



# MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[A Central University Established by an Act of Parliament]  
Camp Office, Raghunathpur, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar  
Email: recruitment.nts@mgcub.ac.in

Employment Notice No.: 004/2018

Dated: 12<sup>th</sup> October 2018

## ADVERTISEMENT FOR RECRUITMENT TO VARIOUS NON-TEACHING/OTHER ACADEMIC POSITIONS

Last Date for receipt of Applications:

**2nd November 2018 (Friday) by 5:00 PM**

Application Fee:

General/OBC Category : Rs. 1,000/-

SC/ST/PwD/Women category : 'NIL' (Exempted from paying application fee)

Application from eligible candidates are invited through **OFFLINE MODE** for recruitment on Direct/Deputation basis for various regular/tenure Statutory & Non-Teaching Positions in the prescribed format (**ANNEXURE - 1**) available on the University Website ([www.mgcub.ac.in](http://www.mgcub.ac.in)) along with requisite fee, if applicable, in the form of Demand Draft against the mentioned categories of posts given below.

### **IMPORTANT INSTRUCTION FOR OLD CANDIDATES**

(Ref: Employment Notice No. 001/2017 dated 6<sup>th</sup> June 2017 & Cancellation Notice dated 15<sup>th</sup> May 2018)

*Those candidates who have applied earlier for the Non-Teaching Positions against the Employment Notice No. 001/2017 dated 6<sup>th</sup> June 2017 shall need to apply afresh through Offline Mode. However, they are not required to pay the application fee again.*

*The rest of the Non-Teaching Positions advertised vide Employment Notice No. 001/2017 dated 6<sup>th</sup> June 2017 shall be re-advertised shortly. Therefore, the candidates are advised to check the University Website regularly.*

The application form (available on the University Website) duly filled-in should be accompanied with a Demand Draft of Rs.1,000/- for General/OBC Category drawn in favour of "The OSD (Administration), Mahatma Gandhi Central University, Bihar (MGCUB)" payable at Motihari, District – East Champaran, Bihar only and reach the University on the following address on or before **2<sup>nd</sup> November 2018 by 5:00 PM** positively:

**OSD Administration,  
Mahatma Gandhi Central University  
Camp Office, Raghunathpur, Near OP Thana  
Motihari – 845 401, District – East Champaran, Bihar (INDIA)**

Qualifications/eligibility conditions, age and other documents will be determined as on the last date of receipt of application i.e., **2nd November 2018.**

The details of Non-Teaching Positions advertised are as under:

1.	<b>Name of Post</b>	<b>First Registrar</b>
2.	Number of Post	01 – UR
3.	Classification	Group A
4.	Level in the 7 <sup>th</sup> CPC Pay Matrix	Level 14 with Rationalised Entry Pay of Rs. 1,44,200/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 57 years
6.	Educational and other qualifications required for direct recruits	<p><b>Essential Qualifications:</b></p> <p>i. Master’s Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed;</p> <p>ii. At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishments and/or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.</p> <p><b>Desirable Qualifications/Experience:</b></p> <p>Preference will be given to candidates with:</p> <p>i. Experience of administrative practices, human resource management, statutory functions and academic activities of Universities/R&amp;D institutions.</p> <p>ii. Experience of handling legal matters</p> <p>iii. Experience of IT applications in administrative matters.</p>
7.	Method of Recruitment	On Direct/Deputation basis for a term of three years or till the age of 62 years, whichever is earlier, as per Section 44(b) of Central Universities Act 2009.
8.	Mode of Selection	Through Personal Interview

1.	<b>Name of Post</b>	<b>First Finance Officer</b>
2.	Number of Post	01 – UR

3.	Classification	Group A
4.	Level in the 7 <sup>th</sup> CPC Pay Matrix	Level 14 with Rationalised Entry Pay of Rs. 1,44,200/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 57 years
6.	Educational and other qualifications required for direct recruits	<p><b>Essential Qualifications:</b></p> <p>i. Master's Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed;</p> <p>ii. At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishments and/or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.</p> <p><b>Desirable Qualifications:</b> Preference will be given to candidates with M.Com/M.B.A (Finance)/CA/ICWA/SAS and/or appropriate experience of financial management.</p>
7.	Method of Recruitment	On Direct/Deputation basis for a term of three years or till the age of 62 years, whichever is earlier, as per Section 44(b) of Central Universities Act 2009
8.	Mode of Selection	Through Personal Interview

