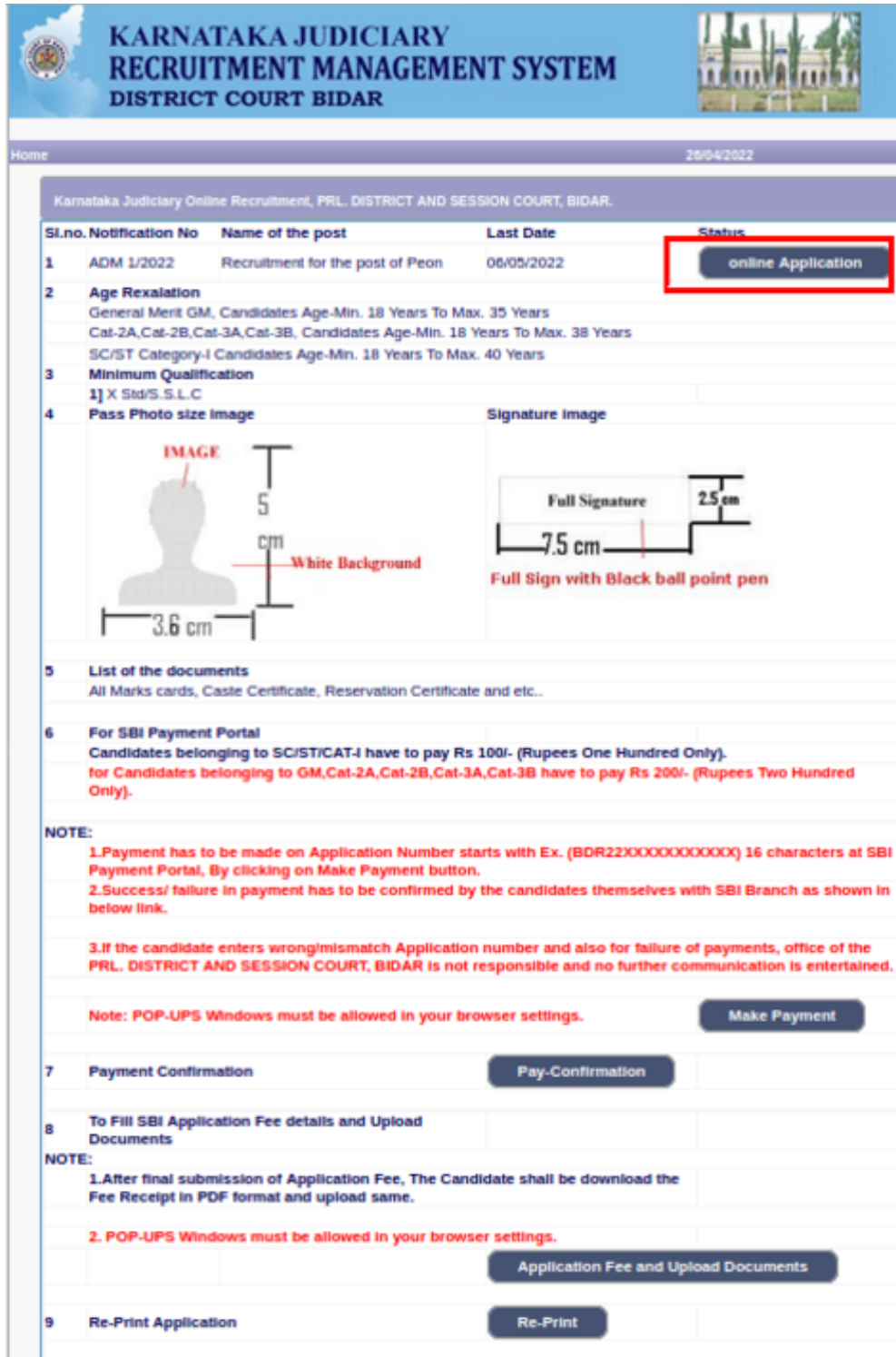


## HOW TO APPLY ONLINE

1. All eligible candidates shall visit the below mentioned website to apply online application for the various posts.

<https://districts.ecourts.gov.in/bidar-onlinerecruitment>

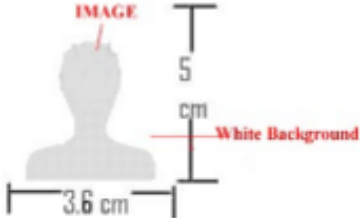
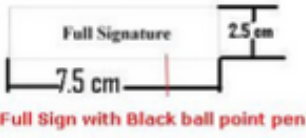
2. Click on “**Online Application**” button.



