

FREQUENTLY ASKED QUESTIONS

Sl. No.	QUERY	CLARIFICATION																
1.	<i>Is the application /registration form available in the sales outlets in the market?</i>	No. Interested and eligible candidates can apply only through the ONLINE mode available at Delhi High Court website: www.delhihighcourt.nic.in OR https://applycareer.co.in/dhc/jjat2018 No other means/mode/format of application will be accepted.																
2.	<i>What is the age limit to apply?</i>	Candidate should not be below 18 years and over 27 years as on 01.01.2018 (i.e. he/she must have been born not earlier than 02.01.1991 and not later than 01.01.2000)																
3.	<i>What are the age relaxations for various categories?</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>Category</u></th> <th style="text-align: center;"><u>Age Relaxation in upper age</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">General</td> <td style="text-align: center;">No age relaxation</td> </tr> <tr> <td style="text-align: center;">SC</td> <td style="text-align: center;">5 Years</td> </tr> <tr> <td style="text-align: center;">ST</td> <td style="text-align: center;">5 Years</td> </tr> <tr> <td style="text-align: center;">OBC</td> <td style="text-align: center;">3 Years</td> </tr> <tr> <td style="text-align: center;">Persons with Disabilities suffering from One Leg or Both Leg or Low Vision or Hearing Handicapped Disabilities of General Category SC/ST Category OBC Category</td> <td style="text-align: center;">10 Years 15 Years 13 Years</td> </tr> <tr> <td style="text-align: center;">Persons with Disabilities suffering from disabilities other than One Leg or Both Leg or Low Vision or Hearing Handicapped</td> <td style="text-align: center;">No Age Relaxation</td> </tr> <tr> <td style="text-align: center;">Ex-Servicemen</td> <td style="text-align: center;">3 years for General, 6 years for OBC and 8 years for SC/ST after deduction of military service rendered from the actual age, subject to a maximum age of 50 years.</td> </tr> </tbody> </table> <p>There shall be no upper age limit for persons serving in this court and the courts subordinate to it. The relaxation in upper age limit will not be applicable to the candidates who are working in other Government Departments/Public Sector Undertakings, etc.</p>	<u>Category</u>	<u>Age Relaxation in upper age</u>	General	No age relaxation	SC	5 Years	ST	5 Years	OBC	3 Years	Persons with Disabilities suffering from One Leg or Both Leg or Low Vision or Hearing Handicapped Disabilities of General Category SC/ST Category OBC Category	10 Years 15 Years 13 Years	Persons with Disabilities suffering from disabilities other than One Leg or Both Leg or Low Vision or Hearing Handicapped	No Age Relaxation	Ex-Servicemen	3 years for General, 6 years for OBC and 8 years for SC/ST after deduction of military service rendered from the actual age, subject to a maximum age of 50 years.
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4.	<i>What all documents or information should be kept ready by a candidate before applying?</i>	Candidate should have: a. Valid e-mail ID, b. Latest passport size photograph in digital format (jpg or jpeg file only of less than 100 kb size). c. Scanned image of his/her Signature in digital format (jpg or jpeg file only of less than 100 kb size). d. Details of Qualification and Experience.																
5.	<i>What if I do not have an email Id?</i>	It is MANDATORY to have a valid e-mail id since all the future communication with the candidate shall be through e-mail only.																

