HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

NOTIFICATIONS (10) NOs: 1/2025-RC TO 10/2025-RC, DATED 06.05.2025 FOR DIRECT RECRUITMENT TO THE POSTS IN ANDHRA PRADESH JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE RULES, 2019.

USER MANUAL FOR FILLING ONLINE APPLICATION

Note

Read the notification carefully before applying for an online application

Recommended browser to fill in the Application Form

Mozilla Firefox (version 87 to 104) or Google Chrome (version 91 to 114) or Edge Chromium (version 82 to 105)

The Application Form is compatible with Android (version 4.0 and above) and iOS (version 9 and above)

Note: Please ensure pop-ups are not blocked in the browser used for the Online Application.

Instructions:

Read the instructions below carefully, Fields marked with * are mandatory.

- 1. Subject to eligibility, a candidate can apply for any number of posts.
- 2. The application for all the posts is in two parts:
- 3. The first part is the Registration form.
- 4. The second part is the specific application for each post.
- 5. The candidate has to fill in the details and submit the registration form first.
- 6. Once the registration is successful, Candidate will receive the One Time Profile Registration ID (OTPR ID) and Password on the registered Mobile Number and Email ID.
- 7. Candidate has to use OTPR ID and Password to login and apply for the Posts.
- 8. Once the registration is done, details cannot be changed.
- 9. Candidate has to submit a separate application for each post and also pay separate fee for each application. The candidate, while applying for each post, can indicate one or more districts in which he/she seeks an appointment for that post. The candidate has to pay separate application fees for each District for which he is applying for in the application form.
- 10. Please note that there are 13 Judicial districts in Andhra Pradesh. The recent reorganization of districts will not apply for this recruitment process.

Application Form shall be filled up in the following manner

- 1. Login using your One Time Profile Registration ID (OTPR ID).
- 2. Select Post and Judicial Districts to fill in the application form.
- 3. Upload recent Photograph and Image of Signature.
- 4. Note: If a candidate applies for more than one post, he has to apply separately for each post.
- 5. Submit the application form to proceed to Fee Payment.
- 6. Make the Fee Payment through Debit Card/Credit Card/Net Banking.
- 7. On successful payment, candidate will receive the application number on email ID/Mobile number.

Note:

1) Application is accepted only after completing Part A and Part B.

- 2) Candidate can use the same OTPR ID and Password to apply for another eligible post.
- 3) In case of any queries, please contact the help desk.
- 4) There shall be one common test for following posts.
 - a. Stenographer Grade-III
 - b. Junior Assistant
 - c. Typist
 - d. Field Assistant
- 5) There shall be one common test for following posts.
 - a. Examiner
 - b. Copyist
 - c. Record Assistant
- 6) There shall be one common test for following posts.
 - a. Office Subordinate
 - b. Process Server
 - c. Driver (Light Vehicle)
- * For the posts of Stenographer Grade-III, Typist, Copyist and Driver (Light Vehicle) skill test will be conducted.

7) A Candidate who has applied for one or more posts falling under one common test shall be required to take the test once only.

8) The merit list for each post will be prepared separately on the basis of the performance of the candidates applying for each post.

Candidate who is applying for the first time has to mandatorily complete the Registration process. Post completion of this process candidate will receive the User ID (OTPR ID) and Password to the registered mobile number and email id. After receiving the OTPR ID and Password candidate can login and apply any number of eligible Posts in any eligible District.

Below are the steps for Registration-

Step 1: Open below link in the browser (Mozilla Firefox/ Google Chrome/ Edge Chromium)

https://cdn3.digialm.com:443//EForms/configuredHtml/2381/91122//Index.ht
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APHC Sub	ordinate Courts 2025			REGISTER
	OImportant Information		🕒 Click here	
	ONew Registration(OTPR)		Click here	
	⊙ Already Registered? To Login		Click here	
	⊙Manual Of Online Application Form		🔁 Click here	

