

## GENERAL CONDITIONS

1. **Applicants must apply on prescribed format available on website (<http://www.mnlunagpur.edu.in>).** Please download the form and fill it carefully and correctly. Applications received in any other format other than the prescribed form will be rejected. Filled in Application form with attested copies of all relevant documents should be sent to the Registrar, MNLU, Nagpur, **on or before November 10, 2016 (upto 17.00 hrs only)** at the below-mentioned address by Registered Post. Applications received after last date shall not be included in the selection process. **Applications received through emails will not be considered.**
2. An application with incomplete documentation or incorrect information is liable to be summarily rejected.
3. The envelope should be **super-scribed** as "Application for the post of <--name of the post -->".
4. E-mail addresses of the candidates (if any) must be mentioned in the proper place of the Application Form
5. **Only shortlisted candidates will be called for interview.** The University reserves the right to place reasonable limit on the total number of candidates to be called for interview. Fulfilment of essential qualifications *per se* does not entitle a candidate to be called for interview.
6. Stringent criteria may be applied for short-listing the candidates to be called for interview.
7. The University reserves the right to relax any requirements of experience and age for exceptional candidates, especially for those holding a similar position in a reputed educational / research Institution and having a good track record.
8. The University reserves the right to withdraw any advertised post at any time without assigning any reason. The right is also reserved with the university either to fill or not to fill the post and its decision in this regard shall be final.
9. The University reserves the right to modify / cancel / withdraw any communication made to the candidates(s), even after appointment, if this has been the result of some inadvertent mistake either in the advertisement or the recruitment process which may have been detected at a different stage.
10. The University reserves the right to disqualify any candidate who may have been shortlisted based on wrong information provided by the candidate. Persons who may be selected / appointed based on wrong information supplied by the candidate may be terminated at any stage.
11. The University reserves the right to disqualify any candidate who attempts to lobby or canvass to influence the selection process;
12. Persons who are currently employed must submit a 'No objection certificate' from their current employer along with their application, without which their application will not be considered further.
13. Candidates from reserved categories must submit an attested copy of the relevant certificates signed by the appropriate authority as specified by the Government of Maharashtra along with their application form. Age and qualification will be relaxed for reserved category candidates as per Government of Maharashtra norms.



14. The university will not be responsible for either any non-receipt of application sent by a candidate or any delay in receiving the application sent by a candidate, on any account.
15. Applicants serving in Government / Semi-Government organizations / Public Sector Undertakings / Autonomous Bodies must send their applications **Through Proper Channel**. The applications received without the recommendations of the employers will not be considered. However, an advance copy of application may be sent followed by the original application through proper channel.
16. Candidates shall have to produce original documents at the time of appearing in Interview.
17. **Incomplete applications** or without relevant supporting enclosures (Attested copies of degree / certificates / marks sheets / experience certificate, etc.) will be **rejected at the threshold**.
18. Two copies of photographs and a Demand Draft of Rs. 400/- (Four Hundred only) for General candidates and Rs. 200/- (Two Hundred only) for reserved candidates SC/ST/NT/NT/VJ(A)/NT(b),(C),(D), OBC and PWD for the posts at Sr.Nos. 1 to 5. and a Demand Draft of Rs. 300/- (Three Hundred only) for General candidates and Rs. 150/- (One Hundred and Fifty only) for reserved candidates SC/ST/NT /NT/VJ(A) /NT(B),(C),(D), OBC and PWD for the posts at Sr.Nos. 6 to 14.of the Advertisement drawn in favour of "The Registrar, MNLU, Nagpur" payable at Nagpur shall have to be enclosed as application fee with the application form. A candidate is requested to write his / her name, advertisement number and the serial number of the post behind the Demand Draft.
19. The decision of the University authorities during the different stages of the selection process will be final and binding.
20. Selected candidates will be governed by the new pension Rules / CPF etc. as adopted by the University through its Service Regulations.
21. All selected candidates, including those on a tenure post for a fixed term, will be on probation for one year; except those are appointed on contract, their performance will be reviewed before the probationary period is over, after which they could be confirmed, terminated or their probationary period may be extended, if found necessary.

**Address for sending the Filled-in Applications**

The Registrar,  
Maharashtra National Law University, Nagpur  
Judicial Officers Training Institute (JOTI),  
Civil Lines, C. P. Club Road,  
Nagpur- 440001

Sd/-  
Registrar