Notification No.001/RC/UD-FR/2022, dated 28.11.2022

Direct Recruitment of
- Assistant Professor
- Associate Professor
- Professor

Information and Instructions to the Candidates
INFORMATION AND INSTRUCTIONS TO THE CANDIDATES (DIRECT RECRUITMENT OF ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR & PROFESSOR IN THE DEPARTMENT OF PLANNING, SCHOOL OF ARCHITECTURE AND PLANNING CAMPUS (SAP), ANNA UNIVERSITY)

Notification No.001/RC/UD-FR/2022, dated 28.11.2022

Date of Commencement of Online Registration is 28.11.2022 (10.00 Hrs. IST)

Last date for filing the Application through Online is 20.12.2022 (17.30 Hrs. IST)

Last date for the receipt of hard copy of the completed application with all the relevant enclosures is 27.12.2022 (17.30 Hrs. IST)

For e-filing online application(s), the candidate(s) shall use the URL

https://www.annauniv.edu

https://aurecruitment.annauniv.edu/mplan/

The following details are available in this Information and Instructions to the candidates:

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### 3. PROFESSOR

| 3.1 | Vacancy Positions, Roster and Roster Turn at the Level of Professor in the Department of Planning, SAP Campus, Anna University |
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### 1. ASSISTANT PROFESSOR

#### 1.1. Vacancy Positions, Roster and Roster Turn at the Level of Assistant Professor in the Department of Planning, SAP Campus

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Department Code No.</th>
<th>Name of the Department (Campus: SAP)</th>
<th>Total No. of Vacancies</th>
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<tr>
<td>1.</td>
<td>1032</td>
<td>Planning (SAP)</td>
<td>7</td>
<td>SC(A)(W) (PSTM)</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MBC/DNC</td>
<td>3</td>
</tr>
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<td>BC(Other than Backward Class Muslims)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>GT(W)</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SC</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MBC/DNC(W)</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BC(other than Backward Class Muslims)(W)</td>
<td>8</td>
</tr>
</tbody>
</table>

**Abbreviations:**

# 1.2. Minimum Qualifications, Experience and other Requirements for the Post of Assistant Professor in the Department of Planning, SAP Campus, Anna University

<table>
<thead>
<tr>
<th>Department</th>
<th>Qualifications &amp; Experience</th>
</tr>
</thead>
</table>
| Planning   | a. First Class Bachelor's Degree in Architecture / Planning / Civil Engineering  
(OR)  
First Class Master's Degree in Geography / Economics / Sociology / Equivalent*  
AND  
AND  
c. Two years of experience in Planning after the award of Master's Degree in Planning / Urban Planning / Town Planning / Regional Planning / Urban and Regional Planning / Town and Country Planning / Infrastructure Planning / Traffic and Transportation Planning / Environmental Planning / Housing / or any other Equivalent*  
(OR)  
Ph.D. in Traffic and Transportation Planning / Environmental Planning / Infrastructure Planning / Housing / Urban and Regional Planning / Urban Design / Allied areas of Planning |

*Refer clause 1.3.15

**Note:**
- Those candidates who had completed their P.G. and / or Ph.D. degree(s) from foreign Universities should upload the Equivalence Certificate issued by Association of Indian Universities (AIU), [www.aiu.ac.in](http://www.aiu.ac.in).
1.3. General Information and Instructions for the post of Assistant Professor

1.3.1. a. Candidates must be Indian Nationals only with excellent academic record and excellent commitment to quality in teaching and research.

b. Candidates should possess the required educational qualifications in relevant branch / specialization (Refer Annexure-I), experience and other requirements (as applicable) specified as on 27.11.2022.

c. Educational qualifications, experiences etc. mentioned in this Notification indicate the minimum eligibility.

1.3.2. a. Candidates who satisfy all the requirements should fill their applications only through online mode in the prescribed format.

b. The last date for filing the application through online mode is 20.12.2022 (17.30 Hrs. IST).

1.3.3. Candidates should pay a non-refundable application processing fee through online as given below.

- Rs. 472/- (Inclusive of 18% GST) - For the candidates belonging to SC/SC(A)/ST category.

- Rs.1180/- (Inclusive of 18% GST) - For all the other candidates.