Step 2: Read the instructions carefully and click on Close

Instructions
Note: Kindly use Mozilla Firefox (version 87 to 104) or Google Chrome (version 82 to 105) or Edge Chromium (version 82 to 105) browser to fill in the Application Form.
The Application Form is compatible with Android (version 4.0 and above) and iOS (version 9 and above)
Fields marked with * are mandatory.
Instructions : Read below instructions carefully, Fields marked with * are mandatory.
1) Subject to eligibility, a candidate can apply for any number of posts.
2) The application for all the posts is in two parts:
3) The first part is the Registration form.
4) The second part is the specific application for each post.
5) The candidate has to fill up the details and submit the registration form first.
6) Once the registration is successful, Candidate will receive the One Time Profile Registration ID (OTPR ID) and Password on the registered Mobile Number and Email ID.
7) Candidate has to use OTPR ID and Password to login and apply for the Posts.
Once the registration is done, details cannot be changed.
9) Candidate has to submit a separate application for each post and also pay separate fee for each application. The candidate, while applying for each post, can indicate one or more districts in which he/she seeks appointment for that post. The candidate has to pay separate application fee for each District for which he is applying for in the application form.
10) Please note that there are 13 Judicial districts in Andhra Pradesh. Recent reorganization of districts will not apply for this recruitment process.
Application Form shall be filled up in the following manner
1) Login using your One Time Profile Registration ID (OTPR ID).
Select Post and Judicial Districts to fill the application form.
3) Upload recent Photograph and Image of Signature.
4) Note: If candidate applies for more than one post, he has to apply separately for each post.
5) Submit the application form to proceed to Fee Payment.
6) Make the Fee Payment through Debit Card/Credit Card/Net Banking.
7) On successful payment, candidate will receive the application number on email ID/Mobile number.

Note:

- 1. Application is accepted only after completing Part A and Part B.
- 2. Candidate can use same OTPR ID and Password to apply for another eligible post.
- 3. In case of any queries, please contact help desk.
- 4. There shall be one common test for following posts.
 - Stenographer Grade-III*
 - Junior Assistant
 - Typist*
 - Field Assistant

5. There shall be one common test for following posts.

- Examiner
- Copyist*
- Record Assistant

6. There shall be one common test for following posts.

- Office Subordinate
- Process Server
- Driver (Light Vehicle)*
- *For the posts of Stenographer Grade-III, Typist, Copyist and Driver (Light Vehicle) skill test will be conducted

7. A Candidate who has applied for one or more posts falling under one common test shall be required to take the test once only.

8. The merit list for each post will be prepared separately on the basis of the performance of the candidates applying for each post.

C	ose	

Step 3: Filling registration form (Part – A)

ordinate Courts 2025 Registration				
REGISTRATION				
Personal Details				
Note: The particulars furnished by the applicants in this OTPR form will be taken as final and the data is processed based on these particulars only. Name as in 7th/SSC or Equivalent Certificate:* Name of Father/Mother/Guardian:*			ased on these particulars only.	
Relationshin:*				
	Date Of Birth: "		Age as on 01.07.2025	
○ Father ○ Mother ○ Guardian	dd/mm/yyyy	Ê	Age as on 01.07.2025 0 Years 0 Months 0 Days	
○ Father ○ Mother ○ Guardian	Date Of Birth: " dd/mm/yyyy Note: As mentioned in the 7th/SSC or its Ec Certificate.	quivalent	Age as on 01.07.2025 0 Years 0 Months 0 Days	
Gender:*	Date Of Birth: " dd/mm/yyyy Note: As mentioned in the 7th/SSC or its Eq Certificate. Marital Status:*	quivalent	Age as on 01.07.2025 0 Years 0 Months 0 Days Category: *	
Gender:*	Date Of Birth: " dd/mm/yyyy Note: As mentioned in the 7th/SSC or its Ec Certificate. Marital Status: [*] Marital Status	duivalent	Age as on 01.07.2025 0 Years 0 Months 0 Days Category: * Choose Category •	

