

यशवंतराव चव्हाण महाराष्ट्र
मुक्त विद्यापीठ, नाशिक

नॅक मानांकित 'अ' श्रेणी
ज्ञानगंगोत्री, गंगापूर धरणाजवळ, गोवर्धन
नाशिक - ४२२ २२२ (महाराष्ट्र) भारत



ज्ञानगंगा घरोघरी

Yashwantrao Chavan Maharashtra
Open University, Nashik

NAAC Accredited 'A' Grade

Dnyangangotri, Near Gangapur Dam, Govardhan
Nashik - 422 222 (Maharashtra) India

संकेतस्थळ Website : • www.ycmou.ac.in • https://ycmou.digitaluniversity.ac
ई-मेल E-mail : registrar@ycmou.digitaluniversity.ac दूरध्वनी Telephone : (0253) 2230229

कुलसचिव कार्यालय / Registrar Office

Advt. No.YCMOU/Est./2023/ 01-2023/961

Date: 11.08.2023

APPOINTMENT FOR THE POST OF REGISTRAR

Applications are invited in the prescribed format for the post of REGISTRAR of the Yashwantrao Chavan Maharashtra Open University, Nashik.

Qualifications and Experience for REGISTRAR

Essential Qualifications

1. A Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. (Relaxation of 5% Marks as per UGC Rules).
2. At least 15 years of experience as Assistant Professor in the Academic Level-11 and above or with 8 years of service in the Academic Level-12 and above including as Associate Professor along with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of higher education,

OR

15 years Administrative Experience, of which 8 years as Deputy Registrar or an equivalent post.

Age Limit: Not less than 45 years.

Tenure

- * Appointment of the above post shall be for a term of five years or till he/she attains the age of superannuation, whichever is earlier.
- * The post carries the benefit as per the Government / University rules.

Pay Scales for the post of Registrar

As per 7th Pay Commission: Pay Matrix- 131100-216600 (S-29)
(Pay scales applicable as per State Government rules)

Plus allowances as per the Government rules as applicable from time to time.

The last date of application form is 31.08.2023

GENERAL INSTRUCTIONS, TERMS AND CONDITIONS

1. a) Candidates must read all the instructions before filling the application form in a prescribed format which is available on University website <https://www.ycmou.ac.in> under Recruitment/Jobs. (<https://ycmou.ac.in/recruitment>)

b) Candidate must ensure that no column is wrongly filled in application form as the information furnished therein would be used for deciding the eligibility and suitability of the candidate for being called for the interview. Applications not filled in correctly, incomplete or as per the instructions are liable to be rejected and the responsibility of such rejection would be on the candidate himself / herself.
2. The post of REGISTRAR is statutory post.
3. Knowledge of Marathi language is essential.
4. Candidate should apply in the prescribed application form that could be downloaded from the university website.
5. Application made on plain paper shall not be entertained under any circumstances, whatsoever. Also, application received by E-mail and Fax shall not be entertained. Application should be made through prescribed format only.
6. Self attested copies of the certificates should be attached in support of information given in the form wherever necessary and serial number of enclosures attached should be indicated in the respective column given in the form. Any information contained in the attached certificate shall not be considered, unless claimed in the application form.
7. Do not attach any original document with the application.
8. In case of change in name of the candidate, a copy of Government Gazette or any other appropriate certificate should be submitted.
9. Qualification / Experience and all other eligibility conditions should be fulfilled as on the last date of application.
10. Appointment on contract / daily wages/ temporary / ad-hoc basis will not be counted as experience.
11. Teaching experience as an approved full time teacher will only be considered. Approval letter/s in case of teachers appointed in affiliated colleges/ recognized institutions or appointment orders and experience certificate in case of Government/ University teachers shall be submitted.
12. Applications not filled correctly or as per the instructions are liable to be rejected.
13. Paste (do not staple/pin) a latest passport size colour photograph in space provided on the right top portion of the application duly attested by the applicant.
14. Please obtain the endorsement of your employer on the page enclosed in the application form (in case the applicant is in service).

15. Application fees (Non-refundable) of Rs. 1000/- for Unreserved Category and Rs. 600/- for Reserved Category should be paid online only by using the following Link,
i) <https://ycmou.unisuite.in/t/141> (for Unreserved Category) and
ii) <https://ycmou.unisuite.in/t/142> (for Reserved Category)
The hard copy of online receipt must be pinned / tagged at the top of the application.
16. Canvassing in any form throughout the selection process will be a disqualification.
17. The right to fill or not to fill the posts or to modify / alter / cancel the advertisement is reserved to the University.
18. All disputes arising out of this advertisement are subjected to Nashik Jurisdiction.
19. Applicants shall not be entitled for TA/DA towards attending the interview.
20. The university may postpone / cancel / scheduled interviews or conduct online interviews if situation demands.
21. Application form of in-service candidate must be signed and forwarded by his/her present employer. However, in the case of an "anticipated delay", an applicant may submit the advance copy of his/her application along with the original demand draft in the event of application duly forwarded by employer not reaching the Registrar within the stipulated time. The concerned applicant shall be required to furnish a "No Objection Certificate" from his / her employer, at time of the interview, in the absence of which he / she shall not be entitled to appear for the interview.
22. Applicants are advised to submit the application to the university well in advance, without waiting till the last date, to avoid postal delay or any other unforeseen problems. The University will not be responsible for any postal delay at any stage.
23. Application received after the prescribed last date will be rejected and no communication in this regard will be made by the candidate.
24. No correspondence will be made with applicants who are not short-listed/not called for interview.
25. a) All relevant clear and legible self attested photocopies of certificates with proof of all information (date of birth, qualifications, experience, publications, etc) shall be attached with the original form.
b) Enclosures Sr. No. (As mentioned/filled in the application) shall be written at the right top corner or each copy of the certificate/document enclosed with the application.
c) The application shall be submitted on or before the last date.
26. The University reserves all rights to decide criteria/procedure for shortlisting the eligible candidates.
27. All updates, corrigendum (if any), instructions regarding this recruitment advertisement from time to time shall be updated on University website only, applicants are advised to visit University website regularly for further updates/details. No correspondence will be done in this regards.
28. The candidate shall quote his/her email address correctly.

29. The prescribed application form, complete in all respect, shall be submitted in a cloth lined envelope, "Application for the post of _____" shall be written on the top side of the envelope and shall be sent to, The Registrar, Yashwantrao Chavan Maharashtra Open University, Dnyangangotri, Near Gangapur Dam, Govardhan, Nashik - 422 222 on or before the last date.
30. "Those who had applied earlier for the post of Registrar, Yashwantrao Chavan Maharashtra Open University, Nashik vide advt. no. YCMOU/Est/2022/600 dated 03.06.2022 need not apply again. However, they should submit any new addition in respect to their candidature by the aforementioned last date."



(Shri. Bhatuprasad Patil)
REGISTRAR (I/c)