1.3.4. a. After successful submission of the duly filled-in online application(s), the candidate shall download the same, affix signatures at appropriate places and send them along with all the relevant enclosures to the Registrar, Anna University, Chennai – 600 025 only by Speed Post / Registered Post with acknowledgement due so as to reach him on or before 27.12.2022 (17.30 Hrs. IST). The envelope containing the application and enclosures should be superscribed on the left hand side top corner as "Application for the post of Assistant Professor in the Department of Planning and code No.1032".

b. The self-attested photocopies of the documents (as given in Annexure V) have to be sent along with the hard copy of each application.

c. The candidates are requested to send the scanned copy of the receipt of the Speed Post/Registered Post to annauniversityrecruitmentcell@gmail.com immediately after sending the hard copy.

1.3.5. The hard copy of the duly filled-in online application(s) along with supporting documents received on or before the due date at the office of the Registrar, Anna University, Chennai – 25 shall only be considered for further processing. Hand written application shall not be accepted. The applications received after the last date will be summarily rejected.

1.3.6. Applications from candidates who are already employed in the Government / Government aided Institutions / Organizations shall be considered only if the applications are forwarded through proper channel (Head of the Institution / Organization) with a “No Objection Certificate” (as per FORMAT-III) from the present employer, failing which the application is liable to be summarily rejected.

1.3.7. Applications without satisfying educational qualifications in relevant branch / specialization, experience / Incomplete Applications / Applications without proper enclosures / Applications filled with discrepancy will be summarily rejected and no information will be sent to the candidate to this effect.

1.3.8. Reservation policy shall be as per Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

1.3.9. Appointment on deputation basis will not be considered under any circumstances.
1.3.10 All the Original documents shall be produced at the time of Interview for verification.

1.3.11 Canvassing in any form shall be a disqualification.

1.3.12 The online applications / hard copy of applications of the candidates who are not selected will be retained only for six months from the date of completion of the recruitment process.

1.3.13 In case of any disputes, any suit or legal proceedings shall be filed within six months from the date of issue of appointment order to any cadre and the territorial Jurisdiction shall be Madras High Court, Chennai.

1.3.14 Candidates should necessarily fill in the information regarding pending court cases, criminal cases, disciplinary actions or equivalent etc. against him / her in the relevant column of the application form. Any changes in this information as and when takes place after the submission of application form till the completion of recruitment process shall be brought to the notice of the University by the candidate, failing which the University reserves the right to cancel the candidature and to debar the candidate from all selections process at any point of time.

1.3.15 Candidates having equivalent U.G. / P.G. Degree as approved by the Tamil Nadu State Council for Higher Education (TANSCHE), Government of Tamil Nadu are also eligible to apply.

1.3.16 The pay and other allowances shall be as per 7th Pay Commission for the candidates selected.

1.3.17 The selected candidates shall be governed by Contributory Pension Scheme as per the prevailing rules of Government of Tamil Nadu.

1.3.18 Age shall not be less than 24 years as on 1st July 2022.

1.3.19 The selection process consists of
   - Written Test
   - Presentation before the Subject Experts and
   - Personal Interview with the Members of the Selection Committee

1.3.20 No correspondence whatsoever will be entertained from candidates regarding reason for not being called for Written Test / Interview / outcome of Interview.

1.3.21 a. The date and time of Written Test, Presentation and Interview will be hosted in the Anna University website. In addition, communication will be sent to the registered e-Mail id.
   b. Requests for change of date of Written Test, Presentation and Interview shall not be entertained.
   c. No TA/DA will be paid to the candidates for attending the Written Test, Presentation and Interview.
   d. The Selection process may not be completed on the same day.

1.3.22 Candidates should also enclose a statement of vision and research plan for the growth of the University.
1.4. Important Instructions for the post of Assistant Professor

- Candidates should have obtained Bachelor’s Degree from a recognized University under 10+2+4 / 10+3+3 / 10+2+2+3 / 10+2+3 system.

- Application of the candidates who have completed U.G. / P.G. / Ph.D. under Distance Mode shall not be considered.

- Experience shall be considered only from the date of successful completion of P.G.

- In any cadre, the roster-turn indicated as ‘PSTM’ means Persons Studied in Tamil Medium. For all the other roster turns the medium of instruction shall be only English.

