

## **HIGH COURT OF HIMACHAL PRADESH, SHIMLA, H.P.-171 001**

### **:: INSTRUCTIONS TO THE CANDIDATES-WRITTEN TEST::**

(for the post(s) of Process Server -District Judiciary)

1. The candidates are required to bring along their own writing material & clip board etc. However, answer book will be provided by the High Court of HP.
2. The Rules and Syllabus of the written test have already been uploaded on the High Court website for information to the all candidates.
3. Only black and blue ball point pen are allowed to use during the written test.
4. Final merit list shall be drawn on the basis of marks obtained in written test and evaluation.
5. Weightage shall be given to the candidates having good and legible handwriting.
6. Candidates are only being informed about the date, time and venue of the Test through SMS alerts and Email on their registered Mobile Number(s) and email IDs provided by them at the time of filling up of online application form(s).
7. Candidates are required to go through the Rules, other conditions and information uploaded on the High Court website. They are advised to check their SMSs & Email regularly besides checking of official website of H.P. High Court, for obtaining updates with regard to the Test.
8. Use of cellular phones or any other electronic gadgets/instruments, is strictly prohibited during the test.
9. The candidates are required to paste their passport-size latest photograph duly attested by the Gazetted Officer, in the space provided on the Admit Card/ Hall Ticket. No candidate will be allowed to appear for the test without Admit Card/ Hall Ticket.
10. The candidates are also required to bring one of the authorized Photo IDs (i.e. Aadhaar Card/ Driving License, Voter ID or ID of any recognized organization etc.) with them and it must be original, valid and not expired. Photocopy & scanned copy of Photo IDs in mobile phone are not acceptable.
11. Before downloading the Admit Card/ Hall Ticket from their individual Profile under 'My Account' at the appropriate link provided therefor, the candidate should check very carefully discrepancies, if any, and bring to the notice of the Recruitment Cell, H.P. High Court without loss of time, through e-mail i.e. arrecruitment-hc@hp.gov.in or telephonically.
12. The candidate must note that their admission is strictly provisional on the basis of the declaration made by them on the application form and the this Admit Card/ Hall Ticket is subject to the condition that if any ineligibility is detected at any stage, their candidature shall be liable to be rejected.
13. Candidates are advised to check their SMS & Email regularly, besides checking the official website of H.P. High Court, to obtaining updates with regard to recruitment process.
14. Candidates are required to follow the Covid-19 guidelines issued by the Government from time to time and maintain proper social distancing by keeping reasonable distance with each other while appearing for the Test(s).
15. No T.A. / D.A. will be paid by the High Court to appear for Test/Exams.

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