



UNIVERSITY OF DELHI

Revised

General Instructions for Candidates

1. Applicants should possess the prescribed qualification and experience as on the closing date of application, as prescribed by the University from time to time for the respective post. The above post carry the prescribed pay scale plus admissible allowances.
2. The upper age limit for the posts advertised shall be determined as on closing date of advertisement.
3. There is no fees for deputation.
4. Consequent upon adoption of self-certification provisions as required by the Govt. of India, the University shall process the applications entirely on the basis of information/documents submitted by the candidates duly self-attested. In case the information/documents are found to be false/incorrect by way of omission or commission, the responsibility and liability shall be sole responsibility of the candidate.

Candidate called for interview/interaction should report along with all the testimonials/certificates in original along with photo ID. They should carry an additional set of copy of these testimonials /certificates for being deposited with the University at the time of interview/interaction.

5. Candidates should possess the prescribed qualification and experience as on the closing date of application.

Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for the interview/interaction. More stringent criteria may be applied for short-listing the candidates to be called for interview/interaction.

5. Candidates serving in Government/Public Sector Undertakings (including Boards/Autonomous Bodies) are required to submit their application through proper channel. Further they are requested to submit their 'No objection Certificate' along with Vigilance clearance at the time of interview/interaction, if not submitted earlier.
6. (a) No correspondence or personal enquiries shall be entertained by the University.
(b) All Correspondence from the University including interview/interaction call, if any shall be sent to the e-mail ID provided by the candidate.
7. Canvassing in any form will be treated as disqualification.

8. Applications which do not meet the criteria given in this advertisement & / or incomplete applications are liable to be summarily rejected
9. Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material / information while submitting the application and self-certified copies/testimonials.
10. Relaxation of any of the qualifications or experience may be made in exceptional cases on the recommendations of the Screening/ Selection Committee.
11. For the instant advertised posts, which are to be filled on deputation basis, the ACRS/ APARs for the last 5 years duly attested and Integrity Certificate/ Vigilance/ Cadre Clearance report be sent in sealed confidential cover addressed to the Registrar by the concerned employer, failing which the candidature, may not be considered.

The appointment on deputation will be initially for one year and further extension will be made as per University rules.

12. The University shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are false or the candidate has suppressed relevant information, then his/her services shall be terminated without prejudice to any other action initiated by the University.
13. The University reserves the right to withdraw or not to fill any advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of Interview/interaction may also be filled up from the available candidates who have applied against this advertisement.
14. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment letter, the University reserves right to modify/withdraw/cancel any communication made to the candidate.
15. Candidates called for interview/interaction shall not be paid any TA/DA.
16. The University reserves the right to offer the post at a level lower than that advertised/applied, or on contract basis depending upon the qualifications, experience and performance of the candidate.
17. Last date for submission of application is as per the advertisement uploaded on the website. Please note that application forms shall not be accepted in person.

REGISTRAR