OFFICE OF THE PRINCIPAL
GEETANAGAR COLLEGE
(KANYA MAHAVIDYALAYA)
Recognised Under UGC Section 2(f) and 12 (B) of UGC Act 1956
[Accredited by NAAC with B Grade (CGPA 2.34) in 2023]
Geetanagar, Guwahati-781021

Ref. No. :.... *Date :.....*

From : Dr. Satyajit Kalita, *M.A, Ph.D.*
Principal

GEETANAGAR COLLEGE
(KANYA MAHAVIDYALAYA)
Baikunthapur Path, Geetanagar, Guwahati-21
Website: www.kanyamahavidyalaya.org

In pursuance to the Director of Higher Education, Assam, Letter No. **DHE/Advt.Perm./2026/000034** dated 05th November 2026, applications in prescribed format (available in the DHE, Assam & College website) with complete Bio-Data (including contact number, Email etc.) and self-attested copies of all testimonials from H.S.L.C. (10th standard) onwards are hereby invited from eligible candidates for the post of Assistant Professor in below mentioned subject in the UGC pay scale of Rs. 57,700/- 1,82,400/- allowances as per rule of Assam Government. Educational qualification and selection will be as per Assam Government's O.M. No. AHE.239/2021/68 dated 24.01.2022. The age of the candidates is as per the prevailing rule of Assam Government. In service candidates have to apply through proper channel with No Objection Certificate obtained from the authority concerned in strict adherence to the state govt. O.M. bearing No.ASE.626/2021/3 dated 15th December, 2021. The candidates must have Permanent Residential Certificate (PRC) and must know local language. Applications with relevant documents along with a Demand Draft of Rs. 1500/-(Non-refundable) only drawn in favour of **Principal, Kanya Mahavidyalaya** (Payable at SBI, Gitanagar Branch, **IFSC: SBIN0007202**), must reach the undersigned within 15 days from the date of publication of this advertisement.

Subject:

1. **Education: 1 Post (Unreserved, Roster Point. No- 7)**

N.B. Incomplete/defective applications will be rejected at the time of scrutiny and no call letter will be issued to such candidates. Interview call letter to eligible candidates will be communicated through E-mail. No TA/DA will be paid.

10.11.26.

Principal
Dr. Satyajit Kalita
Geetanagar College
(Kanya Mahavidyalaya)
P.O. Bamunimaidam,
Guwahati-21

Principal
GEETANAGAR COLLEGE
Guwahati-21

APPLICATION FOR THE POST OF ASST. PROFESSOR IN PROVINCIALISED COLLEGES

REF. ADVERTISEMENT NO.

Published in the……..……..on……

Space for photograph please paste a passport size photo here.

To,

The Principal **GEETANAGAR COLLEGE (KANYA MAHAVIDYALAYA).**

District: Kamrup (M), Geetanagar, Guwahati-781021

1.	Name of the College For which application submitted.	**Geetanagar College (Kanya Mahavidyalaya)**
2.	Post for which application submitted.	Asst. Professor Subject…….
3.	Name of the **candidate in Block** Capital letters	
4.	Name of Father/Mother/Husband √ Tick the appropriate word in regard to relation .	Relation 1. Father 2. Mother 3. Husband
5.	Category, tick the appropriate serial no.	1. General. 2. OBC/MOBC. 3. SC. 4. STP. 5. STH. 6. Differently able.
6.	Present Address of the candidate Write your complete address With PIN no.	
7.	Permanent address, if permanent and Present address are same write "do"	
8.	Phone No. for contact	
9.	Your mail id which will be used for communication	
10.	Age on 1st January 2026 attach your HSLC Admit Card (it is must)	YY MM DD
11.	Are you employed? Where? State the organization and the post you hold there.	
12.	Whether you are applying through NOC from the Present employer? Enclose NOC from Present Employer.	
13	Educational Qualification	Please fill in Annexure A of this application and attach it. Nothing to be stated here.
14.	Teaching Experience in terms of number of years, please attach a certificate to this effect.	
15.	Are you Proficient in Local Language? Tick the appr. column	YES NO
16.	Are you Indian national, if so how	
17.	Attach Your certificate for the Reserved category from appropriate authority	
18.	Details of Application Fee paid.	AMOUNT REMITTED: RS. 1500/- DATE OF DEMAND DRAFT: BANK NAME: BRANCH NAME:

Date:

Certificate: I certify that the particulars stated above are true and nothing has been concealed.