- Medium (English / Tamil) of instruction means, school studies, undergraduate, post-graduate, and research degrees shall be in the same medium. Even if anyone of the above studies / Degrees has been completed with Tamil as the medium of instruction, then the medium of study of the candidate shall be considered as English and not as Tamil Medium.

- If a qualified and eligible candidate who has acquired relevant degrees including school studies in Tamil medium is not available for selection for appointment in the turn allotted for Tamil Medium candidate in the cycle, then, the turn so allotted shall be considered for a candidate studied in English Medium in the respective category in roster.

- If a qualified and suitable woman candidate belonging to Scheduled Castes (Arunthathiyar), Backward Class, Most Backward Classes/De-notified Communities and General Turn is not available for selection for appointment in the turn allotted for women in the cycle, then, the turn so allotted shall be considered for a male candidate in the same category in roster.

- Provided that if even after filling up of the required appointments or posts reserved for Arunthathiyars amongst the Scheduled Castes, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the other Scheduled Castes in the inter-se-merit among them and if any appointment or post reserved for Arunthathiyars remain unfilled for want of adequate number of qualified candidates, it shall be filled up by Scheduled Castes other than Arunthathiyars.
The candidate should upload the community certificate obtained from the competent authorities in Tamil Nadu as indicated in the table shown below.

<table>
<thead>
<tr>
<th>COMMUNITY</th>
<th>COMPETENT AUTHORITY NOT BELOW THE RANK OF</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC / SC(A)</td>
<td>Tahsildar of native Taluk of the candidate</td>
</tr>
<tr>
<td>BC / MBC/DNC</td>
<td>Head Quarter Deputy Tahsildar or Special Deputy Tahsildar</td>
</tr>
</tbody>
</table>

Candidate(s) who have obtained Community Certificate other than authorities of Tamil Nadu and other State Candidate(s) shall compete under General Turn Category.

Married women should possess Community Certificate issued in their father’s name only.
# 2. ASSOCIATE PROFESSOR

## 2.1. Vacancy Positions, Roster and Roster Turn at the Level of Associate Professor in the Department of Planning, SAP Campus, Anna University

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Department Code No.</th>
<th>Name of the Department (Campus: SAP)</th>
<th>Total No. of Vacancies</th>
<th>Roster</th>
<th>Roster Turn</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1032</td>
<td>Planning (SAP)</td>
<td>3</td>
<td>SC(A)(W)(PSTM)</td>
<td>2</td>
</tr>
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<td>4</td>
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</tbody>
</table>

**Abbreviations:**

### 2.2. Minimum Qualifications, Experience and Other Requirements for the Post of Associate Professor in the Department of Planning, SAP Campus, Anna University

<table>
<thead>
<tr>
<th>Department</th>
<th>Qualifications, Experience &amp; other Requirements</th>
</tr>
</thead>
</table>
| Planning   | a. First Class Bachelor’s Degree in Architecture / Planning / Civil Engineering  
             (OR) First Class Master’s Degree in Geography / Economics / Sociology / Equivalent*  
             AND |
             AND |
             AND |
|            | d. Minimum of 8 years of experience in teaching / research / industry out of which at least 2 years shall be post Ph.D. experience.  
             AND |
|            | e. At least 6 research publications in SCI / UGC / AICTE approved list of journals.  

*Refer clause 2.3.16

**Abbreviations:**

SCI - Science Citation Index; UGC - University Grants Commission; AICTE - All India Council for Technical Education

**Note:**
- Those candidates who had completed their P.G. and / or Ph.D. degree(s) from foreign Universities should upload the Equivalence Certificate issued by Association of Indian Universities (AIU), www.aiu.ac.in.
2.3. General Information and Instructions for the post of Associate Professor

2.3.1 a. Candidates must be Indian Nationals only with excellent academic record and excellent commitment to quality in teaching and research.

   b. Candidates should possess the required educational qualifications in relevant branch / specialization (Refer Annexure-II), experience and other requirements specified as on 27.11.2022.

   c. In addition to U.G. and P.G. Degrees, Ph.D. Degree shall also be a mandatory educational qualification for the appointment of Associate Professor in Anna University.

   d. Educational qualifications, experiences etc. mentioned in this Notification indicate the minimum eligibility.

