



(BIR-9/22)

**Bulletin of Information for Recruitment  
of Teaching Posts  
(2022)**



**Dr. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, RAI, SONEPAT**  
**(Established under Haryana Act No. 15 of 2012)**

**Website: [dbranlu.ac.in](http://dbranlu.ac.in)**





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**Dr. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY,  
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**EMPLOYMENT NOTICE**

Dr. B.R. Ambedkar National Law University, Rai, Sonapat invites online applications from the eligible candidates for recruitment of 27 posts {03 posts of Professor, 08 posts of Associate Professors and 16 posts of Assistant professors in various subjects. Subject-wise and category-wise number of vacant teaching posts along with Advt. Nos., detailed instructions, eligibility qualification, pay scale and modalities for selection and the link for submission of online applications will be available on the University website [www.dbranlu.ac.in](http://www.dbranlu.ac.in) w.e.f. 29.09.2022.

**REGISTRAR**



<b>Important Dates</b>		
<b>SN</b>	<b>Item(s)</b>	<b>Timeline</b>
<b>1</b>	Date of publication of Advertisement for 27 posts (Teaching) in the News Papers	08.09.2022
<b>2</b>	Opening date for submission of online applications	29.09.2022
<b>3</b>	Closing date for submission of online applications	19.10.2022 (11:59 P.M.)

**NOTE:**

The onus of checking dates and details from the University website lies with candidates. Email/SMS is an additional service provided by the University and cannot be claimed as a right.

No correspondence other than this mode will be made or accepted in this regard by Dr. B.R. Ambedkar National Law University, Rai, Sonapat.



Subject wise details of Teaching Post(s)					
Department	Name of posts	Post Code	Subject/ Desirable area	Pay Scale	Number of Vacancies
Law	Professor	01/09	Law	Academic Level-14 with entry pay of Rs. 1,44,200/-	03 (01UR-PwBD, 02 UR)
	Associate Professor	02/09	Law	Academic Level-13A with entry pay of Rs. 1,31,400/-	08 (01 UR-PwBD, 05-UR, 02-SC)
	Assistant Professor	03/09 04/09 05/09 06/09 07/09 08/09	Economics English History, Political Science Sociology. Law	Academic Level-10 with entry pay of Rs. 57,700/-	<p><b>16(05+11)</b></p> <p>Eco- 01 (UR PwBD)</p> <p>Eng-01 (UR)</p> <p>History- (UR)</p> <p>Pol.Sci- (UR)</p> <p>Sociology (UR)</p> <p style="text-align: right;">} 05 Posts</p> <p><b>Law -11 posts</b> (04-UR, 03-SC, BCA-02, 01-UR ESM, 01-EWS)</p>

**Notes:**

1. Number of posts advertised may increase or decrease, including complete withdrawal without assigning any reason.
2. The reservation has been given as per State Govt. Reservation Policy. However, the reservations of posts are subject to change as per Govt. of Haryana Reservation Policy/norms came into force. Change, if any, will be notified through the University Website.

**REGISTRAR**



### Details of Application Fee

S.N	Category	Fee Details in INR
1	General Category, ESP	2000/-
2	Female of General Category of Haryana State Only	1000/-
3	Candidates of SC/BCA/BCB/EWS/ESM Category of Haryana State Only	500/-
4	Candidates of Differently Abled / PwBD Category (with at least 40% disability) of Haryana State Only	Nil/-

#### Notes:

1. Fee once deposited is neither transferable nor refundable/adjustable.
2. Candidates applying for multiple posts will be required to pay a separate fee against each post code if these posts have separate post codes.
3. The fee will be accepted through online mode link given in the online Application Form on the University website i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in)

Abbreviations	
API	Academic Performance Indicator
BC - A	Backward Class – Block “A”
BC - B	Backward Class – Block “B”
CGPA	Cumulative Grade Point Average
ESM	Ex-Service Man
ESP	Eligible Sports Person
EWS	Economically Weaker Section
ICT	Information and Communication Technology
NET	National Eligibility Test
PBAS	Performance Based Appraisal System
PwBD	Person with Benchmark Disability
SC	Scheduled Caste
SET	State Eligibility Test
SLET	State Level Eligibility Test



### **Important Instructions For Teaching Posts Advertisement No. 09/2022**

- 1) Candidates are advised to visit only the official website of the Dr. B.R. Ambedkar National Law University, Rai, Sonapat i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) and be very careful about fake websites and job racketeers.
- 2) Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for each post, in this advertisement.
- 3) Candidates applying for multiple posts will have to select appropriate option(s) available on the portal to specify choice of posts. Each post is given a unique postcode.
- 4) While filling the academic details, if marks are given in form of the CGPA then a conversion formula to convert CGPA into percentage should be essentially provided by the candidate from the competent authority awarding CGPA i.e. a documentary proof should be provided. In case marks are given in form of the CGPA alongwith conversion formula as well as absolute marks then to compute the percentage CGPA will be used. In case marks are given in form of the CGPA but conversion formula is not provided by the candidate then CGPA shall be multiplied by default value 9 on a scale of 10 to obtain the percentage marks.
- 5) To compute the merit points, no rounding off shall be carried out. The number should be corrected up to three decimal places.
- 6) Online payment link is available. Candidate should note that in case status of payment shown by bank is not “success” for their transaction, i.e. Status of payment shown by the bank is “pending”, “failure”, “rejected” or any other technical issue, then it is the responsibility of the candidate to ensure that payment made to Dr. B. R. Ambedkar National Law University, Sonapat is successful within the stipulated time and date. In case transaction is reversed by bank to candidate or cancelled and payment is not received by Dr. B. R. Ambedkar National Law University, Sonapat within the due date, the candidature shall be summarily cancelled.
- 7) The scores (based on data filled in by the Candidate and evaluated by the expert committee) shall be conveyed on the respective email of the candidate. Candidates can represent if any discrepancy is noticed within stipulated period as notified through an email.
- 8) A candidate who belongs to General or reserved category viz. SC/BCA/BCB/ ESM/PwBD/ESP/EWS should submit only one online application form against each post code. Submission of more than one application form against one post code will automatically lead to rejection of candidature and may also attract appropriate action as per law.
- 9) The candidates, for the post of Assistant Professor, who were registered for Ph.D. Programme prior to July 11, 2009 and have been awarded degree, are required to produce a certificate for fulfillment of the conditions to be issued by the Vice-Chancellor/Pro-Vice-Chancellor/Dean, Academic Affairs/Dean, (Research & Development) of the concerned Universities as per Annexure titled “For the candidates who registered for Ph.D. Program prior to July 11, 2009”.
- 10) The candidates, for the post of Assistant Professor, who were registered for Ph.D. Programme on or after July 11, 2009 are required to produce a certificate for fulfillment of the provisions of the UGC (minimum standards and procedure for award of Ph.D. degree) Regulations, 2009 to be issued by the Vice-Chancellor /Pro-Vice-Chancellor/ Dean, Academic Affairs/



Dean, (Research & Development) of the concerned Universities as per Annexure titled “For the candidates who registered for Ph.D. Program on or after July 11, 2009”.

