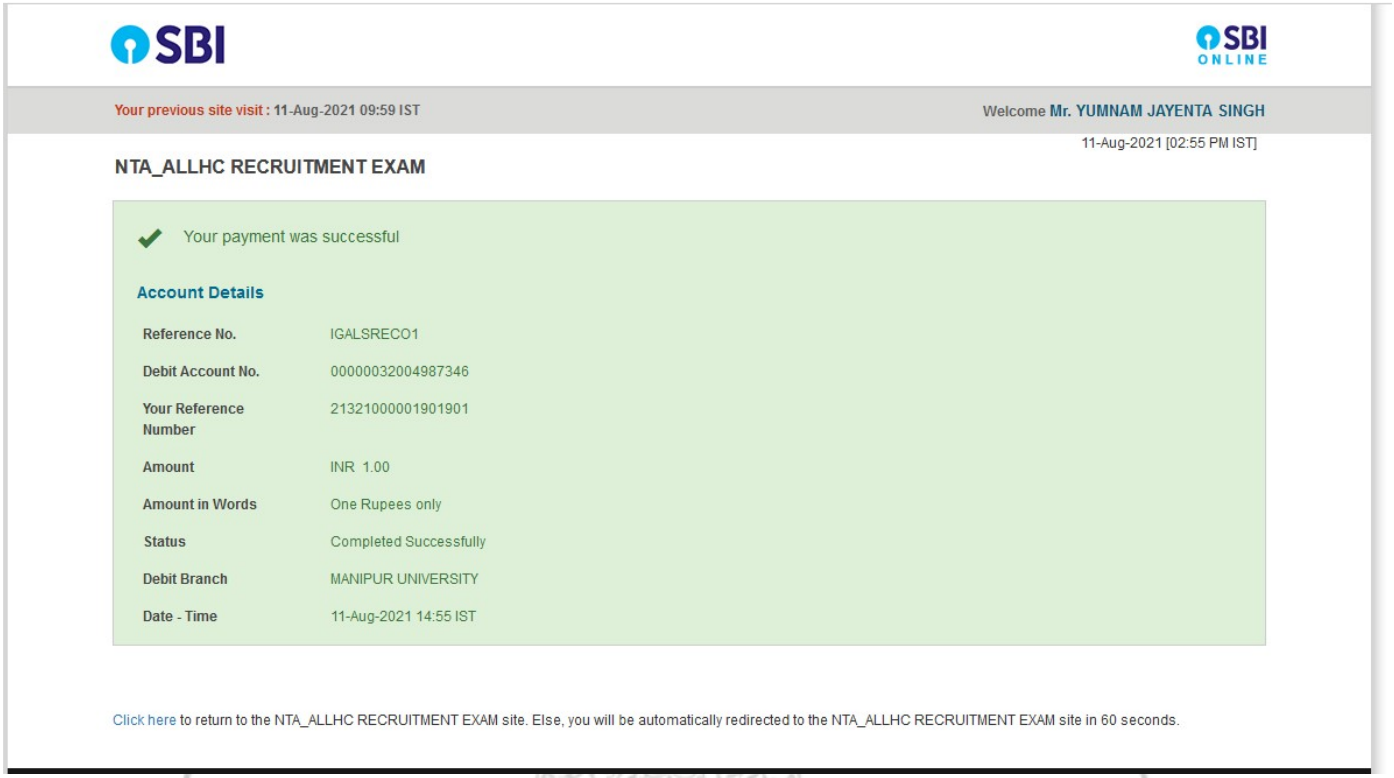
Your Reference Number	21321000001901901
Amount	1
NAME	CANDIDATE NAME
Currency Type	INR
Amount in word	One Rupees only

Confirm Reset

» Mandatory fields are marked with an asterisk (*)

Click here to abort this transaction and return to the NTA_ALLHC RECRUITMENT EXAM site

सत्यमेव जयते
AT ALLAHABAD



SBI

SBI ONLINE

Your previous site visit : 11-Aug-2021 09:59 IST

Welcome Mr. YUMNAM JAYENTA SINGH

11-Aug-2021 [02:55 PM IST]