Whether the appli	cant is a person with disability?*					
Are you an Ex-Sen	vice Person?*	Are you Meritorio	ous Sports person?*			
Mobile Number:*		Confirm Mobile N	Confirm Mobile Number.*			
+91	Mobile Number	+91	Confirm Mobile Number			
Email Id:*		Confirm Email Id				
abc@gmail.com		abc@gmail.com	n			
Address for Co	ommunication					
Address Line 1:*		Address Line 2:		St	tate: *	
Enter Complete Address		Enter Complete	Enter Complete Address		Select State.	-
District.*		City:*	City:*		IN Code:*	
Select District		Enter City	Enter City		PIN Code	
Is Permanent Add	ress same as Present address? *					
Permanent Ad	ldress					
Permanent Addre	ss Line 1:*	Permanent Addre	ess Line 2:	P	ermanent State: *	
Please enter Per	rmanent Address	Please enter Po	Please enter Permanent Address		Select Permanent State	-
Permanent Distric	t.*	City:*		P	ermanent PIN Code:*	
Select District.	-	Enter City] [PIN Code	

Exam Judicial District Preference Details					
Note: The High Court Reserves the right to allot candidate new centre for administrative reasons. Request for	is to any examination center Preferences other than the p change of the Exam Centre Preference will not be entertai	references given by the applicant or to abolish/create a ned.			
Exam District Preference 1: *	Exam District Preference 2: *	Exam District Preference 3: *			
Exam District Preference 1 -	Exam District Preference 2 -	Exam District Preference 3 -			
Exam District Preference 4: *	Exam District Preference 5: *				
Exam District Preference 4 -	Exam District Preference 5 -				
Declaration					
l understand that on completion of registration proc registered Email ID for completing my application pr	ess, I will receive an application link, valid One Time Profile ocess.	e Registration ID (OTPR ID) and Password to my			
I Agree					
	6655635 Type characters as shown in image ? Note: Captcha is case insensitive.				
	REGISTER				

Fill registration form with below details

- Name as per 7th Class/SSC or Equivalent Certificate Fill the name as per SSC or Equivalent Certificate. In case of SSC Fail candidates, can fill as per 7th Class certificate.
- 2. Name of Father/Mother/Guardian
- 3. Relationship Select appropriate relationship for the point no.2
- 4. Date of Birth (DD/MM/YYYY)

Please go through the Age eligibility criteria described in the Notification thoroughly before filling this field

As mentioned in VIIth Certificate/ Equivalent Certificate – For SSC failed candidates As mentioned in the SSC/ Equivalent or Equivalent Certificate – For SSC qualified candidates

- 5. Gender
- 6. Marital Status
- 7. Category Select your category.

- a. In Case of BC-A, BC-B, BC-C, BC-D, BC-E categories, fill Creamy Layer Details.
- b. If the category is EWS, BC-A, BC-B, BC-C, BC-D, BC-E, SC, ST and Non-Creamy Layer appropriate document must be uploaded
- 8. Whether the applicant is a person with disability?

Click on Yes if person with disability person. On click Yes you will get Nature of Disability.

- If Blindness or Low Vision, click on box and select the percentage disability
- If Hearing Impaired, click on box and select the percentage disability
- If Locomotor Disability or Cerebral Palsy, click on box and select the percentage disability
- If Austim, Intellectual Disability,etc
- The minimum person to be eligible for Person with disability is 40%
- Blindness or Low Vision and Hearing-Impaired person is not eligible to apply for Stenographer Grade III, Typist and Copyist post
- If scribe help is required during examination, click on yes in Scribe required field
- 9. Are you an Ex-Service Person?
- 10. Are you Meritorious Sports person?
- 11. Mobile Number
- 12. Confirm Mobile Number (Fill same number as in above mobile number)
- 13. Email ID
- 14. Confirm Email ID (Fill same email ID as in above email ID) NOTE: You will receive your OTPR ID, Password and all further communication to the Mobile Number and Email ID provided here
- 15. Address for Communication Fill all the fields as provided
- 16. Select Is Permanent Address same as Present Address? As Yes if your Present address is same as Permanent address else fill all the Present address details
- 17. Exam Judicial District Preference Details

Fill five Exam District preferences in order where you want to take the computerbased examination. Exam District will be considered based on the slot availability. Hence it is important to fill the preference as per your transport convenience

- 18. Declaration Read Declaration and Click on I Agree check box
- 19. See captcha code shown in image and fill it in the below box. If captcha, you have entered is incorrect it will ask to fill again with new one.
- 20. Click on Register

Step 4: On successful submission you will get a SMS and email

The SMS and email will contain OTPR ID and Password. This ends your Registration Part.