2.3.2 a. Candidates who satisfy all the requirements should fill their applications only through online mode in the prescribed format.

   b. The last date for filing the application through online mode is 20.12.2022 (17.30 Hrs. IST).

2.3.3 Candidates should pay a non-refundable application processing fee through online as given below.

   • Rs.472/- (Inclusive of 18% GST) - For the candidates belonging to SC/SC(A) category. Excluding service charges and applicable GST associated with service charges
   • Rs.1180/- (Inclusive of 18% GST) - For all the other candidates.

2.3.4 a. After successful submission of the duly filled-in online application(s), the candidate shall download the same, affix signatures at appropriate places and send them along with all the relevant enclosures to the Registrar, Anna University, Chennai – 600 025 only by Speed Post / Registered Post with acknowledgement due so as to reach him on or before 27.12.2022 (17.30 Hrs. IST). The envelope containing the application and enclosures should be superscribed on the left hand side top corner as “Application for the post of Associate Professor in the Department of Planning and code No.1032”.

   b. The self-attested photocopies of the documents (as given in Annexure V) have to be sent along with the hard copy of each application.

   c. The candidates are requested to send the scanned copy of the receipt of the Speed Post/Registered Post to annauniversityrecruitmentcell@gmail.com immediately after sending the hard copy.

2.3.5 The hard copy of the duly filled-in online application(s) along with supporting documents received on or before the due date at the office of the Registrar, Anna University shall only be considered for further processing. Hand written application shall not be accepted. The applications received after the last date will be summarily rejected.
2.3.6 **Experience**

a. The Service rendered in regular Scale of Pay / Pay Band / Pay Matrix as per AICTE Regulations alone shall be considered as teaching experience.

b. Candidates who are teachers in regular scale of pay and obtained Ph.D. degree by pursuing research simultaneously with teaching assignment without availing Extra-ordinary Leave (EOL) on any grounds, and the candidates who pursued research and obtained degree by availing study leave in regular scale of pay shall be counted as teaching experience for the purpose of direct recruitment.

2.3.7 Applications from candidates who are already employed in the Government / Government aided Institutions / Organizations shall be considered only if the applications are forwarded through proper channel (Head of the Institution / Organization) with a “No Objection Certificate” (as per FORMAT-III) from the present employer failing which the application is liable to be summarily rejected.

2.3.8 Applications without satisfying educational qualifications in relevant branch / specialization, experience, necessary publications and other requirements / Incomplete Applications / Applications without proper enclosures / Applications filled with discrepancy will be summarily rejected and no information will be sent to the candidate to this effect.

2.3.9 Reservation policy shall be as per Tamil Nadu Government Servants (Conditions of service) Act, 2016.

2.3.10 Appointment on deputation basis will not be considered under any circumstances.

2.3.11 Original documents as claimed in Sl.No.2.3.4b & 2.3.20 shall have to be produced at the time of interview for verification.

2.3.12 Canvassing in any form shall be a disqualification.

2.3.13 The online applications / hard copy of applications of the candidates who are not selected will be retained only for six months from the date of completion of the recruitment process.

2.3.14 In case of any disputes, any suit or legal proceedings shall be filed within six months from the date of issue of appointment order to any cadre and the territorial Jurisdiction shall be Madras High Court, Chennai.

2.3.15 Candidates should necessarily fill in the information regarding pending court cases, criminal cases, disciplinary actions or equivalent etc. against him / her in the relevant column of the application form. Any changes in this information as and when takes place after the submission of application form till the completion of recruitment process shall be brought to the notice of the University by the candidate, failing which the University reserves the right to cancel the candidature and to debar the candidate from all selections process at any point of time.

2.3.16 Candidates possessing Ph.D. Degree in relevant specialization with all other requirements specified in this notification and having equivalent U.G. / P.G. Degree as approved by the Tamil Nadu State Council for
Higher Education (TANSCHE), Government of Tamil Nadu are also eligible to apply.

2.3.17 The pay and other allowances shall be as per 7th Pay Commission for the candidates selected.

2.3.18 The selected candidates shall be governed by Contributory Pension Scheme as per the prevailing rules of Government of Tamil Nadu.

