



UNIVERSITY OF DELHI

General Instructions for Applicants

1. The upper age limit for the posts advertised shall be determined as on closing date of advertisement.
2. There is no fees for applications invited for appointment on tenure basis/deputation basis.
3. 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 applicants 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 applicant.

Applicant called for interview 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.

4. Applicants 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 applicant to be necessarily considered or called for the interview. More stringent criteria may be applied for short-listing the applicants to be called for interview.

5. Applicants 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 Integrity Certificate/Vigilance/Cadre Clearance at the time of interview, 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 call, if any, shall be sent to the e-mail ID provided by the applicant.
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. Applicants 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 applicants working in Government/Public Sector Undertakings (including Boards/Autonomous Bodies), the ACRs/ APARs for the last 5 years duly attested should be sent in sealed confidential cover addressed to the Registrar by the concerned employer, failing which the candidature, may not be considered.

The appointment, if made 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 applicant at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the applicants are false or the applicant has suppressed relevant information, then applicant's services shall be terminated without prejudice to any other action initiated by the University.
13. The University reserves the right not to fill up the post advertised.
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 applicant.
15. Applicants called for interview shall not be paid any TA/DA.
16. 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