

HIGH COURT FOR THE STATE OF TELANGANA::HYDERABAD

NOTIFICATIONS(8) NOS: 1/2022-RC TO 8/2022-RC, DATED 03.03.2022 FOR DIRECT RECRUITMENT TO THE POSTS IN THE TELANGANA JUDICIAL MINISTERIAL SERVICE

USER MANUAL FOR FILLING ONLINE APPLICATION

Note

Read the notification carefully before applying online application

Recommended browser to fill in the Application Form

Internet Explorer (version 11 and above) or

Mozilla Firefox (version 50 and above) or

Google Chrome (version 52 and above)

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

Instructions

Read below instructions carefully

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

- 1) Candidate had to fill mentioned details and submit the registration form.
- 2) 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.
- 3) Candidate had to use OTPR ID and Password to login and apply for the Posts.
- 4) Once the registration is done, details cannot be changed.
- 5) Candidate shall apply for all eligible Posts in all Districts with the same One Time Profile Registration ID (OTPR ID). Separate Application number will be generated for each Post and District applied.

PART B (Application Form)

- 1) Login using your One Time Profile Registration ID (OTPR ID).
- 2) Fill the Qualification Details form
- 3) Select Post, Judicial District and fill the application.
- 4) Upload recent Passport Size Photograph and Image of Signature.
- 5) Submit the application form to proceed to Fee Payment.
- 6) 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.

Note

- 1) Application is accepted only after completing Part A and Part B
 - 2) Candidate shall use same OTPR ID and Password to apply for another eligible post.
 - 3) In case of any queries, please contact help desk.
-

Candidate who is applying for the first time had 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 shall 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/ Internet Explorer)

<https://cdn3.digialm.com/EForms/configuredHtml/2775/74035/Registration.html>

Step 2: Read the instructions and click on Close

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Note

Recommended browser to fill in the Application Form

- Internet Explorer (version 11 and above) or
- Mozilla Firefox (version 50 and above) or
- Google Chrome (version 52 and above)

Instructions

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

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

1) Candidate has to fill mentioned details and submit the registration form.

Recommended browser to fill in the Application Form

- Internet Explorer (version 11 and above) or
- Mozilla Firefox (version 50 and above) or
- Google Chrome (version 52 and above)

Instructions

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

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

1) Candidate has to fill mentioned details and submit the registration form.

Recommended browser to fill in the Application Form

- Internet Explorer (version 11 and above) or
- Mozilla Firefox (version 50 and above) or
- Google Chrome (version 52 and above)

Instructions

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

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

1) Candidate has to fill mentioned details and submit the registration form.

Recommended browser to fill in the Application Form

- Internet Explorer (version 11 and above) or
- Mozilla Firefox (version 50 and above) or
- Google Chrome (version 52 and above)

Instructions

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

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

1) Candidate has to fill mentioned details and submit the registration form.

Recommended browser to fill in the Application Form

- Internet Explorer (version 11 and above) or
- Mozilla Firefox (version 50 and above) or
- Google Chrome (version 52 and above)

Instructions

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

The Application contains two parts Part A and Part B. You must complete both Part A and Part B to apply for Telangana Judicial Ministerial and Subordinate Services posts.

PART A (Registration Form) – For One Time Profile Registration (OTPR)

1) Candidate has to fill mentioned details and submit the registration form.

Step 3: Filling Registration form (Part – A)

HIGH COURT FOR THE STATE OF TELANGANA

HYDERABAD

Note :

Kindly use Internet Explorer (version 11 and above) or Mozilla Firefox (version 50 and above) or Google Chrome (version 52 and above) to fill the Application Form.
Fields marked with* are mandatory.

Read the below instructions carefully, before filling the form:

- 1) One Time Profile Registration (OTPR).
- 2) Candidate has to fill mentioned details and submit the registration form.
- 3) 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 (if Provided).
- 4) Candidate has to use OTPR ID and Password to login and apply for the Posts.
- 5) Once the registration is done, details cannot be changed.
- 6) Candidate shall apply for all eligible Posts in all Judicial Districts with the same One Time Profile Registration ID (OTPR ID). Separate Application number will be generated for each Post and District applied.