- 11) University reserves the right of deciding the disciplines as concerned/ allied / relevant while scrutinizing the applications.
- 12) Reserved category candidates shall be considered against General category strictly as per Govt. letter No. EC/2018/20179-389 dated 26.04.2018 & 12/1-2017 Ad (3) dated 04.06.2018.
- 13) The benefit of reservation will be given only to those SC/BCA/BCB/ESM/PWD/ EWS/ESP candidates who are domiciled in Haryana State. These candidates are required to upload SC/ BCA /BCB /ESM /PwBD /EWS /ESP Certificate duly issued by the Competent Authority of Haryana. Likewise, the Eligible Sports Person (ESP) shall be required to upload the Sports Gradation Certificate as per Government instructions duly issued by the competent authority. ESM/DESM/DFE shall be required to upload the Valid Eligibility Certificate duly issued by the respective Zila Sainik Board. EWS (Economically Weaker Section) candidates shall be required to upload Certificate as per instructions of the Haryana Government.
- 14) The Ex-Serviceman who had not availed the benefit of ESM in re-employment in any Government service, Public Sector undertaking, including Para Military Forces, their dependents sons and daughters will be considered for appointment(s) against the posts reserved for Ex-Servicemen to the extent of non-availability of suitable Ex-Servicemen, provided that they fulfill all the required conditions viz. qualifications, age, experience etc. this entitlement would be available to one dependent child only.

Candidates applying for the posts under ESM/DESM/DFE category should submit a certificate duly issued by the Zila Sainik Board to the effect that his/her father has not availed the benefit of re-employment in any Government service, Public Sector Undertakings including Para-Military Forces, in view of State Government instructions.

- 15) The benefit of reservation to Ex-Servicemen and their children will be given in accordance with the instructions of the State Govt. Haryana conveyed vide letter No. 12/15/2019-4GS-II dated 14.07.2021.
- 16) Backward class Block (A & B) candidates claiming benefit of reservation have to upload a certificate issued by the competent authority of Haryana dated not before six months of the last date of receipt of applications mentioning therein that he/she is not covered under the criteria of creamy layer as per State Govt. instructions issued by vide letter No. 1170-SW(1)-95 dated 07.06.1995 & No. 213-SW(1)-2010 dated 31.08.2010, No.22/22/2004 3GS-III dated 14.06.2016, No.1282-SW(1) dated 28.08.2018 and No. 512-SW (1) 2021 dated 01.12.2021 as per Annexure titled “Backward Class Certificate (BLOCK ‘A’ or ‘B’)”
- 17) Candidates are required to have a valid personal active Email ID as all the information regarding the recruitment process will be sent on their registered Email ID throughout the process as an additional service by the university. In case a candidate does not have a valid personal Email ID, the candidate should create a new Email ID before applying online and must maintain that Email account throughout the selection process.
- 18) Candidates must give a valid Mobile number, as the SMSs (if any) during the process will be sent on that Mobile number. No change of mobile No. / Email ID shall be entertained during recruitment process.
- 19) In case of Integrated program, the percentage marks shall be considered for both the degrees covered under the program (i.e. graduation and post-graduation) as the percentage marks of the integrated program.
- 20) In case of lateral entry programs, percentage marks given in the degree of awarding university shall be considered final.





- 21) The eligibility of every candidate will be determined on the basis of qualifications acquired and communicated to the office by him/her up to the last date fixed for submitting of online applications. No certificate/document will be accepted after the last date.
- 22) All the educational qualifications should be from a University/ Institution/ Board recognized by Govt. of India/State Govt./ approved by Govt. Regulatory Bodies and the final result should have been declared on or before the last date of submission of application form. The candidates who are able to prove through documentary evidence that the result of the qualifying examination was declared on or before the last date of submission of application form and he/she has been declared passed, will also be considered to have the required Educational Qualification.
- 23) The date of passing eligibility examination will be the date appearing on the mark sheet or provisional certificate issued by the University. In case the result of a particular examination is posted on the website of the University, a certificate issued by the appropriate authority of the University indicating the date on which the result was posted on the website will be taken as the date of passing.
- 24) As per Ministry of Human Resource Development Notification No. 44 dated 01-03-1995 published in Gazette of India edition dated 10-06-2015, the Degree obtained through open Universities/ Distance Education Mode needs to be recognized by Distance Education Council, IGNOU (Now Distance Education Bureau). Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, these will not be accepted for the purpose of Educational Qualification.
- 25) No change in the category of any candidate is allowed after submission of application form. No correspondence/email/ phone will be entertained in this regard.
- 26) The status of short-listing will be made available on the website of Dr. B. R. Ambedkar National Law University, Sonapat. In case of any dispute with regard to screening of the applications, the decision of the University shall be final.
- 27) No TA/DA shall be paid by the University for physical presence in the university for consideration in the selection process.
- 28) The candidates who are already employed shall have to apply through proper channels and has to upload the No Objection Certificate signed by his/her employer as per Annexure titled "No Objection Certificate". Those not applying through proper channels will not be considered for any benefit of past employment if selected.
- 29) Candidates must upload the first page of all publications listed in online application, failing which such publications will not be considered for calculation of API score, and the candidate may not be called for interview due to lack of the minimum API score as per the norms. Candidates are required to bring hard copies of all publications along with a hard copy of the application form at the time of interview.
- 30) The proof of peer reviewed journal status, impact factor, authorship claim etc. should be provided with a valid document, failing which points will not be allotted as per the claim. University will not be responsible for any mistake in score for not providing valid proof.
- 31) The entire onus of the content/authenticity of the information being uploaded in the application form and its attachments shall exclusively rest with the applicant in terms of eligibility for recruitment and for subsequent selection through due process.
- 32) Candidates should not furnish any particulars that are fake, tampered/fabricated and should not suppress any material information while filling up the online application form.