**KARNATAKA JUDICIARY  
RECRUITMENT MANAGEMENT SYSTEM  
DISTRICT COURT BIDAR**

Home 26/04/2022

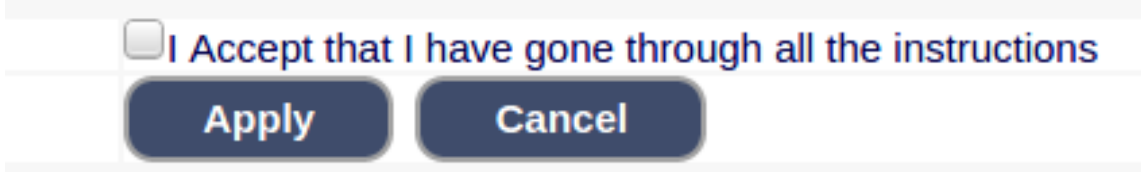
Karnataka Judiciary Online Recruitment, PRL, DISTRICT AND SESSION COURT, BIDAR.

Sl.no.	Notification No	Name of the post	Last Date	Status
1	ADM 1/2022	Recruitment for the post of Peon	06/05/2022	<b>online Application</b>
2	<b>Age Relaxation</b> General Merit GM, Candidates Age-Min. 18 Years To Max. 35 Years Cat-2A, Cat-2B, Cat-3A, Cat-3B, Candidates Age-Min. 18 Years To Max. 38 Years SC/ST Category-I Candidates Age-Min. 18 Years To Max. 40 Years			
3	<b>Minimum Qualification</b> 1) X Std/S.S.L.C			
4	<b>Pass Photo size Image</b>	<b>Signature Image</b>		
				
5	<b>List of the documents</b> All Marks cards, Caste Certificate, Reservation Certificate and etc..			
6	<b>For SBI Payment Portal</b> Candidates belonging to SC/ST/CAT-I have to pay Rs 100/- (Rupees One Hundred Only). for Candidates belonging to GM, Cat-2A, Cat-2B, Cat-3A, Cat-3B have to pay Rs 200/- (Rupees Two Hundred Only).			
<b>NOTE:</b> 1.Payment has to be made on Application Number starts with Ex. (BDR22XXXXXXXXXXXX) 16 characters at SBI Payment Portal, By clicking on Make Payment button. 2.Success/ failure in payment has to be confirmed by the candidates themselves with SBI Branch as shown in below link.  3.If the candidate enters wrong/mismatch Application number and also for failure of payments, office of the PRL, DISTRICT AND SESSION COURT, BIDAR is not responsible and no further communication is entertained.				
<b>Note: POP-UPS Windows must be allowed in your browser settings.</b>			<b>Make Payment</b>	
7	<b>Payment Confirmation</b>	<b>Pay-Confirmation</b>		
8	<b>To Fill SBI Application Fee details and Upload Documents</b>			
<b>NOTE:</b> 1.After final submission of Application Fee, The Candidate shall be download the Fee Receipt in PDF format and upload same.  2. POP-UPS Windows must be allowed in your browser settings.				
			<b>Application Fee and Upload Documents</b>	
9	<b>Re-Print Application</b>	<b>Re-Print</b>		