Registration Details

Personal Details

Name as in SSC/Equivalent or Birth Certificate*	Name of Father/Mother/Guardian*	Relationship*	
<input type="text" value="NAME AS IN SSC/EQUIVALENT OR BIRTH CERTIF"/>	<input type="text" value="NAME OF FATHER/MOTHER/GUARDIAN"/>	<input type="radio"/> Father: <input type="radio"/> Mother: <input type="radio"/> Guardian	
Date of Birth (DD/MM/YYYY)*	Age as on 01/07/2022		
<input type="text" value="dd/mm/yyyy"/>	0Years 0Month 0Days		
As mentioned in the SSC/ Equivalent or Birth Certificate			
Gender*	Category*		
<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender	<input type="text" value="Please select category."/>		
No changes will be entertained after you complete the registration			
Are You a Physically Handicapped person?*			
<input type="radio"/> Yes <input type="radio"/> No			
Are you an Ex-Service Person?*			
<input type="radio"/> Yes <input type="radio"/> No			
Mobile Number*	Confirm Mobile Number*	Email ID*	Confirm Email ID*
<input type="text" value="Mobile Number"/>	<input type="text" value="Confirm Mobile Number"/>	<input type="text" value="Email ID"/>	<input type="text" value="Confirm Email ID"/>

Address for Communication

Address Line 1*	State*	District*	City*
<input type="text" value="Address Line 1"/>	<input type="text" value="Please select Communication State."/>	<input type="text" value="Please select Communication District."/>	<input type="text" value="Please enter Communication City."/>
Pincode*			
<input type="text" value="Communication Pincode"/>			
Permanent Address same as Communication Address?*			
<input type="radio"/> Yes <input type="radio"/> No			

Permanent Address

Address Line 1*	State*	District*	City*
<input type="text" value="Address Line 1"/>	<input type="text" value="Please select Permanent State."/>	<input type="text" value="Please select Permanent District."/>	<input type="text" value="Please enter Permanent City."/>
Pincode*			
<input type="text" value="Please enter the Permanent Pincode"/>			

Generate OTP

Declaration By The Candidate

I understand that on completion of registration process, I will receive One Time Profile Registration ID (OTPR ID) and Password to my registered Mobile Number and Email id (if provided) for completing my application process.



Register

Version 14.03.01

Fill registration form with below details

1. Name as in SSC/Equivalent or Birth Certificate

Name as in SSC/Equivalent or Birth Certificate *

2. Name of Father/Mother/Guardian

Name of Father/Mother/Guardian *

3. Relationship

Relationship *


Father Mother Guardian

4. Date of Birth (DD/MM/YYYY)

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

Fill as mentioned in the SSC/Equivalent or Birth Certificate

Date of Birth (DD/MM/YYYY) *

Age as on 01/07/2022
0Years 0Month 0Days

As mentioned in the SSC/ Equivalent or Birth Certificate

5. Gender

Gender *

Male Female Transgender

6. Category

Category *

No changes will be entertained after you complete the registration

7. Are You a Physically Handicapped person?

Click on Yes if physically Handicapped person. On click Yes you will get Nature of Disability.

- If Blindness or Low vision (VH), click on box and select the percentage disability
- If Hearing Impaired (HI), click on box and select the percentage disability
- If Orthopedically Challenged (OC), click on box and select the percentage disability
- The minimum person to be eligible for Physically Handicap is 40%
- Blindness or Low vision and Hearing Impaired person is not eligible to apply for Stenographer Grade III, Typist and Copyist posts
- If scribe help is required during examination, click on yes in Scribe required section

Are You a Physically Handicapped person? *

Yes No

Nature of Disability:*

Blindness or Lowvision (VH) Hearing Impaired (HI) Orthopedically Challenged(OC)

Percentage of Disability *

Note : If your nature of disability is VH or HI, you are not eligible to apply for Stenographer Grade III, Typist and Copyist post

8. Are you an Ex-Service Person?

Are you an Ex-Service Person? *

Yes No

9. Mobile Number – OTP will be generated to verify

10. Confirm Mobile Number (Fill same number as in above mobile number)

11. Email ID

12. 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

Mobile Number*

Confirm Mobile Number*

Email ID

Confirm Email ID

13. Address for Communication

Address for Communication

Address Line 1*

State*

District*

City*

Pincode*

14. Select Permanent Address same as Communication Address? As Yes if your communication address is same as Permanent address, if not fill the Permanent Address details

Permanent Address same as Communication Address? *

Yes No


15. Generate OTP and enter OTP generated to verify Mobile number

16. Click on declaration by candidate box

Declaration By The Candidate

I understand that on completion of registration process, I will receive One Time Profile Registration ID (OTPR ID) and Password to my registered Mobile Number and Email id (if provided) for completing my application process.