- 33) Mere submission of online application/permission does not mean that the candidate is eligible for appointment to the post applied for. The eligibility shall be verified at the time of verification of original documents as per the qualifications and terms & conditions of advertisement. If at any stage, it is found that the information furnished by the candidate is fake or incorrect, the candidature shall be cancelled, and the candidate will also be liable to legal proceedings.
- 34) The University shall, in no way, be responsible for any error/ omission/ commission/ suppression of relevant information by the applicant knowingly/ unknowingly/ overtly/ covertly while filling up the application form and uploading the documents required therein. Candidates must ensure that they fulfill all the eligibility conditions on the last date fixed for receipt of application. If on verification at any stage, before or after the selection, it is found that the candidate did not fulfill any of the eligibility condition(s) as on last date or it is found that the information furnished is false or incorrect, the candidature will be cancelled, and services will be terminated. Applicants will also be liable for criminal/legal prosecution.
- 35) In case the applicant gets screened/ shortlisted/ selected/ appointed based on the credentials furnished by applicant which are, on scrutiny, found to be incorrect/ inadmissible/ forged/ fabricated/ falsified, applicant's candidature shall be liable to be cancelled at any stage of the recruitment/at any time during the tenure of the service and appropriate legal action under applicable law shall be initiated against the applicant. The University shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his services shall be terminated.
- 36) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates. In case of any dispute arising out of such a situation, the decision of the University shall be final and binding on the applicant.
- 37) The possession of prescribed essential qualification does not entitle a candidate to be called for an interview. The decision of the University in all matters relating to acceptance or rejection of an application, eligibility/ suitability of the candidates, or the criteria for selection, etc. will be final and binding on the candidates. No query or correspondence will be entertained in this regard.
- 38) Canvassing in any form on behalf of any candidate will disqualify the candidature.
- 39) The University reserves the right not to fill any of the vacancies advertised, if circumstance so warrant, without assigning any reason thereof
- 40) Any changes/ corrigendum/ amendments/ updation/ cancellation notice related to the recruitment process shall be published on official website of Dr. B. R. Ambedkar National Law University, Sonapat only and not in the newspapers. Therefore, candidates are advised to check the University Website regularly.
- 41) Information uploaded on the University Website shall not be provided to the candidate under RTI Act, 2005. The uploaded information on the University Website shall remain for a specific period only. Therefore, the candidates are advised to download the information and keep them for future reference. During the recruitment process, neither any application under RTI Act, 2005 shall be entertained nor information shall be provided. Factual information under RTI Act shall be provided only after declaration of final result and completion of the entire recruitment process of this notification subject to condition. Reply shall not be provided for any inferential or speculative question.



- 42) All original documents in support of the claims should be produced for verification at the time of interview if called for.
- 43) Candidates applying for the post of Professor and Associate Professor shall necessarily upload Best Ten & Best Seven full length research papers respectively.
- 44) The candidates who have passed the qualifying exam master's degree from the University and that is included in the latest list of fake Universities, declared by UGC, shall be considered eligible only on production of valid certificate from the concerned University.
- 45) Those PwBD Candidates who are blind/low vision or affected by cerebral palsy with locomotor impairment and whose writing speed is affected can use the scribe provided by the university during the written test. In all such cases where a scribe is used, the following rules will apply: (i) Ensure that you are eligible to use a scribe as per the Government of India rules governing the recruitment of Physically Challenged persons, (ii) The academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria, (iii) Such candidate who is eligible to use scribe and uses a scribe shall be eligible for extra time of 20 minutes for every hour to the examination, (iv) Visually Handicapped candidates under Blind/Low Vision who use Scribe may skip the questions based on Graph and Table in Quantitative Aptitude Test. The candidates will be awarded marks for these questions based on the overall average obtained in other question of this test, (v) The candidate desirous of scribe shall inform the university in advance for the same.
- 46) After submitting the form successfully, a pdf of the complete application form along with testimonials/document will be generated. Candidate has to submit the print out of the pdf file in the office of "***The Assistant Registrar (Establishment), Dr. B. R. Ambedkar National Law University, Plot No. 05, Rajiv Gandhi Education City, Sonapat in person or by Regd/speed post within seven days (i.e. upto 26.10.2022; 04:00 P.M.) of the last date of the application.*** In case of any deviation between soft-copy and hard copy, the conflict will be resolved in favor of soft copy. ***The University shall not be responsible for any postal/Courier delay. Application form received after due date/last date or incomplete applications shall not be entertained.***
- 47) All disputes pertaining to the recruitment of these posts shall fall within the jurisdiction of Sonapat Court only.



**Minimum eligibility Qualification for the post of Professor meant for post code (01/09):**

- (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality actively engaged in research with evidence of published work with a minimum of 10 publications in Refereed Journals.
- (ii) The Ph.D. Degree shall be a mandatory qualification for the appointment of Professor through direct recruitment.
- (iii) A minimum of ten years of teaching experience in University/College, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iv) Contribution to educational innovation, design of new curricula and courses, and technology –mediated teaching learning process.
- (v) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS).

OR

An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant disciplines, to be substantiated by credentials.

The period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. degree simultaneously without taking any kind of leave will be counted as Teaching Experience for the post of Associate Professor and Professor.



## Annexure-II

### Minimum eligibility Qualification for the post of Associate Professor meant for post code (02/09):

- (i) Good academic record with a Ph.D. Degree in the concerned / allied / relevant disciplines.
- (ii) The Ph.D. Degree shall be mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.
- (iii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- (iv) A minimum of eight years of experience of teaching and / or research in an academic / research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution / Industry excluding the period of Ph.D. research with evidence of published work and a minimum of 7 publications as books and / or research papers in refereed journals only / policy papers.
- (v) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- (vi) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS).