	AMARAVATI	Sec. 1
PHC Subordinate Courts 2025 Reg	istration	
REGISTRATION DETAILS APPLICATION FORM		
Candidate Personal Details		
Application Status Registration	OTPR Number	Name as in 7th/SSC or Equivalent Certificate A
Name of Father/Mother/Guardian	Relationship Father	Gender Male
Date of Birth 01/12/1999		
Category BC-A	Creamy Layer Details Non Creamy layer	
Are You a Physically Handicapped person? No		
Whether the applicant is an Ex-Service man? No	Are you Meritorious Sports person No	
Email Id s@g.com	Mobile Number	

PART B (Applying for post and payment of Exam Fee)

You can apply for multiple eligible posts/districts using one OTPR ID.

Note:

To complete Part B Application, please do the following:

1) Login using One Time Profile Registration ID (OTPR ID).

2) Select Post, Judicial District (One or Many) and fill the application.

3) Upload recent Photograph and Image of Signature.

4) Submit the application form to proceed to Fee Payment.

5) Make the Fee Payment through Debit Card/Credit Card/Net Banking.

6) On successful payment, candidate will receive the application number on email ID/Mobile number.

Below are the steps for applying for post

Step 1: If you have registered now, then the page will take directly to application page. Click on Application Form

DECISTRATION DETAILS ADDITION FORM
REGISTRATION DETAILS
Candidate Personal Details
Application Status
Registration

Step 2: If you have registered before and applying later you have to login using link given in Step 1 and click on Already Registered? To Login \rightarrow Click here option

Important Information		-
GENERAL LINKS		-
Click Here to Refer Notifications	Click here	
©Important Information	Click here	
ONew Registration(OTPR)	Click here	
	Click here	
Manual Of Online Application Form	Click here	

Use OTPR ID and Password sent to Mobile number (SMS) or email ID



Step 3: Click on Application Form

REGISTRATION DETAILS APPLICATION FORM
Candidate Personal Details
Application Status
Registration

Step 4: Click on "Click here to fill the application"

APH	C Subordinate Courts 2025 Registration	⊖ PRINT	(# LOGOI
	REGISTRATION DETAILS APPLICATION FORM		
	Application Form		
	Your Selection Dick here to fill the Apple	<u> </u>	
	heard to b of 8 directed		
	Version 14.04.01		
	Neurol 5 to 8 of 8 Denies Version 14.04.01		

Step 5: Application window will open as below along with below instructions.

- 1. Login using your One Time Profile Registration ID (OTPR ID).
- 2. Select Post, Judicial Districts and fill the application.
- 3. Upload recent Photograph and Image of Signature.
- 4. Note: If candidate applies for more than one post, he has to apply separately for each post.
- 5. Submit the application form to proceed to Fee Payment.
- 6. Make the Fee Payment through Debit Card/Credit Card/Net Banking.
- 7. On successful payment, candidate will receive the application number on email ID/Mobile number.

You have to fill below highlighted 5 sections to complete application

APLIC 9. bord hale Dourts 2025/ Application Form								-CLOSE
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	Sense judical Donne."	Anantapuran Kumisal West Godavari	Ohter Ohter	C Balt Godavari C SPSA Natione	Downe O Scheiden	Drisk kadape Drisk kadape	⊜knowa ⊜Votenapcen	
	1			SAVE & NEXT				
	<i></i>			Version 14,04,01				

Step 6: Post Selection

- 1. Select eligible post for which you want to apply. Candidate can apply for multiple Judicial Districts for one post at a time. If Candidate want to change Judicial Districts at any point of time, he/she can go to Post selection tab or View/Edit application form in the grid and change the option until the payment is successful.
- 2. If candidate applies for more than one post, he has to apply separately for each post. For a post applied in every district, separate application fee will be charged for each district.