17. See code shown in image and fill it in the below box. If code you have entered is incorrect it will ask to fill again with new code.



Type the text shown in the image above.
Enter 7 characters. No spaces.
No special characters.

v6V1jb7

Get New Image

Help

18. Click on Register

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.

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

You shall apply for multiple eligible posts using one OTPR ID.

Note:

In order to complete Part B: Application, please do the following:

- 1) Login using One Time Profile Registration ID (OTPR ID).
 - 2) Fill the Qualification Details form
 - 2) Select Post, Judicial District 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 **Go to Qualification Details** Page as shown below

HIGH COURT FOR THE STATE OF TELANGANA

HYDERABAD

Personal Details

[Go to Qualification Details](#)

Personal Details

OTPR Number TSHC2200039	Name of the Applicant RONAK BHOI	Name of Father/Mother/Guardian ROONAK BHOI	
Relationship Father	Date of birth 11/May/1994	Age as on 01/07/2022 28 Years 1 Months 21 Days	Gender Male
Marital Status Married	Name of Spouse FGSDGSDF..LYIUOHRGIUWEF	Occupation of the Spouse FSTRSTYWIUJKL.SW.ERPLOIUOUYT	Address of the Spouse YFTR76587367498YE982UEDHIWUHEDGWI UTY78./.,.
Category BC-C	Are You a Physically Handicapped person? No		
Whether the applicant is an Ex-Service man? No			

Communication Details

Mobile Number 9999888888	Email ID qatest3@dc01.tcs-itontap.com
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Address for Communication

Address Line 1 THFRRDH	State TELANGANA	District Nalgonda	City MEHATPURWQDQWDQWDFWQF.....
Pincode 435345	Permanent Address same as Communication Address? Yes		

Permanent Address

Address Line 1 THFRRDH	State TELANGANA	District Nalgonda	City MEHATPURWQDQWDQWDFWQF.....
Pincode 435345			

Additional Details

Local District Others

Step 2: After filling the qualification details form, view preview and submit. Post that page will take directly to application page. Click on Application

Personal Details

Application

Personal Details

O.TPR Number TSHC22000038	Name of the Applicant SSSSSSS	Name of Father/Mother/Guardian SSSSSSSSSS	
Relationship Father	Date of birth 01/jul/2004	Age as on 01/07/2022 18 Years 0 Months 0 Days	Gender Male
Marital Status Married	Name of Spouse SS	Occupation of the Spouse SSS	
Category BC-B	Are You a Physically Handicapped person? No		
Whether the applicant is an Ex-Service man? No			

Communication Details

Mobile Number 9899999988	Email ID qatest1@dc01.tcs-iltontap.com
------------------------------------	--

Address for Communication

Address Line 1 SSSSSSSSSS	State CHANDIGARH	District Chandigarh	City SSSSSSSSSS
Pincode 111111	Permanent Address same as Communication Address? Yes		

Permanent Address

Address Line 1 SSSSSSSSSS	State CHANDIGARH	District Chandigarh	City SSSSSSSSSS
Pincode 111111			