The period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. degree simultaneously without taking any kind of leave will be counted as Teaching Experience for the post of Associate Professor and Professor.



### Annexure-III

#### **Minimum eligibility Qualification for the post of Assistant Professor meant for post code (03/09-08/09):**

- A) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- B) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- C) Notwithstanding anything contained in sub-clause (A) and (B) the candidates who are or have been awarded Ph.D Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009 shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges/Institutions.
- D) NET/SLET/SET shall also not be required for such Masters Programmes in discipline for which NET/SLET/SET is not conducted.
- E) A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- F) A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.
- G) Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.
- H) The candidates registered for Ph.D Programme prior to July 11, 2009 shall also be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges subject to the fulfillment of the following conditions:
- Ph.D degree of the candidate awarded in regular mode only;
  - Evaluation of the Ph.D thesis by at least two external examiners;
  - Open Ph.D viva voce of the candidate had been conducted;
  - Candidates has published two research papers from his/her Ph.D work out of which at least one must be in a refereed journal;
  - Candidate has made at least two presentations in conference/seminars, based on his/her Ph.D work.
- “(i) to (v) as above are to be certified by the Vice-Chancellor/ Pro-Vice-Chancellor/ Dean, (Academic Affairs)/Dean, (Research & Development).”

#### Note:

- Master's Degree and NET/SET/SLET shall be in concerned subject only.
- Ph.D. in concerned subject only shall be considered for eligibility condition in case of Non-NET/ Non-SLET/ Non-SET candidates.



<b>Modalities for Selection of Assistant Professor</b>		
<b>Selection Committee Criteria/Weightages (Total 100)</b>		
1.	Academic Record and Research Performance (50%)	
	Academic Record (40 %)	Research Performance (10 %)
2.	Assessment of Domain Knowledge and Teaching skills (30%)	
	Domain Knowledge (20 %)	Teaching Skills (5 %)
3.	Teaching Experience (Regular/Contractual) after acquiring eligibility.	05 (01 for every completed year)
4.	Interview Performance (20%)	
<b>Total</b>	<b>100%</b>	
Criteria for Assessment of Academic Record/Background	Formula for marks	Max marks (40)
10 <sup>th</sup> or equivalent	(% of marks-70) X 0.2	6*
12 <sup>th</sup> or equivalent	(% of marks-65) X 0.1714	6*
Graduation	(% of marks-60) X 0.15	6*
Post-graduation (in the subject of eligibility)	(% of marks-55) X 0.1556	7*
Gold Medal in qualifying exam	---	5
MPhil	5	10
PhD with NET/SET/SLET	10 (No marks only for PhD or only for NET/SET/SLET)	
Criteria for assessment of Research Performance by Selection Committee	Quality of research publications-quality of journal (Scopus/SCI etc.), impact factor (Clarivate), Citations etc. Applicant shall be required to submit maximum 5 best publications alongwith proof of Indexing/ citation etc.	
Criteria for assessment of domain knowledge	Domain knowledge test and/ or Assessment by Selection committee through interaction	
Criteria for assessment of Teaching Skills	5-10 minutes presentation before Selection Committee. Assessment on the basis of communication, expression, confidence and response to queries	
Criteria for assessment during Interview	Performance in the interview shall be judged on the basis of subject knowledge, communication skills, confidence, creative and analytical thinking, quality of responses, knowledge of ICT tools, etc. and over all personality in an aggregate manner.	
Criteria for short listing of Candidates for consideration before selection committee	Top 15 candidates will be shortlisted against one post and additional 5 for every additional post based on the total merit points of Academic record/ and or Domain Knowledge. In case Domain Knowledge test is conducted, it will be mandatory to score minimum 40 % marks in it for consideration of candidature.	
Criteria for selection committee meeting and decision	1. Selection Committee meeting will be held only if three eligible candidates apply for the post. 2. The decision of Selection committee shall be final and binding regarding suitability of a candidate for the post. Merely having merit points will not bestow any right of appointment to a candidate.	

\* Subject to minimum zero.



**Annexure-V**

<b>Modalities for Selection of Associate Professor (Stage 4)/ Professor (Stage 5)</b>				
<b>Minimum API Score</b>	<b>Associate Professor (Stage 4)</b>		<b>Professor (Stage 5)</b>	
	Minimum qualification and Consolidated API Score requirement of 300 points from Category 3 of APIs		Minimum qualification and Consolidated API Score requirement of 400 points from Category 3 of APIs	
<b>Selection Committee Criteria/ Weightages (Total 100)</b>				
1.	Academic Background (20%)		Academic Background (20%)	
2.	Research Performance based on API score and quality of publications (40%)		Research Performance based on API score and quality of publications (40%)	
3.	Assessment of Domain Knowledge and Teaching skills (20%)		Assessment of Domain Knowledge and Teaching skills (20%)	
	Domain Knowledge (15 %)	Teaching skills (5 %)	Domain Knowledge (15 %)	Teaching skills (5 %)
4.	Interview Performance (20%)		Interview Performance (20%)	
<b>Total</b>	<b>100%</b>		<b>100%</b>	
<b>Criteria for Assessment of Academic Background Merit Points (ABMP)</b>	<b>Associate Professor (Stage 4)</b>		<b>Professor (Stage 5)</b>	
	Formula for marks	Max marks (20)	Formula for marks	Max marks (20)
10 <sup>th</sup> or equivalent	(% of marks-60) X 0.1	4*	(% of marks-60) X 0.1	4*
12 <sup>th</sup> or equivalent	(% of marks-60) X 0.1	4*	(% of marks-60) X 0.1	4*
Graduation	(% of marks-60) X 0.125	5*	(% of marks-60) X 0.125	5*
Post-graduation (in the subject of eligibility)	(% of marks-55) X 0.156	7*	(% of marks-55) X 0.156	7*
M.Phil	-	Nil	-	Nil
Ph.d with NET/SET/SLET	-	Nil	-	Nil
<b>Criteria for assessment of Research Performance by Selection Committee</b>	API Score over and above minimum API score of 300 and quality of research publications- quality of journal (Scopus/SCI etc.), impact factor (Clarivate), Citations etc. Applicant shall be required to submit maximum 7 best publications along with proof of Indexing/ citation etc.		API Score over and above minimum API score of 400 and quality of research publications- quality of journal (Scopus/SCI etc.), impact factor (Clarivate), Citations etc. Applicants shall be required to submit a maximum of 10 best publications along with proof of Indexing/ citation etc.	
<b>Criteria for assessment of domain knowledge</b>	Assessment by Selection committee through interaction and/or presentation		Assessment by Selection committee through interaction and/or presentation	





