

## IMPORTANT INSTRUCTIONS

1	Online application link is available on University Website <a href="http://www.mgmu.ac.in">www.mgmu.ac.in</a> under Career heading. Scanned copies of the relevant enclosures shall be submitted, failing which it will be treated as rejected.Original documents shall be produced at the time of interview.																										
2	Candidates must read all the instructions before filling the application form. A prescribed format of Application is available on the University website <a href="http://www.mgmu.ac.in">www.mgmu.ac.in</a> .																										
3	Application Form found incomplete in any respect shall be rejected without any notice.																										
4	Grade "B" in the 7-Point scale with letter grades O, A, B, C, D, E & F shall be regarded as equivalent of 55% wherever the grading system is followed as prescribed by U.G.C. <table><tr><td>Grade</td><td>Grade Point</td><td>Percentage</td></tr><tr><td>'O'= Outstanding</td><td>5.50-6.00</td><td>75-100</td></tr><tr><td>'A'= Very good</td><td>4.50-5.49</td><td>65-74</td></tr><tr><td>'B'= Good</td><td>3.50-4.49</td><td>55-64</td></tr><tr><td>'C'= Average</td><td>2.50-3.49</td><td>45-54</td></tr><tr><td>'D'= Below Average</td><td>1.50-2.49</td><td>35-44</td></tr><tr><td>'E'= Poor</td><td>0.50-1.49</td><td>25-34</td></tr><tr><td>'F'= Fail</td><td>0-0.49</td><td>0-24</td></tr></table>			Grade	Grade Point	Percentage	'O'= Outstanding	5.50-6.00	75-100	'A'= Very good	4.50-5.49	65-74	'B'= Good	3.50-4.49	55-64	'C'= Average	2.50-3.49	45-54	'D'= Below Average	1.50-2.49	35-44	'E'= Poor	0.50-1.49	25-34	'F'= Fail	0-0.49	0-24
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5	All qualifications and experience will be considered as on the closing date, i.e. the last date of receipt of application form.																										
6	Impersonation or submission of false/fabricated/tampered documents or making incorrect/false statements by a candidate, shall, in addition to debarring him/her permanently or for a specific period from any employment in the University, render him/her liable for criminal prosecution.																										
7	The University reserves it's right to fill up or not to fill up the post or to modify/alter / cancel the advertisement at any stage. Nobody can stake claim in this regard, or cannot appeal in the court. The decision about any dispute, complaint regarding recruitment process shall vest with the Appointing Authority and it will be final. No correspondence in this regard will be entertained.																										
8	Applicant will have to attend interview at his/ her own expenses.																										
9	The University shall not be held responsible for postponement or cancellation of scheduled interview for any unforeseen/unavoidable reason.																										
10	Applications received after due date, and not in prescribed format, will not be considered under any circumstances.																										
11	The prescribed essential qualifications are the minimum. Mere possession of minimum qualification does not confer any right to be called for interview and/or selection																										
12	The University reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of qualification and experience, higher than those prescribed in this advertisement, and as per criteria decided by scrutiny committee																										
13	The University has the right to set higher norms than the minimum prescribed norms.																										
14	The decision of the University in all matters shall be final. No correspondence, whatsoever, shall be entertained from the candidates in connection with the process of selection/interview, and reasons for not being called for interview.																										
15	Equivalent grade B in the 7 point scale, with letter grades O,A,B,C,D,E, and F, shall be regarded as equivalent of 55% wherever the grading system is followed.																										
16	Applicants who are not eligible will not be informed individually.																										
17	Selected Applicants for interview will be informed on their registered email address.																										
18	The University reserves the right of rejecting any or all the applications without assigning any reason thereof.																										
19	A candidate furnishing incorrect or false information shall stand disqualified at any stage.																										
20	Separate application for separate post is necessary.																										