

FREQUENTLY ASKED QUESTIONS

Sl. No.	QUERY	CLARIFICATION
1.	Is the application /registration form	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/dhise2017 No other means / mode / format of application will be accepted
2.	What is the age limit to apply?	Candidate should have attained the age of 35 years but has not attained the age of 45 years as on 1st January 2017, i.e. on the 1st day of January following the date of commencement of the examination.
3.	What are the age relaxations for various categories?	No age relaxation is admissible to candidates of any category.
4.	What all documents or information should be kept ready by a candidate before applying?	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 50 kb size). d. Details of Qualification and Experience. e. Debit Card/Internet Banking for payment.
5.	What if I do not have an email Id?	It is mandatory to have a valid e-mail id since all the future communication with the candidate shall be through e-mail.
6.	How do I register for the online application	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 application process. Please ensure to fill your name and other details correctly as per your educational certificates.
7.	What if I forget my log-in Id and password or want to change them in future?	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.	What are the methods to pay Application Fee?	Candidate is required to make payment through SBI e-PAY by using any of the following : 1. Debit Card 2. Net Banking
9.	Which are the documents to be sent?	No scrutiny of applications for the eligibility and other aspects will be undertaken at the stage of Preliminary Examination (Objective), 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 stage 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.	What is an auto generated Application Number?	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 the written examination call letter.
11.	I have entered some incorrect details in the Online Application Form. How can I correct the same?	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 by email.
12.	I did not receive the email intimation for registration of my application?	"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 Applications. Therefore, please do not expect replies from us, if you do not receive such confirmation / auto-response Emails.
13.	I did not receive the acknowledgement / reply to my email communication?	"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.	How a candidate is going to receive the Admit Card for the written test?	Admit Card of the 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.	Do I need to take the print-out of the Admit Card for the written test?	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 examinations.

All correspondence with candidates shall be done through e-mail only. All information regarding schedule / Preliminary Examination (Objective) Admit Cards etc. shall be provided through e-mail / uploading on the website of High Court of Delhi. Responsibility of receiving, downloading and printing of Preliminary Examination (Objective) admit card / any other information shall be of the candidate only. High Court of Delhi will not be responsible for any loss of e-mail sent, due to invalid / wrong email ID provided by the candidate or for delay / non-receipt of information if a candidate fails to access his / her e-mail / website in time.