

9. Admit Cards :-

Admit Cards/Hall Tickets of Preliminary Screening Examination will be generated by High Court of Madhya Pradesh on its website (www.mphc.gov.in) and the candidate may download and take print-out of their respective Admit Card. It will be ensured that Admit Cards are generated by High Court of Madhya Pradesh atleast 07 days prior to the date of examination.

Admit Cards/Hall Tickets will be issued only to those candidates who have submitted their application forms complete in all respect within prescribed period. Candidate who fails to submit application form within prescribed period shall tantamount to their unwillingness to do so.

10. Selection Process :-

The selection process would consist of following stages-

- I. Preliminary Screening Examination (MCQ),
- II. Practical,
- III. Interview and
- IV. Past Performance

However, the merit list for selection will be prepared on the basis of marks obtained by candidate in aggregate of Practical Examination, Interview and Past Performance subject to securing prescribed minimum marks.

I. Preliminary Screening Examination (MCQ) :-

Question paper shall contain 100 multiple choice objective type questions of 01 mark each to be solved within a period of 2 hours (i.e. 120 minutes) on provided OMR sheet.

(A) Syllabus :-

The syllabus of Preliminary Screening Examination shall be as under:

S. No.	Name of Post	Syllabus	Marks	Language
1	Senior Computer Programmer Assistant	- Fundamentals of Information Technology & Operating Systems. - Computer System organization and architecture. - Computer Assembling & Troubleshooting.	100	English

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		• Computer Networks & Information Security. • Programming Methodologies and Data Structures. • Object Oriented Programming and Technology • Database Management System • Data Communication and Operation Systems. • Internet of Things (IOT) & Applications • Cyber Security framework • Web design, web services and web applications developments. • Software engineering • System Administration		
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(B) Date, Time, Shifts and Centres :-

Date, time & venue of the Preliminary Screening Examination shall be notified later by publishing a notification on the website of High Court of Madhya Pradesh.

All efforts shall be made to conduct Preliminary Screening Examination in a single shift, but in case of any exigency like large number of candidates applying for the post, non-availability of nodes, technical difficulty or for any other suitable reason, the Preliminary Examination may be conducted in two or more shifts either on the same day or on the different date(s).

In case of cancellation of Preliminary Screening Exam, the rescheduling of Preliminary Screening Examination of all candidates of the concerned centre(s), may be made for some other suitable date/shift, time and place(s)/centre(s). In such case, the Question Paper shall be different from previous date or shift. Any candidate of Preliminary Examination shall not have any right to raise any objection regarding date(s)/shift(s), Centre(s) and question paper etc.

(C) Objections & Finalization of Model Answers :-

After completion of Preliminary Screening Examination, the proposed Model Answers intended to be used for generating result and valuation of OMR sheets of Preliminary Screening Examination, shall be uploaded/ published on the

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website of the High Court of Madhya Pradesh along-with a notice and format for Objection(s) that if any candidate wishes to make any objection etc. regarding any proposed Model Answer(s), he /she may submit objection regarding question(s) in writing & signed by him/her to the Principal Registrar (Exam), High Court of Madhya Pradesh, Jabalpur in provided format by post or by hand only in Receipt Section of High Court of Madhya Pradesh within 07 days from the date of uploading of the proposed Model Answers by mentioning his/her Name & Application number along-with self attested photo copies of source document(s)/proof, on the basis of which he/she has submitted the objection(s).

Only offline objection(s) will be entertained, objections received through E-mail or any other mode shall not be entertained.

Objections received within aforesaid time, aforesaid mode and proper format or even suo-moto may be taken into consideration. However, any objection received other than prescribed format or without any authentic proof/source or any objection received after aforesaid stipulated period/time shall not be considered on any ground including postal delay.

If no objection is received and also not taken up suo-moto, the proposed model Answers shall be treated as final model answers. After declaration of result of Preliminary Screening Examination, no representation regarding final model answer keys or Questions shall be entertained on any ground, whatsoever.

(D) Result of Preliminary Screening Exam :-

Candidates who secure place in Merit List in each category in the ratio of 1:3 against each post shall be declared successful for Practical and Interview including candidate(s) securing equal marks to the last successful candidate in each category irrespective of the fact that the ratio of 1:3 exceeds as a result of inclusion of such candidates.

List of such candidates shall be ported on the website of the High Court of Madhya Pradesh along-with notification.