I	Select		FICATION DETAILS	OTHER DETAILS	DOCUMENT UPLOAD	& PAYMENT	
	Stenographer Grade - III						
	Junior Assistant						-
H	lypist						
	Field Assistant						
	Examiner						
	Copyist		has to apply separately	y for each post.For a p	ost applied in every distric	t, separate application fe	e will be charged for each
	Record Assistant						
	Process Server						
	Office Subordinate (Atte	nder)					
	Driver						
1 Ì	Select		1				
1	201000						
5	Select Judicial District: *	Anantapuram	Chittoor	🗆 East Godavari	Guntur	YSR Kadapa	🗌 Krishna
		C Kurnool	Prakasam	SPSR Nellore	Srikakulam	Visakhapatnam	🗆 Vizianagaram
		West Godavari					
				SAVE & NEXT			

After Selecting required post and Judicial Districts that you want to apply, click on Save & Next

NOTE: If you want to change judicial district at any point of time during the application, go to Application Form tab and click on View/Edit option as highlighted in below screenshot.

ADU	HIG	H COU	RT OF AN AMA	DHRA PI RAVATI	RA	DESH	A STREET	
	REGISTRATION D	ETALS APPLICATION FORM						
	Your Selection						Challen	to Miller Appleadors +
	Action	Application seg No 2	Post Name D	Judicial District Names	1	Application Status 2	Photograph	Sgruture
	Ventar	3100023	Stenographer Grade - II	Anantagurant, Kun	nooi	Pending		Not evaluable

Step 7: In Personal Details tab, check all the fields filled during the Registration form and click on Save & Next button

Name of Father/Mother/Guardian: * AS Gender: * Male Creamy Layer Details: * Non Creamy layer	Relationship: * Father Marital Status: * Unmarried Are You a Physically Handicapped person?: * Yes	Date of Birth (DD/MM/YYYY): * 01/01/1989 Category: * BC-A Are you an Ex-Service Person?: * Yes
Are you meritorious sports person:	MODIE NO:	
Yes	9876666666	9876666666
Email ID: *	Confirm Email ID: *	
s@g.com	s@g.com	
Address for Communication		
Address for Communication	State ^{, *}	- District: *
Address for Communication Address Line 1:*	State: *	- District: *
Address for Communication Address Line 1:* SD	State: * ANDHRA PRADESH	District: * Srikakulam
Address for Communication Address Line 1:* SD City:*	State: * ANDHRA PRADESH Pincode: *	District: * Srikakulam Permanent Address same as Communication Address?: *
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Address for Communication Address Line 1:* SD City:* AS	State: * ANDHRA PRADESH Pincode: * S55555	District: * Srikakulam Permanent Address same as Communication Address?: *
Address for Communication Address Line 1:* SD City:* AS Permanent Address	State: * ANDHRA PRADESH Pincode: * SSSSSS	District: * Srikakulam Permanent Address same as Communication Address?: *

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Step 8: Qualification details page will have Post specific details. Please fill appropriate details and click on Save and Next.

Candidates shall not be eligible for appointment if they do not possess an adequate knowledge of the language or languages of the District in which they are to be appointed.

Provided that where two or more languages are specified for a District and sufficient number of candidates who have an adequate knowledge of all the languages are not available, candidates who have an adequate knowledge of any one of languages according to the needs of the District will be selected and such candidate shall be eligible for appointment in that District.

