



KANNUR UNIVERSITY

General Instructions for Applicants for the post of Assistant Professor in UGC-HRDC & Undertaking

(The applicants must read these details before filling up the form)

1. All applicants are required to apply online in the prescribed format with complete, correct information and attachments. Applicants are required to fill the application form as available on the University website www.kannuruniversity.ac.in. **Before filling up the application form, the candidates must read and follow the instructions and other information regarding qualifications, experience, screening guidelines etc. available on the University website www.kannuruniversity.ac.in along with the notification. The applicant will be solely responsible for the authenticity of the submitted information.**
2. Applicants should possess the prescribed qualifications and experience as on **the date of submission of application**, as prescribed by the University from time to time for the respective posts. The post notified carry UGC pay scales.

The applications received shall be screened as per the screening guidelines attached with this Notification for short listing the applicants, to be called for interview.

3. Mere fulfillment of the qualification or the eligibility criteria does not entitle an applicant to be necessarily considered or called for interview.
4. Publications 'under submission' or submitted to referees **will not be considered** towards calculation of marks for publication criteria. Further, all the items for which marks are claimed should be strictly in accordance with the screening guidelines attached with the notification. The minimum score requirement for Screening of applicants for the post of Professor is indicated in the screening guidelines attached herewith.
5. Application fees and application form(s) are to be submitted as per details given below:
 - a. Payment of ₹.2000/- (Rupees Two Thousand only) towards fee for application shall be made through "SBI Collect" (portal available in website www.kannuruniversity.ac.in).
 - b. ₹.1000/- (Rupees One Thousand only) for SC/ST/Differently abled category applicants towards fee for application shall be made through "SBI Collect" (portal available in website www.kannuruniversity.ac.in).
 - c. Fees once paid will not be refunded under any circumstances.

- d. Application forms have to be filled & submitted online mode, as available on the website of the University along with this notification, within the prescribed time limit indicated in the notification. No offline forms would be accepted.
6. In order to avoid last minute rush, the applicants are advised to apply sufficiently early. In case of any persistent technical issue, the applicants can mail their problem at the email id recruitment@kannuruniv.ac.in or contact : 04972 715284.
7. Consequent upon adoption of self-certification provisions, the University 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.**
8. The screened candidates called for interview should report along with all the testimonials/certificates in original along with valid photo I D . 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.
9. 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.
10. All correspondence from the University including interview letter, if any, shall be sent **only to the e-mail address** provided by the applicant in the online application form.
11. Applications which do not meet the eligibility criteria given in this notification and / or are incomplete in any respect shall be summarily rejected. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the online application and uploading self-certified copies/testimonials.
12. The University will verify the antecedents of the applicant at the time of appointment or anytime during the tenure of the service. In case it is found that the documents/information submitted by the candidate is false or the candidate has suppressed relevant information, the services of the candidate shall be terminated without prejudice to any other action initiated by the University.
13. In case of the any inadvertent mistake in the process of selection, which may be detected at any stage even after the issuance of offer letter, the University reserves right to modify/withdraw/cancel any communication made to the applicants.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the notification.

15. No TA/DA shall be paid to candidates for attending the interview.
16. The last date for submission of the form shall be as specified in the notification.
17. **Canvassing in any form will be treated as a disqualification.**
18. Any dispute regarding the recruitment will fall under the jurisdiction of Kerala High Court.
19. **Maximum Age limit - 40 years (as on 01.01.2020).** Usual age relaxation of upper age limit will be given to the categories belonging to SC,ST,OBC and other categories as per Kerala State Govt. rules.
20. A relaxation of 5% marks will be provided at the Masters level for the SC/ST/OBC/ Differentially abled (Physically & Visually challenged) categories.
21. The G O (P) No. 135/2014/Fin dated 8.4.2014 (regarding National Pension System) & G O (P) no. 211/2005/Fin dated 11.5.2005 (In the case of officiating appointments from a higher time scale of pay to a lower time scale of pay, by direct recruitment, the Officer's officiating pay in the lower time scale shall be fixed at the minimum of the scale of pay of the new post without considering his pay in the higher time scale except in the cases where such appointments are made in accordance with the Special Rules.) will be applicable to the appointments.
22. The appointment will be subject to the Provisions of Kannur University Act, Statutes, Ordinances & other rules applicable to the University and subject to the concurrence of Government of Kerala.
23. The Hard Copy of the Online Application & the proof of fee paid should be submitted to the Office of the Registrar on or before 20.07.2020

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to legal/disciplinary proceedings.

Sd/-
REGISTRAR(i/c)