Additional Details

Local District Khammam

Type of Study

Type of Study Open Schooling
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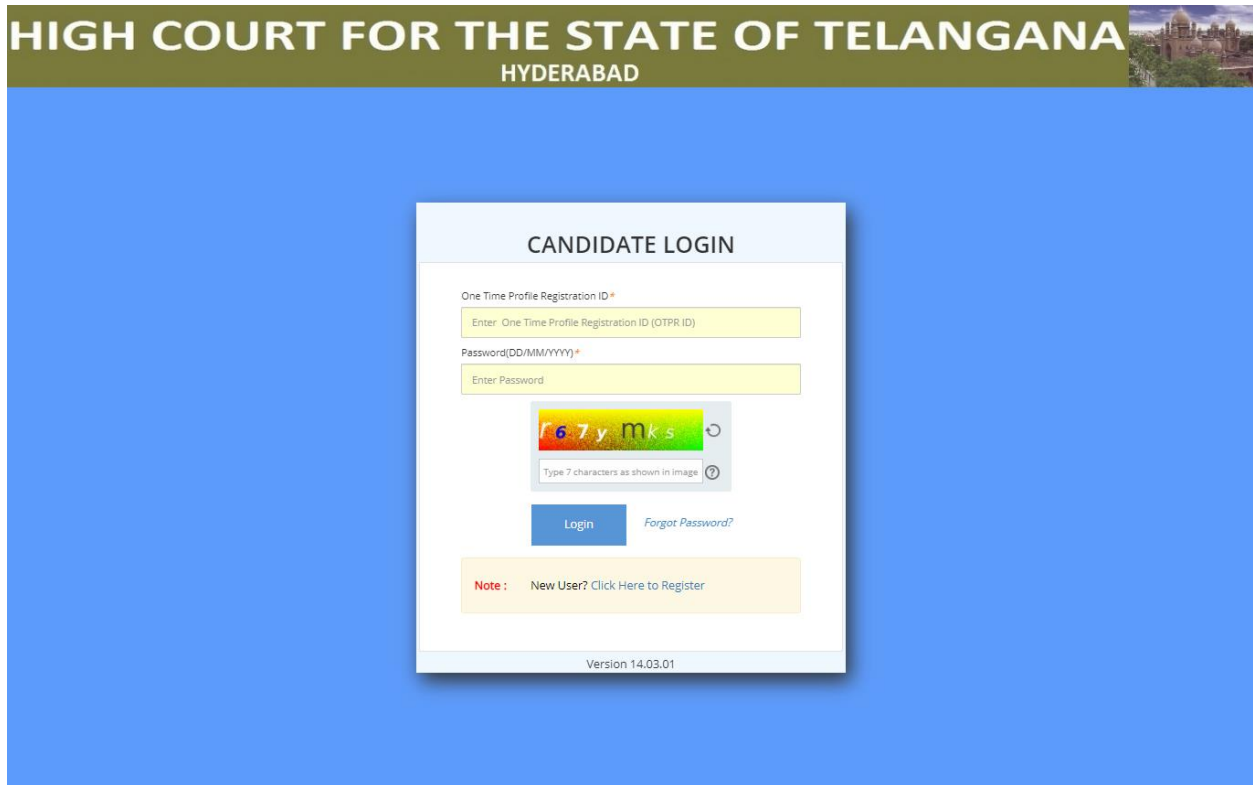
Xth/SSC or Equivalent Details

Name of the Board/Institution SSSSSS	Year of Passing 2008	District of Residence Medak
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Step 3: If you have registered before and applying later you have to login using below link

<https://cdn3.digialm.com/EForms/configuredHtml/2775/74035/login.html>

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



The image shows a screenshot of the 'HIGH COURT FOR THE STATE OF TELANGANA HYDERABAD' website. The main heading is 'CANDIDATE LOGIN'. Below the heading, there are two input fields: 'One Time Profile Registration ID*' with a placeholder 'Enter: One Time Profile Registration ID (OTPR ID)' and 'Password(DD/MM/YYYY)*' with a placeholder 'Enter Password'. Below these fields is a CAPTCHA image showing the characters '67ymks' and a text prompt 'Type 7 characters as shown in image'. There are two buttons: 'Login' and 'Forgot Password?'. At the bottom, there is a note: 'Note: New User? Click Here to Register'. The version number 'Version 14.03.01' is displayed at the very bottom of the form area.

Step 4: Click on Application

Personal Details

Application

Personal Details

O.TPR Number TSHC22000038	Name of the Applicant SSSSSSS	Name of Father/Mother/Guardian SSSSSSSSSS	
Relationship Father	Date of birth 01/jul/2004	Age as on 01/07/2022 18 Years 0 Months 0 Days	Gender Male
Marital Status Married	Name of Spouse SS	Occupation of the Spouse SSS	
Category BC-B	Are You a Physically Handicapped person? No		
Whether the applicant is an Ex-Service man? No			

Communication Details

Mobile Number 9899999988	Email ID qatest1@dc01.tcs-iltontap.com
------------------------------------	--

Address for Communication

Address Line 1 SSSSSSSSSS	State CHANDIGARH	District Chandigarh	City SSSSSSSSSS
Pincode 111111	Permanent Address same as Communication Address? Yes		

Permanent Address

Address Line 1 SSSSSSSSSS	State CHANDIGARH	District Chandigarh	City SSSSSSSSSS
Pincode 111111			