2.3.19 Age shall not be less than 30 years as on 1st July 2022.

2.3.20 Counting of past Services for Direct Recruitment of Associate Professor is as per clause 26 of G.O.(Ms) No.19, Higher Education (C2) Department, dated 14.01.2020. Candidates are requested to enclose the following documents (Institution-wise/Organization-wise) in chronological order without fail, towards counting of past services while forwarding hard copy of application:

- Advertisement for Recruitment of post concerned indicating the qualifications and other requirements as per the norms of regulatory bodies,
- Interview / Call Letter,
- Appointment Letter,
- Joining Report,
- Salary Certificates issued by the Institution / Organization indicating the Scale of Pay / Pay Band / Pay Matrix for the Posts held
- Last Pay Drawn Certificates,
- Income Tax Returns for the period of service year-wise and
- Service Certificate at the time of relieving.

The past service shall be counted only based on the valid documents submitted by the candidates while screening the application and any request for relaxation to submit the above documents at a later date shall not be strictly entertained. Further, if any one of the above documents is not submitted along with hard copy of application, such application will be summarily rejected without any communication.

2.3.21 The selection process consists of

- Presentation before the Subject Experts and
- Personal Interview with the Members of the Selection Committee.

2.3.22 No correspondence whatsoever will be entertained from candidates regarding reason for not being called for interview / outcome of interview.

2.3.23 a. The date and time of Presentation and Interview will be hosted in the Anna University website. In addition, communication will be sent to the registered e-Mail id.

b. Requests for change of date of Presentation and Interview shall not be entertained.
c. No TA/DA will be paid to the candidates for attending the Presentation and interview.

d. The Selection process may not be completed on the same day.

2.3.24 Candidates should also enclose a statement of vision and research plan for the growth of the University.

2.3.25 As per clause 7.0 of AICTE Notification dated 1.3.2019 and as per clause 39 of G.O.(Ms.) No.19, Higher Education (C2) Department, dated 14.1.2020, 1 live case study, 1 live industry project as research / consultancy or 1 exceptional design having credential of very high standing / obtained high level recognition would be recognized as equivalent to 1 publication.

### 2.4. Important Instructions for the post of Associate Professor

- Candidates should have obtained Bachelor’s Degree from a recognized University, under 10+2+4 / 10+3+3 / 10+2+2+3 /10+2+3 system.
- Application of the candidates who have completed U.G. / P.G. / Ph.D. under Distance Mode shall not be considered.
- In any cadre, the roster-turn indicated as ‘PSTM’ means Persons Studied in Tamil Medium. For all the other roster turns the medium of instruction shall be only English.
- Medium (English /Tamil) of instruction means, school studies, under-graduate, post-graduate, and research degrees shall be in the same medium. Even if anyone of the above studies / Degrees has been completed with Tamil as the medium of instruction, then the medium of study of the candidate shall be considered as English and not as Tamil Medium.
- If a qualified and eligible candidate who has acquired relevant degrees including school studies in Tamil medium is not available for selection for appointment in the turn allotted for Tamil Medium candidate in the cycle, then, the turn so allotted shall be considered for a candidate studied in English Medium in the respective category in roster.
- If a qualified and suitable woman candidate belonging to Scheduled Castes (Arunthathiyar) is not available for selection for appointment in the turn allotted for women in the cycle, then, the turn so allotted shall be considered for a male candidate in the same category in roster.
- Provided that if even after filling up of the required appointments or posts reserved for Arunthathiyars amongst the Scheduled Castes, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the other Scheduled Castes in the inter-se-merit among them and if any appointment or post reserved for Arunthathiyars remain unfilled for want of adequate number of qualified candidates, it shall be filled up by Scheduled Castes other than Arunthathiyars.
• The candidate should upload the community certificate obtained from the competent authorities in Tamil Nadu as indicated in the table shown below.

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• Candidate(s) who have obtained Community Certificate other than authorities of Tamil Nadu and other State Candidate(s) shall compete under General Turn Category.

