

GOVERNMENT OF ASSAM  
OFFICE OF THE **DIRECTOR OF HIGHER EDUCATION, ASSAM**  
**KAHILIPARA, GUWAHATI-19.**

No.DHE/CE/Misc/49/2021/Pt/5

Dated Kahilipara, the 09<sup>th</sup> February'2022.

From: Shri Dharma Kanta Mili, ACS,  
Director of Higher Education, Assam  
Kahilipara, Guwahati- 19.

To, ✓ The Principal (All)  
PDUAM/ GMC/ Provincialised Colleges.

Sub: **Regarding selection of candidate for the post of Assistant Professor/ Librarian against valid sanctioned post(s).**


Ref: Govt. letter No. AHE.06/2022/Pt./4, dated 03-02-2022.

Sir,

In inviting a reference to the subject cited above, I would like to request you to publish advertisement for filling up of vacant sanctioned post of Assistant Professors/Librarians of your college after satisfying the following terms and conditions:

1. Approval of the Roster for filling up the vacant post from the Govt. as well from this Directorate.
2. 38 years as on 1<sup>st</sup> day of the year in which the advertisement is issued with relaxation of 5 years for SC/ST and 3 years for OBC/MOBC and 10 years for PwD candidates. Advertisement must be published in 2(two) widely circulated leading daily News Papers of Assam with clear 15 days time and the whole process of selection of candidates should be completed on or before 45 days, advertisement to appear in college website also.
3. Fulfillment of Educational qualification as per Govt. O.M. No.AHE.239/2021/68, dated 24-01-2022.
4. Reference date for acquiring qualification, Candidate has to acquire qualifications as on the last date for submitting applications. Eligibility like M.Phil/Ph.D/Seminar Paper/Publications can be acquired and submitted on date of interview and not beyond.
5. Governing Body of the concerned college should ascertain that the posts are not subjudiced/personal post and not already withdrawn by the Government.
6. Governing Body of the college should give an undertaking that the concerned sanctioned post (s) has not been previously filled up on falling vacant.
7. The Governing Body of the college should ensure that the post shall be filled up with strict compliance with the provision of the AFRBM Act,2005,existing reservation Act and Rules, Rulings of the Hon'ble Supreme Court as well as order of Hon'ble High Court and in accordance with Service Rules and due procedures established by law and also filling up the vacant post against sanctioned vacant post only.
8. While selecting the candidate, the college authority should strictly follow the Govt. O.M. issued vide No.ASE.626/2021/3, dated 15-12-2021.
9. The college authority is requested to submit the proposal as per the check list enclosed herewith to the DHE latest by 31<sup>st</sup> March, 2022.

Yours faithfully,

✓   
Director of Higher Education, Assam  
**Kahilipara, Guwahati-19.**

Dated Kahilipara, the 09<sup>th</sup> February'2022.

Memo No.DHE/CE/Misc/49/2021/5-A,

Copy to :

1. The Special Commissioner, Higher Education Department, Dispur, Guwahati-06.
2. The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-06.
3. P.S. to the Hon'ble Minister Education, Assam, Dispur, Guwahati-06, for kind appraisal of the Hon'ble Minister Education, Assam.
4. P.S. to the Hon'ble Advisor, Education, Govt. of Assam, Dispur, Guwahati-06.
5. P.S. to the Principal Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-06.

✓  
Director of Higher Education, Assam  
**Kahilipara, Guwahati-19**

**CHECKLIST FOR APPOINTMENT OF ASSISTANT PROFESSOR IN PROVINCIALISED/  
PDUAM/ GOVT. MODEL COLLEGES**

Sl. No.	Nature of Document		Serial No. of the documents
1)	Name of the College		
2)	Name of Post		
3)	Department		
4)	Name of recommended candidate		
5)	Administrative approval No. & date		
6)	Reservation as per approved Roster Register (copy must be enclosed)	Reservation: Roster Point No.:	
7)	Date of Advertisement		
8)	Date of Birth		
9)	Age as on the 1 <sup>st</sup> day of the year in which advertisement issued		
10)	Age Proof		
11)	Caste Certificate (wherever applicable)		
12)	PRC		
13)	NOC (if employed)		
14)	Post against which the appointment is made		
15)	Declaration about Court Case for this post		
16)	Declaration of members of the selection committee about relationship with the candidate		
17)	Mark sheet/ Certificate from HSLC onwards		
18)	Master Degree PC (%) of Marks & Name of University:	PC (%) of Marks: Name of University:	
19)	NET	Date of Passing:	
20)	SLET	Date of Passing:	
21)	Ph.D. Degree	Date of Notification: Name of University:	
22)	M.Phil Degree	Date of Notification: Name of University:	
23)	GB resolution No.& date		
24)	Comparative marking statement		
25)	Individual marking statement		
26)	Consolidated marking statement		
27)	Selection Committee Report	Date:	
28)	Research paper/ Publication		
29)	Certificate of Teaching experience (if any)		
30)	NCC certificate (if any)		
31)	Certificate of Gold Medal (if any)		
32)	Certificate of representing Assam in any Olympic Sports event at the National Level (if any)		