



Commissionerate of Higher Education

KVT Branch, Block No. 12/2, Second Floor, Dr. Jivraj Mehta Bhavan,
Gandhinagar, Gujarat State.



Recruitment of Adhyapak Sahayak in Non-Government Grant-in-Aided Colleges - 2020 Candidate's Guidelines for Interview Process

1. The college-subject wise interviews will be held at the designated centers of Ahmedabad and Gandhinagar as per scheduled date and time.
2. Generally interviews will be held one after one college (as per NOC) on every Tuesday and Friday at centers as per sr. no. 1. Interview for Commerce-Accountancy, Chemistry, English and Economics will be held also on other days of the week.
3. Candidate will have to appear for interview each time she/he gets call-letter after getting shortlisted as per point No. 4 of GR No. NGC/1019/CHE-768/kh Education Department, Government of Gujarat, at the colleges selected by her/him in Final Round of College Choice Filling, as interviews are going to be held one after one for college (as per NOC).
4. Generally call-letters will be generated on Saturday for the interviews to be held on Tuesday and on Wednesday for the interviews to be held on Friday. New call-letter will be generated for each interview about which candidates will be informed through Email and SMS. Yet, it will be candidate's responsibility to login on www.rascheguj.in on every Wednesday and Saturday and check whether call-letter is generated or not.
5. Candidates will have to remain present in interview at their own cost. No TA/DA/expenses will be paid or reimbursed to candidates.
6. Candidate will be shortlisted as per point No. 4 of GR No. NGC/1019/CHE-768/kh of Education Department, Government of Gujarat.
7. Candidate will be able to see list of colleges available as per subject and category she/he is eligible for. Candidate will have to make choice of college in which she/he wants to appear for the interview. Candidate will be eligible for getting shortlisted for interview only in the colleges chosen by her/him. If candidate does not choose a college from the available list of colleges as per her/his applicable Subject-Category, it will be considered that she/he does not want to appear for interview in colleges

not chosen by her/him and she/he will be automatically removed from the merit list of colleges not chosen by her/him.

8. Candidate will be able to choose all the available colleges as per his/her respective subject-category. Kindly note that as per point No. 4 of GR No. NGC/1019/CHE-768/kh of Education Department, Government of Gujarat each college will be allotted 06 candidates for 1 Vacancy, 08 candidates for 2 Vacancy, 10 candidates for 3 Vacancy and thereafter 03 additional candidates for each additional vacancy. If there is more than one candidate with equal merit at any rank, all the candidates with equal merit rank will be shortlisted for interview.
9. Shortlisted candidate (as per point No. 4 of GR No. NGC/1019/CHE-768/kh Education Department, Government of Gujarat) will have to download interview call-letter by individual login on www.rascheguj.in. New call-letter need to be downloaded for each interview. Candidate will have to bring hardcopy of interview call letter at the time of interview, on failing; candidate will not be allowed to be interviewed.
10. Candidate is required to keep government photo ID proof and all the necessary documents in original along with one set of photocopy at the time of interview. Candidate will have to get their documents verified by the college before interview, if the college demands.
11. It is compulsory for candidate to reach at the interview centre at scheduled date and time. No Candidate will be allowed to enter interview center once interview has begun. Therefore every candidate has to ensure that they remain present at the interview center at the time of reporting.
12. Even if 01 candidate remains present at the time of interview amongst the candidates shortlisted and called for an interview, the condition for minimum quorum of the candidate for the interview will be considered as fulfilled.
13. If the condition for minimum quorum of the candidates or minimum quorum of the interview committee is not fulfilled for interview of a subject-category then the interview will be re-scheduled after the completion of all the interviews in that particular subject-category.
14. If a candidate gets selected in the interview by a particular college, candidate will have to give her/his notarised consent for joining the college. Once a candidate has given consent to join a particular college her/his name will be automatically removed

from the merit list of all the other colleges. Once consent is given by selected candidate to join a particular college, candidate on waiting list will have no further rights for the said vacancy.

15. If the selected candidate refuses to join the college, the candidate in the waiting list will get the opportunity and such waiting list candidate has to give consent to that college.
16. If a candidate does not want to accept her/his selection; she/he can do so. In such case the right of the candidate to be interviewed in the subsequent interviews in that subject-category will continue.
17. Interviews will be conducted as per following categories in a respective subject:
 - (a) General – OPEN
 - (b) Female – OPEN
 - (c) General – SEBC/SC/ST/EWS
 - (d) Female – SEBC/SC/ST/EWS
 - (e) General – PH

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