



**DECCAN COLLEGE**  
**Post-Graduate and Research Institute**  
**Pune-411006**

**Declared as Deemed to be University Under Section-3 of UGC Act 1956**

**INSTRUCTIONS FOR APPLYING FOR THE VACANT TEACHING POSTS IN THE UNIVERSITY.**

1. The Pay and Allowances and other service benefits made applicable to the Deccan College by the Government of Maharashtra, from time to time, shall apply for the Posts advertised.
2. True copies of all relevant documents, wherever applicable, shall essentially be enclosed, such as:
  - a) Reserved Category candidates shall submit following fresh certificates (applicable as per rules) issued by appropriate authorities from Maharashtra State: Caste Certificate; Caste Validity Certificate; Domicile Certificate; Non-Creamy Layer Certificate.
  - b) In case Caste Validity Certificate is not available, it shall be submitted within six months of the date of appointment of the candidate, if selected. Failure to submit the Certificate within six months will result in cancellation of the appointment of the candidate.
  - c) Candidates having their birth place within Maharashtra and not possessing Domicile Certificate shall produce Birth Certificate in place of Domicile Certificate.
  - d) Marksheets and degree certificates of the academic qualifications mentioned.
  - e) Document regarding date of birth.
  - f) Experience Certificate.
3. Form-I, Form-II and Form-III have to be filled in by the candidate. Forms having incomplete or incorrect details will be rejected and no correspondence will be entertained. If, at any stage, it is found that wrong information has been given by the candidate in the application, the selection of the candidate for the post will be cancelled even if he/she has been selected and has joined the post .
4. 55% marks or Higher Second Class or B Grade in the eligible educational qualification is compulsory. B grade in the 7 point scale with letter grade O,A,B,C,D,E, and F shall be regarded as equivalent of 55% wherever the grading system is followed. If a different grading system is followed, the candidate shall submit a certificate from the concerned authority clarifying the grading system with regard to percentage of marks.
5. Relaxation of 5% marks will be provided in the overall percentage of marks for reserved category candidates.
6. For the vacancies classified for a particular reserved category, the candidates belonging to any other reserved category are not eligible to be considered and therefore they should not apply.
6. Candidates belonging to reserved category having domicile status outside the State of Maharashtra shall be treated as Open candidates hence they need not apply for reserved category posts.
8. Application, complete in all respects, along with copies of all related documents, as per given instructions, should reach the undersigned within 30 days from the date of this advertisement. Applications received after due date shall not be accepted and no correspondence shall be entertained.
9. Candidates already in employment must submit their application through proper channel so as to reach the undersigned on or before the due date. Advance application will not be accepted.

10. Incomplete applications, belated applications and applications not in the prescribed form will be rejected and no intimation in this regard will be sent to the candidates.
11. Application fees of Rs.1000/- (for open category) and Rs.500/- (for candidates belonging to reserved categories) should be paid through DD only in favour of Deccan College Deemed to be University A/c No.42695734551.
12. TA/DA will not be paid either for attending the interview or for joining the post, if selected.
13. The right to fill or not to fill the post(s) advertised is reserved with the University and the decision of the University will be final and binding on all concerned.
14. Recruitments will be made by open selection. Canvassing directly or indirectly will disqualify candidature of the applicant concerned at any time of the selection process or even after the selection and the appointment of the candidate is made.
15. The candidates are requested to contact the Registrar, Deccan College for any clarification in any matter, before filling in the application form.
16. Separate application should be submitted for each post.
17. The University will not be responsible for any delay or non-acknowledgement of postal correspondence.
18. Candidates are requested to refer University website from time to time as all information and circulars will be notified on the website by the University. The University will not entertain any inquiry regarding eligibility criteria.

XXXXXXXXXXXXXXXXXXXX