• Married women should possess Community Certificate issued in their father’s name only.
### 3. PROFESSOR

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<td>3</td>
</tr>
</tbody>
</table>

**Abbreviations:**
- A – Arunthathiyars
- PSTM – Persons Studied in Tamil Medium
- SC – Scheduled Castes
- W – Women
- MBC/DNC – Most Backward Class/De-Notified Communities
### 3.2. Minimum Qualifications, Experience and Other Requirements for the Post of Professor in the Department of Planning, SAP Campus

<table>
<thead>
<tr>
<th>Department</th>
<th>Qualifications, Experience &amp; other Requirements</th>
</tr>
</thead>
</table>
| Planning   | a. First Class Bachelor’s Degree in Architecture / Planning / Civil Engineering  
(OR) 
First Class Master’s Degree in Geography / Economics / Sociology / Equivalent*  
AND  
AND  
AND  
d. Minimum of 10 years of experience in teaching / research / industry out of which at least 3 years shall be at a post equivalent to that of an Associate Professor  
AND  
e. At least 6 research publications at the level of Associate Professor in SCI / UGC / AICTE approved list of journals and at least 2 Ph.D. guided as Supervisor  
OR  
At least 10 research publications at the level of Associate Professor in SCI / UGC / AICTE approved list of journals |

* Refer clause 3.3.16

**Abbreviations:**

- SCI – Science Citation Index; UGC - University Grants Commission; AICTE - All India Council for Technical Education

**Note:**

- Those candidates who had completed their P.G. and / or Ph.D. degree(s) from foreign Universities should upload the Equivalence Certificate issued by Association of Indian Universities (AIU), [www.aiu.ac.in](http://www.aiu.ac.in).
3.3. General Information and Instructions for the post of Professor

3.3.1 a. Candidates must be Indian Nationals only with excellent academic record and excellent commitment to quality in teaching and research.

b. Candidates should possess the required educational qualifications in relevant branch / specialization (Refer Annexure-III), experience and other requirements specified as on 27.11.2022.

c. In addition to U.G. and P.G. Degrees, Ph.D. Degree shall also be a mandatory educational qualification for the appointment of Professor in Anna University.

d. Educational qualifications, experiences etc. mentioned in this Notification indicate the minimum eligibility.

3.3.2 a. Candidates who satisfy all the requirements should fill their applications only through online mode in the prescribed format.

b. The last date for filing the application through online mode is 20.12.2022 (17.30 Hrs. IST).

3.3.3 Candidates should pay a non-refundable application processing fee through online as given below.

- Rs.472/- (Inclusive of 18% GST) - For the candidates belonging to SC / SC(A) category. Excluding service charges and applicable GST associated with service charges
- Rs.1180/- (Inclusive of 18% GST) - For all the other candidates.

3.3.4 a. After successful submission of the duly filled-in online application(s), the candidate shall download the same, affix signatures at appropriate places and send them along with all the relevant enclosures to the Registrar, Anna University, Chennai – 600 025 **only by Speed Post / Registered Post with acknowledgement due** so as to reach him on or before 27.12.2022 (17.30 Hrs. IST). The envelope containing the application and enclosures should be superscribed on the left hand side top corner as "Application for the post of Professor in the Department of Planning and code No.1032".

b. The self-attested photocopies of the documents (as given in Annexure V) have to be sent along with the hard copy of each application.

c. The candidates are requested to send the scanned copy of the receipt of the Speed Post/Registered Post to annauniversityrecruitmentcell@gmail.com immediately after sending the hard copy.

3.3.5 The hard copy of the duly filled-in online application(s) along with supporting documents received on or before the due date at the office of the Registrar, Anna University, Chennai-25 shall only be considered for further processing. Hand written application shall not be accepted. The applications received after the last date will be summarily rejected.

3.3.6 Experience

a. The Service rendered in regular Scale of Pay / Pay Band / Pay Matrix as per AICTE Regulations alone shall be considered as teaching experience.

b. Candidates who are teachers in regular scale of pay and obtained Ph.D. Degree by pursuing research simultaneously with teaching assignment without availing Extra-ordinary Leave (EOL) on any grounds, and the candidates who pursued research and obtained degree by availing study leave in regular scale
pay shall be counted as teaching experience for the purpose of direct recruitment.

3.3.7 Applications from candidates who are already employed in the Government / Government aided Institutions / Organizations shall be considered only if the applications are forwarded through proper channel (Head of the Institution / Organization) with a “No Objection Certificate” (as per FORMAT-III) from the present employer failing which the application is liable to be summarily rejected.

3.3.8 Applications without satisfying educational qualifications in relevant branch / specialization, experience, necessary publications and other requirements / Incomplete Applications / Applications without proper enclosures / Applications filled with discrepancy will be summarily rejected and no information will be sent to the candidate to this effect.

