

**Advt. No 5/2024**  
**HARYANA STAFF SELECTION COMMISSION**  
**BAYS NO. 67-70, SECTOR-2, PANCHKULA – 134151**  
**Website [www.hssc.gov.in](http://www.hssc.gov.in)**

Item(s)	Timeline
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Closing date for deposit of fee	<b>23.08.2024 (11.59 P.M)</b>

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**1. Invitation of Applications**

Online applications are invited for direct recruitment for the 1456 posts of Primary Teachers in Mewat Cadre (Group-C Services) mentioned below through the URL address i.e. [http://adv52024.hryssc.in/StaticPages/ HomePage.aspx](http://adv52024.hryssc.in/StaticPages/HomePage.aspx) from **12.08.2024 to 21.08.2024** till 11.59 P.M. Thereafter website link will be disabled.

**Details of Posts and Qualification**

**2. PRIMARY TEACHERS (PRT) (GROUP-C SERVICES)  
DEPARTMENT OF ELEMENTARY EDUCATION, HARYANA**

**Details of the Post: -**

Cat. No.	Name of the Post	Gen	SC	BC A	BCB	EWS	ESM Gen	ESM SC	ESM BCA	ESM BCB	Grand Total
1	Primary Teacher (Mewat Cadre)	607	300	242	170	71	50	6	5	5	1456

**PWD (Person with Disability):-**Total posts 58

**(OH)=15, (VH)= 15, (HH)= 14 & (BD)= 14**

Cat. No. 1 1456 Posts of Primary Teachers (PRT)  
E.Q. (i) Senior Secondary (or its equivalent) with at least 50% marks and 2 year Diploma in Elementary Education; OR

Senior Secondary (or its equivalent) with at least 45% marks and 2 year Diploma in Elementary Education in accordance with the NCTE (Recognition Norms and Procedure), Regulations 2002; OR

Senior Secondary (or its equivalent) with at least 50% marks and 4-year Bachelor of Elementary Education (B. El. Ed.); OR

Senior Secondary (or its equivalent) with at least 50% marks and 2 year Diploma in Education (Special Education); OR

B.A./B.Sc./B.Com. and 2-year Diploma in Elementary Education (by whatever name known);

(ii) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET);

(iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject.

Note:- (i) Professional Training Diploma or Certificate awarded by any State, Board or University other than Haryana Education Department will be recognized only if this Degree or Diploma or Certificate has been recognized by the Haryana Government; AND

A Diploma/degree course in teacher education recognised by the National Council for Teacher Education (NCTE) only shall be considered. However, in case of Diploma in Education (Special Education) and B.Ed. (Special Education), a course recognized by the Rehabilitation Council of India (RCI) only shall be considered.

(ii) Candidate possessing higher academic or professional qualification will not be eligible unless he possesses the minimum qualification including HTET & experience, if any, prescribed for the said posts.

(iii) There will be relaxation of 5% in minimum qualifying marks at B.A./B.Sc./B.Com./Senior Secondary Level for Schedule Caste (SC)/ Backward Class (BC)/ Differently abled candidates.

- (iv) Preference will be given to candidates who possess knowledge of URDU upto Matriculation/Middle Standard for posts of Primary Teachers (PRTs) for Mewat. Such candidates, if selected, shall serve only in Mewat
- (v) School Education Department has clarified vide their order No. 15/6-2017 co(1) dated 06.08.2024 that validity of STET/HTET shall be for lifetime and STET/HTET Certificate expired on the date of notification i.e. 06.08.2024 will be treated as valid for this advertisement .

Age: 18-42 years.

Pay Scale: Rs.9300-34800 with a grade pay of Rs. 4200/-

### **3.Relaxation in Age:**

As per Haryana Govt. Instructions No. 22/06/2021-1GS-III, Dated 25<sup>th</sup> March, 2022, benefit of relaxation in upper age limit, applicable to various categories, is as follows:

- (I) Where the upper age limit is 42 years without any relaxation in age the same shall not exceed 52 years for the applicants who are entitled to get the benefit of relaxation in age of one or more categories under various circumstances mentioned below :-

<b>Sr. No.</b>	<b>Categories where relaxation is admissible</b>	<b>No. of years of relaxation</b>
(i)	Scheduled Castes.	5 years' relaxation in age
(ii)	Backward Classes.	5 years' relaxation in age
(iii)	Disabled persons who covered under the Rights of Persons with Disabilities Act, 2016.	<p>(i) 10 years' relaxation in age (+5 years if PwD applicant belongs to S/Caste, S/Tribe, B/Classes, EWS Category) subject to maximum 52 years, for Group C &amp; D Posts, and also for Group A &amp; B Posts where recruitment is made otherwise than through open competitive examination.</p> <p>(ii) 5 years' relaxation in age (+5 years if PwD applicant belongs to S/Caste, S/Tribe, B/Classes, EWS Category (subject to maximum 52 years) for Group A &amp; B posts where recruitment is made through open competitive examination.</p> <p><b>Note:-</b>Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for PwD or not, provided the post is identified suitable for persons with disabilities.</p>
(iv)	Wives of military personnel who are disabled while in military service;	5 years' relaxation in age
(v)	Widowed or legally divorced women;	5 years' relaxation in age
(vi)	Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for applicants of other	5 years' relaxation in age

