

## GENERAL INFORMATION

1.	Applicants will have to make a payment of application fee through online mode only. Fee payable by the applicant are as follows : ₹500 (for General & OBC applicants) & ₹ 250 (for SC/ST/PwD applicants). <b>Internal applicants of IIT Guwahati can reimburse the application fee by applying to the Registrar, IIT Guwahati.</b>
2.	Applicants should fill in the online application form provided in the link: <a href="http://www.iitg.ernet.in">www.iitg.ernet.in</a> or <a href="http://www.iitg.ac.in">www.iitg.ac.in</a> . The link will be activated from <b>10 A.M. on 17.12.2019</b>  <b>Last date of submission of online application: 10.01.2020 till 5 P.M.</b>
3.	The date for determination of age will be the last date of submission of online application.
4.	Relaxation of age for SC/ST/OBC/PwD will be as per GOI rules. For internal candidates, minimum requirements pertaining to age will not be insisted upon.
5.	Persons employed in Govt./Semi Govt. Organisations /Autonomous Bodies must upload NOC from their employer.
6.	Reserved category applicants shall be required to upload the latest Caste certificate issued by the Competent Authority as per Govt. of India directives issued from time to time. Otherwise, they will be considered as unreserved candidate.
7.	The qualification prescribed should have been obtained from recognized Universities / Institution.
8.	Qualification and experience should be relevant to the posts.
9.	Mere fulfilling the conditions does not guarantee that the applicant will be shortlisted for written test / interview. The Institute has a right to decide the mode of screening and testing the applicant for shortlisting and selection. The applicants should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidences will be verified during the selection process.
10.	The decision of the Institute in all matters will be final. No correspondence / interim inquiries will be entertained from the applicants in connection with the process of selection / interview. Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over Guwahati.
11.	Amendments/Changes, if any, in the advertisement will be published only on the Institute's Website ( <a href="http://www.iitg.ac.in">www.iitg.ac.in</a> ).
12.	The Institute shall verify the antecedents or documents submitted by an applicant at any time during the process of recruitment or during the tenure of the service. In case, it is detected that the documents submitted by the applicants are fake or the applicant has undesirable clandestine antecedents/ background and has suppressed the said information, then his services shall be terminated forthwith.
13.	In case of any inadvertent mistake in the process of selection which may be detected at any stage and even after the issue of appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the applicant.
14.	The Institute reserves the right not to fill the posts advertised and to reject any or all the applications without assigning any reason.
15.	Applicants are advised to fill their correct and active email address and phone numbers in the online application. Please note that all correspondence will be made by the Institute through e-mail only. No separate letter (Hard copy) will be sent for this purpose. Further for any updates, the Institute's website may be checked.
16.	Canvassing in any manner would entail disqualification of the candidature.
17.	For any technical query, please mail to <a href="mailto:rec_admin@iitg.ac.in">rec_admin@iitg.ac.in</a>
	<i>अंतरिम कुलसचिव / INTERIM REGISTRAR</i>
	<b>विज्ञापन संख्या./ Advt. No. IITG/R/13/2019 dated 12.12.2019</b>