Signature of Candidate in full

Annexure A

Details of Educational Qualification.

Attach this annexure at the top of the testimonials just below the Application Form

With Photocopies. Give a serial no. on the copies and indicate the serial No. in the last column

	Particular	Name of Board/University	Year of Passing	Division Secured	Percentage of Marks obtained by you.	Sl. No. Of the document in the bunch of document submitted by you. (give a serial no. to each document you submit)
1.	High School Leaving Certificate Examination					
2.	Higher Secondary Examination					
3.	BA/BSc/BCom. Examination					
4.	Masters					
5.	Ph.D/M.Phil					
6.	NET					
7.	SLET					
8.	Other qualification					

Details of Chapters/Publication with ISSN and ISBN Nos.

1.

2.

3.

4.

5.

6.

7.

8.

Teaching Experience.

SL	Name of the Institute	From…….to…..…….. Specify period of teaching	Status of the Institute Whether Affiliation from University received or not.
1.			
2.			
3.			

Signature of Candidate

NB : Fill up the Form legibly and CAPITAL letters.

GOVERNMENT OF ASSAM
OFFICE OF THE **DIRECTOR OF HIGHER EDUCATION**, ASSAM,
KAHILIPARA, GUWAHATI-19.
****

No. DHE/CE/Misc/49/2021/113 Dated Kahilipara, the 29-01-2022

From:- Sri Dharma Kanta Mili, *A.C.S.*
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,
The Principal (All),
.....College

Sub: Forwarding of Govt. Office Memorandum regarding selection of Assistant Professor/Librarian.

Ref: Govt. O.M. No.AHE.239/2021/68, dated 24-01-2022.

Sir,

In inviting a reference to the subject cited above, I would like to forward herewith Govt. O.M. No. AHE.239/2021/68, dated 24-01-2022 which is self explanatory and to request you to follow the Govt. Office Memorandum while selecting new incumbent for the post of Assistant Professor and Librarian of your college.

The matter may be treated as **Most Urgent**.

Yours faithfully

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Memo No. DHE/CE/Misc/49/2021/113-A Dated Kahilipara, the 29-01-2022

Copy to:-

1) The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6.
2) The P.S. to the Hon'ble Minister Education, Assam, Dispur, Guwahati-6, for kind appraisal of Hon'ble Minister Education, Assam.

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

College Establishment - 29.1.2022

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR:::GUWAHATI-6

No. AHE.239/2021/68 **Dated Dispur, the 24th January 2022.**

OFFICE MEMORANDUM

Subject : Guidelines for selection of Assistant Professor/Librarians in provincialised, Govt. and Govt. Model Colleges of Assam.

In partial modification of Govt. O.M vide No. AHE.407/2017/54, dated 25/11/2020 issued by Higher Education Department, the Government of Assam in Higher Education Department is pleased to notify the following guidelines for selection of Assistant Professors/Librarians in provincialised colleges and Govt. Model Colleges of Assam.

ELIGIBILITY QUALIFICATION :

Qualification for Direct Recruitment of Assistant Professor (Reference Clause 3.0.0/4.0.0/4.40/4.4.1 of the UGC Regulations 30th June 2010).

(i) Good Academic record as defined by the concerned University with at least 55% marks or an equivalent grade in a point scale at the Master Degree level in a relevant subject from an Indian University or an equivalent degree from an accredited foreign University.

(ii) Besides, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

(iii) Notwithstanding, anything contained in sub clause (i) and (ii) to the clause 4.40.1, of the UGC Regulations 30th June, 2010 candidates who have a Ph.D Degree in accordance with the University Grant Commission (Minimum standards and procedure for award of Ph.D Degree Regulation, 2009) shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET.

(iv) NET/SLET/SET shall also not be required for such Master programmes in disciplines for which NET/SLET/SET is not conducted.