1.	<b>Name of Post</b>	<b>Controller of Examinations (CoE)</b>
2.	Number of Post	01 – UR
3.	Classification	Group A
4.	Level in the 7 <sup>th</sup> CPC Pay Matrix	Level 14 with Rationalised Entry Pay of Rs. 1,44,200/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 57 years
6.	Educational and other qualifications required for direct recruits	<p><b>Essential Qualifications:</b></p> <p>i. Master's Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed;</p> <p>ii. At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p>

		<b>OR</b> 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post. <b>Desirable Qualifications with anyone of the following:</b> Preference will be given to candidate with adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations; working knowledge of examination software and results automation.
7.	Method of Recruitment	On Direct/Deputation basis for a term of five years or till the age of 62 years, whichever is earlier, as per GOI rules.
8.	Mode of Selection	Through Personal Interview

<b>1.</b>	<b>Name of Post</b>	<b>Deputy Librarian</b>
2.	Number of Post	01 – UR
3.	Classification	Group A
4.	Academic Level in the 7 <sup>th</sup> CPC Pay Matrix	Academic Level 12 with Rationalised Entry Pay of Rs. 79,800/-
5.	Age limit for direct recruits	As per UGC Regulations
6.	Educational and other qualifications required for direct recruits	<b>Essential Qualifications:</b> i. A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point –scale, wherever grading system is followed; ii. Eight years' experience as an Assistant University Librarian/College Librarian; iii. Evidence of innovative library service including integration of ICT in library; and iv. A Ph.D. Degree in Library Science/Information Science / Documentation Science/Archives and manuscript-keeping / computerization of library.
7.	Mode of Selection	Through Personal Interview

<b>1.</b>	<b>Name of Post</b>	<b>Deputy Registrar</b>
2.	Number of Post	02 – UR
3.	Classification	Group A
4.	Level in the 7 <sup>th</sup> CPC Pay Matrix	Level 12 with Rationalised Entry Pay of Rs. 78,800/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 50 years

6.	Educational and other qualifications required for direct recruits	<p><b>For Direct Recruitment:</b></p> <p>i. Master's Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>ii. Nine years of experience as Assistant Professor in the Academic Level 10 and above with experience in educational administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>5 years of administrative experience as Assistant Registrar or in an equivalent post.</p> <p><b>Desirable Qualifications:</b></p> <p>i. Experience of administrative practices, human resource management, statutory functions and academic activities of Universities/R&amp;D institutions.</p> <p>ii. Experience of handling legal matter/Finance Matters/ Examination Matters.</p> <p>iii. Experience of IT applications in administrative matters.</p> <p>iv. The incumbent should possess good communication, managerial and leadership skills to head a division/branch and possess good drafting and noting skills. Should be conversant with official procedure and capable to moot proposals independently.</p> <p>v. Should be able to participate in discussions with senior functionaries and academicians.</p> <p>vi. The incumbent is expected to handle one or more functions independently related to educational administration / examination / general administration / purchase / establishment / accounts and finance / project management / HR and Legal.</p>
7.	Period of Probation	One Year
8.	Mode of Selection	Through Personal Interview

1.	<b>Name of Post</b>	<b>General Medical Officer</b>
2.	Number of Post	02 – UR (One Male and One Female)
3.	Classification	Group A
4.	Pay Band and Grade Pay / Pay Scale	Level 10 with Rationalised Entry Pay of Rs.56,100/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 40 years
6.	Educational and other qualifications required for direct recruits	<p><b>Essential Qualifications:</b></p> <p>i. Medical Graduate i.e. M.B.B.S registered with the Medical Council of India (MCI)</p> <p>ii. Five years of experience as General Duty Officer in a</p>

		residential teaching institution or a hospital of repute. <b>Note:</b> For the post of Female Medical Officer at least two-year hospital experience in Obstetrics and Gynaecology ward. <b>Desirable Qualifications:</b> Candidates with Post Graduate qualifications in Medicine/ Surgery will be preferred.
7.	Period of Probation, if any	One Year
8.	Mode of Selection	Through Personal Interview

