

Important Instructions

1. Candidates should send **Eight copies** of their filled-in applications separately for **Registrar and Controller of Examinations**. (Three copies with complete enclosures and five copies without enclosures)
2. This University reserves its right to shortlist the candidates.
3. Candidates already in service should send their application through proper channel or they should produce “**No Objection Certificate**” from the employer.
4. Knowledge of Tamil is essential (written and spoken)
5. Qualification relaxable in exceptional cases.
6. Candidates should enclose the **attested photo copies** of the certificates for the proof of their age, educational qualifications, experience etc.
7. The University reserves the right to fill-up or not to fill-up the post notified.
8. Canvassing in any form will be a disqualification.

9. **Cost of Application**

General	-	₹ 550/-
SC/SCA/ST	-	₹ 350/-

10. Candidates can download the application form Such downloaded filled-in Applications should accompany the prescribed Application Fee in the form of SBI demand draft drawn in favour of “The Registrar, Mother Teresa Women’s University” payable at Kodaikanal.

11. The application fee once paid will not be refunded under any circumstances.
12. The filled-in applications which are not in the prescribed format will be rejected and no intimation in this regard will be sent to the candidates.
13. Late applications will not be taken into consideration and the University will not be responsible for the delay in transit.
14. The candidates are instructed to ensure their eligibility for the post applied as per the UGC prescribed qualifications before submitting their application.
15. The M.Phil. and Ph.D. degrees obtained through the Correspondence/ Distance Education/Open University System are ineligible for Government appointments.
16. Candidates called for the interview will not be paid any TA/DA.
17. Last date for receipt of filled-in application : 04.02.2022

Registrar i/c

Date : 20.01.2022
Place: Kodaikanal