3.3.9 Reservation policy shall be as per Tamil Nadu Government Servants (Conditions of service) Act, 2016.

3.3.10 Appointment on deputation basis will not be considered under any circumstances.

3.3.11 Original documents as claimed in Sl.No.3.3.4b & 3.3.20 shall have to be produced at the time of interview for verification.

3.3.12 Canvassing in any form shall be a disqualification.

3.3.13 The online applications / hard copy of applications of the candidates who are not selected will be retained only for six months from the date of completion of the recruitment process.

3.3.14 In case of any disputes, any suit or legal proceedings shall be filed within six months from the date of issue of appointment order to any cadre and the territorial Jurisdiction shall be Madras High Court, Chennai.

3.3.15 Candidates should necessarily fill in the information regarding pending court cases, criminal cases, disciplinary actions or equivalent etc. against him / her in the relevant column of the application form. Any changes in this information as and when takes place after the submission of application form till the completion of recruitment process shall be brought to the notice of the University by the candidate, failing which the University reserves the right to cancel the candidature and to debar the candidate from all selections process at any point of time.

3.3.16 Candidates possessing Ph.D. Degree in relevant specialization with all other requirements specified in this notification and having equivalent U.G. / P.G. Degree as approved by the Tamil Nadu State Council for Higher Education (TANSCHE), Government of Tamil Nadu are also eligible to apply.

3.3.17 The pay and other allowances shall be as per 7th Pay Commission for the candidates selected.

3.3.18 The selected candidates shall be governed by Contributory Pension Scheme as per the prevailing rules of Government of Tamil Nadu.

3.3.19 Age shall not be less than 35 years as on 1st July 2022.

3.3.20 Counting of past Services for Direct Recruitment of Professor is as per clause 26 of G.O.(Ms) No.19, Higher Education (C2) Department, dated 14.01.2020. Candidates are requested to enclose the following documents (Institution-wise/Organization-wise) in chronological order without fail, towards
counting of past services while forwarding hard copy of application:

- Advertisement for Recruitment of post concerned indicating the qualifications and other requirements as per the norms of regulatory bodies,
- Interview / Call Letter,
- Appointment Letter,
- Joining Report,
- Salary Certificates issued by the Institution / Organization indicating the Scale of Pay / Pay Band / Pay Matrix for the Posts held
- Last Pay Drawn Certificates,
- Income Tax Returns for the period of service year-wise and
- Service Certificate at the time of relieving.

The past service shall be counted only based on the valid documents submitted by the candidates while screening the application and any request for relaxation to submit the above documents at a later date shall not be strictly entertained. Further, if any one of the above documents is not submitted along with hard copy of application, such application will be summarily rejected without any communication.

3.3.21 The selection process consists of

- Presentation before the Subject Experts and
- Personal Interview with the Members of the Selection Committee

3.3.22 No correspondence whatsoever will be entertained from candidates regarding reason for not being called for interview / outcome of interview.

3.3.23 a. The date and time of Presentation and Interview will be hosted in the Anna University website. In addition, communication will be sent to the registered e-Mail id.

b. Requests for change of date of Presentation and Interview shall not be entertained.

c. No TA/DA will be paid to the candidates for attending the Presentation and interview.

d. The Selection process may not be completed on the same day.

3.3.24 Candidates should also enclose a statement of vision and research plan for the growth of the University.

3.3.25 As per clause 7.0 of AICTE Notification dated 1.3.2019 and as per clause 39 of G.O.(Ms.) No.19, Higher Education (C2) Department, dated 14.1.2020, 1 live case study, 1 live industry project as research / consultancy or 1 exceptional design having credential of very high standing / obtained high level recognition would be recognized as equivalent to 1 publication.
3.4. Important Instructions for the post of Professor

- Candidates should have obtained Bachelor’s Degree from a recognized University, under 10+2+4 / 10+3+3 / 10+2+2+3 /10+2+3 system.

- Application of the candidates who have completed U.G. / P.G. / Ph.D. under Distance Mode shall not be considered.

- In any cadre, the roster-turn indicated as ‘PSTM’ means, Persons Studied in Tamil Medium. For all the other roster turns the medium of instruction shall be only English.

