



# कमला नेहरु कॉलेज KAMALA NEHRU COLLEGE

(दिल्ली विश्वविद्यालय/University of Delhi)

अगस्त क्रांति मार्ग/August Kranti Marg,

नई दिल्ली-110049/New Delhi-110049

दूरभाष/Tel.: +91-11-26494881, फैक्स/Fax: +91-11-26495964

Advt. No. 2/KNC/Assistant Professor/2019

dated 20.12.2019

Online applications are invited in the prescribed Application Form at web link <http://colrec.du.ac.in> from eligible candidates for appointment to the post of Assistant Professor, in the Academic Pay Level-10 (as per 7<sup>th</sup> Central Pay Commission), in various Departments of the College. The last date for receipt of applications is two weeks from the date of publication of the advertisement in the *Employment News*.

| Sl. No. | Department            | Total | UR | SC | ST | OBC | EWS | PwBD*   |
|---------|-----------------------|-------|----|----|----|-----|-----|---------|
| 1.      | Commerce              | 11    | 06 | 01 | 0  | 03  | 01  | 0       |
| 2.      | Economics             | 06    | 01 | 0  | 01 | 01  | 02  | 01 (LD) |
| 3.      | English               | 07    | 01 | 02 | 0  | 03  | 01  | 0       |
| 4.      | Environmental Science | 03    | 01 | 0  | 01 | 01  | 0   | 0       |
| 5.      | Geography             | 03    | 01 | 01 | 0  | 01  | 0   | 0       |
| 6.      | Hindi                 | 02    | 01 | 01 | 0  | 0   | 0   | 0       |
| 7.      | History               | 02    | 0  | 0  | 0  | 01  | 01  | 0       |
| 8.      | Journalism            | 02    | 02 | 0  | 0  | 0   | 0   | 0       |
| 9.      | Mathematics           | 06    | 02 | 01 | 0  | 02  | 01  | 0       |
| 10.     | Philosophy            | 03    | 02 | 0  | 0  | 0   | 0   | 01 (VI) |
| 11.     | Political Science     | 09    | 0  | 03 | 02 | 03  | 01  | 0       |
| 12.     | Psychology            | 05    | 02 | 0  | 0  | 0   | 02  | 01 (LD) |
| 13.     | Sanskrit              | 02    | 01 | 0  | 0  | 01  | 0   | 0       |
| 14.     | Sociology             | 04    | 03 | 01 | 0  | 0   | 0   | 0       |
| TOTAL   |                       | 65    | 23 | 10 | 04 | 16  | 09  | 03      |

\* For the posts reserved for PwBD (VI, LD), Candidate of any category i.e. UR/SC/ST/ OBC /EWS may apply.

**Note:** UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Classes, EWS-Economically Weaker Sections, PwBD-Persons with Benchmark Disability, VI- Visual Impairment including blindness and low vision, and LD-Locomotor Disability including leprosy cured, dwarfism, acid attack victims and muscular dystrophy;

For complete details, please visit the College website i.e. [www.knc.edu.in](http://www.knc.edu.in) and University website i.e. [www.du.ac.in](http://www.du.ac.in).

PRINCIPAL (OFFICIATING)

## ADVERTISEMENT FOR THE POSTS OF ASSISTANT PROFESSOR

### Essential Qualifications for the post of Assistant Professor

1. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
2. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC.

### General Note:-

1. The National Eligibility Test (NET) shall be the minimum eligibility for appointment of Assistant Professor. Provided that candidates who have been awarded a Ph.D Degree in accordance with the University Grants Commission (Minimum standards and Procedure for award of M.Phil/Ph.D Degree) regulations, 2009, or the University Grants Commission minimum standards and procedures for award of M.Phil/Ph.D Degree regulation, 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of minimum eligibility condition of NET for recruitment and appointment of Assistant Professor in the University.