6.	<i>How do I register for the online application?</i>	You have to register for the online application process with your name, date of birth, a valid e-mail id and a password. The name, date of birth and e-mail id provided at the time of registration cannot be changed or corrected throughout the recruitment process. Please ensure to fill your name and other details correctly as per your educational certificates.
7.	<i>What if I forget my log-in Id and password or want to change them in future?</i>	The name and e-mail id provided at the time of registration cannot be changed or corrected throughout the application process. If you provide a valid and active e-mail id, the log-in id which is same as the e-mail id given at the time of registration will be mailed to that e-mail address after you register for the online application system. Your password is also sent in this mail, which you can refer if you forget the password. An auto generated mail will be sent to your registered email id with details of your registration made.
8.	<i>What are the methods to pay Application Fee?</i>	Candidate is required to make payment through SBI ePAY by using any one of the following: <ol style="list-style-type: none"> 1. Debit Card 2. Net Banking
9.	<i>Which are the documents to be sent?</i>	No scrutiny of applications for the eligibility and other aspects will be undertaken at the stage of written test, therefore, the candidature will be provisional only and subject to scrutiny at appropriate stage. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible before applying. Copies of supporting documents will be sought at the time of interview only from those candidates who will be shortlisted for interview. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and Delhi High Court's decision shall be final.
10.	<i>What is an auto generated Application Number?</i>	An auto generated Application Number is a unique number allotted to you on successful submission of online application form and will appear on print version of the application form. This Number will be required for accessing, downloading and printing Admit Card for the written examination and Interview (if shortlisted).
11.	<i>I have entered some incorrect details in the Online Application Form. How can I correct the same?</i>	Candidates are requested to take utmost care while filling in the details in online application form. There is no provision for correcting the details entered in the online application form once the same is submitted. No such request will be entertained under any circumstances.
12.	<i>I did not receive the email intimation for registration of my application?</i>	"Email-ID / User ID", "Date of Birth", "Post Applied" and "Password" are also sent by auto-response Confirmation emails. Delivery of these emails purely depends upon the correctness of E-Mail ID provided, Policy of your E-Mail Service Provider to accept and Divert such emails under Bulk or Spam Mails or bounce back of such mails without accepting it due to heavy number of emails generated by our Email Server. Therefore, please do not expect replies from us, if you do not receive such confirmation / auto-response Emails.

13.	<i>I did not receive the acknowledgement / reply to my email communication?</i>	"Reply to" Email Id for the Application is created for the convenience of the Candidates for genuine communications. Please do not use this address to send back the emails for "Acknowledgment" etc. Our Email Server is configured to delete such emails automatically.
14.	<i>How a candidate is going to receive the Admit Card for the written test?</i>	Admit Card of the provisionally eligible candidate will be uploaded on Delhi High Court website www.delhihighcourt.nic.in . No other communication like post/courier/ newspaper notification will be sent.
15.	<i>Do I need to take the print-out of the Admit Card for the written test?</i>	Yes. Candidate should take the print-out of the valid Photo Admit Card for the written test using Online Application Number and other details asked and bring the same at the time of Examination.

Note:

- Candidates who had applied in the earlier selection process of Junior Judicial Assistant (Technical) Examination–2015, which was conducted by this Court on 08.05.2016, are eligible to apply in the fresh examination, subject to the condition that they fulfill the revised eligibility conditions as prescribed in the detailed vacancy notice dated 22.12.2018 available on the website of High Court of Delhi. However, it shall be mandatory for them to fill up previous Registration No. and/or Roll No.
- Candidates belonging to SC/ST/OBC category, who are selected on the same standard as applied to General category candidates and who appear in the general merit list, are treated as General candidates owing to their own merit. Such candidates are adjusted against unreserved point of the reservation roster. Likewise, when a relaxed standard is applied in selecting an SC/ST/OBC candidate, for example, in the age limit, qualification, extended zone of consideration larger than what is provided for General category candidates, etc., SC/ST/OBC candidates shall be counted against reserved vacancies only. Such candidates would be deemed to be unavailable for consideration against unreserved vacancies.

Intimation regarding OMR based Written Examination shall be provided through e-mail, while Admit Cards for the same shall be downloaded and printed by respective candidates from the official website of the High Court of Delhi. Responsibility of receiving, downloading and printing of Admit Cards for the OMR based written Examination and/or any other information, shall be of the candidate(s) only. High Court of Delhi will not be responsible for any loss of e-mail sent, due to invalid/wrong e-mail ID provided by the candidate(s) or for delay/non-receipt of information, if a candidate fails to access his/her e-mail/website in time or for any other reason whatsoever.