Linguistics Details (Languages Known):

- <u>Telugu</u>
- <u>Kanada</u>
- <u>Tamil</u>
- <u>Odia</u>
- <u>Urdu</u>
- <u>Malayalam</u>
- <u>Hindi</u>

Select the languages known and fill the Qualification Details

POST SELECTION	PERSONAL DETAILS	QUALIFICATION DETAILS	OTHER DETAILS	DOCUMENT U	PLOAD & PAYMENT		
Linguistics Deta	ils (Languages Knov	/n)					-
Select Linguistics Telugu Hindi	Details (Languages Know	n): *	Odia		□ Urdu	- Malayalam	
Type of Study							-
Type of Study * Regular Study Regular: 1. Where the cand 2. Where the cand 3. Candidate need Private: 1. From 7th to 100 3. Candidate need Open Schooling The Candidate Government o this connection	Private Study Open S didate studied in one distri didate studied in more that is to furnish original study th class the candidate did not st is to furnish appropriate o s who have obtained Degr f India. Candidates may alt n.	ct alone, he/she shall furnish stud o one district, he/she shall furnish certificate/s at the time of certific tot study in any Government recognize riginal residence certificate at the ees through Open Universities / D to refer G.O.R.T.No.143, Higher Ed	ly certificate from 7th t study certificate from ate verification.Please gnized school for one, d school for 1 year or time of certificate veri listance Education mo fucation (EC) Dept., Da	o 10th class in Go 4th to 10th in the refer notification 1 wear or more but r more but resided i fication. de are required to ted:11.07.2018 an	vernment recognized sci Government recognized for more details. resided in the same Dist in the different Districts have recognition by the d the Supreme Court just	hool in the said district. I school from the said districts. rict in that period. of AP during these period. Distance Education Council, dgment dated: 03.11.2017 in	
Xth/SSC or Equi	valent Details						-
Name of the Board/ Name of the Boar	Institution/College: *	Year of Passing: Year of Passing	8	•	School District: • School District		•

XIIth/Intermediate or Equivalent Details		-
Name of the Board/Institution/College:	Year of Passing:	District Name:
Name of the Board/Institution/College	Year of Passing -	District Name -
Graduation Details		-
Name of the University/Institution/College: *	Year of Passing: *	District Name: *
Name of the University/Institution	Year of Passing -	District Name •
Hall Ticket/Registration Number:		
Hall Ticket/Registration Number		
Other Qualifications		-
English Shorthand words per minute (WPM): *		
Higher Grade Lower Grade		
Name of the Board: *	Year of Passing: *	
Name of the Board	Year of Passing -	
English Tunewriting by higher grade (45WPM) *		
English () permitting by higher grade (1977) high		
Name of the Board: *	Year of Passing: *	Select words per minute (WPM):
Name of the Board	Year of Passing •	Select words per minute (WPM) -
Do you have knowledge or qualification in Computer Op	peration? *	
⊖ Yes ⊖ No		
Please specify details of Other Academic/Technical Qualification possessed. If Any:	Previous Experience If Any:	
Please specify details of Other Academic/Technica	Previous Experience If Any	
	BACK SAVE & NEXT	

Step 9: Other Details

- Whether the applicant involved in any crime/ FIR or arrested/ Prosecuted or suffered any conviction or acquittal?
- Whether the applicant involved in Vigilance/enquiry, debarred/disqualified, dimissed.terminated/compulsorily retired?
- Whether the applicant is a regular employee in any Central/State/Other department?

Fill the above points as Yes or No, If Yes, Details shall be mentioned

API IC Subordinate Courts 2025 Application Fo	em .
	Instructions:
	Net Contraction of the second s
	The Application Form is compatible with Android Ivention & 0 and above and IOS Ivension 9 and above
	Fields marked with * are mandatory.
	Read the below instructions carefully, before filling the form:
	Logn using your One Time Roftle Registration ID (OTRR ID) Select Post, Uside Districts and film expolutions Submar recent Protograph and Image of Egnature Submar (the application form than pre-post, the fast to apply separately for each post. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment. Submit the application form to proceed to fike Reyment.
	POST SELECTION PERSONAL DETAILS QUALIFICATION DETAILS OTHER DETAILS DOCUMENT UPLOAD & PAYMENT
	Other Details -
	Whether the applicant involved in any crime/ FIR or arrested/ Prosecuted or Details: *
	Yes O No
	Whether the applicant involved in Vigliance/enquiny, debarred/disqualified , dimissed terminated/compulsority retired?*
	○ Yes ○ No
	BACK SAVE & NEXT