	categories.	
(vii)	Unmarried women	5 years' relaxation in age
(viii)	Ex-serviceman including Short Service Commissioned Officers and Emergency Commissioned Officers.	Relaxation in age to the extent of his military service added by three years provided- (a) he has rendered continuous military service for a period of not less than six months before his release; and (b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
(ix)	Persons who have already worked or presently working on adhoc/contract/work-charged/daily wages basis in any Department/Board/Corporation of Haryana Government including Government-aided institutions under Haryana Government.	Relaxation in age equal to the number of completed years only on equivalent post on adhoc/contract/work-charged/daily wages basis excluding the period of break, if any, including any other age relaxation admissible, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department/Board/Corporation etc. of Haryana Government with the benefit of relaxation in age he will not be entitled to avail the same again for any subsequent appointment.

Note 1.-For appointment of an ex-serviceman to a post of Group A, B, C or D, his age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation in age admissible to him, prescribed for the post for which he is seeking appointment he shall be deemed to satisfy the condition regarding age limit.

Note 2.-The upper age limit of an applicant of any category (except Ex-servicemen) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 3.-The experience certificate(s) of equivalent post issued by the Appointing Authority of respective Department/Board/ Corporation/Government aided Institutions only shall be valid. Before grant of benefit of relaxation in age, the experience certificate(s) shall be got verified by the HPSC/HSSC from the concerned Appointing Authority (ties).

3.1. Age relaxation is not admissible to sons, daughters and dependents of Ex-servicemen.

#### **4. Reservation:**

4.1. Implementation of reservation policy, maintaining reservation roster and earmarking of vacancies for different categories comes under the domain of the concerned departments and Commission has nothing to do with the number of posts required under different categories. Benefit of reservation to the persons of reserved category will be as per Haryana Government instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014 and thereafter issued from time to time upto the date of advertisement shall be applicable.

- 4.2. The short listing of candidates shall be done on the basis of particulars and reservation category filled in online application form for which supporting documents shall be uploaded. Candidates can update their particulars before final submission of application. After final submission, no change of particular at any stage shall be entertained. In absence of documentary evidence or mismatch in claimed category and uploaded documents, candidature of candidate shall be considered under General category/Parent category, subject to his/her fulfilling eligibility in General category/Parent category.
- 4.3. The benefit of reservation will be given only to those SC/BCA/BCB/EWS/PwD/ESP and ESM candidates who are bonafide resident of Haryana State and certificate must be issued by the competent authority of Government of Haryana and submit the application against reserved category posts and upload documents in support thereof. Only those reserved candidates will be considered against General category posts who have not taken relaxation in age, percentage relaxation in essential qualifying marks under Educational Qualification/HTET or any other benefit except application fee waiver.

HTET/STET are qualifying exams for PRT cadre, therefore only those reserved category candidates are eligible against the General category posts in final result who have secured equal to or more than the qualifying marks fixed for General category candidates in HTET/STET.

- 4.4 EWS certificate on prescribed proforma should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 22/12/2019-1GS-III, dated 25.02.2019. **EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate. The copy of EWS proforma is placed at Annexure-IV. If a candidate fails to submit certificate as per above requirement, then he/she shall be considered under General Category**
- 4.5. The candidates belonging to BC-A/BC-B categories are directed to obtain the fresh/latest BC-A or BC-B certificate as the case may be as per Haryana Government instruction issued vide no. 22/132/2013-1GS-III, dated 22.03.2022, Government notification No. 40/13/2024-1SW dated 16.07.2024 and as amended from time to time, as applicable. **OBC certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.**
- 4.6 The reserved category candidates belonging to other States can compete against the posts meant for general category and will be considered as general category candidates.
- 4.7. Benefit of reservation to Ex-Serviceman & their family members will be as per Government Instructions bearing No. 12/15/2019-4GS-II dated 09.03.2022 and 13.04.2022 or as amended from time to time upto the date of advertisement.
- (A) An ex-serviceman who himself/herself or his/her family member has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government with availing the benefit of reservation –
- (i) he/she himself/herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department/Board/Corporation/University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue and

- (ii) his/her family member shall also not be entitled to avail the benefit of reservation against the posts reserved for ex-servicemen.
- (B) (i) An ex-serviceman who himself/herself has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government without availing the benefit of reservation in such case he/she himself/herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation:
  - (ii) where an ex-serviceman who himself/herself is eligible to avail the benefit of reservation under these instructions but he/she does not want re-employment in civil service in such case one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.
- (C) If an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as ex-serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen.
- (D) The family members of martyr military personnel shall be entitled to exercise an option either –
  - (i) to avail the benefit of reservation up to two family members; or
  - (ii) to avail the benefit of compassionate appointment to one of the family members under the Ex-gratia Policy namely Compassionate Appointment to family member of Martyr Armed Forces Personnel Policy notified by Government from time to time.
- (E) The priority list for recruiting agency for preparation of final list of selection/appointment of ex-servicemen or their family members against the posts reserved for ex-servicemen shall be as under:-
  - (i) disabled ex-servicemen, the post(s) for which they are physically fit;
  - (ii) failing (i), family member of disabled ex-servicemen;
  - (iii) failing (ii), other ex-servicemen who are eligible to get the benefit of reservation under these instructions;
  - (iv) failing (iii), family member of other ex-servicemen who are eligible to get the benefit of reservation under these instructions.
- (F) Disabled ex-serviceman means a person who has been released from military service due to disability attributable or aggravated due to military service. An ex-serviceman shall not be treated disabled one who has been released from military service not on account of his/her disability but has been released in the normal course after the completion of his/her term or retired from military service voluntarily.
- (G) Both the reservations are horizontal, therefore, a disabled ex-serviceman who is selected against the post reserved for ex-serviceman will not be counted against the post reserved for PwD.