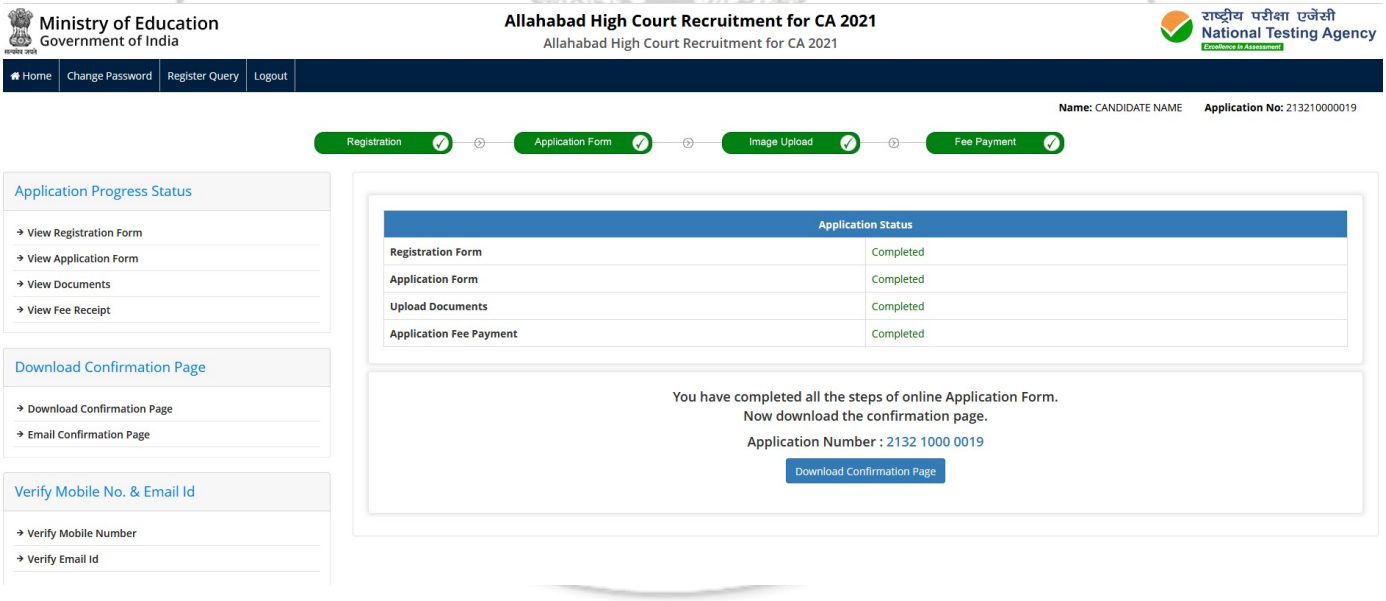
NTA_ALLHC RECRUITMENT EXAM

Your payment was successful

Account Details

Reference No.	IGALSRECO1
Debit Account No.	00000032004987346
Your Reference Number	21321000001901901
Amount	INR 1.00
Amount in Words	One Rupees only
Status	Completed Successfully
Debit Branch	MANIPUR UNIVERSITY
Date - Time	11-Aug-2021 14:55 IST

Click here to return to the NTA_ALLHC RECRUITMENT EXAM site. Else, you will be automatically redirected to the NTA_ALLHC RECRUITMENT EXAM site in 60 seconds.



Ministry of Education
Government of India

Allahabad High Court Recruitment for CA 2021

Allahabad High Court Recruitment for CA 2021

राष्ट्रीय परीक्षा एजेंसी
National Testing Agency
Excellence in Assessment

Home | Change Password | Register Query | Logout

Name: CANDIDATE NAME **Application No:** 213210000019

Registration ✓ — Application Form ✓ — Image Upload ✓ — Fee Payment ✓

Application Progress Status

- View Registration Form
- View Application Form
- View Documents
- View Fee Receipt

Download Confirmation Page

- Download Confirmation Page
- Email Confirmation Page

Verify Mobile No. & Email Id

- Verify Mobile Number
- Verify Email Id

Application Status	
Registration Form	Completed
Application Form	Completed
Upload Documents	Completed
Application Fee Payment	Completed

You have completed all the steps of online Application Form.
Now download the confirmation page.