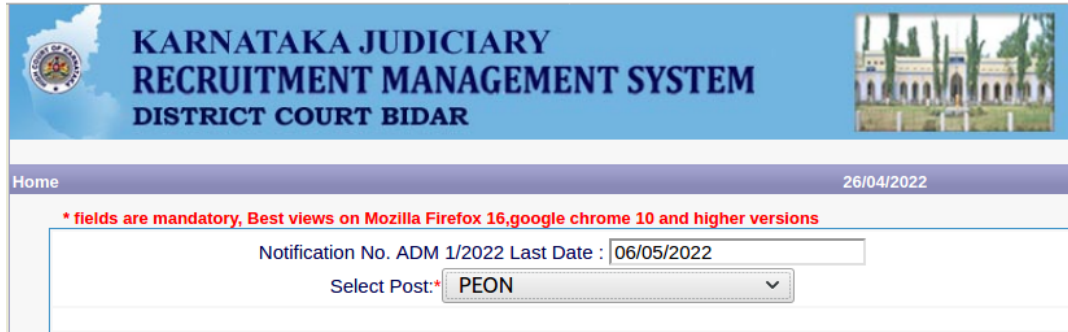
3. Candidates shall read the “**GENERAL INSTRUCTIONS**” carefully before filling the Online Application so as to avoid mistakes or rejection of application.

INSTRUCTIONS FOR FILLING ONLINE APPLICATION	
Fresh Application	
Sl.No.	GENERAL INSTRUCTIONS TO THE APPLICANT
1	Applicants shall read all the instructions carefully before submitting online application, so as to avoid the mistakes /rejection.
2	Applicants shall compulsory provide the <b>Mobile Number</b> and valid e-mail ID, for communication at relevant columns while submitting Online application. <b>The authority is not responsible for non-receipt of SMS or E-mail.</b>
3	Applicants shall pass <b>10th STD/S.S.L.C or equivalent examination</b> conducted by the Department of Public Instructions. In case of CBSE Syllabus, <b>The applicant should fill the percentage of Xth by converting CGPA into a percentage as per the rules of Central Board.</b>
4	Applicants shall provide photograph and signature scan separately. The candidates shall scan his / her latest colour passport size photograph with white background (having 5 cm of length x 3.6 cm. of breadth with maximum size 50 kb in jpg format) and signature on white paper in black ball point pen (having 2.5 cm. of length x 7.5 cm. of breadth with maximum size 25 kb in jpg format) separately and upload the same, while submitting the online application. <b>Note:-</b> After successful payment of fee from the SBI Portal, the candidates are hereby instructed to download the E-receipt from SBI Portal in PDF format, thereafter by clicking on <b>To Application Fee and Upload e-Receipt</b> . Button, fill up payment/fee details and e-Receipt should be uploaded
5	<b>Printout of Application Form Submitted and payment receipt/challan may be taken and they shall be preserved till completion of Recruitment process.</b>
6	To avoid last minute rush, the Applicants are advised to submit the ONLINE applications well in advance. The website will accept the applications round the clock till 11.59 p.m. of 07.05.2022. Last Dates: To register / submit online applications <b>on or before 07.05.2022. Time-11.59 PM.</b> For Online SBI payment of fee through Net Banking / Credit / Debit and also Generation of e-challan on <b>07.05.2022.</b> To remit Challan form to SBI BANK on <b>09.05.2022 (within Bank working hours).</b>
7	Intimation will be sent to the eligible candidates through SMS and E-mail provided. The list of eligible candidates for viva-voce will also be notified in the notice board and in website URL link: <a href="https://districts.ecourts.gov.in/bidar-online-recruitment">https://districts.ecourts.gov.in/bidar-online-recruitment</a> . of Pri. District and Sessions Court, Bidar.
8	The Candidates called for Viva-voce will have to appear for the same at their own cost.
9	The Candidates shall obtain the prescribed forms of the below mentioned Certificates before the last date for submitting Online application from the concerned competent authorities and shall produce all the original Testimonials at the time of verification. The certificates obtained after the last date fixed for submitting Online applications would not be considered, failing wherein the Reservation claimed / candidature shall liable for rejection. a) Print-out of the Application submitted online.. b) The copy of application paid receipt / Challan. c) SSLC or equivalent certificate showing the date of birth. d) SSLC Marks Cards. e) No objection certificate may be obtained only if the candidate is selected. f) Caste Certificate, if reservation claimed under SC/ ST / Cat-I/ IIA / IIB / IIIA / IIIB in prescribed formats issued by the competent authority. g) The Discharge certificate from Military Service (Ex-Serviceman), if reservation claimed. h) Rural Certificate in the prescribed form, if reservation claimed. i) Kannada Medium Certificate in the prescribed form, if reservation claimed (if post is Notified). j) Medical Certificate in respect of Benchmark disability(PH) Candidates issued by the competent authority, if reservation claimed. k) Certificate from concerned authority regarding displaced by projects. l) Creamy Layer certificate, in case the applicant belongs to General Merit and claiming reservation under Rural Category
10	While Applying Online Application for the post, the candidates shall ensure that, he / she fulfills the eligibility and other norms as mentioned above and that all the particulars furnished by him / her are correct in all respects. In case, it is detected at any stage of Recruitment that, candidate does not fulfill the eligibility norms and / that he / she has suppressed / twisted or truncated any material facts, his/her candidature would stands cancelled. If any of these short comings is detected even after appointment, his / her appointment shall liable to be terminated. Furnishing of wrong, incomplete and incorrect information would not only lead to disqualification but also liable for criminal prosecution.
11	The candidates shall not upload any of these original or attested copies of documents / certificates at the stage of submitting the online application.
12	The candidates shall produce all the original Testimonials along with one set of photocopies at the time verification Viva-voce.
13	If any applicant is found to attempt / obtain extraneous support by any means for candidature from any officials or non-officials, he/she will not be eligible for appointment.
	<input type="checkbox"/> I Accept that I have gone through all the instructions
	<input type="button" value="Apply"/> <input type="button" value="Cancel"/>