- (H) In all circumstances the benefit of reservation against the posts reserved for Ex-servicemen shall be admissible at the time of final selection list only and not at the time of preliminary test, main test or interview.
- (I) An ex-serviceman who have been discharged from military service by way of dismissal, misconduct or inefficiency neither he/she himself/herself nor his/her family members shall be entitled to avail the benefit of reservation in civil service.

4.8. **ESM candidates shall upload/produce attested photo copy of Identity Card issued by concerned Zila Sainik Board or Discharge certificate/Book. Disabled ESM/Dependent of Disabled ESM** shall attach disability certificate & proof that he/his/her father or husband has not been released in the normal course after the completion of his/her term or retired from military service voluntarily and family member of Martyr shall produce relevant certificate/Battle Casualty certificate which proves the Martyr status issued by competent authority.

4.9. Family member of Disabled ESM/ ESM candidates of Haryana claiming benefit must have valid eligibility certificate on last date of submission of online application form which is to be uploaded at the time of submitting the application and shall produce the valid Eligibility Certificate from the concerned ZilaSainik Board if called upon to do so by Haryana Staff Selection Commission.

4.10. Benefit of reservation to the children/grandchildren of Freedom Fighters will be as per Government Instruction No. 22/49/2021-1GS-III dated 27.10.21 and 26.04.2022. Children/Grand Children of Freedom Fighter shall be required to upload the Certificate duly issued by the respective competent authority.

4.11. Commission can direct the ESM candidates to provide relevant information along with the affidavit to avail the benefits.

4.12. If for any post, there is no vacancy in reserved category, then the candidate of reserved category can apply under general category. However, such candidate will be considered as general category candidate and will be shortlisted as per merit of general category.

**5. Provision of Compensatory Time and assistance of Scribe to Persons with Benchmark Disabilities:-**

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities under Ministry of Social Justice & Empowerment, following facilities will be made available to Persons with Benchmark Disabilities:

5.1. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe will be provided, if desired by the candidate. Candidates will be provided with Scribe only if they apply for availing the scribe facility in online application form.

5.2. In case of remaining categories of persons with benchmark disabilities, the provision of scribe will be provided on production of a certificate at the time of examination to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his/ her behalf, from the Medical Board consisting of Chief Medical Officer and atleast 2 other members of a Government health care institution as per proforma at **Annexure-I**. Candidates will be provided with Scribe only if they apply for

availing the scribe facility in online application form and upload the certificate with application form as per **Annexure -I**.

- 5.3. The qualification of the scribe should be one step below the minimum qualification prescribed for the post. The candidates with benchmark disabilities opting for scribe shall be required to submit details of the scribe at the time of examination as per proforma at **Annexure-II**. In addition, the scribe has to produce a valid ID proof in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at **Annexure-II**.
- 5.4. Scribe should not be a candidate of the same examination. If a candidate is detected as assisting another PwD candidate as scribe in this examination, then the candidatures of both the candidates will be cancelled.
- 5.5. A compensatory time of 20 minutes per hour of examination will be provided to the candidates who are allowed to use of scribe as per Para 5.1 and 5.2 above.
- 5.6. The candidates referred at Para 5.1 and 5.2 above, who are allowed to use of scribe but not availing the facility of scribes will also be given compensatory time of 20 minutes per hour of examination.
- 5.7. No attendant other than the scribe for eligible candidates will be allowed inside the examination hall.
- 5.8. The PwD candidates who have availed the facility of Scribes and/or compensatory time shall be deemed to have availed benefit of relaxation and must produce relevant documents for the eligibility of scribe/ compensatory time when called upon to do so by Commission.

#### **List of Benchmark Disabilities**

<b>Sr. No.</b>	<b>Type of Disability</b>	<b>Category of disability to be selected in Registration/ Application form</b>
(a)	Blindness and low vision	VH
(b)	Deaf and hard of hearing	HH
(c)	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.	OH
(d)	Autism, intellectual disability, specific learning disability and mental illness.	BD/other
(e)	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.	BD/other



## 6. Details of Fees

Sr. No.	Category of post	General		SC/BC/EWS Candidates of Haryana State	
		Male/Female	Female (Haryana resident)	Male	Female
1.	Cat. No. 1	150	75	35	18
2.	PwD (Person with Disability) /Ex-Serviceman of Haryana	No Charges			

## 7. Criteria for Selection, Examination & Syllabus.

(i) In view of Hon'ble High Court Judgement dated 31.05.2024 in LPA No. 1037/2023, the weightage of socio-economic marks has been done away with. As per Govt. Letter No. 42/02/2018-5GS-I dated 25.03.2022, the scheme of marks shall be as under:-