<b>1.</b>	<b>Name of Post</b>	<b>System Analyst</b>
2.	Number of Post	01 – UR
3.	Classification	Group A
4.	Pay Band and Grade Pay / Pay Scale	Level 10 with Rationalised Entry Pay of Rs.56,100/- as per 7 <sup>th</sup> CPC Pay Matrix
5.	Age limit for direct recruits	Not exceeding 40 years
6.	Educational and other qualifications required for direct recruits	<b>Essential Qualifications:</b> M.Sc. (IT) with PGDCA with 3 years' experience in computing.  <b>OR</b> M.Tech./MCA with 3 years' experience in relevant field.  All degrees/diplomas shall be from recognized University / Institution with minimum 55% marks  <b>Desirable Qualifications:</b> Adequate experience in Computer software & other comparable experience in office automation/ e-governance/ERP/Networking.
7.	Period of Probation	One Year
8.	Mode of Selection	Through Personal Interview. <i>However, the University reserves the right to hold Written Examinations for short-listing the candidates to be called for Interview.</i>

## HOW TO APPLY:

### Special Instructions:

The prescribed essential qualification does not entitle a candidate to be called for interview. The University can short-list the candidates for interview by holding a Written Examination. The decision of the University in all matters relating to acceptance or rejection of an application, eligibility/ suitability of the candidates, mode of selection, and criteria for selection etc. will be final and binding on the candidates. **No inquiry or correspondence will be entertained in this regard.**

Candidates applying for a post must ensure that they fulfil all the eligibility criteria on the last date of receipt of application i.e., **2<sup>nd</sup> November 2018**. If on verifications at any time before or after the written examination or interview or appointment, it is found that they do not fulfil any of the eligibility criteria or it is found that the information furnished is false or incorrect, their candidature will be cancelled.

The envelope containing the filled-in application form should be super-scribed as ***“Application for the post of .....*”**.

## **GENERAL INSTRUCTIONS**

- 1. Applicants must apply on the prescribed application form available on University Website (www.mgcub.ac.in). Applications received in any other form will be rejected.**
2. Before filling-up the Offline Application Form, the candidates are advised to read General Instructions, Essential Information and Other Important Conditions carefully.
3. The candidate should fill all details while filling the Application Form in offline mode.
4. Affix (do not staple/pin) a recent passport size colour photograph in the space provided for on the first page of the Application Form.
- 5. The application forms duly filled in the prescribed format along with required documents must reach the University office on or before the last date of receipt of application (i.e., 2<sup>nd</sup> November 2018) at the address mentioned above. Applications received after last date will not be considered. University will not responsible for any postal delay.**
- 6. Candidates are advised to fill their application form carefully such as Name, Father’s name, Date of Birth and Category, Qualification, Photo & Signature etc. Candidate will be responsible for any mistake in the data of application form and no correspondence will be entertained in this regard.**

**NOTE:** *Fee once paid will not be refunded under any circumstances.*

## **OTHER CONDITIONS**

1. Reservation Policy will be followed as per Government of India Rules, wherever applicable. The SC/ST/OBC/PwD candidates are required to attach necessary certificate(s) on prescribed format.
2. Person suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of the reservation for Person with Disabilities.
3. The period taken by the candidates to acquire M.Phil. Degree and the residency period

prescribed for pursuing Ph.D. shall not be considered as teaching/research experience to be claimed for appointment to the teaching positions. Post-Doctoral with substantial evidence to be treated as equivalent to teaching experience and shall be given preference.

4. The relaxation in age, if any will be followed as per Government of India Rules, wherever applicable.
5. The selected candidates will not be allowed for other assignment during the service in Mahatma Gandhi Central University, Bihar.
6. The candidate selected will give an undertaking on joining that while discharging duties and responsibilities, he/she shall not disclose any confidential office matter.
7. In case of unsatisfactory performance, misconduct or on ground of misbehaviour, the appointing authority may at its discretion extend the period of probation by one year. In case there is no perceptible improvement despite all this, his/her services shall be terminated by giving one month's notice or on payment of one month's salary in lieu of notice. During probation, the employee concerned may also exercise his/her option to quit by giving one month's notice or deposit one month's salary in lieu of notice.
8. No application for outside employment shall ordinarily be forwarded during the period of probation in case of a temporary employee of the University. However, in case his/her request has been considered by the competent authority of the University, an undertaking shall be obtained while forwarding the application that he/she would resign from the post in the event of his/her selection in another department.

#### **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT**

Candidates are advised not to furnish any particular that are false, tampered/ fabricated or should not suppress any information while filling-up the application form.