<b>Criteria for assessment of Teaching Skills</b>	5-10 minutes presentation before Selection Committee. Assessment on the basis of communication, expression, confidence and response to queries	5-10 minutes presentation before Selection Committee. Assessment on the basis of communication, expression, confidence and response to queries
<b>Criteria for assessment during Interview</b>	Performance in the interview shall be judged on the basis of subject knowledge, communication skills, confidence, creative and analytical thinking, quality of responses, knowledge of ICT tools, etc. and overall personality in an aggregate manner.	Performance in the interview shall be judged on the basis of subject knowledge, communication skills, confidence, creative and analytical thinking, quality of responses, knowledge of ICT tools, etc. and overall personality in an aggregate manner.
<b>Criteria for short listing of Candidates for consideration before selection committee</b>	Top 15 candidates will be shortlisted against one post & additional 5 for every additional post based on Total Merit Points (TMP) calculated as under: TMP = ABMP + ((API - 300)/10)# #Subject to maximum 40.	Top 15 candidates will be shortlisted against one post & additional 5 for every additional post based on Total Merit Points (TMP) calculated as under: TMP = ABMP + ((API - 400)/10)# #Subject to maximum 40.
<b>Criteria for selection committee meeting and decision</b>	<ol style="list-style-type: none"> <li>1. Selection Committee meetings will be held only if three eligible candidates apply for the post.</li> <li>2. The decision of the Selection committee shall be final and binding regarding suitability of a candidate for the post. Merely having merit points will not bestow any right of appointment to a candidate.</li> </ol>	

\* Subject to minimum zero.



ANNEXURE-VI

SN	APIs	Faculties of Law and Social Sciences (Post code- 01/09, 02/09,03/09,04/09,05/09,06/09,07/09 & 08/09)	API Score Allotted
1	Research Papers* published in:	Refereed Journals with impact factor above 5	45/publication
		Refereed Journals with impact factor above 2 and below 5	35/publication
		Refereed Journals with impact factor above 1 and below 2	30/publication
		Refereed Journals with impact factor less than 1	20/publication
		Refereed and Indexed Journals	20/publication
		Refereed Journals	15/publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers	10/publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	10/publication
2	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers	50 /sole author/ each author (book) and 10 each chapter* in an edited book
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ISSN number	25 /sole author/ each author (book) and 5 each chapter* in an edited book
		Subject Books by Other local publishers with ISBN/ISSN numbers	15 /sole author/each author (book) and 3 each chapter* in an edited book
		Chapters contributed to edited knowledge based volumes published by International Publishers	10/Chapter*
		Monographs published without ISBN/ISSN numbers/ edited conference proceedings/ refresher course proceedings/ business games/case studies, etc.	10 points each*
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5/Chapter*
		<b>Research Projects</b>	
3 (i)	Sponsored Projects carried out/ongoing	(a) Major Projects amount mobilized with grants above Rs. 5.0 lakhs	20/ Project per year of operation
		(b) Major Projects amount mobilized with grants above Rs. 3.0 lakhs up to Rs. 5.00 lakhs	15/ Project per year of operation
		(c) Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10/ Project per year of operation
3 (ii)	Consultancy Projects carried out/ongoing	Amount Mobilized with minimum of Rs. 2.00 lakh	10 per every Rs. 10 lakhs and Rs. 2 lakhs, respectively
		Amount mobilized between Rs. 10000/- and Rs. 2.00 lakh	5 for < Rs. 10 lakhs and <Rs.2 lakhs, respectively
3(iii)	Completed projects Quality Evaluation	Completed project Report (submitted through University/ institute)	20/ each major project and 10/ each minor project
3(iv)	Projects Outcome/Outputs	Major Policy document of Govt. Bodies at Central and State level	30/ each national level output; 50/ each for international level



<b>Research Guidance</b>			
4(i)	M.Phil./LL.M./ Master Degree (with dissertation or Project Work)	Degree awarded only	3/each candidate
4(ii)	Ph.D.	Degree awarded	10/each candidate
		i) Thesis submitted	7/each candidate
		ii) Thesis evaluated of other Universities	5/ each candidate
		iii) Viva-voce conducted of other Universities	3/ each candidate
		Students registered for Ph.D. (after pre-registration seminar)	3/ each candidate/ year
<b>Training Courses And Conference/ Seminar/ Symposium/ Workshop Papers</b>			
5(i)	Refresher courses, Methodology workshops, Training, Teaching- Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	20/each
		(b) One week duration	10/each
		(c) Less than one week duration	5/each
5(ii)	Papers in Conferences/ Seminars/ Symposia/ Workshops etc.**	Participation and Presentation of research papers (oral/poster) in	
		a) International	10/each
		b) National	7.5/each
		c) Regional/State level	5/each
		d) Local – University/ College level	3/each
5(iii)	Invited lectures/ presentations sessions chaired at conferences/ seminars/workshops/ symposia	a) International/ Foreign	10/each
		b) National	7.5/each
		c) Regional/ State level	5/each
		d) Local- University/ College level	3/each
5(iv)	Academic Contribution through organization of Refresher Courses/ Conferences/Semina rs/Symposia/Worksh ops etc.	As a member of the organizing committee or the Advisory Committee	
		a) International	10/each
		b) National	7.5/each
		c) Regional/ State level	5/each
5(v)	Academic Contribution through participation in quality/enhancement / sustenance efforts.	Member of University Court/ Executive Council/ Academic Council/IQAC/ IAEC/Human Ethics Committee/ High Powered Purchase Committee/ GSCASH/house allotment committee/ NAAC committee/ Health advisory Committee /UG or PG Board - of Studies (of any university or institute) /RDC of other universities/ Governing body of college(s) or institute(s)/ inspection committee(s) etc.	minimum 7 points each or 7 points each/year



### **Guidelines for the Assessment of Research contributions for the publications**

\* In case of joint publications, the first author/supervisor(s)/corresponding author(s) will get 60% each and the remaining authors will get 40% each of the total API score for the publication.

