



**OFFICE OF THE NODAL PRINCIPAL
KASHMIR DIVISION COLLEGES
AMAR SINGH COLLEGE SRINAGAR**

Dr. Sheikh Ajaz Bashir
NODAL PRINCIPAL,
KASHMIR DIVISION COLLEGES

No : NKD/415

Dated : 06/07/2024

**TERMS AND CONDITIONS FOR ENGAGEMENT OF FACULTY ON
ACADEMIC ARRANGMENT FOR SESSION 2024-25**

1. The criteria for eligibility, selection, remuneration and the engagement of the candidates for the academic session 2024-25 shall be strictly as per **Govt. Order No: 137-JK(HE) of 2024, Dated: 01.03.2024. (Order copy available on the portal). Candidates are advised, in their own interest to go through the order before submitting the online form.**
2. The applicants should be domiciles of UT J&K and should be below the age of 60 years.
3. The forms submitted by the applicants shall be scrutinized for calculation of tentative scores. During the scrutinizing process, the candidates may receive clarifications/queries on their portal account. The candidates must respond to the clarifications within the given timelines. As such in candidates' interest, he/she must regularly check the portal for any clarification/queries, which they need to respond to. Failure to respond to a clarification can render a candidate ineligible.
4. The primary criteria for calculating the grades shall be from the marks obtained in the examination. However, if the grades have been awarded in CGPA only in any degree / examinations, the conversion factor as mentioned in the CGPA score card shall only be accepted. If the marks or conversion factor is not mentioned in the score card, the conversion certificate (from CGPA to percentage) issued by the controller of examination of the concerned University, for the purposes of calculation of the merit shall be accepted and must accompany the transcript.
5. In case of merit scores of two candidates in a subject for which they have applied for academic arrangement faculty is equal, tie in that case shall be resolved by placing the candidate with higher marks percentage at Masters Level higher on the merit list, and if the tie persists, the candidate with higher marks percentage at Graduation will be placed higher on merit list. In case of tie in all the above conditions, the candidate with higher age will be placed higher on merit list.
6. Subject wise tentative merit list shall be made available by the Nodal office on the portal for redressal of any discrepancy within a defined timeline which will be notified there.
7. Discrepancy (if any) in the tentative merit list shall have to be communicated by the applicants online only by responding to the tentative merit list notice on the portal by or before the specified date and time. **No changes will be entertained after the expiry of specified time line. Any pleas of not having checked the tentative merit list on time will not be entertained.**
8. After incorporating all representations as per guidelines the final subject wise merit list shall remain available on the portal as a reference.
9. Separate merit lists shall be prepared for Lecturer and Teaching Assistants depending on the eligibility of the candidate. Teaching Assistants shall only be engaged if candidates are not available as Lecturer.



OFFICE OF THE NODAL PRINCIPAL
KASHMIR DIVISION COLLEGES
AMAR SINGH COLLEGE SRINAGAR

Dr. Sheikh Ajaz Bashir
NODAL PRINCIPAL,
KASHMIR DIVISION COLLEGES

No : NKD/415

Dated : 06/07/2024

10. Allocation of candidates to colleges shall be based on merit & choice of candidate and shall be system driven. Notification regarding the same shall be issued after the issuance of final merit list on the portal. Candidates are advised to fill the college preferences careful at the time of submitting the form. No change in college preferences will be entertained after submission of online form.
11. Once notified the selected candidates will be required to confirm their willingness on portal and immediately report to the allotted college within 5 working days from the date of notice, failing which their selection will be withdrawn without further correspondence.
12. Candidates who have been engaged as academic arrangement in a specific college for previous two sessions in succession, shall not be considered for the same college for current session except where such reallocation leads to station change. In case the number of such candidates is more than one, then the candidate with the longest tenure shall be shifted first.
13. Upon joining in the allotted college a candidate needs to submit original documents with the Principal of the college for verification of same. The candidates will have to sign an affidavit/ agreement attested by 1st Class Judicial Magistrate on the prescribed format with the concerned Principal.
14. **In the event of any information given by the candidate found false, incomplete, incorrect, forged, tampered at any point in time, the candidature of the applicant will be cancelled without serving any notice thereof. Further, misleading information shall also warrant necessary legal action.**
15. If the postgraduate degree of a candidate does not directly correspond to the eligibilities of the listed subjects, the candidates will have to upload Equivalence Certificate for the same issued by J&K Higher Education Department or Association of Indian Universities.
16. The teaching experience issued by the UGC approved Government universities /colleges /autonomous institutions of India shall only be accepted.
17. Nodal Principal Kashmir division colleges reserves the right to add/amend subjects and vacancies based on the requirements of Colleges of the Kashmir division.
18. Since the process is system driven as such all applicants are advised not to visit the nodal office and route all their queries/grievances through the **Support Center** link provided at www.nodalofficekdc.co.in.

Nodal Principal
Kashmir Division Colleges