

GENERAL TERMS AND CONDITIONS

1. The minimum qualifications and experience are as per UGC Regulations modified from time to time. The format of Academic/Research score will be calculated as per UGC Regulations, 2018.
2. Candidates should possess the minimum qualification at the time of submission of applications. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience, etc. No enquiry in this regard will be entertained.
3. Experience and qualification will be reckoned as on last date for submission of applications. No updating of qualification and experience will be entertained once application is received in the University.
4. Since the advertised post is on deputation basis, therefore, a candidate must submit his / her application through proper channel failing which the application is liable to be rejected.
5. Application received after the last date as mentioned in the advertisement shall be summarily rejected.
6. The University reserves the right to accept or reject the application form.
7. The time taken by the candidates to acquire M. Phil. and/or Ph.D. degree shall not be considered as teaching/research experience to stake claim for appointment to the teaching position.
8. Candidate shall enclose self-attested copies of certificates towards the evidence of age, educational qualifications, experience, etc. with the applications. Incomplete application form and without necessary enclosures may be summarily rejected.
9. Age of superannuation for all the positions shall be as per UGC/ Govt. of Bihar norms.
10. Equivalent certificates for degrees awarded from recognized foreign Universities as per AIU may be submitted in relevant cases, by the candidate along with application.
11. A relaxation of 5% shall be provided to the Ph. D Degree holders who have obtained their Master's Degree prior to 19 September, 1991.
12. Call letters for attending interview will be sent only to the short-listed candidates by e-mail. No correspondence will be made with applicants who have not been shortlisted / not called for an interview.
13. Schedule of interview for the above post shall be notified at the website of the Department of Sports, Govt. of Bihar.
14. No TA/DA shall be admissible for attending the interview.
15. In case the University receives a large number of applications for the advertised position(s), the University in such cases reserves the right to adopt criteria for short listing candidates to be called for interview by adopting a marking system as approved by the Competent Authority.

16. The University reserves the right not to make appointments against the advertised post and in such circumstances the instant advertisement shall be treated as withdrawn.
17. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidate shall lead to his/her disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his appointment shall be liable to be terminated forthwith. In case of any ambiguity in the recruitment rules in general and eligibility, in particular for any post, the decision of the Competent Authority.
18. 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 the right to modify / withdraw / cancel any communication made to the candidate.
19. The University may draw a panel of candidates for filling up future vacancies which shall be valid for one year from the date of recommendations. A waitlisted candidate from the aforesaid panel may be offered appointment if the selected candidate does not join the post within a stipulated period.
20. The University may verify the antecedents or documents submitted by a candidate either at the time of selection process or during the tenure of the service. In case it is detected that the documents submitted by the candidate are fake or the candidate has clandestine antecedents / background and has suppressed the said information, his / her services shall liable to be terminated / repatriated.
21. The University shall not return any of the self-attested document / testimonials submitted by the candidate along with the application form.
22. No application under the Right to Information Act, 2005 shall be entertained during the selection process from date of advertisement till declaration of the result of the selection test.
23. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the University shall be final.
24. Any matter arising out of this notice or selection shall lie only before the District Court at Bihar Sharif or High Court of Judicature at Patna, as the case may be.

INSTRUCTION FOR FILLING UP APPLICATION FORM

1. Before filling up of the application form, candidates are advised to carefully read the "Employment Notice and Information Booklet" containing terms & conditions and other instructions.
2. Candidates are advised to satisfy themselves before applying that they at least possess the minimum essential qualification laid down in the Employment Notice.

3. The candidate shall apply for the post only in the prescribed format, other-wise the application will be rejected.
4. Prescribed application may be downloaded from the website (<https://state.bihar.gov.in/sport/CitizenHome.html>) or it may be typed as photocopied.
5. No column of application form should be left blank. The column not applicable should be clearly marked as “Not Applicable”.
6. All entries in the application form should be filled with due care. Information written on the application form should be legible and meaningful.
7. No request for correction in the entries in application form or for attachment of fresh papers / enclosures / documents shall be entertained by the University.
8. Each page of the Application Form should be signed by the candidate with date.
9. Name of the Post and Advertisement Number must be mentioned on the top of the envelope while sending application for the advertised post.
10. Incomplete application or applications received after due date, i.e. after **5:00 PM on 17.01.2025** will be summarily rejected.
11. The applicants must enclose self-attested copy (s) of the certificates to substantiate the educational qualifications and service experience mentioned in the application form.
12. The educational qualification should have been obtained from a recognized University / Board / Institution.
13. Certificate in support of experience should be in proper form i.e it should be on the organization’s letter head, bear the date of issue, specific period of work (in DD / MM / YYYY format), pay scale & nature of employment (contractual or permanent), and name, designation & signature of the issuing authority along with his / her seal.
14. Only those candidates who are willing to devote full time to the development of the University need to apply. Further, selected candidate is required to reside at Rajgir or nearby areas.
15. Only offline application (i.e. hard copy) shall be accepted by the University. No other method of submission of application shall be entertained.
16. The application completed in all respect along-with ‘No Objection Certificate’ should be forwarded by the parent employer of the candidate in a closed envelope duly superscribed “**Application for the post of Dean at Bihar Sports University Rajgir**” and addressed to the “**Registrar, Bihar Sports University, Rajgir, District - Nalanda, Bihar – 803116**” through Registered / Speed Post, which must be received in the Administrative Building of the University at Rajgir on or before 17.01.2025, 5 PM. The University will not be responsible for the postal delay and therefore candidates should apply without waiting for the closing date of application.

17. All corrigendum / addendum to this Employment Notice shall be published only on the Website (<https://state.bihar.gov.in/sport/CitizenHome.html>). Therefore, candidates should visit the aforesaid website regularly for updates, if any.

Enclosure –Application Form

Registrar
Bihar Sports University Rajgir