Sr. No.	Subject	Marks
1.	Written Examination	95

**Note:** -Syllabus and Pattern for written examination is attached at **Annexure V**.

### (a) **Written Examination**

All questions are compulsory. Question paper shall be Bilingual (English & Hindi). An Offline (OMR base) written examination will be held for recruitment to the PRT posts. There shall be no negative marking for wrong answer. The total no. of questions will be 100 with weightage of 0.95 marks for each question. A candidate has to fill one option compulsorily out of five options given. **In case a candidate doesn't mark any of the five options for a question then 0.95 marks for each un-attempted question shall be deducted.**

Extra Five minutes shall be given to mark fifth option, if candidate does not know the answer. Total time allowed for the paper will be (100+5) =105 minutes including five minutes.

## 8. Procedure/Instructions/Guidelines for Online Filling of Application Form

Following are all the general and special instructions for the candidates with respect to the online filling of the application form:-

### 9. How to apply:

9.1. Please read the instructions and procedures carefully before you start filling the online application form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application

9.2 Apply online well in advance without waiting for last date of submission of online application form. Before submission of the online application, candidates must check that they have filled correct details in each field of the form. A candidate may edit his/her application form till the last date of submission of application form i.e closing date. After closing date of registration, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand

etc. shall not be entertained and shall be deemed to be rejected.

- 9.3. The candidate should fill all details while filling the Online Application Form. After applying online, Registration No. and Password will be generated. Take print out of the registration no. and password screen for future reference of your application status and for Reprinting of your online filled application form and e-Challan form. Keep record of the same. Candidate may change his/her password after registration. The protection of password is the sole responsibility of the candidate and no request shall be entertained after closing date if someone tempers with application details by using id and password of the candidate.
- 9.4. After successful submission of application, candidates are advised to take final print out of application form and e-Challan/fee pay receipt for record alongwith uploaded documents.
- 9.5. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so by Haryana Staff Selection Commission. Documents which have not been uploaded, shall not be entertained. However HSSC may ask an additional paper in support of already submitted document for more clarity if so desired.
- 9.6. No request for change of any particular on the application form shall be entertained by the Haryana Staff Selection Commission after final submission.
- 9.7. No offline application form or copy of downloaded application form will be accepted by the Haryana Staff Selection Commission.
- 9.8. Candidates who do not fulfill the qualifications/eligibility conditions on cut-off date, their application shall be liable to be rejected. All the Certificates/Documents relating to educational qualification/eligibility conditions & experience etc. will be determined with regard to last date fixed to apply online applications or as mentioned in the notification , wherever applicable.
- 9.9. The Commission does not carry out physical scrutiny of the documents at the time submission of online application and the same is done only at the time of Scrutiny of documents.

**10. Important Note:**

- 10.1. Applications must be submitted in online mode only. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so by Haryana Staff Selection Commission. Documents which have not been uploaded shall not be entertained. However HSSC may ask additional documents in support of already uploaded documents if so desired.
- 10.2. Candidates are advised to fill their application form carefully and correctly such as Name, Father's/Mother's name, Date of Birth, Marital Status, Category, Qualification, marks obtained, passing year, photo, Signature, experience, fee & other details etc. Candidates are advised to check the spellings as per documents. No change in spellings in the name of candidate himself/herself, mother, father or spouse shall be entertained after final submission of application form. No request for change of any particular on the online application form shall be entertained by the Haryana Staff Selection Commission after application form on any ground in spite of affidavit. Candidate will be responsible for any mistake in the data of application form and fees paid by him/her.

- 10.3. The decision of the Commission in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
- 10.4. If on verification at any stage starting from submission of application form till appointment and any time even after appointment, it is found that any candidate does not fulfill any of the eligibility condition or it is found that the information/document furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be debarred and criminally prosecuted. This is irrespective of whether the candidate was benefitted by furnishing the false or incorrect information in his/her application. If the candidate is selected his/her recommendation may be withdrawn after issuing show cause notice.
- 10.5. Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability or failure to login to the HSSC website on account of heavy load on the website during the closing days. No extension in date shall be given on any grounds.

**11. Documents to be uploaded with Application Form (MANDATORY)**

- 11.1. Scanned Copy of Essential Academic Qualifications and Matriculation Certificate showing Date of Birth and other relevant details.
- 11.2. Scanned Copy of SC/BCA/BCB/ /ESM//PwD (Person with Disabilities) certificate, eligibility certificate for family member of ESM and children/grandchildren of Freedom Fighters.
- 11.3. Scanned Photograph.
- 11.4. Scanned signatures of the Candidate.
- 11.5. Scanned copy of all documents showing higher qualification, experience etc. as per criteria if applicable
- 11.6. Haryana Bonafide Resident certificate if applicable.
- 11.7. EWS certificate as per **Annexure-IV**.
- 11.8. Discharge Certificate/Book, if discharged from the Armed Forces **For (ESM)**
- 11.10. Eligibility certificate for family members of ESM.
- 11.11. Eligibility certificate and Disability certificate for Dependent of Disabled ESM.
- 11.12. Certificate for children/grandchildren of Freedom Fighter.
- 11.13. Experience Certificate for Age relaxation as per **Annexure-III**.