Provided further that the award of Degree to the candidates registered for the M.Phil/Ph.D Programmes prior to July 11, 2009, shall be governed by the provisions of the then existing ordinances/bye-laws/regulations of the institutions awarding the Degree. All such Ph.D candidates shall be exempted from the requirement of NET for recruitment and appointments of Assistant Professor in the Colleges subject to the fulfilment of the following conditions:

- (a) The Ph.D Degree of the candidates has been awarded in regular mode only.
  - (b) The Ph.D, thesis has been awarded by atleast two external examiners.
  - (c) An open Ph.D viva voce of the candidate has been conducted.
  - (d) The candidate has published two research papers from his/her Ph.D as per UGC norms.
  - (e) The candidate has presented atleast two papers, based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agencies.
2. NET/SLET/SET shall not be required for such Master's Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.
  3. A minimum of 55% marks (or an equivalent grade in a point scale, wherever the grading system is followed) at the masters level shall be the essential qualification for direct recruitment of teachers,

A relaxation of 5% shall be allowed at the bachelors as well as at the masters level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC) [Non-creamy layer]/Differently abled (Persons with benchmarked Disability) in the category of (a) Visual Impairment (VI) including blindness and low vision, and (b) Locomotor Disability (LD) including Leprosy cured dwarfism acid attack victims and muscular dystrophy. The eligibility of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed), wherever specified, and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace marks procedure.

4. A relaxation of 5% may be provided (from 55% to 50% of the marks) to the Ph.D degree holders, who have obtained their Master's Degree prior to 19<sup>th</sup> September, 1991.
5. A relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized University, at the master's level shall also be considered eligible.
6. The time taken by candidates to acquire M.Phil. and/or Ph.D Degree shall not be considered as teaching/research experience to be claimed for appointment to the teaching positions. Further, the period of active service spent on pursuing research degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/promotion.
7. The candidates applying under PwBD category may specifically mention in application their main category to which they belong i.e. UR/SC/ST/OBC for the purpose of computing the reservation.
8. The candidates applying under PwBD category are required to submit the Disability Certificate in the format prescribed by Government of India, Department of Personnel and Training vide OM No. 36035/02/2017-Estt(Res) dated 15.01.2018.

#### **General Instructions:**

1. The number of vacant posts may vary. Any addendum/corrigendum shall be posted on the website of the college only.
2. Merely fulfilling the minimum qualification or the eligibility criteria does not entitle a candidate to be necessarily considered or called for the interview. More stringent criteria may be applied for short-listing the candidates to be called for interview.
3. **The non-refundable Fee of Rs.500/- is payable by UR/OBC/EWS category. No application fee is payable by SC/ST/PwBD category and women applicant.**
4. The College reserves the right to change/after the nature and number of post(s) and fill or not to fill any or all the posts advertised.

5. All the posts shall be filled as per the Recruitment Rules of the University of Delhi. The qualification and other service conditions shall be prescribed by the University of Delhi/UGC.
6. Candidates already in employment and short-listed for interview are required to submit a **No Objection Certificate (NOC)** from the employer prior to or on the date of the interview.
7. Consequent upon adoption of self-certification provisions as required by the Govt. of India, the College shall process the applications entirely on the basis of information/documents submitted by the candidates. In case the information/documents is found to be false/incorrect by way of omission or commission, the responsibility and liability shall lie solely with the candidate.
8. The College 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 at any stage 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 college.
9. Candidates should have fulfilled the minimum eligibility (education qualifications and experience) on the closing date of submission of application is two weeks from the date of publication of the advertisement in the employment news, whichever is later.
10. The College reserves the right to withdraw any advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates.
11. 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 reserves the right to modify/withdraw/cancel any communication made to the candidates.
12. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the College shall be final.
13. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
14. Canvassing in any form will be a disqualification.
15. No interim correspondence shall be entertained from the candidate. All correspondence from the college for interview call. If any. Shall be sent to the email address submitted by the candidate.
16. The last date for submission of online application is two weeks from the date of publication of the advertisement in the employment news.
17. The candidates must mention in their application the category to which they belong i.e. UR/SC/ST/OBC/PwBD/EWS.

18. 4% seats reserved for PwBD category. The candidates applying under PwBD category are required to submit the Disability Certificate in the format prescribed by the Government of India vide OM No. 36035/02/2017-Estt(Res) dated 15.01.2018. The format is available at the website [www.knc.edu.in](http://www.knc.edu.in). Only such persons would be eligible for reservation in services/posts under VH/OH/HH categories who suffer from not less than 40 percent of disability. Any PwBD candidate may be allowed to bring a writer as per rules (depending upon disability) with prior permission of the College. The maximum qualification of the writer will not be higher than 10+2 or its equivalent.

The candidate or/and writer will have to execute an Undertaking at the Examination Center, providing information in respect of the writer (maximum qualification, etc. before the start of the test). If any false or suppressed information is detected, the candidate/writer shall be liable to legal action as per rules.