(v) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled caste/Scheduled Tribe/ Differently–abled (Physically and visually differently-abled) categories for the purpose of eligibility. The 5% relaxation will not include any grace (clause-3.4.1)

(vi) The period of time taken by Candidates to acquire M.Phil and /or Ph.D Degree shall not be considered as Teaching/research experience for appointment to the positions (clause-3.9.0).

SELECTION COMMITTEE (clause -5.1.0 and 5.1.4)

(a) The selection committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition :

1. The Chairperson of the Governing Body of the College or his/her nominee from among the members of the Governing Body to be the Chairperson of the selection committee.
2. The Principal of the College.
3. Head of the Department of the concerned subject of the college.

4. Two nominees of the Vice Chancellor of the affiliating University of whom one should be a subject expert. In case of College notified/declared as Minority Educational Institution, the Chairperson of the College will nominate two persons from a panel of five names, preferably from minority communities, recommended by the Vice Chancellor of the affiliating University from the list of subject experts suggested by the relevant statutory body of the College of whom one should be a subject expert.

5. Two subject experts not connected with the college to be nominated by the Chairperson of the Governing Body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned. In case of colleges notified/declared as minority educational institution, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the college out of panel of five names, preferably from minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the College.

6. If any of the candidates belongs to SC/ST/OBC/Minority/Women/Differently-abled categories and there is no member representing these communities in the Selection Committee, the Vice- Chancellor shall nominate an academician representing SC/ST/OBC/Minority/Women/Differently-abled categories.

(b) To constitute the quorum for the meeting five members shall have to be present of which at least two experts from out of the three subject experts shall be present.

CONVERSION OF GRADE POINT INTO PERCENTAGE :

Conversion UGC's guidelines for standardized marking procedure of all Counts in terms of concrete marks against each item are as below:

It is hereby clarified that where the University/College/Institution declares result in grade points which are on a scale of seven, the following mechanism shall be applied by the Selection Committee for conversion of grade points to equivalent percentages.

Grade	Grade point	Percentage Equivalent
'O' Outstanding	5.50-6.00	75-100
'A'- Very good	4.50-5.49	65-74
'B'-Good	3.50-4.49	55-64
'C'- Average	2.50-3.49	45-54
'D'-Below Average	1.50-2.49	35-44
'E'-Poor	0.50-1.49	25-34
'F'-Fail	0.049	0.24

DISTRIBUTION OF MARKS: Total 100

I) Academic Record (72 marks)

i) HSLC or equivalent examination	Maximum 9 marks
ii) HSSLC or equivalent examination	Maximum 9 marks
iii) Degree	Maximum 24 marks

iv) Master Degree in the concerned subject	Maximum 30 marks

Marking for Academic records will be calculated as mentioned below:

Sl. No.		Candidates Score in qualifying examination				
		Column-1	Column-2	Column-3	Column-4	Column-5
1.	10th	85% and above=9	75% to less than 85% = 8	65% to less than 75%=7	50% to less than 65%=5	Less than 50%=2
2.	12th	85% and above=9	75% to less than 85%= 8	65% to less than 75%=7	50% to less than 65%=5	Less than 50%=2
3.	Graduation	90% and above=24	80% to less than 90%=22	65% to less than 80%=17	50% to less than 65%=12	Less than 50%=7
4.	Post Graduation	90% and above=30	80% to less than 90%=27	65% to less than 80%=22	55% (50% in case of SC/ ST/ OBC (non-creamy layer)/(PWD) to less than 65%=17	

In case of Graduation and Post-graduation, CGPA grade will be converted to marks by the formula adopted by respective University.

II. Research Contribution and Teaching Experience (22 marks)

5.	Ph.D. in the concerned subject from UGC recognized University (marks will be awarded only if a candidate has Ph.D. Degree in addition to eligibility requirement of NET/SLET/SET). Off-campus Ph.D. is not recognized as per Govt. of Assam OM No. AHE.293/2008/147 dated 09/07/2012	13 marks
6.	M.Phil./M.Tech. Degree in the concerned subject from UGC recognized university. Off campus M.Phil is not recognized.	2 marks
7.	(I) Research paper/ article in the concerned subject/domain published in journal/Research Book/Proceeding volume with ISSN/ISBN/ (0.5 marks for each publication in ISSN/ISBN documents published in UGC recognized journals subject to maximum of 2 marks.	2 marks (per paper 0.5)
	(ii) Research paper/article in concerned subject/domain published in impact factor journal existing in the database of scopus, Web of science/Web of knowledge (1 mark for each publication subject to maximum of 2 marks)	2 marks (Per paper-1)
	(iii) 0.5 marks for each chapter/article in the concerned subject published in research/textbook with ISBN subject to maximum of 1 mark (in case of textbook, the	1 mark (per article 0.5)