Application Number : 2132 1000 0019

Download Confirmation Page

Ministry of Education
Government of India

Allahabad High Court Recruitment for CA 2021

Allahabad High Court Recruitment for CA 2021

Confirmation Page

राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Application No.	213210000019	213210000019	-

DO NOT SEND THIS PAGE TO BOARD.

CANDIDATE IS REQUESTED TO RETAIN THE PRINTOUT OF ACKNOWLEDGEMENT PAGE FOR FUTURE REFERENCE.

Personal Details

Candidate's Name	CANDIDATE NAME	**Date of Birth**	15-01-1991
Mother's Name	MOTHER NAME	**Category**	SC
Father's Name	FATHER NAME	**Gender**	Male
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 Women candidate of U.P.**	No
Nationality	Indian	**Are you Dependant of U.P. Freedom Fighter (D.F.F.)**	No
Are you Original Resident/Domicile of State of U.P.	Yes	**Marital Status**	Unmarried

Apply For

Apply For	Allahabad High Court Recruitment for CA 2021	**Qualification in Computer**	Diploma/Degree in Computer Science from recognized Institution/University , "O"Level Certificate awarded by NIELET Society , CCC"Certificate in Computer Science from NIELET/ recognized Institute established by Law in India
Question Paper Medium	English		

Other Details

Are you an employee of Central/State Government/P.S.U.?	No

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

Contact Details

Address 1	ADDRESS	**Address 2**	
Police Station	POLICE STATION	**Country**	India
State	UTTAR PRADESH	**District**	AYODHYA
Pin Code	123456	**Email Address**	jay*@gmail.com
Mobile Number	123****890	**Alternate Contact No.**	--

Fee Payment Details

Payment Mode:	Exam Fee:	Fee Submitted On:	Customer ID:
EPG	1 /-	11/08/2021 14:56:17	21321000001901901

DECLARATION

I hereby declare that all the particulars stated in this application form are true to the best of my knowledge and belief. I have read and understood the Board procedures. I shall abide by the terms and conditions thereon.

Images Uploaded by Candidate

Photograph

Signature

List of Document Uploaded

Photograph,Left Hand Thumb Impression,Signature,Category Certificate,10th Certificate

IP Address : 14.139.49.130 **Date of Downloading : 11/08/2021 02:56:43 PM**

Annexure-II

INSTRUCTIONS REGARDING COVID-19

NTA will implement Social Distancing measures as per Government of India Guidelines in current scenario of COVID-19 to ensure health and safety of the candidates. Adequate measures are implemented for safety of all without compromising the high standards, sanctity, and fairness in conduct of the examination. Candidates are also required to adhere to Guidelines and new process for Social Distancing and hygiene to ensure safety and health of their own and fellow candidates.

For safety purposes, candidates are advised not to bring anything other than permitted items.

PREPARATION AT CENTRE

a) Standard Operating Procedures for implementing safety precautions and for maintaining required standard of hygiene will be implemented. Before the exam starts, Seating Area will be thoroughly sanitized- exam rooms, desk, chair etc. All door handles, staircase railing, lift buttons, etc will be disinfected.

b) Gap between 2 seats will be maintained as per GOI guidelines.

c) Hand Sanitizer will be available at entry and inside the exam venue at various places for candidates and Centre staff to use.

d) Thermo guns will be available to check body temperature of candidates.

e) The room/hall number will be informed to the candidates at the registration room.

f) It is ensured that all the processes are touch free, to the maximum possible extent, to ensure Social Distancing norms.

g) Candidate is required to reach Centre as per the Reporting/Entry time at Centre given in the Admit Card to avoid any crowding at the Centre at the time of entry and to maintain social distancing.

h) All exam functionaries will wear mask and gloves at all points of time.

i) 5 sheets of paper are to be placed on the desk of each candidate for doing rough work.

PRE-EXAM PREPARATION

a) Candidate to check Reporting/ Entry time at Centre given in the Admit Card and to reach Centre as per Reporting Time only to avoid any crowding at the Centre at the time of entry and to maintain social distancing.

b) Candidate should fill Admit card and Undertaking thereon as per instructions contained in the admit card, completely and properly.

c) Candidates will be permitted to carry only the permitted items with them into the venue.