At the time of interview, if a candidate is (or has been) found guilty of:

- (i) resorting to any irregular or improper means in connection with his/her candidature for selection; or
- (ii) obtaining support for his/her candidature by any unfair means, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, be liable :-
  - a. to be disqualified from the examination/interview for which he/she is a candidate.
  - b. to be debarred either permanently or for a specified period, from any examination or recruitment conducted by the University.
  - c. for termination of service, if he/she is already in Govt. Service.

**Note: The Mahatma Gandhi Central University reserves the rights to supervise the complete recruitment process by way of using Biometric process and CCTV Cameras/Videography etc.**



## GENERAL INSTRUCTIONS

1. The University reserves the right to:
  - a. Withdraw any advertised post(s) under any category at any time without assigning any reason thereof. Any consequential vacancies arising at the time of Interview may also be filled up from the available candidates. The number of positions is thus open to change;
  - b. Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the candidate;
  - c. Draw reserve panel(s) against the possible vacancies in future;
  - d. Increase or decrease post(s) under any category or not to fill-up any of the advertised positions;
  - e. **To fix criteria for screening the applications so as to reduce the number of candidates to be called for interview;**
  - f. Relax the age/qualifications/experience at its discretion.
2. A person whose age is less than 18 years shall not be appointed to any post in the University.
3. **Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualification/experience laid down for the post.**
4. **MINIMUM ESSENTIAL QUALIFICATIONS:** All applicants must fulfil the essential requirements of the post and other conditions as stipulated in the advertisement and are further advised to satisfy themselves, before applying, that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice with respect to minimum eligibility will be entertained.

**NOTE-I:** The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.

**NOTE - II:** IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, THE UNIVERSITY WILL ADOPT SHORT-LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS:

  - a. "On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed";
  - b. On the basis of higher educational qualifications than the minimum prescribed in the advertisement;
  - c. On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement;
  - d. By counting experience before or after the acquisition of essential qualifications; and
  - e. Or any other criteria as Screening Committee decide.
5. Separate application (*along with requisite application fee*) should be filled offline for each

post applied for.

7. Filling all mandatory fields are required to make your application complete.
8. **Incomplete applications or without relevant supporting enclosures (self-attested copies of degree/certificates/marks sheets/experience certificate, etc.) will be out-rightly rejected.**

**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. In case the information/documents are found to be false /incorrect by way of omission or commission, the responsibility and liability shall lie solely with the candidate.**

9. All papers/complete set of the application (including the enclosures) shall be tied with a strong thread at the left top corner properly.
10. Any change of address from the one given in the offline application form should at once be communicated to OSD Administration of the University at [osdadmin@mgcub.ac.in](mailto:osdadmin@mgcub.ac.in)
11. No interim correspondence shall be entertained.
12. The list of short-listed candidates for Interview or any other information related to Date, Time and Venue of Interview/Written Examination shall be published on the University Website i.e., **[www.mgcub.ac.in](http://www.mgcub.ac.in) ONLY.**
13. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority. If any document is found to be false/fake/incorrect/malafide either before or after appointment, the document shall be summarily rejected and action may be initiated against the candidate which may lead to cancellation of his/her appointment, as the case may be.
14. The appointment of a candidate shall be subject to verification of character & antecedents and caste certificate by the competent authority. Until the verification report of character & antecedents and caste certificate is received, the appointment shall be treated as provisional. In case the report with regard to his/her conduct, character, antecedents, caste certificate etc., is found to be unsatisfactory or false, the appointment shall be cancelled/terminated forthwith.
15. The selected candidates shall be required to perform duties as per the Statutes, Ordinances and Regulations of the University, as amended from time to time. The University shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours/holidays which the employee shall have to perform without fail to avoid any disciplinary action.
16. The candidate will have to present himself/herself for an interview, if called for, at the place and time as decided by the University at his own expenses. However, the outside candidates belonging to SC/ST categories will be defrayed sleeper class rail fare, and in case any station is not connected by rail, ordinary bus fare shall be paid by shortest route, if called for interview against the reserved positions only of the University as per the Govt. of India rule. No extra charges, if any, incurred for reserving seat/sleeping

berth in the train will, however, be reimbursed to the candidates. **The above-mentioned conditions are not admissible to those SC/ST candidates who are already in Central/State Government service or holding any other employment.**