4. Candidates shall confirm that the “General Instructions” have been read by clicking check box “**I Accept that I have gone through all the instructions**” and click “**Apply**” Button to proceed for Online Application.



5. Candidates shall ensure that they are submitting Online Application for correct **Post**.



### **PERSONAL INFORMATION**

6. Candidates shall submit the correct “**Personal Information**” . Fields marked with “\*” mark are compulsory fields.
- Candidates shall enter the name as mentioned in the X Std./SSLC marks card ( Maximum characters – 50) **[Sl.No.1]**.
  - Candidates shall enter his/her Father name as mentioned in the X Std./SSLC marks card ( Maximum characters – 50) **[Sl.No.2]**.
  - Candidates shall select the appropriate Gender i.e. Male/ Female/ Others (Transgender) – by selecting corresponding Check Box Button **[Sl.No.3]**.
  - Candidates shall mention his/her Date of birth, by selecting the Day, Month & Year as mentined in the X Std./SSLC marks card **[Sl.No.4]**.
  - Candidates shall mention weather applying for Residual Parent Cadre posts by selecting corresponding Yes/No button **[Sl. No. 5]**.
  - Candidates shall mention weather applying for 371 (J) Hydrebad-Karnataka Region (Local Cadre) posts by selecting corresponding Yes/No button and if mentioned Yes, then candidates shall mention the Date of Certification and Preference **[Sl. No. 6]**.
  - Applicant shall select the appropriate Category to which he/she belong and to mention certificate number and date of certificate **[Sl.No. 7]**.
  - The Candidates shall select the required ‘Quota’ under “Reservation” Rural, Physically Challenged, Kannada Medium, Displaced from Projects and Ex-

Serviceman and mention the date certification and number of years of service for Ex-Serviceman **[Sl.No. 8]**.

- The Candidates shall select the required 'Age Relaxation' under "Reservation" In Karnataka state, Census Organisation of India and Rural Industrialization Scheme, Bonded Labourer, Whole time Cadet instructor in National Cadet Corps (NCC) and mention the date certification and number of years **[Sl.No. 8]**.
- The Candidates shall enter correct "Marital Status" i.e., Married or Unmarried and further whether the Candidate is Single, Divorced, Widowed or Judicially-Separated if applicable **[Sl.No. 9]**.
- The Candidates shall enter correct Citizenship details **[Sl.No. 10]**.

