

Sr. No. «Sr\_No»

No. HPRCA-H(3)-P.C.-9/2025-«Dispatch\_No»  
HP Rajya Chayan Aayog, Hamirpur-177001

From

The Secretary,  
HP Rajya Chayan Aayog,  
Hamirpur-177001

To

Mr./Mrs./Miss. «Applicant\_Name»  
S/o, D/o, W/o Sh. «Father\_Name»  
«Address» District-«District», «State»-«Pin».

Dated: Hamirpur18<sup>th</sup> February, 2026.

Application No- «Application\_Number»Roll Number- «Roll»

Subject: -

Recruitment to the post of TGT (Medical) Post Code-25003 (Job Trainee) Advt. No. 01/2025 - conduct of Document Verification.

Dear Candidate,

With reference to your candidature for the post of **TGT (Medical) Post Code-25003** advertised by Himachal Pradesh Rajya Chayan Aayog (HPRCA) vide Advertisement No. 01/2025, it is hereby informed that you have been **provisionally shortlisted** for Document Verification on the basis of your performance in the Computer Based Test conducted for the said post.

1. The Document Verification (DV) will be conducted as per the schedule given below:-

Date	Reporting Time	Venue
«dt_dv»	Sharp 10:00 AM	Himachal Pradesh Rajya Chayan Aayog, Near Pakka Bharo Hamirpur, Tehsil & Distt. Hamirpur, HP.

2. The Essential Qualifications prescribed for the above recruitment in the R&P Rules and as notified in the advertisement are as under:-

i) B.Sc.(Medical)/Post Graduation {M.Sc. in any science discipline provided that candidates should have passed their Graduation Degree in B.Sc.(Medical)} from a recognized University with at least 50% marks in B.Sc.(Medical) or Post Graduation and 1 year’s Bachelor of Education (B.Ed.) / 2 Year’s Bachelor of Education (B.Ed.)/Bachelor of Education (B.Ed.) from National Council for Teacher Education (NCTE) recognized institution.

OR

Post Graduation {M.Sc. in any science discipline provided that candidates should have passed their Graduation Degree in B.Sc.(Medical)} with a minimum of 55% marks and three-year integrated B.Ed.-M.Ed. from a National Council for Teacher Education (NCTE) recognized institution.

OR

Senior Secondary/10+2 in Science (Medical) with at least 50% marks and 4 year’s Bachelor in Elementary Education (B.El.Ed.).

OR

Senior Secondary/10+2 in Science (Medical) with at least 50% marks and 4 year’s B.Sc.(Medical)ED/B.Sc(Medical).B.Ed.

OR

B.Sc (Medical) with at least 50% marks and 1-year’s Bachelor in Education (B.Ed.) (Special Education)

AND

ii) Pass in Teacher Eligibility Test (TET) duly conducted by H.P. Board of School Education Dharamshala, Distt. Kangra or any other Agency authorized by the Government.  
Provided that a candidate must have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh.

Provided this condition shall not apply to Bonafide Himachalis.

**Note:- There is a relaxation of 5% in eligibility / qualifying marks to SC/ST/OBC & PHH candidates.**

3. You **must possess** the required educational qualifications, experience and other eligibility conditions as on the **crucial date** i.e., **on or before 15.09.2025** i.e. last date for submission of ORA, in terms of advertisement.

4. You should bring the **Call Letter** and the following documents, in **original**, for verification **AND** submit **two (02) self-attested photocopies** of the documents/certificates. In case of failure to produce the following documents, you will not be admitted for the Document Verification:-

- i. One ID proof for verification of parentage of the candidate.
- ii. Bonafide Himachali Certificate, if applicable.
- iii. Matriculation/10<sup>th</sup> Certificate, for Date of Birth.
- iv. 10+2 (12<sup>th</sup>) Class Certificate, if applicable.
- v. Educational Qualification Certificates with Mark Sheets.
- vi. Category Certificate (SC/ST/OBC/EWS/BPL/WFF/Ward of Ex-serviceman), if applicable.
  - a. **Certificate of SC/ST/OBC** should be on **parental basis**.
  - b. **The candidates of reserved categories of other States i.e. other than State of Himachal Pradesh, shall be treated as General (UR) and the benefit of reservation shall not be admissible to them.**
  - c. **OBC (Non-Creamy layer)** Certificate on the prescribed format should be on parental basis **valid at the time of submission of ORA and also on the date of documents verification** in support of reservation claimed by you as an OBC candidate. The OBC certificate is valid for one year from the date of issuance.
  - d. To claim reservation as **WFF category**, you should bring the latest certificate from competent authority that you are dependent of freedom fighter etc.
  - e. In case you belong to **BPL/EWS** family, you should bring the necessary certificate on the **prescribed format** duly countersigned by the competent Authority. **As the BPL, certificate is valid only for six months from the date of its issue, the certificate should be valid at the time of submission of ORA and also on the date of documents verification.**
  - f. The benefit of reservation under **EWS** can be availed upon production of an **Income and Asset Certificate** issued by the Competent Authority i.e. DC/ADC/ADM/SDO (civil) of the area where the candidate and /or his family normally resides; or Revenue Officer not below the rank of Tehsildar. The candidate is required to furnish **the valid certificate at the time of submission of ORA and also on the date of documents verification.**
  - g. Candidates belonging to **General (BPL)** category are not required to submit Income & Asset Certificate. They shall be treated as eligible for EWS reservation on the basis of valid BPL certificate issued by the Competent Authority and supplemented by non SC/ST/OBC Certificate. **If any BPL Candidate applies for the post reserved for EWS category he/she/shall have to submit a Valid BPL certificate countersigned by the Block Development Officer and also non-SC/ST/OBC certificate issued by the competent authority. The certificate should be valid at the time of submission of ORA as well as on the date of document verification.**
  - h. In case you are a **Ward of Ex-serviceman**, then you are required to bring the following certificates on prescribed formats:-
    - Ward of Ex-Servicemen certificate issued by the Deputy Director of Sainik welfare. **Note:** Married daughters and grand-daughters of Ex-serviceman will be considered provisionally.
    - **Your latest Declaration/Affidavit (as may be applicable under relevant rules/instructions)** that none other family member and/or the Ex-Serviceman, has availed the benefit of Ex-Servicemen reservation.
  - vii. **NOC** from the Employer, if you are in Govt./Semi Govt. service.
  - viii. Two **Recent** self-attested **passport size photographs**.
  - ix. **Documents (Copy of FIR(s) or Judgment(s) etc.)** and the detail/status of **criminal case** registered and/or pending/decided against you, if any.

**PLEASE NOTE THAT:**

Your candidature is **purely provisional** and mere calling for DV does not confer any right to appointment. **In case of any doubt about your eligibility, the onus will be upon you to prove the same.** No change in Date, Time, or Venue will be allowed and failure to attend DV on the scheduled date will result in cancellation of candidature. Any **false information will lead to cancellation and disqualification.** Change of address, if any, must be communicated immediately.

sd/-  
Secretary,  
HP Rajya Chayan Aayog,  
Hamirpur.