**12. Important Instructions:**

- 12.1. Commission can increase or decrease the number or break up of already advertised posts anytime till the date of recommendation on the basis of change of demand of requisitioning department.

- 12.2. A person with disability selected on his/ her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of relevant category and he/she has not availed any benefit of relaxation.
- 12.3. Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/post.
- 12.4. OMR sheets will have three folios- Original OMR, Commission copy and Candidate copy. The candidate shall not mark anything on Commission copy. The impression of Original OMR sheet will automatically be marked on Commission's copy and Candidate copy of OMR answer sheet. Pencil should not be used for darkening the circle. If, more than one circle is found darkened, that answer will not be evaluated. Further, if a candidate darkens more than one circle and smudge/scratch any place in any manner with Eraser, Nail, Blade, White Fluid/Whitener etc. then in such circumstances OMR Sheet/Answer Sheet and candidature of the candidate shall be cancelled. The candidate himself/herself will be solely responsible for this.
- 12.5. Candidates will be considered in Open/General or parent vertical category on the basis of merit in the final result only and not at any preliminary stage provided they have not taken any benefit/relaxation.
- 12.6. Read the complete advertisement very carefully as all the applicants are bound by the terms and conditions mentioned wherein after submission of application.
- 12.7. The commission advertises posts under different categories of reservations requiring different eligibility conditions as per roster points maintained by concerned department, as per applicable Government instructions and Service Rules, wherein Commission has no role to play.
- 12.8. ESM Category candidates are governed by Instructions issued by Haryana Government. Other reserved category candidates are governed by instructions issued by C.S Office, Social Justice Department, Sports Department etc. and are available on the websites of concerned departments and may be downloaded and perused before filling-up application form. Service Rules of the concerned department can be downloaded from the website of the concerned department in case of any dispute regarding eligibility. The provisions of the Act shall prevail over the rules and that of rules shall prevail over the instructions.
- 12.9. All rules/instructions prevailing on cut-off date shall be applicable.
- 12.10. All candidates are given sufficient time to go through the advertisement and all relevant rules/instructions before filling-up form and submitting the same so that no dispute arises thereafter.
- 12.11. Candidates are advised to fill-up the online application form himself/herself very carefully, upload the documents after scanning the same from original documents while ensuring that whole documents are scanned and if any, certificate is printed on both sides then both sides should be scanned and uploaded. Documents should be uploaded at the proper place.
- 12.12. Scanned documents uploaded with application form shall only be considered for deciding the qualification criteria and reservation criteria for the post. No document which is not uploaded shall be considered.

- 12.13. Qualifications i.e. degree, diploma, certificates, experience and other terms & conditions of eligibility will be determined with regard to the last date fixed for receipt of online applications also termed as closing date.
- 12.14. Any candidate who claims vertical reservation but cannot provide documentary proof for the same at the time of scrutiny shall be considered as a General category candidate, provided he fulfills age/qualification/other criteria for general category candidate. If he/she does not fulfill the same his/her candidature shall be deemed to be cancelled on the ground of his being ineligible, in accordance with the term and conditions of advertisement and for providing wrong information in the application form.
- 12.15. Any candidate who applies and claims under horizontal reservation but cannot provide documentary evidence to prove the same shall be considered under his main reserved/general category, as the case may be, subject to fulfillment of eligibility conditions under the main category.
- 12.16. All notice pertaining to recruitment shall be displayed on website. Therefore, all applicants are advised to visit the website for information and updation as no individual information shall be given to a candidate.
- 12.17. All candidates should fulfill the qualifications on cut-off date i.e. All candidates should possess the certificates issued by the competent authorities prior to cut-off date. If a candidate claim eligibility on account of equivalent qualification, he should provide equivalency certificate from the competent authority and upload the same with the application form. The equivalency certificate shall be considered by the experts in that field and concerned Government Department decisions taken thereupon. The decision so taken shall be binding on the candidates.
- 12.18. Candidates are advised to go through terms and conditions mentioned on the admit card carefully before they appear in written examination. No smugged/scratched/fluid sheet is evaluated by the Commission and written examination of such candidates is cancelled.
- 12.19. Evaluation of OMR answer sheets of the candidate is done through computer software. No manual evaluations is done and there is no process of re-evaluation of OMR sheet.
- 12.20. All candidates are advised to retain copy of Advt., application form filled by him along with uploaded documents, admit card, notices, copy of question paper, OMR sheet (candidate's copy) etc. for his record. Such information having already been given, no RTI Application in this regard shall be entertained.
- 12.21. Answer key of the question paper shall be put on the website of Commission after the written examination. Candidate should file objection within specified period along with specified fee. Thereafter no objection shall be entertained and all objections so received shall be forwarded to Chief Examiner. On the basis of decision informed by Chief Examiner, the final key shall be prepared and evaluation shall be done on the basis of final key so prepared. As the commission is not a subject expert, the decision of the Chief Examiner shall be final and no correspondence in this regard shall be entertained.
- 12.22. All the records pertaining to the recruitment is retained in soft copies in the computers and in the specified performas. The same can be supplied as per the provisions of RTI Act in the performas in which same is maintained. No third party information beyond specified performas can be supplied without the permission of such person under RTI

Act. No information prior to declaration of selection list can be provided under RTI Act as it impacts the recruitment process.