Personal Information	
1. Name of the Applicant in full(as in X/SSLC Marks card).*	<input type="text"/> (Max 50 Characters)
2. Name of Father:*	<input type="text"/> (Max 50 Characters) Father <input type="text"/>
3. Gender:*	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender
4. Date of Birth:*	<input type="text"/> D: <input type="text"/> Month: <input type="text"/> Year: <input type="text"/> Age as on Last date of Notification: <input type="text"/>
5. Are you applying for Residual-Parent Cadre of Karnataka?:*	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Are you applying for 371J Hyderabad-Karnataka region (Local Cadre)?:*	<input type="radio"/> Yes <input checked="" type="radio"/> No
If yes,	<input type="checkbox"/> Date of Certification FIRST Preference <input type="radio"/> Hyderabad-Karnataka Local Cadre <input type="radio"/> Residual-Parent Cadre
7. Category Claimed:*	--Select-- Certificate No. <input type="text"/> Date of Certificate: <input type="text"/>
8. Reservation:	<input type="checkbox"/> a). RURAL Date of Certification: <input type="text"/> <input type="checkbox"/> b). Physically Challenged Date of Certification: <input type="text"/> Select Disability: --Select--
Quota :	<input type="checkbox"/> c). Kannada Medium Date of Certification: <input type="text"/> <input type="checkbox"/> d). Displaced from Projects Date of Certification: <input type="text"/> <input type="checkbox"/> e). EX-Servicemen <input type="text"/> (No.Yrs)
Others:	<input type="checkbox"/> a). In KARNATAKA State, Census Organisation of India <input type="text"/> (No.Yrs) <input type="checkbox"/> b). Bonded Labourer Date of Certification: <input type="text"/>
Age Relaxation:	<input type="checkbox"/> c). Whole time cadet instructor in NCC(National Cadet Cops) <input type="text"/> (No.Yrs) <input type="checkbox"/> d). In KARNATAKA State, Rural Industrialisation Scheme <input type="text"/> (No.Yrs)
9. Marital Status :*	<input checked="" type="radio"/> Married <input type="radio"/> UN-Married --Select--
10. Citizen :*	Indian <input type="text"/>

## **CONTACT INFORMATION**

7. The Candidates shall enter correct “**Contact Information**”. Fields marked with “\*\*” mark are compulsory fields.
- The Candidates shall enter correct Present and Permanent Address i.e., Door No. / Street, Area, State, District, Taluk and Pincode [**Sl. No. 11**].
  - The Candidates shall enter correct Mobile Number compulsory and landline number if any [**Sl. No. 12**].
  - The Candidates shall enter correct and valid e-Mail ID [**Sl. No. 13**].
  - If the Candidate is in service of Union of India or State Government or any undertaking, Click “Yes” and submit the service details as sought [**Sl. No. 14**].
  - If the Candidate is facing any Departmental Enquiry, then the details of Departmental Enquiry shall be submitted [**Sl. No. 15**].
  - If the Candidate is a party to any Civil or Criminal Proceedings in any of the Court, then details shall be submitted [**Sl. No. 16**].

Contact Information	
<b>11. a) Present Address *</b>	
Door No/Street/Place :	<input type="text"/>
Area :	<input type="text"/>
State: *	--Select--
District:*	--Select--
Taluk:*	--Select--
If not Karnataka State, Please Specify District and Taluk	
District:	<input type="text"/> (Max 20 Characters)
Taluk:	<input type="text"/> (Max 20 Characters)
PinCode :*	<input type="text"/>
<b>b) Permanent Address</b>	
Same as Present Address:	NO
Door No/Street/Place :	<input type="text"/>
Area :	<input type="text"/>
State:	--Select--
District:	--Select--
Taluk:	--Select--
If not Karnataka State, Please Specify District and Taluk	
District:	<input type="text"/> (Max 20 Characters)
Taluk:	<input type="text"/> (Max 20 Characters)
PinCode :	<input type="text"/>
<b>12. a). Mobile No.:*</b>	
<input type="text"/>	
<b>b). Landline No.:</b>	
<input type="text"/>	
<b>13. E-MAIL ID:</b>	
<input type="text"/>	
<b>14. Whether the Applicant is in service of</b>	
Union of India / State Government and their Undertaking ? : <input type="radio"/> Yes <input checked="" type="radio"/> No	
If yes, give details <input type="text"/> (No. of Years) <input type="text"/> (Months)	
<b>15. Is there any Departmental Enquiry Pending / Contemplated / Ending with imposition of penalty against the Applicant? :</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	
If yes, give details <input type="text"/>	
(Max 80 characters)	
<b>16. Whether the applicant is /was a party to any Civil /Criminal Proceedings :</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	
If yes, give details <input type="text"/>	
(Max 100 characters)	