	relevant textbook must be approved by a competent academic authority such as University	
8.	Teaching /Library management experience in the concerned subject/domain (1 mark for each completed year of services after acquiring UGC norms in provincialised /Govt./Affiliated Degree College/Libraries of Govt. institute/Higher Secondary Classes of provincialised Schools. Subject to maximum of 2 marks). However, if the period of teaching experience is less than one year then the marks shall be reduced proportionately. In this case, a minimum of 3 (three) months teaching experience will be counted.	2 marks
EXTRA CURRICULAR ACTIVITY : 3 MARKS		
9.	NCC having 'C' certificates	1 mark
10.	Gold medal in any event of University/Youth festivals conducted by Universities having affiliated colleges (certificate must be submitted along with the application).	1 mark
11.	Representing Assam in any Olympic sports event at the National Level (certificate must be submitted along with the application).	1 mark

IV) Interaction with Selection Committee (Interview)- 3 marks.

All candidates must have proficiency in local Language.
Instruction contained in this O.M. will come into force from the date issue of the O.M.

Sd/-
(B. Nath, ACS)
Secretary to the Govt. of Assam
Higher Education Department.

Memo No. AHE.239/2021/68-A, Dated Dispur, the 24th January,2022.

Copy to:

1. All Vice-Chancellors of Universities of Assam.
2. The Director of Higher Education, Assam, Kahilipara, Guwahati-19.
3. P.S. Hon'ble Minister, Education, Assam
4. P.S. to the Principal Secretary to the Govt. of Assam, Education Department, Dispur.
5. P.S. to Secretary to the Govt. of Assam, Higher Education Department.
6. All Registrars of Universities of Assam.

By Order etc.,

Additional Secretary to the Govt. of Assam
Higher Education Department.

GOVERNMENT OF ASSAM
SECONDARY EDUCATION DEPARTMENT,
DISPUR GUWAHATI-6

No. ASE.626/2021/3 Dated Dispur 15th December, 2021

OFFICE MEMORANDUM

The Education Department Govt. of Assam is pleased to notify that any Govt. employee who has been selected and appointed for any State Govt. job under Education Department (both teaching and non- teaching) is not allowed to apply for any other State level Govt. job in the same position/Grade upto a maximum period of 3 years and incase it is detected at any stage that any such State Govt. employee has violated this OM, then appropriate departmental action will be taken against the employee concerned.

This supersedes the earlier OM communicated vide Memo No. AHE.262/2016, dated 25/6/2016.

Sd/-
(B. Kalyan Chakravarthy, IAS)
Principal Secretary to the Govt. of Assam
Education Assam

Memo No. ASE.626/2021/3-A Dated Dispur 15th December, 2021

Copy to:

1. DSE, Assam, Kahilipara, Guwahati-19.
2. DHE, Assam, Kahilipara, Guwahati-19.
3. DEE, Assam, Kahilipara, Guwahati-19.
4. DTE, Assam, Kahilipara, Guwahati-19.
5. DSCERT, Assam, Kahilipara, Guwahati-19.
6. DBM&OTL, Assam, Kahilipara, Guwahati-19
7. PS to Principal Secretary to HCM, Assam for kind appraisal of HCM.
8. PS to HME, Assam for kind appraisal of HME.
9. PS to Advisor, Education for kind appraisal of Advisor.
10. PS to Principal Secretary, Education Department for kind appraisal of Principal Secretary.
11. PS to Special Commissioner, Secondary Education Department for kind appraisal of Special Commissioner.
12. All Inspector of Schools of the Districts.
13. All DEEO of the Districts.

15/12/2021

(F.H.Choudhury, ACS)
Addl. Secretary to the Govt. of Assam
Secondary Education Department

F.H. Choudhury ACS
Addl. Secretary
Secondary Education Department