19. Applications which do not meet the criteria given in this advertisement and/or are found incomplete are liable to be summarily rejected.
20. The reservation for OBC (non-creamy layer), SC, and ST candidates will be applicable as per the Government of India norms. Candidates seeking reservation benefits available for SC/ST/OBC/EWS must ensure that they are entitled to such reservation as per Government of India Lists/Rules/Norms. They should also be in possession of the certificates in the format, prescribed by the Union Government of India.
21. In case of large number applications, the College may shortlist the applications and the list of short-listed candidates shall be uploaded by the College only on the college website. The candidates are required to check the college website from time to time and no separate postal communication will be sent.
22. List of candidates shortlisted for interview will be informed the date and time through email when this link is activated and will also be displayed on the college website after screening. This link will be activated only after screening process is complete. Applicants are advised to visit the College website periodically to keep track/update.
23. No TA/DA will be paid for appearing in the Test/Interaction.
24. All candidates should fulfil the minimum eligibility on the date of advertisement of application. It is the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the advertisement. If it is detected at any time in the future-during the process of selection or even after appointment – that the candidate was not eligible as per the prescribed qualification, experience, etc., which could not be detected at the time of selection for whatever reason, his/her candidature/appointment shall be liable to be cancelled/terminated as per rules.
25. Application is to be submitted strictly on online within two weeks from the date of publication of the advertisement in the employment news.

26. The forms have to be filled only as available on the website of the College within the prescribed time limit indicated in the advertisement. PwBD candidates have the option to apply offline by downloading the application form from the college website.
27. Since all the communication with reference to the recruitment process will be web-based, the applicants are advised to ensure that the email id provided is correct.
28. Candidates called for interview shall do so at their own expenses. No TA/DA shall be paid.
29. Any addendum/corrigendum etc. shall be posted on the College/DU website only.
30. Courts at Delhi/New Delhi shall have jurisdiction in connection with any dispute/litigation arising out of this advertisement.

PRINCIPAL (OFFICIATING)



# KAMALA NEHRU COLLEGE

(दिल्ली विश्वविद्यालय/University of Delhi)

अगस्त क्रांति मार्ग/August Kranti Marg,

नई दिल्ली-110049/New Delhi-110049

दूरभाष/Tel.: +91-11-26494881, फैक्स/Fax : +91-11-26495964

## Guidelines for Screening/Shortlisting of candidates for appointment to the post of Assistant Professor in the College.

In order to restrict the number of candidates to be called for interview so as to enable the Selection Committee to have a comprehensive assessment of the candidates, applications received for the faculty position shall be screened on the basis of the academic and other related credentials of the candidates through the following criteria:

For the post of Assistant Professor, the criteria for evaluation of candidates for determining their eligibility for shortlisting shall be on based on a 100 point scale. The distribution of marks will be as follows:

### I. Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Colleges of the University

| <u>S.No.</u> | <u>Academic Record</u>  | <u>Score</u>     |                           |   |                         |
|--------------|---|------------------|---------------------------|---|-------------------------|
| 1            | Graduation.   | 80% &Above = 21  | 60% to less than80% = 19  | 55% to less than 60% =16  | 45%to less than55% = 10 |
| 2            | Post-Graduation   | 80% &Above=25    | 60% to less than 80% = 23 | 55% (50% in case of SC / ST / OBC (non-creamy layer) /PwBD) to less than 60% = 20 |                         |
| 3            | M. Phil.  | 60% & above = 07 | 55% to less than 60% = 05 |   |                         |
| 4            | Ph.D.   | 25               |                           |   |                         |
| 5            | NET with JRF  | 10               |                           |   |                         |
| 6            | NET   | 08               |                           |   |                         |
|              | Research Publications (2 marks for each research publications published inPeer-Reviewed or UGC-listed Journals) | 06               |                           |   |                         |



|   |   |    |
|---|---|----|
| 7 | Teaching/Post Doctoral Experience<br>(2marks for one year each)#  | 10 |
| 8 | Awards  |    |
|   | International/National Level<br>(Awards given by International Organizations /Government of India / Government of India recognized National Level Bodies) | 03 |
|   | State-Level<br>(Awards given by State Government)   | 02 |

# However, if the period of Teaching/Post-doctoral experience is less than one year, then the marks shall be reduced proportionately.