- 12.23. If any documents are required to be renewed/re-issue candidate must submit the old and new documents both at the time of scrutiny of documents.
- 12.24. In case an examination is conducted in more than one shift the Commission may adopt Normalization method/process as deemed suitable.
- 12.25. Candidates, who have obtained degrees or diplomas or certificates for various courses from any Board/institution **declared fake by the University Grants Commission or not recognized by Haryana Government** shall not be eligible for being considered for recruitment to the posts advertised and no representation in this regard shall be entertained.
13. **Scrutiny of Documents:-** The Commission will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be considered only provisionally. The candidates are advised to go through the requirements of educational qualification, age & reservation etc. and satisfy themselves that they are eligible for the post.  
Only valid uploaded documents shall be considered for qualifications & experience. The uploaded document should be valid upto cut-off date in all respect, if it is beyond the cut-off date it shall not be considered. If at the time of scrutiny or at any stage any particulars are found false/incorrect due to non-submission/wrong submission of documents then candidature shall be deemed to be cancelled and such candidates shall not be considered against even unreserved category.
14. **Resolution of tie cases for final result**
  - 14.1. In case two or more candidates have the same aggregate score, the order of merit shall be determined by the higher score achieved in the Written Test.
  - 14.2. Whereas two or more candidates have the same aggregate score as well as the same score in Written Test also, the order of merit shall be guided by the age of the candidate, i.e. the oldest being placed higher than the younger ones.
  - 14.3. Where two or more candidates have the same aggregate score as well as the same score in Written Test and their date of birth is also same, the order of merit shall be in favour of the candidate having higher educational qualification.
15. **Commission's Decision Final:** The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centre's and preparation of merit list and allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard. Commission can anytime call candidates to capture their biometric data and for document verification. In case of biometric thumb or facial mismatch of data taken at the time of examination, at time of scrutiny, before making recommendation, at the time of joining or at any other stage, candidature of candidate will be cancelled on grounds of impersonation and candidate will be debarred. Criminal proceedings shall also be initiated against such candidates/impersonators.  
If a candidate bypass the biometric arrangements and does not provide his/her biometric/facial data or uses any other unfair mean at written exam, scrutiny, physical test, joining or any other stage his/her candidature will be cancelled on attempt of cheating and impersonation and will be debarred.

**16. ACTION AGAINST CANDIDATES AND/OR IMPERSONATOR FOUND GUILTY OF MISCONDUCT**

If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination or thereafter, their candidature for this examination will be cancelled and they (candidate and impersonator) will be debarred from the examinations of the Commission for the period mentioned below:

<b>Sr. No</b>	<b>Type of Malpractice</b>	<b>Debarment Period</b>
1	Taking away any Examination related material such as Original, Commission OMR sheets, Rough Sheets, Commission Copy of Admit Card etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years
2	Leaving the Examination Venue uninformed during the Examination	2 Years
3	Misbehaving, intimidating or threatening in any manner with the examination functionaries i.e. Centre Superintendent, Invigilator, Security Guard or Commission's representatives etc.	3 Years
4	Obstruct the conduct of examination/instigate other candidates not to take the examination.	3 Years
5	Making statements which are incorrect or false, suppressing any material information, submitting fabricated documents, etc.	3 Years
6	Obtaining support/influence for his/her candidature by any irregular or Improper means in connection with his/her candidature.	3 Years
7	Appearing in the same examination more than once in contravention of the rules.	3 Years
8	Damaging examination related infrastructure/equipments.	3 Years
9	Appearing in the Exam with forged Admit Card, identity proof, etc.	5 Years
10	Using unfair means in the examination hall like copying, cheating from any material or from any candidate.	5 Years
11	Assault, use of force, causing bodily harm in any manner to the examination functionaries i.e. Centre Superintendent, Invigilator, Security Guard or Commission's representatives etc.	5 Years
12	Threatening/intimidating examination functionaries with weapons/fire arms.	5 Years
13	Possession of fire arms/weapons during the examination.	5 Years
14	Possession of Mobile Phone in switched-off or turned-on mode, Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	5 Years
15	Impersonate/Procuring impersonation by any person in written exam, physical tests, scrutiny or at any other stage. Candidate not giving biometric/facial data will amount to impersonation.	5 Years
16	Taking snapshots, making videos of question papers or	5 Years

	examination material, etc.	
17	Sharing examination terminal through remote desktop software's/Apps/ LAN/VAN, etc.	5 Years
18	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	5 Years

In addition to above, if any person/organization indulge any unfair means in Public examination, he/she shall be liable to be punished under THE HARYANA PUBLIC EXAMINATION (PREVENTION OF UNFAIR MEANS) ACT, 2021 or any other law applicable at that point of time.

**Note:** Haryana Staff Selection Commission reserves the rights to supervise the complete recruitment process from online application to selection by way of using Biometric process and CCTV Cameras/ Videography etc.