- Medium (English /Tamil) of instruction means, school studies, under-graduate, post-graduate, and research degrees shall be in the same medium. Even if anyone of the above studies / Degrees has been completed with Tamil as the medium of instruction, then the medium of study of the candidate shall be considered as English and not as Tamil Medium.

- If a qualified and eligible candidate who has acquired relevant degrees including school studies in Tamil medium is not available for selection for appointment in the turn allotted for Tamil Medium candidate in the cycle, then, the turn so allotted shall be considered for a candidate studied in English Medium in the respective category in roster.

- If a qualified and suitable woman candidate belonging to Scheduled Castes (Arunthathiyar) is not available for selection for appointment in the turn allotted for women in the cycle, then, the turn so allotted shall be considered for a male candidate in the same category in roster.

- Provided that if even after filling up of the required appointments or posts reserved for Arunthathiyars amongst the Scheduled Castes, if more number of qualified Arunthathiyars are available, such excess number of candidates of Arunthathiyars shall be entitled to compete with the other Scheduled Castes in the inter-se-merit among them and if any appointment or post reserved for Arunthathiyars remain unfilled for want of adequate number of qualified candidates, it shall be filled up by Scheduled Castes other than Arunthathiyars.

- The candidate should upload the community certificate obtained from the competent authorities in Tamil Nadu as indicated in the table shown below.

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<tr>
<th>COMMUNITY</th>
<th>COMPETENT AUTHORITY NOT BELOW THE RANK OF</th>
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<tbody>
<tr>
<td>SC / SC(A)</td>
<td>Tahsildar of native Taluk of the candidate</td>
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<tr>
<td>MBC / DNC</td>
<td>Head Quarter Deputy Tahsildar or Special Deputy Tahsildar</td>
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</table>

- Candidate(s) who have obtained Community Certificate other than authorities of Tamil Nadu and other State Candidate(s) shall compete under General Turn Category.

- Married women should possess Community Certificate issued in their father’s name only.
For submission to
Anna University, Chennai –25.

FORMAT – I

TEACHING / RESEARCH / INDUSTRY EXPERIENCE CERTIFICATE
(Separate form should be used for each Institution / Organization)

1. Name of the Candidate : 

2. Name of the Institution / Organization with full Address and email ID : 

3. Details of Teaching / Research / Industry Experience : 

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<tr>
<th>Sl. No.</th>
<th>Post(s) held</th>
<th>Scale of Pay / Pay Matrix</th>
<th>Period of service</th>
<th>Duration</th>
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</table>

Certified that the above particulars have been verified against the records maintained in the Institution / Organization / College are found correct. It is also certified that a copy of this certificate issued along with records shall be maintained by this office for future reference.

Endorsement No : 

Dated :

Place : 

Principal / Head of the Institution / Organization

Date : 

(Office Seal & date)
FORMAT – II

Tamil Medium: Persons Studied in Tamil Medium (PSTM) have to produce evidence, such as Transfer Certificate, Provisional Certificate / Degree Certificate / Mark sheets received from the Board (or) University (or) from the Institution, with a recording that he / she studied the prescribed educational Qualification in Tamil Medium. If there is no mention about the medium of instructions as Tamil in the above certificates, then a certificate from the Head of the Institution as given below must be furnished:-

PSTM Certificate
(To be issued only by the Principal / Head of the Institution)

This is to certify that Dr. _____________________________ (Name)

has studied ______________ (course Name) during the years ______ to ______
in Tamil Medium. This certificate is issued after verifying the Statement of Marks / Transfer Certificate.

Endorsement No : Dated :

Principal / Head of the Institution

Place :

Date :

(Office Seal & date)
FORMAT – III
NO OBJECTION CERTIFICATE BY THE PRESENT EMPLOYER

1. Name of the candidate:
2. Name of the Post held:
3. Nature of Appointment (Part-Time / Full-Time):
4. Period of Employment From (date): To (date):
   a. I have no objection to the candidate’s application being considered for the post(s).
   b. Certified that Dr. _________________________ has the following punishment / has no punishment to
      his / her credit.
   c. It is also certified that no charges and / or criminal case are / is pending against him / her. (If there
      is any case pending, copy of documents to be enclosed).

   Endorsement No: Dated:

   Place: Principal / Head of the Institution / Organization

   Date:

   (Office Seal & date)