8. The Candidates shall confirm the details entered under “Personal Information” and “Contact Information” are true and if the furnished information is untrue in material particulars then will be liable for criminal prosecution and also forgo the claim for public services under State Government by clicking the the acceptance clause as shown in below screen. Then the candidates shall click on “Preview” button to proceed further.

I do hereby solemnly and sincerely affirm that the statement made and the informations furnished above is true. Should it however be found that any information furnished herein is untrue in material particulars,I realise that I am liable for criminal prosecution and I am also agreeable to forego the claim for public services under the State Government.

9. Further the Candidates shall enter the **Captcha** and shall confirm the details. Click on “**Save & Continue**” button to proceed further or click ‘**Edit**’ button to modify the details. Further changes / modifications cannot be done once the “Save & Continue” button is clicked.

Enter the text as shown in the image\*


I do hereby confirmed all information that was submitted are correct

10. The Candidates shall note down the “**Reference Number**” generated and enter the OTP (One Time password) received. After entering OTP click on “Submit” button to proceed further.


## EDUCATIONAL INFORMATION

11. The Candidates shall enter correct Educational Information (Carefully read guidelines for qualification details and enter correct details).

12. The candidates shall click on '**ADD**' button to add education details.  
Click on '**DELETE**' button to remove the education details.



### KARNATAKA JUDICIARY RECRUITMENT MANAGEMENT SYSTEM DISTRICT COURT BIDAR



Home 27/04/2022

Notification No. ADM 1/2022 Last Date :   
Applied Post Name : PEON

**Applicant Information**

Reference No :

**17. Educational Information**

**Guidelines for Qualification Details**  
**Xth STD Qualification**

In case of Marks in Grade System, **Maximum SGPA, Obtain SGPA and Enter CGPA Grade points is Compulsory.**  
a. Xth std or Equivalent **Marks should be entered compulsorily..**

Qualification	<input type="text" value="--Select--"/>
Board:	<input type="text"/>
Roll Number:	<input type="text"/>
Is your qualification marks card issued in grade points (CGPA)? *	<input type="radio"/> Yes <input checked="" type="radio"/> No
Year of Passing	<input type="text" value="--Select--"/>
Maximum Marks	<input type="text"/>
Obtained Marks	<input type="text"/>
<input type="button" value="Add"/>	

**Note: Marks obtained in Xth Std shall be furnished,Otherwise Application stands disqualified..  
In Grade System points (CGPA) should be converted into percentage.(Mandatory).**

13. Click on "**Save & Continue**" button to proceed further.

## PHOTOGRAPH AND SIGNATURE UPLOAD

14. Candidates shall upload the Photo and Signature (Carefully read the guidelines for scanning and upload of Photograph and Signature as shown below)

### 16. Photo and Signature Upload

**Guidelines for scanning and Upload of Photograph and Signature**

File Upload Use Browse 'Mozilla FireFox 16'/'Google chrome 10' and higher version, Please Note 'Internet Explorer' does not support to upload

**Photograph Image (JPG Format).**

- a. Photograph must be a recent passport style colour picture.
- b. Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- c. Look straight at the camera with a relaxed face.
- d. If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- e. If you have to use flash, ensure there's no 'red-eye'
- f. If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- g. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.

h. Allowed Photo Size 3.5 cm x 5 cm and stored in (\*.jpg) format on local machine only.

i. Size of file should be between 25kb-50kb

j. Ensure that the size of the scanned image is not more than 50KB. If the size of the file is more than 50 KB, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.  
**For Photo Upload:** Select 'Photo Passport Size' in the the Dropdown, Browse your photo file & Click on Upload button

