

Sl. No.	GENERAL INSTRUCTIONS TO THE APPLICANT (For the post of PEON)
1	Applicants shall read all the instructions carefully before submitting online applications, so as to avoid the mistakes /rejection.
2	Applicants shall compulsory provide the Mobile Number and valid e-mail ID, (if any), for communication at relevant columns while submitting Online application. This authority is not responsible for non-receipt of SMS or e-mail.
3	Applicants shall have passed 7 <sup>th</sup> standard or equivalent examination.
4	Applicants shall provide photograph and signature scan separately. The candidates shall scan his/her latest 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.
5	Submitted Application Form has to be taken print out and the copy of payment receipt/challan to be preserved till completion of Recruitment process.
6	<p>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 11.02.2019.</p> <p><b><u>Last Dates:</u></b></p> <ul style="list-style-type: none"> <li>* To register/ submit online applications on or before <b>11.02.2019. Time 11.59 PM.</b></li> <li>* For Online SBI payment of fee through Net Banking / Credit / Debit and also Generation of challan on <b>11.02.2019.</b></li> <li>* To remit Challan form to SBI Bank on 14.02.2019 during working hours.</li> </ul> <p><b>Note: - While remitting the application fee through payment portal, the information furnished should match with the information furnished in the online application. The information should be exactly same in both payment portal and the online application. Mismatched applications will not be considered.</b></p> <p><b>Payment made after the last date, payment made in other than mentioned modes and payment made to other authorities will not be considered.</b></p>
7	Intimation will be sent to the eligible candidates through SMS/e-mail. The list of eligible candidates for interview will also be notified in Prl. District and Sessions Court, Bagalkot website URL link: <a href="https://districts.ecourts.gov.in/bagalkot">https://districts.ecourts.gov.in/bagalkot</a>
8	The Candidates called for interview will have to appear for the same at their own cost.
9	<p>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 or on the date of Test/interview. The certificates obtained after the last date fixed for submitting Online application would not be considered, failing wherein the Reservation claimed / candidature shall liable for rejection.</p> <ol style="list-style-type: none"> <li>a) Online submitted application print out.</li> <li>b) The copy of application fee paid receipt/Challan.</li> <li>c) <b>7<sup>th</sup> Standard or equivalent examination certificate with mention of maximum marks and marks secured in the said standard.</b></li> <li>d) SSLC or equivalent certificate or Transfer Certificate or Cumulative records showing the date of birth / Birth certificate issued by the Municipal authority.</li> </ol>

	<p>e) No Objection Certificate from concerned authority (in-service candidates).</p> <p>f) Caste Certificate, if reservation claimed under SC/ ST/ Cat-I/ IIA/ IIB/ IIIA/ IIIB in prescribed formats issued by the competent authority.</p> <p>g) The Discharge certificate from Military Service (Ex-Serviceman), if reservation claimed.</p> <p>h) Rural Certificate in the prescribed form, if reservation claimed.</p> <p>i) Kannada Medium Certificate in the prescribed form if reservation claimed ( If post is Notified).</p> <p>j) Physical Handicapped Certificate issued by the competent authority, if reservation claimed.</p> <p>k) Project Displacement certificate in the prescribed form (Reservation under Project Displacement Candidate Quota) (if post is Notified)</p> <p>l) The candidates should produce required documents whenever called by this office.</p>
10	<p>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 shall 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 and also liable for criminal prosecution.</p>
11	<p>The candidates shall not upload any of these original or attested copies of documents/ certificates at the stage of submitting the online application.</p>
12	<p>The candidates shall produce all the original Testimonials along with one set of self attested photocopies at the time of verification or on the date of interview.</p>
13	<p>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.</p>