Note:

|     |                          |         |   |            |
|-----|--------------------------|---------|---|------------|
| (A) | (i) M.Phil + Ph.D.       | Maximum | - | 25Marks    |
|     | (ii) JRF/NET             | Maximum | - | 10 Marks   |
|     | (iii) In awards category | Maximum | - | 03 Marks   |
| (B) | Academic Score           |         | - | 84         |
|     | Research Publications    |         | - | 06         |
|     | Teaching Experience      |         | - | <u>10</u>  |
|     | Total Score              |         | - | <u>100</u> |

## II. **Shortlisting of candidates: Criteria and Process**

1. The Screening Committee will draw a list of all the candidates indicating the marks scored by them in descending order i.e. starting from the candidate getting the highest marks towards the candidates getting the lower marks.
2. In case of tie in the marks of two or more candidates, the candidate having the higher/highest marks at the Master's level shall be ranked above the other(s).
3. For appointment in the Colleges, all candidates securing 60 marks and above shall be called for interview for posts of Assistant Professors. A minimum of 50 candidates for the first vacancy and 20 candidates for every additional vacancy shall be called for interview in order of their ranks in the list prepared by the Screening Committee on the basis of marks scored by the candidates. In case the minimum number of candidates as specified above is not available, the benchmark of 60 marks may be progressively lowered as required, until



the minimum eligibility as specified in Ordinance XXIV is reached so that this minimum number of candidates shall be called for interview.

4. The marks awarded to the candidates during the process of screening of applications shall not have any weightage/credit or merit during assessment/interview of the candidates by the Selection Committee as these marks shall be used only for screening/shortlisting purposes.
5. The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing research degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion.
6. In case of any dispute with regard to screening of the applications, the decision of the Screening Committee shall be final.
7. The status of short-listing will be made available on the dashboards of the respective applicants for information.

### **III. Important Note**

1. The entire onus of the content/authenticity of the information being uploaded in the form of application and its attachments shall exclusively rest with the applicant in terms of eligibility for recruitment and for subsequent selection through due process.
2. The College shall, in no way, be responsible for any error/omission/commission/suppression of relevant information by the applicant knowingly/unknowingly/overtly/covertly while filling up the application form and uploading the documents required therein.
3. In case the applicant gets screened/shortlisted/selected/appointed on the basis of the credentials furnished by him/her which are, on scrutiny, found to be incorrect/inadmissible/forged/fabricated/falsified, his/her candidature shall be liable to be cancelled at any stage of the recruitment/at any time during the tenure of the service and appropriate legal action under applicable law shall be initiated against the applicant.
4. The College reserves the right to modify/withdraw/cancel any communication made to the applicant. In case of any dispute arising out of such a situation, the decision of the College shall be final and binding on the applicant.

PRINCIPAL (OFFICIATING)



## KAMALA NEHRU COLLEGE

(दिल्ली विश्वविद्यालय/University of Delhi)

अगस्त क्रांति मार्ग/August Kranti Marg,

नई दिल्ली-110049/New Delhi-110049

दूरभाष/Tel.: +91-11-26494881, फैक्स/Fax : +91-11-26495964

### Frequently Asked Questions

The details regarding qualifications, experience, screening guidelines and indicative proformas etc. are available on the College website, along with this advertisement. The applicants are required to read these details before filling up the form.

However, some issues of common concern have been discussed below for the convenience of the applicants.

**1. Can a person apply for more than one Faculty position?**

Yes. Separate forms will have to be filled for each faculty position.

**2. Which are the mandatory fields in the application?**

Mandatory fields are indicated by a red star (\*) adjacent to the name of the field.

**3. Can only Indian citizens apply for the posts advertised for faculty positions?**

Besides Indian citizens, those who have acquired the status of Overseas Citizens of India (OCI) and have necessary documents in support of the same can also apply.

**4. What is the application fee for different categories?**

Application fees are to be submitted as per details given below:

Fees for Assistant Professor

- Rs.500/- for UR/OBC/EWS category.
- No application fee will be charged from applicants from SC, ST, PwBD category and Women applicants.
- Fees once paid will not be refunded under any circumstances.
- No application fee shall be charged from applicants, who had applied for the same post in the preceding advertisement, subject to the condition that interview for the said post in the said subject had not been conducted. (The applicant shall have to provide the relevant details/proof of his/her having applied for the post against the advertisement referred herein).

