

**General Terms and Conditions for Written Examination of Group A, B and C
(Non-Teaching Posts) approved by the Board of Management vide its 12th
Meeting held on 10.02.2020**

METHOD OF ANSWER IN THE WRITTEN TEST

1. The candidate is required to write his/her Roll No. and Set No., if any, at the appropriate places provided in the ANSWER Sheet in Ball Point Pen only. In addition, he/she is also required to fill up Roll No. in the space provided on the OMR Sheet by darkening the appropriate ovals by Ball Point pen only.

NOTE: Please note that any error in darkening the Roll No. or writing set number will result in wrong evaluation of the ANSWER Sheet. He/she may take further note that non-filling of Set No., if any, Roll No. and other vital details would lead to non-evaluation of ANSWER Sheet and cancellation of his/her candidature. Hence, the candidate should be careful in darkening Roll No. and writing set number.

2. The candidate, within 10 minutes of the issue of the Question Booklet, shall check the Question Booklet to ensure that it contains all the pages in correct sequence and that no page/question is missing. In case of faulty Question Booklet, the candidate shall immediately bring it to the notice of the Superintendent / Invigilators to obtain a fresh Question Booklet.
3. Each question shall be followed by four alternative answers. The candidate is required to identify the one which he/she feels to be the correct answer and record the answer by darkening the appropriate circle in the OMR Sheet with Ball Point Pen only.

For example, if out of 4 alternatives (1) (2) (3) & (4) given against question No. 15, the candidate identifies (2) as the correct answer, he/she is required to darken the circle No. 2 only in the OMR sheet as given below:

Q. No. 15
 A B C D

4. The answer will be treated incorrect if more than one circle is darkened improperly. Any other method of marking such as tick mark, cross mark, use of dot, line mark and half-filled circle or marks outside the circle shall not be evaluated.
5. **NEGATIVE MARKING:** There will be negative marks for wrong answers in the objective tests. One-Fourth of the Correct Answer (i.e., 0.25 marks) will be deducted for each wrong answer.
6. If any question is not attempted, the candidate is required to leave all the circle against that question as blank. Such an answer will be awarded zero mark.
7. Inner cover page of the Question Booklet or the blank space / page at the end of Question Booklet may be used for rough work.
8. No page from the Question Booklet is to be torn or removed. If a candidate is found tearing any page from the Question Booklet, he/she shall be liable to punishment for adopting unfair means and shall not be allowed to continue in the Test.

NOTE:

- i. If the candidate commits any error in writing / filling the Roll No., Set No. etc. on the answer sheet, it will not be possible to rectify the error and the answer sheet will be evaluated accordingly.
- ii. The decision of the University regarding Question(s)/ Key will be final.

IMPORTANT:

CANDIDATES TO NOTE THAT SINCE ANSWERS ARE TO BE MARKED BY BALL PEN, IT WILL NOT BE POSSIBLE TO CHANGE ANY ANSWER AFTER MARKING IT. (USE OF WHITENER FOR CHANGE IN ANSWER IS NOT ALLOWED)

TA/DA

No TA/DA will be admissible for attending the Written Examination. Travelling and other expenses must be borne by the candidates themselves.

GENERAL TERM AND CONDITIONS

1. The prescribed minimum qualifying marks for candidates in written examination shall be 50% for UR and OBC Category and 40% for SC/ST/PwD/Ex-serviceman.
2. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
3. If circumstances so warrant, the University reserves the right to modify or remove the condition of Minimum Qualifying Marks prescribed for one or more Non-Teaching posts at any stage and/or for any component and/or for any Section. **The decision of the University shall be final and binding on each candidate.**
4. Incomplete applications will not be considered and will be REJECTED.
5. Candidates belonging to SC/ST/OBC/EWSs/PwDs category should submit proper caste/ EWSs certificate as per the proforma prescribed by the Govt. of India only.
6. The list of candidates to be called for Written Examination and details regarding Date, Time, Venue of Written Examination and Admit Card shall be notified on the University Website (www.rlbcau.ac.in). Therefore, the candidates are advised to check the University Website regularly.
7. **USE OF UNFAIR MEANS:** Candidates are not permitted to use mobile phone, calculators or any other electronic / electrical device. Candidates, therefore, **MUST NOT** bring mobile phone, calculators or any other electronic / electrical device inside the examination premises. Possession of these items, whether in use or not, will be considered as “**use of unfair means**” in the examination and appropriate action will be taken by the University against such candidates.
8. Success in the examination confers no right for selection unless the University is satisfied after such verification, as may be considered necessary about the candidate, having regard to her/his conduct in service, that she/he is eligible and suitable in all respects for appointment to the post for which the examination is conducted.
9. The Compensatory time for PwD candidates availing scribe/reader/lab assistant shall be given as per rules, if any.
10. **Action against Candidates found Guilty of Misconduct:** Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

A candidate will be disqualified, if she/he has been declared by the University to be guilty of:

- a) Obtaining support of his/her candidature by any means; or

- b) Impersonating; or
- c) Procuring impersonation by any person;
- d) Submitting fabricated documents or documents which have been tampered with; or
- e) Making statements which are incorrect or false or suppressing material information; or
- f) Resorting to any other irregular or improper means in connection with his/her candidature for the selection; or
- g) Using unfair means during the test; or
- h) Writing irrelevant matter including obscene language or pornographic matter, in the script(s); or
- i) Misbehaving in any other manner in the examination hall; or
- j) Harassing or doing bodily harm to the staff employed by the University for the conduct of their test; or
- k) Bringing mobile Phone/communication device in the Examination Hall/Interview Room; or
- l) Attempting to commit or, as the case may be, abetting the University of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution, be liable:
 - i. to be disqualified by the University from selection for which he/she is a candidate; and/or
 - ii. to be debarred either permanently or for a specified period by the:
 - University from any Examination or Selection held by them.
 - University from taking admission under the courses offered by them.
 - iii. if he/she is already in service under Government to disciplinary action under the appropriate rules.

11. Resolution of Tie Cases

- a) The tie is resolved by the University by referring to the total marks in the Written Examination i.e. a candidate having more marks in the written examination gets preference over the candidate(s) with less marks.
- b) If the tie still persists then the marks in Knowledge of Rules of Government of India & RLBCAU Act and English are referred to i.e., a candidate having more marks in the concerned subject will be given preference.
- c) If the tie still persists, the candidate older in age gets preference.
- d) If the tie still persists, it is finally resolved by referring to the alphabetical order of names i.e. a candidate whose name begins with the alphabet which comes first in the alphabetical order gets preference.

12. **University Decision Final:** The decision of the University in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

13. **Court's Jurisdiction:** In case of any disputes, any suites or legal proceedings against the University in regard to this recruitment, the territorial jurisdiction shall be restricted to the Courts in Uttar Pradesh at District Court at Jhansi and Allahabad High Court at Prayagraj.

14. Any attempt to influence the authorities by way of recommendations will *ab-initio* disqualifies the candidate.

IMPORTANT NOTE:

The candidates must carry at least one latest photo bearing identification proof such as Driving License / Voter Card / Aadhaar Card / Identity Card issued by University / College, Income Tax Pan Card in original to the Examination Centre, failing which they will not be allowed to appear for the same.