Step 11: Document Upload and Payment Section

1) Read the instructions carefully

Important Instructions : 1. Candidate should submit their required original certificates along with 2 sets of photocopies attested by the Gazetted Officer during document verification at the time of Interview.
2. Please upload your recent passport size photograph and image of your signature. The format of Photograph / Signature Image should be JPG / JPEG and the size should not exceed 80 KB.
3. Check the correctness of the Photograph and Image of Signature that are uploaded. If you are not satisfied, you may upload them again before proceeding to Payment
4. The Photograph should be a colour photograph and taken in light background, The Face should occupy about 50% of full face view looking into the Camera directly. The main features of the Face must not be covered by Hair of the Head, any Cloth or any Shadow. Forehead, Eyes, Nose, Chin should be clearly visible

2) Upload Photograph, Signature and all the documents required as per the application form filled.

Click on browse to select file saved in the system

Document / Image Upload	
PHOTOGRAPH	
	Drag and Drop File Here/ Browse
Upload your recent passport size color photograph :max 80K8(Only JPEG and JPG formats)	Close

On successful upload a green mark will be shown

Document / Image Upload	
PHOTOGRAPH	
Sample - Copy.jpg	Drag and Drop File Here/ Browse
File Uploaded Successfully.	Close

Similarly upload signature and all other relevant documents as per the post applied.

Refer below screenshot for sample document uploads

Upload your recent passport size color photograph* 🛛	CLICK HERE TO UPLOAD
Upload your scanned signature [*] O	CLICK HERE TO UPLOAD
Upload Scanned copy of your 7th/10th/SSC or equivalent Certificate (For the purpose of DOB).* 🖲	CLICK HERE TO UPLOAD
Upload scanned copy of Caste Certificate.* 0	CLICK HERE TO UPLOAD
Upload Scanned Copy of Non Creamy layer Certificate. $^{*} \Theta$	CLICK HERE TO UPLOAD
Upload Scanned Copy of Degree Certificate [*] O	CLICK HERE TO UPLOAD
Upload Scanned Copy of Physically Disability Certificate [*] O	CLICK HERE TO UPLOAD
Upload Scanned Copy of Discharge Certificate*	CLICK HERE TO UPLOAD
Upload Scanned Copy of English Typewriting by Higher Grade Certificate. ${}^{igstarrow} \Theta$	CLICK HERE TO UPLOAD
Upload Scanned Copy of English Shorthand by Higher Grade $\operatorname{Certificate}^{*} \Theta$	CLICK HERE TO UPLOAD
The applicants, who intend to avail reservation under Meritorious sports quota, shall upload Scanned Copy of Form-I, Form-II, Form-III and Form-IV [*] $m \Theta$	CLICK HERE TO UPLOAD
Upload Scanned Copy of Residence/Study certificate(s) for proof of local candidature. ${}^{*}\Theta$	CLICK HERE TO UPLOAD

3) Exam Fee Details

1) Payment Gateway charges Rs 23.60(Inclusive of Taxes) is added in Exam Fee.

2) Candidates applying from anywhere in India can make the Online payment.

3) Candidates can use Credit Card / Debit Card / NetBanking and Paytm for making the Online Payment.

Select options to pay ₹ 823.60 Tensaction ID: 1100005020190804210215 Please select a payment method Please select a payment method	APTONINE 2			
Please select a payment method	Select options to pay Transaction ID: 1110000502019080421021	₹823.60		Cancel Payment
BHIM UPI ENTER DEBIT CARD NUMBER Debit Card EXPIRY DATE Credit Card EXPIRY DATE Net Banking MM Pay now	Please select a paymer	nt method		
BHIM UPI ENTER DEBIT CARD NUMBER Debit Card	Login to use your F	aytm saved cards		
	BHIM UPI Debit Card Credit Card Net Banking	ENTER DEBIT CARD NUMBER EXPIRY DATE VY VY Pay now		

Step 12: You can refresh and see successfully submitted application after login

PHC S	C Subordinate Courts 2025 Registration										
Appl	lication Form										
Your	Selection							here to fil the Application #			
	Action	Application seq No #	PostName 2	Judicial District Names	0	Application Status #	Photograph	Signature			
	VewEdk	3100023	Stenographer Grade - III	Anantapuram,Ka	rnasi			Notavalable			

This step completes your Part B, Application part.