Application forms have to be filled only in online mode, as available on the College website along with the present advertisement, within the prescribed time

limit indicated in the advertisement. No offline forms would be accepted. Payment should be made online only, through credit/debit card/Net Banking.

Applicants applying for more than one post/subject must apply separately and pay fees separately.

**5. What are the categories required to be marked or entered into in the online proforma?**

The online proforma has provision for marking the reservation category of the candidate on following two parameters:

- Under the Head, 'Category for the position in which you are applying', in the online application, status as Unreserved (UR)/Scheduled Caste (SC)/Scheduled Tribe (ST)/Other Backward Class (Non Creamy Layer) (OBC)/Economically Weaker Section (EWS), as applicable is required to be marked.
- Under the Head, 'PwBD category', in the online application, status as Not Applicable/Visual Impairment (VI) including Blindness and Low vision/ Locomotor Disability (LD) including leprosy cured, dwarfism, acid attack victims and muscular dystrophy, as applicable is required to be marked.

**6. Are the certificates indicating the reservation category status of the applicant required to be digitally verifiable?**

The reservation for applicants from SC, ST, EWS, OBC (non-creamy layer), and Persons with Benchmark Disability (PwBD) categories will be applicable as per UGC/Central Government norms.

Applicants seeking reservation benefits available for SC/ST/OBC/EWS/PwBD categories, must upload the necessary documents justifying the claim of respective reservation as per Govt. of India lists/rules/norms. The certificate uploaded should be in the format prescribed by the Union Government and should be digitally verifiable.

In case the applicant wants to claim benefits under the PwBD category, the applicant's relevant disability should not be less than 40 per cent. Proof to this effect in the form of a valid Disability Certificate must be uploaded with the application.

Applicants applying for the post(s) reserved for OBC must upload certificate of OBC (non-creamy layer) in the prescribed form issued by Competent Authority. The certificate should be of the current financial year, in accordance with instructions issued by the Union Government in this respect from time to time. Applicants should ascertain that they belong to the reserved categories (caste) enlisted in the Central List for Other Backward Classes.

If the relevant certificates for respective reserved categories are **not** uploaded with the application, the application may be rejected and no appeal against its rejection will be entertained.

**7. How can Persons with Benchmark Disabilities (PwBD) access and fill the online application form?**

Such applicants may fill the online application form by using assistive technology. In particular, the visually impaired applicants may use screen reading software such as JAWS or NVDA to fill the application form. Those unable to use computer may take human assistance to fill the application form.

PwBD applicants can also contact the office of the College.

**8. Which graduation and post-graduation degree will be considered with respect to departments offering professional degrees like Education?**

Following degrees will be considered for award of score for screening/shortlisting of candidates in the disciplines of Education

For Graduation

For post of Assistant Professor in discipline of Education, marks would be awarded for degrees detailed as follows:

- B.Ed/B.El.Ed Degree, if the applicant has M.Ed Degree.
- Any other relevant Degree, if the applicant is an MA in Education

For Post-graduation

For posts of Assistant Professor in discipline of Education, marks would be awarded for degrees detailed as follows:

- M.Ed Degree.
- MA in Education

The applicants for the post of Assistant Professor in the disciplines of Education will also be required to fill the details of the other Graduate and Postgraduate degrees possessed by them under the head 'Other Qualification' in the online application form.

**9. Is there any relaxation in the requirement of 55% at the post-graduation level?**

A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other

Backward Classes (OBC) (non-creamy layer)/Differently Abled [Persons with Benchmark Disability (PwBD)] in the category of (a) Visual Impairment (VI) including blindness and low vision, and (b) Locomotors Disability (LD) including leprosy cured, dwarfism, acid attack victims and muscular dystrophy. The eligibility of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed), wherever specified, and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991

#### **10. Is NET compulsory or is there any provision for NET exemption?**

The National Eligibility Test (NET) shall be the minimum eligibility for appointment of Assistant Professor.

*Provided* that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil /Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor in the Colleges.

*Provided* further that the award of degree to candidates registered for the M.Phil/Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of Assistant Professors in the Colleges subject to the fulfilment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only;
- b) The Ph.D. thesis has been awarded by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from her/his Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers, based on her/his Ph.D. work in conferences/seminars sponsored/ funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

The clearing of NET shall not be required for candidates in such disciplines for which NET has not been conducted.

