

General Instructions

1.	Submit ONE Hard COPY of online filled application form, with self-attested copies of certificates in support of your qualifications, experience, age, publication and all other claims made by you in a proper sequence of enclosures with numbering. Only online application will not be considered.
2.	Candidates applying for more than one post/Subject have to submit ONLY ONE common online application form, selecting respective Posts/Subjects therein and paying respective processing fees through online mode. Such Candidates have to submit the hard copy (Printout) of online application form separately for each post applied for, along with all necessary self attested documents to the University office on or before the last date.
3.	The Last Date to submit Online Application is 10-02-2020 till 5:30 p.m.
4.	Applicant shall submit the application in person or by post in the prescribed form together with all enclosures in envelope superscribed " Application for the post of " _____ " in the P.G. Department of " _____ " so as to reach the Registrar, Sardar Patel University, Vallabh Vidyanagar- 388120 on or before 12-02-2020 , till 5.00 pm . Application received after the due date will be liable to be disregarded. The University will not be responsible for postal or any delay.
5.	Applicants are advised to submit the applications to the University well in advance without waiting for the last date to avoid postal delay or any delay due to other unforeseen events or circumstances. The University will not be responsible for any postal delay or any delay at any stage.
6.	Applicants who are already in service should forward printed copy of online filled application form (hard copy) through proper channel. Direct application will not be considered. However, such a candidate can send in advance, one copy of online application form, so as to reach before the deadline. Such an application will be deemed in time, provided the hard copy of application through proper channel is forwarded before last date. If the original application through proper channel has not been received by the University till the last date mentioned in this employment notification, the applicants will have to submit a 'NO OBJECTION CERTIFICATE' from his/her employer to the University at the time of interview.
7.	The reservations/relaxations policy for SC/ST/SEBC/EWS/PwBD Candidates will be provided as per the existing Govt. of Gujarat rule.
8.	S.E.B.C. candidate should furnish the "Non-Creamy-layer Certificate" valid for the current financial year of their parents in the prescribed Performa along with his/her application form.
9.	Candidate belonging to SC/ST/SEBC/EWS/ PwBD category should submit prescribed certificate as per the performa of State Government and Norms, failing which the candidate will not be entitled to get the benefit of reserved category.
10.	The candidate having necessary medical certificate of disability of 40% and above shall be considered as physically disabled candidate.
11.	If a Candidate holds foreign University degree, he/she shall produce an equivalence

	certificate issued by AIU (Association of Indian University) at the time of application.
12.	A candidate who provides incorrect or false information or suppresses information will be disqualified and, if appointed, will be liable to be dismissed.
13.	The application fee will not be refunded.
14.	Any change in address mentioned in the application form should be communicated to The Registrar, Sardar Patel University, Vallabh Vidyanagar-388120 immediately.
15.	Incomplete application or on plain paper will not be considered.
16.	Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications. No inquiry, asking for advice as to eligibility will be entertained.
17.	Candidates called for interview shall have to appear for interview at their own cost.
18.	The University reserves the right to change the number and nature of posts/vacancies, to fill or to postpone the decision to fill or not to fill without assigning any reason.
19.	Direct or indirect canvassing will be a disqualification.
20.	Any changes/amendments/updation/Notice in this regards shall be posted on University website only. Candidates are advised to check the university website regularly www.spuvvn.edu .
21.	The appointment of the candidate shall be subject to the conditions of service rules for the University employees as may be amended from time to time.
22.	In case of any dispute, any suite or legal proceeding against the university, the territorial jurisdiction shall be Anand only.
23.	The University will not be responsible for any loss of e-mail or loss of any communication due to wrong information provided by the candidates
24.	Call letters and other correspondence for attending the interview, etc., will be sent to the eligible candidates by Email only and will be displayed on University website.
25.	The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed as decided by duly constituted Screening Committee(s) and approved by the competent authority. Call letters for attending interview will be sent only to the short- listed candidates by Speed Post/RPAD/E-mail.
26.	Any correspondence with applicants, who are not short-listed to be called for interview, will not be entertained.
27.	Mere eligibility will not entitle any candidate to be called for Interview. The eligibility shall be ascertained strictly on the basis of academic/Research Score obtained as per Appendix II Table-2 of UGC Regulation 2018 subject to fulfilling all the essential eligibility criteria as mentioned for direct recruitment for the post of Professor, Associate Professor and Assistant Professor in the UGC Regulation, 2018, University /State rules and concerned statutory bodies as amended from time to time.
28.	While considering the points of Research Publications for calculating the Research Score, with effect from 14 th June, 2019 research publications only from the journals indexed in UGC-CARE List would be considered prospectively for any academic purpose.
29.	Any additional qualifications, experience, number of papers published, honours and other achievements gained by the candidate during the period between the last date of application and the date of conducting the interview shall not be taken into

	consideration.
30.	To arrive at appropriate Research Score, the evidences towards the claims must be provided as enclosures in the same order of the claim made.
(a)	Photocopy of research paper from which nature of journal (National/ International etc) can be decided.
(b)	Appropriate evidence of impact factor of the journal during the period of publication of your paper/article.
(c)	Certificate of Conference/Work Shops/Seminar/Course/Program mentioning clearly paper presentation/ invited talk and its nature (National, International etc)
(d)	Photocopy of first few pages of Conference proceedings / book/ chapters in book showing clearly ISBN/ Authors/ Publishers/ Year of Publication, place of conference nature (International/National/State/University) of conference and other essential data.
(e)	Photocopy of sanctioned letter of project showing funding/ sponsoring/ sanctioning agency, amount, period, duration, completion, year wise bifurcation of amount (if any), Principal Investigators (PI), co-investigator and completion report in case of completed project.
31	Fake/Derecognized Institutions: Candidates, who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake/derecognized by the University Grants Commission, New Delhi shall not be eligible for being considered for recruitment to the posts advertised.
32	The candidate who have applied against Adv. No. B/S/2/411 Dated 18-04-2017 and Adv. No. B/S/2/412 Dated 18-04-2017 for the post of Associate Professor and Professor in the subjects of Chemistry, Economics, Library Science, CISST should apply afresh along with necessary fees.