\*\* API Score for 5 (ii) will be claimed solely by the author who participated and presented the paper (oral/poster). However, if a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication 1 and not under presentation 5 (ii).

#### **General Guidelines for filling of API**

1. Applicants shall not claim the benefit of the same work at multiple places.
2. The publications shall be in good quality journals and any reference of predatory, mirror or other dubious journals shall be strictly avoided.
3. Valid impact factor (Clarivate Analytics) shall be used for claims of API.
4. In case of plagiarism in submitted publications, applicants shall be solely responsible.
5. Candidates shall be personally liable for any wrong, incomplete or manipulated information on API.
6. Every claim shall be backed by documentary proof.



## Annexure-VII

(For the candidates who registered for Ph.D. Programme prior to July 11, 2009)

### CERTIFICATE

Certified that Dr. \_\_\_\_\_ son/daughter of  
Sh. \_\_\_\_\_ Regn. No. \_\_\_\_\_ has been awarded Ph.D Degree vide Notification  
No. \_\_\_\_\_ Dated \_\_\_\_\_.

He/She has fulfilled the following conditions prescribed by the U.G.C. under point 3 of U.G.C. notification dated 11.07.2016, published in the Gazette of India, New Delhi on 11.07.2016: -

- 1) Ph.D. degree of the candidate awarded in regular mode only;
- 2) Evaluation of the Ph.D. thesis by at least two external examiners;
- 3) Open Ph.D. viva-voce of the candidates had been conducted;
- 4) Candidate has published two research papers from his/her Ph.D work out of which at least one must be in a referred journal;
- 5) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D work.

Authorized Signatory\*  
of the Concerned University

\*Vice-Chancellor/ Pro-Vice-Chancellor/ Dean, (Academic Affairs)/Dean, (Research & Development).



## Annexure-VIII

(For the candidates who registered for Ph.D. Programme on or after July 11, 2009)

### CERTIFICATE

This is to certify that \_\_\_\_\_ S/D/o \_\_\_\_\_ with Regn. No. \_\_\_\_\_ has been awarded the Degree of Ph.D. on \_\_\_\_\_ in the subject of \_\_\_\_\_ on fulfillment of the Provision of the UGC (Minimum Standards and Procedure for awards of Ph.D. Degree) Regulations, 2009.

Authorized Signatory  
of the Concerned University



## Annexure-IX

The candidate who have obtained their degrees from Singhania University (Rajasthan), EIILM University (Sikkim), Manav Bharti University (Himachal Pradesh), Vinayaka Mission University (Sikkim), Global Open University (Nagaland) and Vinayaka Mission University, Salem, Tamilnadu and want to claim the benefit of his/her degree are required to submit a certificate from their Universities, in addition to Annexure titled “For the candidates who registered for Ph.D. Programme prior to July 11, 2009” or Annexure titled “For the candidates who registered for Ph.D. Programme on or after July 11, 2009” whichever is applicable.

### **Certificate in respect to Ph.D. from main campus and supervisor eligibility as per UGC norms**

#### **CERTIFICATE**

This is to certify that Sh./Ms. \_\_\_\_\_ S/D/O of Sh. \_\_\_\_\_ has completed his/her \_\_\_\_\_ degree through the main campus of the \_\_\_\_\_ (Name of the University) \_\_\_\_\_ at regular mode with the approval of the Statutory Bodies/Councils, wherever it is required.

Further, in case of M.Phil/Ph.D. degrees, this is to certify that the University has allocated the supervisor from amongst the regular faculty members in a department or its affiliated PG College/Institutes depending on the number of students per faculty members, the available specialization among the faculty supervisor and the research interest of the student.

Authorized Signatory  
of the Concerned University



**Annexure-X**

**BACKWARD CLASS CERTIFICATE (BLOCK 'A' or 'B')**

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of Village/Town \_\_\_\_\_ Tehsil \_\_\_\_\_ Distt. \_\_\_\_\_ of the State/Union Territory \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste, which has been notified as Backward Class by the Haryana Government and is placed in Block \_\_\_\_\_ (mention Block 'A' or 'B').

This is to certify that he/she does not belong to the person/section (Creamy layer) as per State Govt. letter No. 1170-SW(1)-95 dated 07.06.1995 & No. 213-SW(1)-2010 dated 31.08.2010, No.22/22/2004 3GS-III dated 14.06.2016, No.1282-SW(1) dated 28.08.2018 and No. 512-SW (1) 2021 dated 01.12.2021.

This certificate is being issued to him/her on the basis of verification of Sarpanch/Patwari/Kanungo

Signature with seal of issuing Authority

Full Name.....

Designation .....

Address with Telephone No. With  
code.....

Sr. No.:.....

Place :.....

Dated :.....

Issuing Authority: Tehsildar or Naib Tehsildar  
Head of Department in case of Govt. employees





**NO OBJECTION CERTIFICATE**

To

The Registrar,  
Dr. B.R. Ambedkar National Law University,  
Sonipat.

This letter is in reference to Mr/Ms/Mrs. <Candidate Name> who has been an employee at <Organization Name> in the capacity of <Designation> w.e.f. < date of joining>. Undersigned has no objection if he/she applies for the post of <Name of the post> as per <Advertisement Number> at DBRANLU, Sonipat and he/she will be relieved from the job in case of selection.

Contact for any inquiries.

Sincerely,

[Signature]

[Name of Head of Department]

[Organization Address]

[Contact Number]



## Annexure - XII

### Criteria for Good Academic Record

(1) For determining good academic record, a candidate should either have average of 55% marks in two of the three examinations (not below Matric or equivalent) prior to Master's degree or 50% marks in each of these two examinations separately. The following relaxation will however, operate:

Candidates having 55% or above marks in MA/M.Sc./LLM in the relevant subject and possessing Ph.D. Degree

The criteria of good academic record will not apply at all.