Additional Details

Local District Khammam

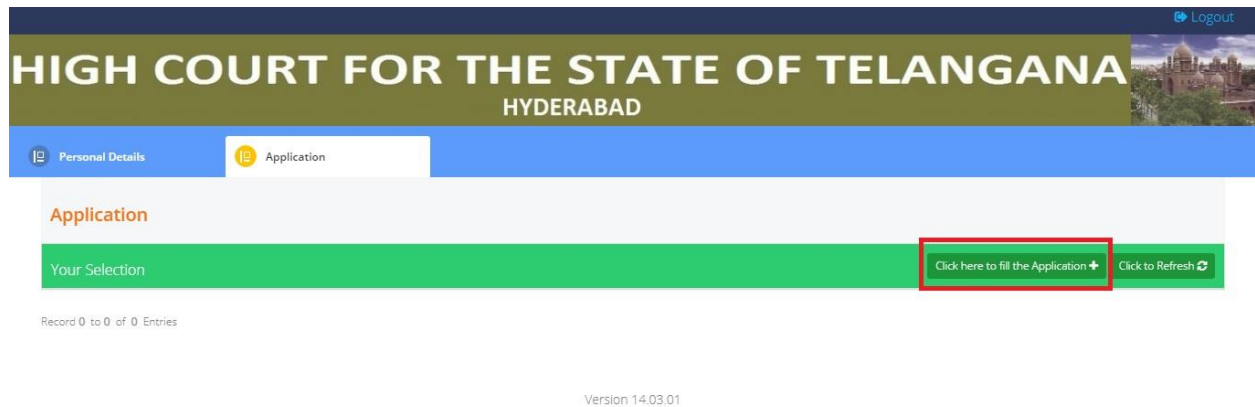
Type of Study

Type of Study Open Schooling
--

Xth/SSC or Equivalent Details

Name of the Board/Institution SSSSSS	Year of Passing 2008	District of Residence Medak
--	--------------------------------	---------------------------------------

Step 5: Click on “Click here to fill the application”



Step 6: A separate window will open with below instructions

Instructions

Read below instructions carefully, Fields marked with * are mandatory.
PART B (Application Form)

- 1) Select Post, Judicial District and fill the application.
- 2) Upload recent Passport Size Photograph and Image of Signature.
- 3) Submit the application form to proceed to Fee Payment
- 4) Make the Fee Payment through Debit Card/Credit Card/Net Banking.
- 5) On successful payment, candidate will receive the application number on email ID/Mobile number.
- 6) In case of any queries, please contact help desk 040-23688394.

After reading instructions carefully, click on close

Step 7: You have to fill below highlighted 5 sections to complete application

Logout

HIGH COURT FOR THE STATE OF TELANGANA HYDERABAD

Post Selection Applicant Details Qualification Details Exam City Preference Details Document Upload and Payment

Select Post and Judicial District

Select Post* Select Judicial District*

----Select---- Please select Judicial District.

Are you Local to the above selected Judicial District? *

Yes No

SAVE & NEXT

Version 13.07.01

Step 8: Post Selection

1. Select eligible post for which you want to apply. Use scroll bar to see more posts

Select Post*

Stenographer Grade - III

-----Select-----

Stenographer Grade - III

Junior Assistant

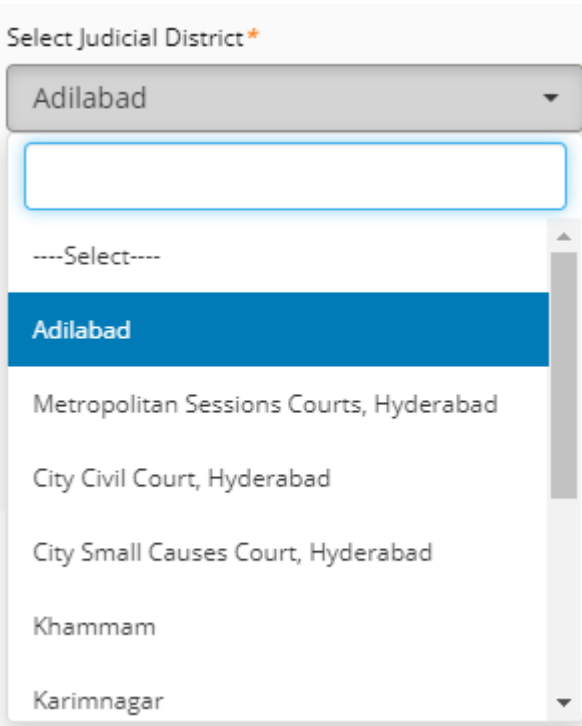
Typist

Field Assistant

Examiner

Copyist

2. Select Judicial District



Select Judicial District *

Adilabad

---Select---

Adilabad

Metropolitan Sessions Courts, Hyderabad

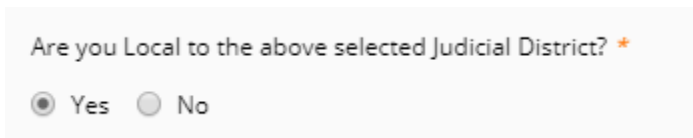
City Civil Court, Hyderabad

City Small Causes Court, Hyderabad

Khammam

Karimnagar

3. Are you Local to the above selected Judicial District?
Click on Yes if you are local to district selected in point no.2
Click on No if you are not local to district selected in point no.2