Candidate has to submit a separate application with the same OTPR for each post and also pay separate fee for each application. The candidate, while applying for each post, can indicate one or more judicial districts in which he/she seeks appointment for that post. The candidate has to pay separate application fee for each District for which he is applying for in the application form.

Follow below steps to apply for another post.



Step 1: Login using OTPR ID and Password

Step 2: Click on Application form

PHIC Subordinate Courts 2025 Registration									
REGISTRATION DETAIL	APPLICATION FORM								
Application Form									
Your Selection	Your Selection Child here is \$1 the Application								
Action	Application seq No 2	Post.Name 0	Judicial District Names	0	Application Status 8	Photograph	Signature		
Mew/CdR	3100023	Stenographer Grade - III	Anantapuram,Kum	laal			Not available		

Step 3: Click on "Click here to fill the application" as highlighted below

АРНС	HIG	H COU	RT OF AN AMA Ls 2025 Registra	NDHRA P	RA	DESH	5	
	NUCTRATION DETA	APPLICATION FORM						
,	Application Form	n						
	four Selection							Sale of the Party Solid State
	Atten	Application angles 2	Post Name 2	Judical District Names	.1	Application Status: 2	Photograph	Signature
	Tene City	8199523	Sterographer Goade - #	Anertadorem dia	nas	Paning		Not evaluative

Step 4: A separate window will open for filling details

APHC Subordinate Courts 2025 Application Form								
	Note: Kindly use Mozilla Firefox (version 87 to 104) or Google Chrome (version 82 to 105) or Edge Chromium (version 82 to 105) browser to fill in the Application For The Application Form is compatible with Android (version 4.0 and above) and iOS (version 9 and above) Fields marked with * are mandatory. Read the below instructions carefully, before filling the form: 1. Login using your One Time Profile Registration 10 (019R ID). 2. Series Past Judicial Districts and fill the application. 3. Usion from Processing and image of Signature. 4. Note: If candidate applies for more than one post. Ne has to apply separately for each post. 5. Submit the application for the Payment. 6. Mais the Fee Payment through Debit Candification number on email ID/Mobile number.						Application Form.	
	POST SELECTION PERS	ONAL DETAILS QU	ALIFICATION DETAILS	OTHER DETAILS	DOCUMENT UPLOAD	& PAYMENT		
	Post Selection -							
	Note : if candidate applies district.	for more than one post,	he has to apply separat	ely for each post.For a po	ist applied in every distri	ct, separate application fe	e will be charged for each	
	Select Post.*		•					
	Select Judicial District: *	C Anantapuram Kurnool West Godavari	Chittoor	East Godavari SPSR Nellore	Guntur Srikakulam	□ YSR Kadapa □ Visakhapatnam	□ Krishna □ Vizianagaram	
				SAVE & NEXT				

Step 5: Fill Applicant details, Qualification Details, Other Details, Upload specified documents

Step 6: Pay Exam Fee for completion of application.

Candidate Help Desk

If you do not receive a Confirmation email after completion of application process or have any query or concern, you can connect with the Candidate Help Desk by e-mail (helpdesk-hc.ap@aij.gov.in) or call on 0863-2372752. Please have your OTPR ID and/or Payment Transaction Number details at hand for reference.

Working Hours

Telephone: 0863-2372752 Email: helpdesk-hc.ap@aij.gov.in Working Hours - 10:30 AM to 5:00 PM on all working days. (1:30 PM – 2:15 PM Lunch break)

Mail can be sent anytime but response will be sent only in working hours of High Court.