II. PRACTICAL EXAMINATION

(A) Venue, Date & Time of Practical Exam :-

The Practical Examination may be held at the premises of High Court of Madhya Pradesh, Jabalpur. The date & time for Practical Examination shall be notified later by publishing a notification on the website of High Court of Madhya Pradesh.


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(B) Syllabus & maximum marks for the Practical Examination :-

The syllabus & maximum marks for the Practical Examination shall be as under-

S.No.	Exam	Syllabus	Maximum Marks
1.	Practical	Same as Prescribed for Preliminary Screening Examination	25

III. Interview :-

The Interview will carry maximum 15 marks. The Interview of a candidate may be conducted at the premises of High Court of Madhya Pradesh, Jabalpur on such date & time as may be notified on the website of High Court of Madhya Pradesh. The candidate shall carry his/her required original documents at the time of interview for verification.

IV. Past Performance Appraisal :-

Past Performance Appraisal shall be of 10 Marks. Candidates who have discontinued their Job but having required work experience are also eligible for this exam. As per Schedule-I of the "Rules 2019", Work experience of not less than 02 years in District Court Establishment or High Court is required. Therefore, for computing marks of past performance of candidates, their Last 02 years appraisal reports shall be taken into account. However, it may be possible that for some candidates the performance report is written on monthly basis whereas for others it may be written on yearly basis.

Therefore, for calculation of marks out of 10, the candidates/employees, whose A.C.Rs. are written on yearly basis, the Past Performance Appraisal shall be calculated as under :-

Outstanding (+A)	Very Good (A)	Good (B)	Fair (C)	Poor (D)
5	4	3	2	1

Similarly, the candidates/employees, whose A.C.Rs. are written on monthly basis, the Past Performance Appraisal shall be calculated as under :-

Average/ Satisfactory/Above	Below Average/Not Satisfactory
0.4	0

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11. Final Result :-

After completion of process of interview, final result based on merit alongwith Waiting List shall be prepared on the basis of aggregate marks obtained by candidates in Practical Examination, Interview and Past performance Appraisal. To be declared successful, the candidate shall be required to secure minimum 40% marks in aggregate of marks of Practical Examination, Interview & Past Performance Appraisal. In case two or more candidates secure equal number of marks, then candidate who is older in age shall be placed above in Merit List.

The Final Select and Waiting list shall be ported on the Website of High Court of Madhya Pradesh (www.mphc.gov.in).

The waiting List will be valid for one year or till the publication of advertisement for next recruitment, whichever is earlier

12. Marks of Candidates :-

Marks of candidates of Preliminary Screening Examination, Practical Examination, Past Performance Appraisal & Interview shall be shown in Score-card which will be available on the website of High Court of Madhya Pradesh. For viewing marks and generating Score-card, candidates will have to enter their credentials.

13. Travelling Expenses :-

No Travelling Expenses or allowances will be payable to any candidate for appearing in Preliminary Screening Examination, Practical Examination and Interview.

14. Rechecking/Revaluation/ Re-Examination :-

There will be no provision for rechecking of Marks or revaluation of answer sheet at any stage of the Examination. Re-examination shall not be permissible at any stage of selection or even thereafter. Any representation/ application received in this regard shall stand rejected without assigning any reason.

15. Corrigendum :-

At any time after the recruitment process has started if any Clarification, Modification etc. is required to be made on the part of High Court then it may be made by porting a corrigendum on the official website of High Court of Madhya Pradesh. Porting of corrigendum on official website shall be deemed as sufficient notice to all candidates/ aspirants and no objection shall be entertained on the ground that candidate was having no information of such corrigendum.


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16. Elimination/disposal of Used Examination Material :-

After a period of six months from the date of declaration of final result, all the records of this examination including application forms etc. of candidates may be eliminated. However, any record of one or more candidates may be preserved for a longer period if any court case is pending & notice has been received in the Examination Section.

17. Right to Information :-

In case, application for copy of OMR sheets is applied by candidate under R.T.I. Act, then copy will be made available to the candidate, if the Rules permit, subject to payment of prescribed fees and only after declaration of Final Result but within 06 months from the date of declaration of Final Result. Thereafter, the data regarding OMR sheets of Preliminary Screening Examination may be eliminated.

Attached – Format of Application Form

JABALPUR, 17 July, 2026



REGISTRAR GENERAL