Are you Local to the above selected Judicial District? *

Yes No

4. After completing Point no 1,2 and 3 click on Save and Next to go to next page



SAVE & NEXT

Step 8: In Applicant Details page, Marital Status and local District details will auto populate as filled in qualification details page, click on Save and Next

Step 9: 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.

LIST CONTAINING THE LANGUAGES OF THE DISTRICTS

DISTRICT	LANGUAGES
HYDERABAD	TELUGU AND URDU/HINDI
ADILABAD	TELUGU, URDU/HINDI AND MARATHI
KARIMNAGAR	TELUGU AND URDU/HINDI
KHAMMAM	TELUGU AND URDU/HINDI
MAHABUBNAGAR	TELUGU AND URDU/HINDI
MEDAK	TELUGU AND URDU/HINDI
NALGONDA	TELUGU AND URDU/HINDI
NIZAMABAD	TELUGU AND URDU/HINDI
WARANGAL	TELUGU AND URDU/HINDI
RANGA REDDY	TELUGU AND URDU/HINDI

Linguistics Details (Languages Known)

Select Linguistics Details (Languages Known) *

Telugu Urdu Hindi

Type of Study

Type of Study *

OPEN SCHOOLING

Regular : Candidates who have continuous study in school and resided in Telangana State. The location of school should be taken as criteria for selection of mandal/district
Private : Candidates who have not studied in any educational institution during the whole or part of preceding years of study in which he/she appeared for the X class examination In case where visually handicapped and hearing handicapped persons studied in the special schools meant for them, the native place of parents of such visually handicapped and hearing handicapped person will be the local area.
Open Schooling : Recognised by Central/ State for Open learning.
 ODL Stands for Open Distance Learning

Xth/SSC or Equivalent Details

Name of the Board/Institution * Year of Passing * District of Residence

AS 2000 KHAMMAM

XIth/Intermediate or Equivalent Details

Name of the Board/Institution * Year of Passing *

AS 2002

Degree Details

Name of the University/Institution * Year of Passing *

DA 2006

Other Qualifications

English Shorthand words per minute (WPM) *

Higher Grade Lower Grade

Name of the Board * Year of Passing * Select words per minute (WPM) *

Andhra Pradesh technical board 2016 120 WPM

Do you have knowledge or qualification in Computer Operation? *

Yes No Computer Proficiency skills *

pgdca

English Typewriting *

Higher Grade Lower Grade Name of the Board * Year of Passing * Select words per minute (WPM) *

Andhra Pradesh Technical Board 2004 45 WPM

Please specify details of Other Academic/Technical Qualification possessed, If Any Previous Experience If Any

M.COM., LL.B., WORKING IN PRIVATE COMPANY

SAVE & NEXT

Step 10: Exam City Preference

You have to give three exam city preferences in highest to lowest order of priority. All the preferences should be different.

The screenshot shows the 'Exam City Preference Details' page on the High Court for the State of Telangana Hyderabad portal. The page has a dark blue header with the court's name and a 'Logout' link. Below the header is a navigation bar with five tabs: 'Post Selection', 'Applicant Details', 'Qualification Details', 'Exam City Preference Details' (which is highlighted), and 'Document Upload and Payment'. The main content area is titled 'Exam City Preference Details' and contains a light blue note box with the following text: 'NOTE : The High Court for the State of Telangana reserves the right to allot candidates to any examination centre other than the preferred centres given by the applicant or to abolish/Create a new centre for administrative reasons. Request for change of the centre will not be entertained.' Below the note are three dropdown menus for 'Preference 1 :*', 'Preference 2 :*', and 'Preference 3 :*'. The first dropdown is set to 'Adilabad', the second to 'Khammam', and the third to 'Warangal'. A blue 'SAVE & CONTINUE' button is located at the bottom right of the form area. The version number 'Version 13.07.01' is displayed at the bottom center.