**Signature Image (JPG Format).**

- a. The applicant has to sign on white paper with Black Ball point pen.
- b. The signature must be signed only by the applicant and not by any other person.
- c. The signature will be used to put on the Hall Ticket, attendance sheet and wherever necessary.
- d. If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the applicant will be disqualified.
- e. Dimensions 7.5 cm x 2.5 cm (preferred) and stored in (\*.jpg) format on local machine only.

f. Size of file should be between ( 10KB 25KB)

g. Ensure that the size of the scanned image is not more than 25KB

Full Sign with Black ball point pen

For Signature Upload: Select 'Applicant Signature' in the the Dropdown, Browse your signature file & Click on Upload button

List of the positions of Photograph are not Accepted as shown below. If You uploaded, Your Application will be rejected.

Not acceptable Pinkish style photographs are not permitted	Not acceptable Dark glasses and smiling are not permitted	Not acceptable Covering of facial features is not permitted	Not acceptable The spectacles cover the eye	Not acceptable The scarf creates a shadow	Not acceptable Hats are not permitted	Not acceptable Even a slight smile distorts the normal facial features.		Not acceptable The subject is too far from the camera
Not acceptable The subject is too close to the camera	Not acceptable The background is not light grey or cream	Not acceptable Hair covering the face is not permitted	Not acceptable The photograph is blurred	Not acceptable Photo with sign	Not acceptable Color background with photo and sign	Not acceptable Color background signs on face		Not acceptable Photo scan in small area.



15. Click on **'Browse'** button to select the photo and signature and click on **'Upload'** button to upload the photo and signature and click on Check box button to declare that the uploaded photo and signature image as per the said notification in the prescribed format and clearly visible.

16. Click **Preview button** to proceed further and after clicking preview button all entered information will be displayed on the screen. Applicant shall verify and modify if any mistakes before final submission.

<b>Photo Passport Size:</b> (Max. File Size 50kB )	Photo Passport Size ▾	Browse...	No files selected.	<b>Upload</b>
	<input type="checkbox"/> I declare that uploaded Photo image as per the said notification in prescribed format and clearly visible.			
<b>Applicant Signature:</b> (Max. File Size 50kB )	Applicant Signature ▾	Browse...	No files selected.	<b>Upload</b>
	<input type="checkbox"/> I declare that uploaded Signature image as per the said notification in prescribed format and clearly visible.			

**Preview**      **Back**

17. On verifying that information is correct, applicant should declare that information is true by clicking the check box button shown below and click on **'Submit'** button.

I do hereby solemnly and sincerely affirm that the statement made and the information furnished above is true. Should it however be found that any information furnished herein is untrue in material particulars, I realise that I am liable to criminal prosecution and I am also agreeable to forego the claim for public services under the State Government.


**Note:**

1. Marks obtained in X/SSLC or Equivalent Exam shall be furnished, Otherwise Application stands disqualified.
2. If Photograph and signature(in JPG format) is not uploaded, Application stands disqualified.


I hereby declare that the above information is true to the best of my knowledge and information.

**Submit**      **Edit**


18. Candidates shall note down the “APPLICATION NUMBER”




## KARNATAKA JUDICIARY RECRUITMENT MANAGEMENT SYSTEM DISTRICT COURT BIDAR



Home 27/04/2022

**PRL. DISTRICT AND SESSION COURT, BIDAR**

<b>Applied Post Name :</b>	PEON	<b>Generated Date:</b>
<b>Applicant Information</b>		27/04/2022 12:04:52
<b>Application No.</b>	BDR2237GDP000002	

19. Candidates shall Click on “Print” button to print the application submitted.

- 11 The candidates shall not upload any of these original or attested copies of documents / certificates at the stage of submitting the online application.
- 12 The candidates shall produce all the original Testimonials along with one set of photocopies at the time verification Viva-voce.
- 13 If any applicant is found to attempt / obtain extraneous support by any means for candidature from any officials or non-officials, he/she will not be eligible for appointment.

[print](#)

[close](#)

**NOTE:-** Candidates shall secure the printed application and submit to the authority without fail at the time of document verification.