**17. Likely causes of rejection of application**

1. More than one application form for a particular category.
2. Application is incomplete /without signature and not online.
3. Full fee, if not deposited in the manner prescribed.
4. No qualification of Hindi/Sanskrit as prescribed in advertisement.
5. Applicant does not possess the requisite academic qualification on cut-off date.
6. Applicant does not indicate visible identification mark in appropriate column of application form.
7. Candidate is underage/overage on the cutoff date/closing date.
8. Variation in data of online application form and in original documents if detected at any stage.
9. Lack of essential qualification as prescribed in advertisement.

**USE OF MOBILE PHONE AND OTHER ELECTRONICS DEVICE IN HARYANA STAFF SELECTION COMMISSION EXAMINATION IS STRICTLY PROHIBITED.**

Place: Panchkula  
Date: 09.08.2024

--Sd/-  
Secretary,  
Haryana Staff Selection Commission,  
Panchkula



**Annexure-I**

**Certificate regarding physical limitations in an examinee to write**

This is to certify that, I have examined Mr/Ms/Mrs \_\_\_\_\_  
(name of the candidate with disability), a person with \_\_\_\_\_ (nature and percentage of  
disability as mentioned in the certificate of disability), S/o/D/o \_\_\_\_\_ a  
resident of \_\_\_\_\_ Village/District/State) and to state that he/ she has physical limitation  
which hampers his/ her writing capabilities owing to his/her disability.

Place:

Date:

Signature and seal of the Medical Authority

Name and Seal of Member

Name and Seal of Member

Name and Seal of the Chairperson

Name of Government Hospital/ Health Care Centre with Seal

**Note:** Certificate should be given by specialists of the relevant stream/ disability (e.g. Visual impairment-Ophthalmologist, Locomotor disability-Orthopedic specialist/PMR).

**Letter of Undertaking for Using Own Scribe**

I, \_\_\_\_\_, a candidate with \_\_\_\_\_ (name of the disability) appearing for the \_\_\_\_\_ (name of the examination) bearing Roll No. \_\_\_\_\_ at \_\_\_\_\_ (name of the centre) in the District \_\_\_\_\_ (name of the State). My qualification is \_\_\_\_\_ I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe/reader for the undersigned for taking the aforesaid examination. I do hereby undertake that his/ her qualification is less than matric. In case, subsequently it is found that his/her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with disability)

Place:

Date:

**Annexure-III**

**Experience Certificate for Age relaxation for Haryana Govt. Employee**

1. This is to certify that Shri/Smt/Ms/Kumari, .....Son/Daughter/Wife of  
Shri.....Resident of  
.....village/town.....Tehsil.....  
.....District.....of Haryana State/Union Territory has  
been serving as .....(Complete nomenclature of the post) in the  
office of .....(Department/Board/ Corporation/ Company/  
Statutory Body/Commission/ Authority/ Co-operative Banks etc. under Haryana  
Government).
2. The period of engagement was from .....to.....and the  
completed years and months are .....(years & months.)
3. The EPF account no. (if any) is/was .....

**Place:**

**Date:**

**Signature with seal of Issuing Authority (Head of Office)**

**Full Name**

**Designation**

**Address**

**Telephone no. with code**

**Government of Haryana**  
**(Name & Address of the authority issuing the certificate)**  
**(ECONOMICALLY WEAKER SECTIONS)**  
**INCOME AND ASSET CERTIFICATE**

Certificate No.....

Date:- \_\_\_\_\_

**VALID FOR THE YEAR \_\_\_\_\_**

This is to certify that Shri/Smt./Kumari.....son/daughter/wife of.....is permanent resident of....., village/Street....., Post Office....., District....., Pin Code.....whose photograph is affixed below and attested below belongs to Economically Weaker Section, since the gross annual income\* of his/her family\*\* is below Rs. 6 lakh (Rupees Six Lakh only) for the financial year \_\_\_\_\_.

It is further certified that his/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
  - II. Residential flat of 1000 sq. ft. and above;
  - III. Residential plot of 100 sq. yards and above in notified municipalities;
  - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
  - V. Total immovable assets owned are valued at Rs. One Crore or more.
2. Shri/Smt./Kumari.....belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office  
Name  
Designation

Recent Passport size attested photograph of the applicant
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\*Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.

\*\*Note 2: The term "Family" for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

**Annexure-V**

**Pattern for Written Examination for Primary Teachers Post (PRT) Advt. No. 5/2024**

<b>(i)</b>	Child Development and Pedagogy	20 MCQ
<b>(ii)</b>	Languages (HINDI)	10 MCQ
<b>(iii)</b>	Languages (ENGLISH)	10 MCQ
<b>(iv)</b>	Haryana G.K and Awareness	20 MCQ
<b>(v)</b>	General Intelligence & Reasoning Ability	10 MCQ
<b>(vi)</b>	Mathematics	20 MCQ
<b>(vii)</b>	Environmental Studies	10 MCQ