Step 11: Document Upload and Payment Section

1) Read the instructions carefully

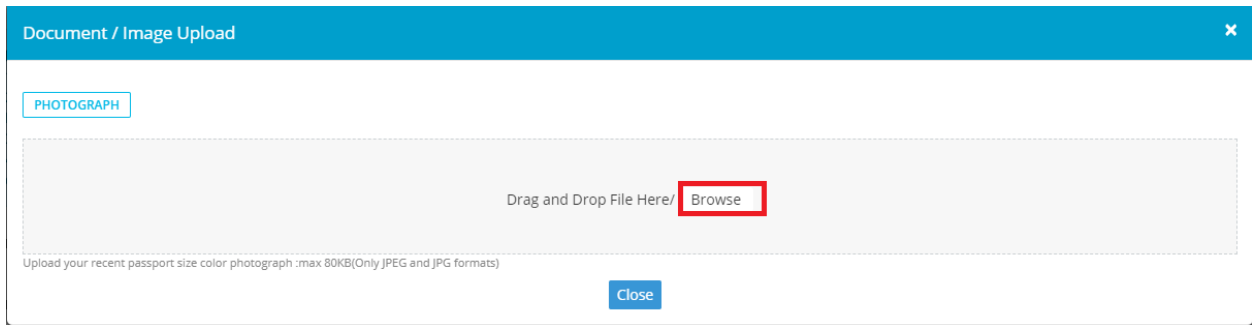
Important Instructions :

- 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

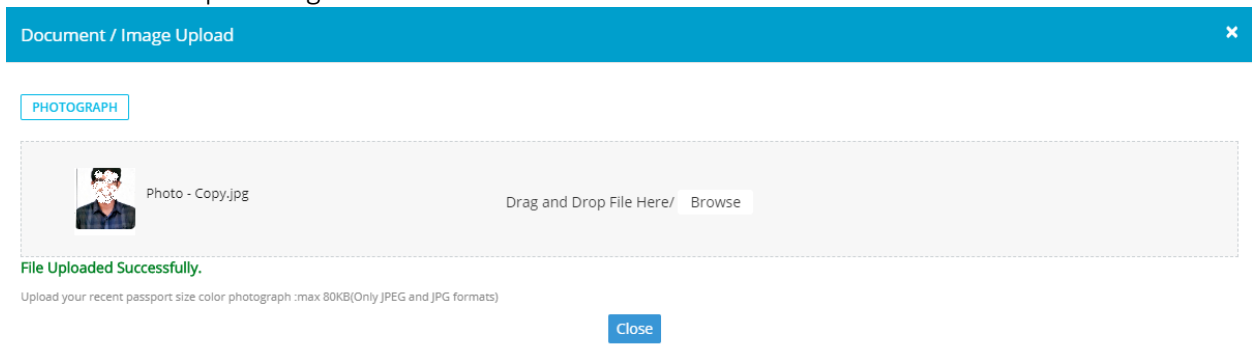
2) Click on Passport size upload button for uploading photograph and signature button for uploading signature.

The screenshot shows two upload options. The first is 'Upload your recent passport size color photograph.*' with a blue button labeled 'Click here to upload' and the text 'Size should not exceed 80 KB'. The second is 'Upload your signature.*' with a blue button labeled 'Click here to upload' and the text 'Size should not exceed 80 KB'.

Click on browse to select file saved from the system



On successful upload a green tick mark will be shown



Similarly upload signature.

3) Exam Fee Details

You should pay through Online, once selected Online radio button, click on declaration and submit. For Exam Fee details refer to notification.

You have below options in Online payment

- BHIM UPI
- Debit Card
- Credit Card
- Net Banking
- Paytm

APTOnline 2

Select options to pay ₹ 823.60 [Cancel Payment](#)

Transaction ID:
1110005020190804210215

Please select a payment method

[Login to use your Paytm saved cards](#)

BHIM UPI

Debit Card

Credit Card

Net Banking

ENTER DEBIT CARD NUMBER

EXPIRY DATE CVV

MM YY

[Pay now](#)

100% Secure Payments Powered by

Step 12: You can refresh and see the status of application after login

[Logout](#)

HIGH COURT FOR THE STATE OF TELANGANA

HYDERABAD

[Personal Details](#)
Application

Application

Your Selection

[Click here to fill the Application](#)
[Click to Refresh](#)