17. The service conditions including Pay Level and age of superannuation shall be as per Government of India/ UGC, New Delhi rules.
18. The candidates selected shall be appointed under a written contract.
19. The candidates selected for appointment are expected to join at the **EARLIEST POSSIBLE.**
20. **The selected candidate shall be governed by the 'New Pension Scheme' of the Government of India as applicable w.e.f. 1<sup>st</sup> January 2004.**
21. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
22. The University reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any typographical error before the last date prescribed for the receipt of applications.
23. The University shall not be responsible for any misplacement, omission etc. if two or more applications are put in one cover by the candidate.
24. Receipt of filled in Application Form without self attested copies of all relevant certificates will be rejected.
25. The University shall verify the antecedents or documents submitted at the time of appointment or during the tenure of service. In case, it is detected that the information provided in the application form, documents submitted are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, his/her services shall be terminated forthwith.
26. No person shall be recruited unless he/she is in good mental and bodily health and free from any physical defect that is likely to interfere with the efficient performance of his official duties. Before a candidate recruited directly is finally approved for appointment he/she shall be required to produce a medical certificate of physical fitness from whom the appointing authority specifies.
27. The applicants serving in Government/Semi-Government organizations / Public Sector Undertakings/Autonomous Bodies must bring **'No Objection Certificate (NOC)'** from their present employer at the time of Interview/Verification of Documents. However, the applicants are advised to formally intimate their present employer in writing about making such application at Mahatma Gandhi Central University Bihar, failing which their candidature/ selection may stand cancelled.
28. **Canvassing in any form may lead to cancellation of candidature.**
29. Though a selected candidate's headquarters will be Motihari, District – East Champaran,

Bihar, he/she will be liable to serve anywhere in India.

30. In case of any disputes, any suits or legal proceedings against the University, the territorial jurisdiction shall be restricted to the Courts in Bihar at District Court Motihari and High Court at Patna.
31. Corrigendum or Addendum or Cancellation to this advertisement, if any, shall be published only on the University Website ([www.mgcub.ac.in](http://www.mgcub.ac.in)) and will not be published in the newspapers. Therefore, candidates are advised to check the University Website regularly.
32. **Fake Institutions:** Candidates, who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake by the University Grants Commission, New Delhi shall not be eligible for being considered for recruitment to the posts advertised.
33. Any ambiguity or lack of clarity with regard to any clause or rules, the decision of the University shall be final.
34. **Call letters to attend the interview will be sent to the shortlisted candidates by Email only.** No Correspondence will be made with applicants who are not short-listed/not called for interview. **Therefore, the candidates are advised to check the University Website and their Email ID regularly.**
35. The following categories of persons shall not be eligible to apply for any position in the University:
  - i. Who has been convicted by any Court of Law or any criminal proceedings are pending against him;
  - ii. Who has entered into or contracted a marriage with a person having a spouse living;
  - iii. Who, having a spouse living, has entered into or contracted a marriage with any person. Provided that the Competent Authority of the University may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these rules;
  - iv. Who is not a citizen of India; and
  - v. Any other category of person disqualified for appointment by the Government of India/UGC from time to time.
36. **DOCUMENTS TO BE BROUGHT AT THE TIME OF WRITTEN TEST/INTERVIEW:**
  - a. All original certificates/documents/testimonials of educational qualifications and other documents mentioned in the Application Forms and one set of self-attested copies of all these certificates/documents/testimonials.
  - b. Caste certificate by candidate where applicable seeking reservation as SC/ST/OBC, in the prescribed proforma from the competent authority indicating clearly the

candidate's Caste, the Act/Order under which the Caste is recognized as SC/ST/OBC and the village/town the candidate is ordinarily a resident of.

- c. 'No Objection Certificate (NOC)' from their present employer, in case of candidates who are in service.

37. **LIKELY CAUSES OF REJECTION OF APPLICATION:**

The following are likely causes of rejection:

- a. More than one application form for a particular post;
- b. Incomplete Application Form;
- c. Full fee, if not deposited in the manner prescribed;
- d. Applicant does not possess the requisite academic qualification, experience on last date for receipt of application form;
- e. Candidate is underage/overage on the closing date of application; and
- f. Variation in data of Application Form and in original documents when brought for Verification/Scrutiny-cum-Interview.

**USE OF MOBILE PHONE AND OTHER ELECTRONIC DEVICES IN MAHATMA GANDHI CENTRAL UNIVERSITY EXAMINATION/INTERVIEW IS STRICTLY PROHIBITED.**

**Any attempt to influence the authorities by way of recommendations will ab-initio disqualify the candidate.**

**OSD (Administration)  
Mahatma Gandhi Central University**