



## **Recruitment for Assistant Registrar (Group: 'A')**

Applications are invited from Indian Citizens for the Assistant Registrar of the University. The University reserves the right to change the number and nature of post/vacancy(ies) of any category and also to withdraw partial or full advertisement without assigning any reason. The reservation under the SC, ST, OBC, EWS, Ex serviceman and PwD categories shall be as per the UGC guidelines and GoI rules.

**Note:** The candidates are requested to carefully read the General Instructions before filling up the application form. Candidates are also advised to visit the website ([www.allduniv.ac.in](http://www.allduniv.ac.in)) periodically for further information related to the recruitment process. **The application form will be entertained through online mode only.**

## **Important Dates**

S.No	Particulars	Date
1.	Uploading of detailed Advertisement and Online Registration	09/02/2026
2.	Start of fee payment	09/02/2026
3.	Last date for Online Registration and final submission of Application form	02/03/2026

## **Application Fee & facilitation charges in INR**

S.No	Category	Fee	Facilitation charges	Total amount
1.	UR,EWS,OBC	Rs. 1500/-	Rs. 100/-	Rs. 1600/-
2.	SC/ST	Rs. 700/-	Rs. 100/-	Rs. 800/-
3.	PwD (Divyang)	NIL	Rs. 100/-	Rs. 100/-

Vacancy Positions				
S.No	Name of Post	Group	Pay level (As per 7 <sup>th</sup> CPC)	Total
1.	ASSISTANT REGISTRAR	A	Level 10	1 (UR)

## **MINIMUM ELIGIBILITY**

**Age:** Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per UGC/Government of India Norms.

### **Essential Qualification:**

Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

### **Desirable Qualifications:**

- Five years of experience in supervisory level in Administration/ Establishment/ Finance/Examination/ Academic of the University in Level 7 or holding analogous post.
- Knowledge of Computer Applications



## **GENERAL INSTRUCTIONS**

- (i) The University reserves the right to withdraw the advertised post at any time without assigning any reason. The number of vacancies may vary.
- (ii) Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number, a Screening Committee shall short-list the suitable candidates to be called for the interview.
- (iii) Reservation for the candidates belonging to SC/ST/OBC/EWS/PwD/ Ex-serviceman shall be given as per the Govt. of India norms.
- (iv) A written test may be conducted before the interview for posts at the discretion of the competent authority.
- (v) Only matriculation/SSC certificate issued by the concerned education board will be considered as proof of date of birth. No other document will be accepted for date of birth.
- (vi) The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of applications.
- (vii) Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India norms.
- (viii) Candidates belonging to OBC category should submit proper caste certificate as per the proforma of Government of India (which should not be more than 06 month old from the last date of submission of application) and which should among others specifically mention that he/she does not belong to the persons/sections (creamy layer) as mentioned in col.03 of the schedules to the Department Personnel and training in the Government of India **OM No. /36012/22/93-Estt.(SCT) dated 08/09/93** at the time of trade test/interview.
- (ix) **Candidates belonging to OBC category, but coming in Creamy Layer will not be entitled to the benefits of reservation and should apply as General Category candidate.**
- (x) **Candidates belonging to SC/ST/EWS/PwD must present their respective certificates as per Government notifications in proper format. The certificate must not be more than 6 months old.**
- (xi) Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and his/her candidature will be rejected. Hiding of information or submitting false information will lead to rejection of candidature at any stage of recruitment.
- (xii) The age of superannuation shall be as per Government of India norms.
- (xiii) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and /or an application in the response thereto can be instituted only in courts/tribunals/ forums at the Allahabad.
- (xiv) The University reserves the right to reject any application without assigning any reason.
- (xv) The University reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the University shall be final and no appeal shall be entertained in this regard.
- (xvi) Any corrigendum/ changes/ updates shall be available only on official website of the University of Allahabad: [www.allduniv.ac.in](http://www.allduniv.ac.in)
- (xvii) The candidate must attach copies of all relevant **self-attested** documents. **The original certificates would be required at the time of interview only.**
- (xviii) The candidates employed in Government Department/Public sector Organizations must submit online applications with self attested copies of all enclosures in proof of educational, professional qualification, experiences etc. They will be required to produce Ink signed copy of NOC from their Organization and original documents at the time of interview/document verification at University of Allahabad, so the candidate need not post NOC and other original documents.
- (xix) The decision of the competent authority of University of Allahabad in all matter relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
- (xx) Applications received after the prescribed date shall not be entertained.
- (xxi) Canvassing in any form and/or bringing in any influence will be treated as a disqualification for the



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- post.
- (xxii) All Applicants are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various post. No enquiry with regards to eligibility will be entertained.
  - (xxiii) The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of Applications.
  - (xxiv) Candidates must be in sound health. They must, if selected be prepared to undergo such medical examination and satisfy such medical authority as University may require.
  - (xxv) The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment process for any/all the posts at any stage.
  - (xxvi) **The requisite non-refundable fee is Rs. 1500/- (Rs. One Thousand Five Hundred only) for UR, EWS & OBC candidates and Rs. 700/- (Rs. Seven Hundred Only) for SC & ST candidates. No fees will be charged from PwD candidates. Facilitation charges of Rs. 100/- (Rs. One Hundred Only) will be applicable for all categories.**
  - (xxvii) The applicants may visit the official website [www.allduniv.ac.in](http://www.allduniv.ac.in) for detailed advertisement and for submission of ON-Line Application. The last date for submission of online application is **02/03/2026**.

**REGISTRAR**