Action	Application Seq No	Post Name	District Name	Application Status	Photograph
	22212000135	Junior Assistant	Metropolitan Sessions Courts Hyderabad	Pending	Not available
	22223000124	Junior Assistant	Pri Special Judge for CBI Cases Hyderabad	Pending	Not available
	22321000105	Typist	Rangareddy	Pending	Not available
	22722000104	Record Assistant	Warangal	PaymentFail	
	22720000103	Record Assistant	Nalgonda	Pending	Not available
	22420000102	Field Assistant	Nalgonda	submitted	
	22220000101	Junior Assistant	Nalgonda	PaymentFail	
	22320000100	Typist	Nalgonda	Pending	
	22122000099	Stenographer Grade - III	Warangal	PaymentSuccess	
	22120000098	Stenographer Grade - III	Nalgonda	Pending	Not available

Record 1 to 10 of 19 Entries

1
2
>
>>

Version 14.03.01

24 | Page

This step completes your Part B, Application part.

Follow below steps to apply for another post.

Step 1: Login using OTPR ID and Password


HIGH COURT FOR THE STATE OF TELANGANA HYDERABAD



CANDIDATE LOGIN

One Time Profile Registration ID *

Password(DD/MM/YYYY) *



Type 7 characters as shown in image

[Forgot Password?](#)

Note: New User? Click Here to Register

Version 14.03.01

Step 2: Click on Application

HIGH COURT FOR THE STATE OF TELANGANA HYDERABAD

[Logout](#)

Personal Details
Application

Application

Your Selection
Click here to fill the Application
Click to Refresh

Action	Application Seq No	Post Name	District Name	Application Status	Photograph
	22212000135	Junior Assistant	Metropolitan Sessions Courts Hyderabad	Pending	Not available
	22223000124	Junior Assistant	Pri Special Judge for CBI Cases Hyderabad	Pending	Not available
	22321000105	Typist	Rangareddy	Pending	Not available
	22722000104	Record Assistant	Warangal	PaymentFail	
	22720000103	Record Assistant	Nalgonda	Pending	Not available
	22420000102	Field Assistant	Nalgonda	submitted	
	22220000101	Junior Assistant	Nalgonda	PaymentFail	
	22320000100	Typist	Nalgonda	Pending	
	22122000099	Stenographer Grade - III	Warangal	PaymentSuccess	
	22120000098	Stenographer Grade - III	Nalgonda	Pending	Not available

Record 1 to 10 of 19 Entries

Version 14.03.01

Step 3: Click on “Click here to fill the application”

HIGH COURT FOR THE STATE OF TELANGANA
HYDERABAD

Personal Details Application

Application

Your Selection [Click here to fill the Application](#) [Click to Refresh](#)

Action	Application Seq No	Post Name	District Name	Application Status	Photograph
	22212000135	Junior Assistant	Metropolitan Sessions Courts Hyderabad	Pending	Not available
	22223000124	Junior Assistant	Pri Special Judge for CBI Cases Hyderabad	Pending	Not available
	22321000105	Typist	Rangareddy	Pending	Not available
	22722000104	Record Assistant	Warangal	PaymentFail	
	22720000103	Record Assistant	Nalgonda	Pending	Not available
	22420000102	Field Assistant	Nalgonda	submitted	
	22220000101	Junior Assistant	Nalgonda	PaymentFail	
	22320000100	Typist	Nalgonda	Pending	
	22122000099	Stenographer Grade - III	Warangal	PaymentSuccess	
	22120000098	Stenographer Grade - III	Nalgonda	Pending	Not available

Record 1 to 10 of 19 Entries

Version 14.03.01

Step 4: A separate window will open for filling details

HIGH COURT FOR THE STATE OF TELANGANA
HYDERABAD

Post Selection

Select Post and Judicial District

Select Post*

Select Judicial District*

Are you Local to the above selected Judicial District? *

Yes No

SAVE & NEXT

Version 14.03.01

Step 5: Fill Applicant details, Qualification Details, Exam City Preference Details

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-tshc@telangana.gov.in) or call on 040-23688394. Please have your OTPR ID and/or Payment Transaction Number details at hand for reference.

Working Hours

Telephone: 040-23688394

Email: helpdesk-tshc@telangana.gov.in

Working Hours - 10:00 AM to 5:00 PM. (1:00 PM – 2:00 PM Lunch break)

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

Mock Test

For Candidate practice on Computer Based Test, Please use below link:

<https://learning.tcsionhub.in:443/OnlineAssessment/index.html?1016@@M439>

Note: The above mock test is only for practice, refer to Notification for structure and duration of the examination.