In case, the Ph.D. degree has been obtained from a foreign University/Institution with a ranking among top 500 in the world University ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) The Times Higher Education (THE) or (iii) The Academic Ranking Of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

**11. How to convert GPA into percentage in the Academic Section Tab of the online application?**

The applicants are required to provide their credits/marks of Graduation, Post-graduation, M.Phil., and Ph.D. Degree in percentage only. Those having credits in the form of grade or GPA, would be required to convert the same into percentage as per the conversion formula provided in the guidelines of the University/Institute granting the degree. A copy of the respective guidelines will have to be uploaded along with the concerned degree.

**12. Which date should be considered as the date of award of Degree (M.Phil./Ph.D.)?**

The date of notification of the result by the University/Institution would be considered as the date of award of the Degree (M.Phil./Ph.D.).

**13. Does fulfilling the eligibility criteria suffice for getting an interview call?**

The applications received shall be screened as per screening guidelines attached with the advertisement for short listing and recommending the applicants to be called for interview.

Mere fulfilment of the required qualification or the eligibility criteria does not entitle an applicant to be necessarily considered or called for interview.

Publications ‘under submission’ or submitted to referees will not be considered towards calculation of marks for publication criteria. Further, all the items for which points are claimed should be strictly in accordance with the screening guidelines attached with the advertisement.

The minimum score requirement for shortlisting of applicants for the post of Assistant Professor is indicated in the screening guidelines attached herewith.

**14. What if the candidate does not get the NOC at the time of filling up the form?**

Applicants serving in Government/Public Sector Undertakings (including Boards/Autonomous Bodies) are required to submit ‘No Objection Certificate’ from the employer, at the time of interview, if not uploaded with the online application earlier. The NOC should also indicate the vigilance clearance from the parent department.

**15. What are the documents required to be submitted by the shortlisted candidates at the time of interview?**

Consequent upon adoption of self-certification provisions as required by the Govt. of India, the College shall process the applications entirely on the basis of information/documents uploaded with the application. In case the information/documents are found to be false/incorrect by way of omission or commission, the responsibility shall lie solely with the applicant and the applicant shall be liable for action as per law.

The Shortlisted candidates called for interview should report along with all the testimonials/certificates in original along with valid photo ID (Aadhaar/Voter Id/Driving License/Passport). A set of self-attested photocopy of certificates/testimonials with respect to the qualifications, experience and category as applicable, indicated in the online application form, duly certified by the applicant should be submitted at the time of interview.

An indicative list of such documents is as follows:

1. Proof of Date of Birth (Class 10<sup>th</sup> Certificate);
2. Caste Certificate, if applicable;
3. PwBD Certificate, if applicable;
4. Certificates/testimonials for all the academic Degrees/Diplomas/Certificate Courses, as indicated in the online proforma by the applicant;
5. NET/JRF Certificate;
6. Experience Certificate duly issued by the parent office, which should clearly indicate the break period, if any;
7. No Objection Certificate from the employer including vigilance clearance if applicable;
8. Any other certificate of academic/research distinction;
9. Research Publications in original etc. as per uploaded or filled in the application form;
10. M.Phil. and Ph.D. dissertations/thesis, if applicable.

**16. How will the candidate get the interview call?**

The status of short-listing will be made available on the dashboards of the respective applicants for information. A notice to this effect indicating the schedule for the interview would also be published on the College website.

All correspondence from the College including interview letter, if any, shall be sent only to the e-mail address provided by the applicant in the online application form.

The applicants are, therefore, advised to visit the website for updates in this respect. Telephonic queries on this issue shall not be entertained.



**17. What should be done if the website link stops or hangs?**

In order to avoid last minute rush, the applicants are advised to apply early. In case of any persistent technical issue, the applicants can mail their problem at the College email id <[kamla.nehru\\_du@hotmail.com](mailto:kamla.nehru_du@hotmail.com)>.

**18. Is it necessary to provide the evidence for each and every item/activity claimed in the application?**

It is mandatory to provide the proof, wherever it has been asked, to proceed with the online completion of application form. The evidence for activities such as extra-curricular activities/miscellaneous information may be presented at the time of interview by the candidates shortlisted for the interview.

**19. How to pay application fee?**

The payment is accepted by credit card/debit card/ Net Banking.

**20. Is it possible to change/update the information provided by the applicant in the online application form once submitted?**

No. The applicant must take care to ensure that inputs provided by the applicant should be correct and accurate. Addition/deletion in the Application Form for any changes or amendments are not possible after the submission of the form.

\*\*\*\*\*