**Detailed Syllabus:-**

<b>Child Development and Pedagogy</b>	<b>(20 MCQ)</b>
<p>Concept of development and its relationship with learning, Principles of the development of children, Influence of Heredity &amp; Environment.</p> <p>Socialization processes: Social world &amp; children (Teacher, Parents, Peers).</p> <p><b>Piaget, Kohlberg and Vygotsky:</b> constructs and critical perspectives.</p> <p>Concepts of child-centered and progressive education, Critical perspective of the construct of Intelligence, Multi-Dimensional Intelligence, Language &amp; Thought, Gender as a social construct; gender roles, gender-bias and educational practice, Individual differences among learners, understanding differences based on diversity of language, caste, gender, community, religion etc. Distinction between Assessment for learning and assessment of learning; School-Based Assessment.</p> <p><b>Continuous &amp; Comprehensive Evaluation:</b> perspective and practice.</p> <p>Formulating appropriate questions for assessing readiness levels of learners; for enhancing learning and critical thinking in the classroom and for assessing learner achievement.</p> <p><b>Concept of Inclusive education and understanding children with special needs:</b> Addressing learners from diverse backgrounds including disadvantaged and deprived.</p> <p>Addressing the needs of children with learning difficulties, “impairment” etc. Addressing the Talented, Creative, Specially abled Learners.</p> <p><b>Learning and Pedagogy :</b></p> <p>How children think and learn; how and why children “fail” to achieve success in school performance.</p> <p>Basic processes of teaching and learning; children’s strategies of learning; learning as a social activity; social context of learning.</p> <p>Child as a problem solver and a “scientific investigator”</p> <p>Alternative conceptions of learning in children, understanding children’s “errors” as significant steps in the learning process.</p> <p>Cognition &amp; Emotions. Motivation and learning.</p> <p>Factors contributing to learning - personal &amp; environmental.</p>	

<b>Languages (HINDI)</b>	<b>(10 MCQ)</b>
<p><b>Language Comprehension Questions:</b> Reading unseen passages - two passages one prose or drama and one poem with questions on comprehension, inference, grammar and verbal ability (Prose passage may be literary, scientific, narrative or discursive).</p> <p><b>Pedagogy of Language Development Questions:</b> Learning and acquisition, Principles of language Teaching, Role of listening and speaking; function of language and how children use it as a tool, Critical perspective on the role of grammar in learning a language for communicating ideas verbally and in written form, Challenges of teaching language in a diverse classroom; language difficulties, errors and disorders, Language Skills.</p> <p><b>Evaluating language comprehension and proficiency:</b> speaking, listening, reading and writing.</p> <p><b>Teaching-</b> learning materials: Textbook, multi-media materials, multilingual resource of the class room, Remedial Teaching.</p>	
<b>Languages (ENGLISH)</b>	<b>(10 MCQ)</b>
<p><b>Language Comprehension Questions:</b> Two unseen prose passages (discursive or literary or narrative or scientific)with question on comprehension, grammar and verbal ability.</p> <p><b>Pedagogy of Language Development:</b> Learning and acquisition, Principles of language Teaching, Role of listening and speaking; function of language and how children use it as a tool, Critical perspective on the role of grammar in learning a language for communicating ideas verbally and in written form; Challenges of teaching language in a diverse classroom; language difficulties, errors and disorders, Language Skills.</p> <p><b>Evaluating language comprehension and proficiency:</b> speaking, listening, reading and writing.</p> <p><b>Teaching</b> - learning materials: Textbook, multi-media materials, multilingual resource of the classroom, Remedial Teaching.</p>	
<b>Haryana G.K and Awareness</b>	<b>(20 MCQ)</b>
<p>Haryana related history, current affairs, literature, Geography, Civics, Environment, Culture, art, traditions, and welfare schemes of Haryana Government.</p>	
<b>General Intelligence &amp; Reasoning Ability</b>	<b>(10 MCQ)</b>
<p>It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non- verbal series, coding and decoding, statement conclusion, syllogistic reasoning etc. The topics are: Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Classification, Symbolic/Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding &amp; de-coding, Numerical Operations, symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/ pattern- folding&amp; un-folding, Figural Pattern-folding and completion, Indexing, Address matching, Date &amp; city matching, Classification of centre codes/roll numbers, Small &amp; Capital letters/numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence.</p>	

<b>Mathematics</b>	<b>(20 MCQ)</b>
<p><b>Mathematics</b> Content: Geometry, Shapes &amp; Spatial Understanding, Solids around Us, Numbers, Addition and Subtraction, Multiplication, Division, Measurement, Weight, Time, Volume, Data Handling, Patterns, Money.</p> <p><b>Pedagogical</b> issues:  Nature of Mathematics/Logical thinking; understanding children’s thinking and reasoning patterns and strategies of making meaning and learning, Place of Mathematics in Curriculum, Language of Mathematics, Community Mathematics, Evaluation through formal and informal methods, Problems of Teaching, Error analysis and related aspects of learning and teaching, Diagnostic and Remedial Teaching.</p>	
<b>Environmental Studies</b>	<b>(10 MCQ)</b>
<p><b>Family and Friends:</b> Relationships, Work and Play, Animals, Plants, Food, Shelter, Water, Travel, Things We Make and Do.</p> <p><b>Pedagogical Issues:</b>  Concept and scope of EVS, Significance of EVS, integrated EVS, Environmental Studies &amp; Environmental Education, Learning Principles, Scope &amp; relation to Science &amp; Social Science, Approaches of presenting concepts, Activities, Experimentation/Practical Work, Discussion, CCE, Teaching material/Aids, Problems.</p>	

**Note:** Difficulty level of questions for Primary Teachers Post (PRT) will be up to the standard of Secondary level.