Candidates having 55% or above marks in MA/M.Sc./LLM in the relevant subject and possessing M.Phil degree

Should have 50% marks in one of the lower exams i.e. B.A. Final/Prep/10+2/Matric

OR

Candidates obtaining first class First in the University in the relevant subject in MA/M.Sc./LLM

-----Do-----

(2) Wherever CGPA/OGPA or grading system in a degree/diploma is awarded; equivalent percentage of marks should be indicated in the application form as per norms/conversion formula adopted by the University/Institute concerned. The candidates will have to produce a copy of these norms with respect to his/her University/Institute at the time of verification of documents.

In case a mark sheet shows both grade points and absolute marks; the percentage shall be calculated based on the conversion formula provided by the concerned university/ institute.

(3) L.L.B and Graduation in any stream are the lower examinations for determining Good Academic Record wherever L.L.M and Master Degree in the relevant discipline are the required essential qualifications respectively.



## **Guidelines for Online filling of Application Forms and submission of online Application Fee**

1. Candidates are advised to go through the detailed Important Instructions of Advertisement No. 09/2022 for the various teaching posts available on website of Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) before filling up the Online Application form.
2. Candidates are also advised to check their eligibility before filling up their online application for the post.
3. Candidates are required to apply only through Online Mode. No other means/mode of submission of application will be entertained. The link to fill up online application will remain active up to 11:59 PM of the last date fixed for submission of the online application i.e. 18.10.2022. Candidates are advised to fill up the online application well in advance, without waiting for the last date, to avoid the last minute hassle.
4. Candidates are required to have a valid personal active Email ID as all the information regarding recruitment process will be sent on their recorded Email ID throughout the process. In case a candidate does not have a valid personal Email ID, he/she should create his/her new Email ID before applying online and must maintain that Email account, throughout the selection process. Candidates are advised not to change their Mobilenumber/E-mail ID which they mention at the time of Registration. Candidates are also advised not to give mobile number/Email ID of unknown person/stranger to avoid any future complication. It shall be the responsibility of the candidate to update himself/herself by visiting the website of Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) and by checking his/her email account regularly for important notifications.
5. **Uploading of Color Photographs, signature, left hand thumb impression, educational certificates 10th, 10+2/three year Diploma, Graduation Certificate, Post graduation, other documents pertaining to the Higher Qualification and certificates of reserved Category (if applicable)**

Before starting with the form filling process all Candidates are advised to keep ready all relevant documents i.e. Scanned Colored Photograph, Scanned Signature, scanned Left hand thumb impression, Scanned educational certificates 10th, 10+2/three year Diploma, Graduation Certificate, Post graduation, other documents pertaining to the Higher Qualification and certificates of reserved Category i.e. SC/BCA/BCB/EWS/ESP/ESM/DESM/DFP/PWD (if applicable) strictly according to instructions given below:-



a) **Uploading of Colored PHOTOGRAPH of candidates**

- (i) Four recent Colored Passport Size photographs with White Background are required for filling up of application.
- (ii) For clicking photograph stand against the white background wall and click the photograph in a bright light and it should make sure not to use flash as it will create shadow in the background. Make sure to look straight in the camera in which eyes, ear, head and shoulder are clearly visible in the picture
- (iii) Black & White / Polaroid photographs are NOT acceptable.
- (iv) Photograph MUST be taken recently and should not be taken more than two months before the start of Online Registration.
- (v) Scan the photograph and before scanning the photograph candidates should ensure that face, eyes, ears of the person in the photograph are clearly visible. It may not blur while enlarging it.
- (vi) Save the scanned image as "Photograph.jpg" and upload the latest passport size colored photograph in the size of 20KB to 100 KB in JPG or JPEG format and upload latest passport size colored photograph.

**Important Note: Applications of those candidates will be rejected whose photograph background is not white.**

b) **Uploading of Signature of candidates :**

- (i) Draw a box having size 6x3 cms (width\*height) on a plain white sheet and put the signature inside the box.
- (ii) Signature should be done with thick point Black/Blue pen only. Signatures having only Initials or CAPITAL letters are not acceptable.
- (iii) Scan the area having signature only not the whole sheet. Scan the signature. It may not blur while enlarging it.
- (iv) Save the scanned image as "Signature jpg" and upload the signatures in the supported format of the JPG or JPEG, Keep the size of the image between 20 KB to 40 KB.

**Important Note: Applications of the candidates will be rejected if the image of the signature is blurred and not in the white background.**



**c) Uploading of Left Hand Thumb impression:**

- (i) Draw a box of size 4 x 3 cms (width \* height) on a plain white sheet.
- (ii) Take a good quality Blue/Black ink stamp pad.
- (iii) Put left hand thumb gently on the stamp pad and role lightly in horizontal manner.

**Note: if the candidate does not have left hand thumb, then put the right hand thumb impression.**

- (iv) The lines of the thumb should be clearly visible in the print.
- (v) Scan the area of white sheet having thumb impression only, not the whole sheet and it is also ensured while scanning shadow of hands does not fall on the Left hand thumb impression.
- (vi) Scan the hand thumb impression. It may not blur while enlarging.
- (vii) Save the image as "Left Hand Thumb Impression.jpg" and upload the thumb impression file in supported format of the JPG or JPEG. Keep the size of the image between 20 KB to 40 KB.

**Important Note: Applications of the candidates will be rejected whose image of Left Hand Thumb impression is found blurred and not in the white background**

**1. Uploading of Colored Photographs, signature, left hand thumb impression, educational certificates 10th, 10+2/three year Diploma, Graduation Certificate, Post graduation, other documents pertaining to the Higher Qualification and certificates of reserved Category (if applicable)**

- (i) All candidates must upload scanned copies of Educational Certificates i.e. 10th , 10+2/three year Diploma/ Graduation Certificate/Post graduation and Certificates of Reserved Category i.e. SC/BCA/BCB/EWS/ESP/ESM/DESM/DFP/PWD (if applicable) strictly according to instructions. Scan the document. It may not blur while enlarging.
- (ii) Save the image as "certificate of 10th .pdf/ certificate of 10+2 .pdf /three year diploma.pdf/ certificate of Graduation.pdf/PG.pdf / certificate of SC/BCA/BCB/EWS/ESM/DESM/DFP/ESP/PWD .pdf " and upload the file in supported format of PDF only. Keep the size of image between 20 KB to 100 KB.