HIGH COURT OF JUDICATURE AT ALLAHABAD सत्यमेव जयते

AT TIME OF ENTRY

a) Candidates should avoid coming with more than one companion (parent/guardian).

b) Candidates need to maintain a space of at least 6 feet from each other at all times. Queue manager / ropes and Floor Marks will be arranged outside the Centre.

c) Room number will not be displayed outside the Centre to avoid any crowding at any one place in any situation.

d) Candidates will be required to sanitize hands by washing with soap and with Hand Sanitizer before entry in Centre. Hand sanitizer will be available at various locations in the Centre

e) Candidate should bring duly filled in Admit Card and Undertaking thereon as per instructions contained in the admit card.

f) They should not bring prohibited items to exam Centre as there are no arrangements available for their safe keeping.

g) Candidates are permitted to carry drinking water in a transparent water bottle, a small bottle of sanitizer (50 mg), face masks and gloves.

h) Candidates will be ushered in batches of 10 Candidates.

i) Thermal scanning will be carried out at the entry.

j) If the body temperature is higher than the COVID-19 norms, candidate would be required to take the exam in a separate room. Candidates are required to strictly adhere to instructions provided by Centre staff.

k) Contact free frisking will be carried out using Hand Held Metal Detectors.

l) Candidate will display the following documents for verification to the exam functionary (invigilator on duty) standing across the table.

- Admit card along with the undertaking with passport size photograph and thumb impression affixed thereon
- Original and valid Identity proof
- One additional photograph for affixing on the attendance register

m) Candidate will be offered a fresh 3 Ply mask before entry. In order to stop chances of any UFM being used in the examination, the candidate is expected to wear the freshly provided mask at the Centre. The candidate may be required (if necessary) to remove the mask worn by him/ her from home and use only the mask provided at Centre, in the exam hall. He/she may keep his/her mask worn from home, in their pocket or dispose them off as per their convenience.

n) Invigilator on duty insider at the registration desk would check the admit card, ID proof etc and direct the candidate to his exam room in batches of 5 each to maintain safe distance as per the social distancing norms.

o) A candidate will be denied permission to appear in the examination, if he/ she violate the COVID-19 directives/advisories of Government (Central/State) applicable on the day of exam and instructions

mentioned in the Admit Card.

DURING EXAMINATION

a) Before the exam starts, Seating Area will be thoroughly sanitized –exam rooms, desk, chair etc. Candidates can further sanitize the same with sanitizers that will be made available in the examination lab/room/hall.

b) Candidates are required to paste passport size photograph and sign on the Attendance Sheet after sanitizing hands with sanitizer.

c) They are required to use only the sheets provided in the exam centre for any rough work and are not allowed to do the rough work on any other material. They should write their roll number and their name on the rough sheets.

AFTER EXAMINATION

a) On completion of the exam, the candidates will be permitted to move out in an orderly manner, one candidate at a time maintaining a safe distance from each other. They are required to wait for instructions from invigilator and are not to get up from their respective seats until advised.

b) Candidate must drop the Admit Card and the rough sheets used by them in the drop box after the conclusion of the exam, while leaving. If any candidate fails to do so, action (which also includes disqualification from the exam) can be taken against him/her.

HIGH COURT OF JUDICATURE
सत्यमेव जयते
AT ALLAHABAD

LIST OF ABBREVIATIONS

CBT	*Computer Based Test*
CKT	*Computer Knowledge Test*
CPC	*Central Pay Commission*
CSC	*Common Services Centre*
DFF	*Dependent of Freedom Fighter*
ESM	*Ex-servicemen*
FIR	*First Information Report*
GOI	*Government of India*
MCQ	*Multiple Choice Question*
NCC	*National Cadet Corps*
NIEIT	*National Institute of Electronics & Information Technology*
NOC	*No Objection Certificate*
NTA	*National Test Agency*
OBC	*Other Backward Classes*
PH	*Physically Handicapped*
QRS	*Query Redressal System*
RPwD	*The Rights of Persons with Disabilities Act, 2016*
RTI	*Right To Information*
SBI	*State Bank of India*
SC	*Scheduled Castes*
SP	*Sportsperson*
ST	*Scheduled Tribes*
TPC	*Test Practice Centre*
UFM	*Unfair Means*
UP	*Uttar Pradesh*
UR	*Unreserved*

HIGH COURT OF JUDICATURE AT ALLAHABAD
सत्यमेव जयते