**Note: Uploading of Photograph/ Signature/ Left hand Thumb impression/Documents that are not as per the instructions is the most common reason for rejection of applications.**



## **2. How to apply online:**

**Application shall be filled up in a two-step process as under:**

**Step-1: Filling up of Online Application Form**

**Step-2: Payment of Application Fee (if applicable)**

### **Step-1: Filling up of Online Application Form**

- a) In Step-1, Candidates will have to fill the requisite information like Candidate's Name, Gender, Date of Birth, Category, whether Person is with Disability, Post applied for, Educational Qualification, E-mail Id, Mobile Number, Communication Address, Declaration, etc.
- b) Colored Photograph, Signature, Left hand thumb impression and relevant Educational documents i.e. 10<sup>th</sup>/10+2/Graduation/Post graduation and reserved category certificate (if applicable) are to be up-loaded as per instructions given above at Sr. No. 5 above. Online Application Form will not be Accepted/Registered unless the candidate uploads his/her photograph, signature and relevant documents and reserved category certificate(if applicable) as specified above at Sr. No. 5 above
- c) After uploading, candidates have to preview the uploaded images. Here the candidate is advised to see that, his/her uploaded photograph is clearly visible/ identifiable in the appropriate row and the specimen signature is also visible in appropriate space. If for any reason uploaded images are not up to the mark then the candidate can upload these images again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded images, he/she may proceed further.
- d) If all information entered found correct then click PREVIEW button. When you click PREVIEW button then system asks MODIFY or SUBMIT.
- e) If candidate select Modify then the candidate may review all the filled information before clicking on the declaration. The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later. If a candidate finds that all the filled in information are correct then he/she can select the declaration and click on final SUBMIT button and go to Step 2 or MODIFY.

### **Step-2: Payment of Application Fee**

#### **A. For the candidates Exempted from Application Fee**

- a) Once a candidate clicks on SUBMIT button a Registered Application Form will be generated having unique Registration Number. Candidates are advised to take a print of the Registered Application Form for their record and future references.
- b) Candidates exempted from Application fee will get a Registration Number as confirmation through SMS and/or E-mail, which can be used along with combination of Date of Birth to print the Registered Application Form. Thus the process for registration of Candidates exempted from



- c) Application Fee gets completed. In case the candidate is not able to take the printout of the Registered Application Form and also does not receive SMS and/or Email indicating Registration Number, the candidate can download / access the same by link “Click here to Print/Reprint Registered Application Form / To make the Payment of Application Fee if earlier attempt was not successful (Re login)”

**B. For the candidates who have to pay Application Fee**

- a) Once a candidate clicks on SUBMIT button a page will open having some important instructions for payment, and a Link to make payment of application fee. Candidates may please note that unless they make the payment of Application Fee, their application will be treated as **INCOMPLETE**. Candidates who want to pay at later stage can keep the Payment Reference Number. Unique Payment Reference Number and personal details of the candidates shall be required for payment in order to complete his/her Registration.
- b) Once a candidate clicks on button for making the payment, the Site will redirect him/her to Payment Site.
- c) There are various options available for payment viz. *Net Banking, Debit Card and Credit Cards*.
- d) If the Payment status is success, a Registered Application Form will be generated having unique Registration Number. Candidates are advised to take a two print of the Registered Application Form for their record and future references.
- e) Thus the Step-2 of the application process gets completed. The Registration number so generated along with Date of Birth can also be used for downloading the Admit Card which shall also be notified on the Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) .
- f) In case the candidate is not able to take the printout of the Registered Application Form and also does not receive Email indicating Registration Number, the candidate can download /access the same by link “Click here to Print/Reprint Registered Application Form / To make the Payment of Application Fee if earlier attempt was not successful (Re login)” given on the website.
- g) Cheques, Money Orders, Postal Orders, Pay Orders, Banker’s Cheques, Postal Stamps, Demand Drafts etc., will not be accepted, towards application fee.

**Note :**

**CANDIDATE SHOULD NOTE THAT IN CASE STATUS OF PAYMENT SHOWN BY BANK IS NOT “SUCCESS” FOR THEIR TRANSACTION, i.e. STATUS OF PAYMENT SHOWN BY BANK IS “PENDING”, “FAILURE”, “REJECTED” OR ANY OTHER TECHNICAL ISSUE, THEN IT IS THE RESPONSIBILITY OF CANDIDATE TO ENSURE THAT PAYMENT MADE TO DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY IS SUCCESSFUL WITHIN DUE DATE. INCASE TRANSACTION IS REVERSED BY BANK TO CANDIDATE OR CANCELLED AND PAYMENT IS NOT RECEIVED BY DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY WITHIN DUE DATE, THE CANDIDATURE SHALL BE SUMMARILY CANCELLED.**



3. Any person trying to upload irrelevant photographs or any other material would be proceeded against as per law. IP address of the computer system accessing the online application form shall be noted for security purposes.
4. **E-ADMIT CARD:** E-Admit Cards of provisionally eligible candidates will be uploaded on the website of Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) . Candidates will also receive Emails in this regard. The candidates are to download and get print out of their E-Admit Cards by visiting the website of Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) by entering their registration ID and date of birth. Admit Cards shall not be sent by post. Mere issuance of provisional E-Admit Card does not imply that candidate has fulfilled all the eligibility conditions given in the advertisement and application is subject to subsequent scrutiny and the application can be rejected, if the candidates are found ineligible at any point of time.
5. Candidates are advised to visit the website of Dr. B.R. Ambedkar National Law University i.e. [www.dbranlu.ac.in](http://www.dbranlu.ac.in) and check their E-Mail accounts (inbox as well as spam box) as well as check message box of mobile number regularly for updates and important information. Unnecessary correspondence with Dr. B.R. Ambedkar National Law University should be avoided.
6. The candidates must check the information before finally submitting the Online Application Form. Candidates will be responsible for any mistake made by them in the online application form and Dr. B.R. Ambedkar National Law University shall not be responsible or liable in any way. Any informationsubmitted by the candidates in their application will bind the candidates personally and if found to be false, they shall be liable for criminal prosecution apart from consequences undercivil law.





## HELPLINE

- In case of any guidance/information/clarification regarding the online filling of the application form and deposit of online fee the candidate can call at **helpline No. 9996802288, Assistant Registrar (Establishment)** on all working days from 10:00 A.M. to 05:00 P.M.