Circular

Written Test for the recruitment for the post of assistant registrar and deputy registrar

The list of eligible and not eligible candidates, who has applied for the university post of deputy registrar and assistant registrar, for the written test is displayed on university website(www.gtu.ac.in). The university is also in the process of informing candidates through SMS, telephone/mobile phone and also by speed post. All eligible candidates whose names are displayed on the university website are informed to appear for written test even if they do not receive a call letter by a speed post or by any other means of communication. The written test of the eligible candidates to be short listed for the interview for the post of Deputy Registrar and Assistant Registrar will be held on 15th April 2012 as per the following schedule:

Sr. No	Post	Time	Test center
1.	Deputy Registrar	11.am onwards	L. D. Engineering College, Navrangpura, Ahmedabad-15
2	Assistant Registrar	1.30pm onwards	

The test will be based upon the following topics:

- English communication skill
- Computer literacy
- General perception and administrative knowledge.

✓   **For Assistant Registrar post**, the OMR based Multiple Choice Questions test shall be conducted based upon the above topics

✓   **For Deputy Registrar post**, the OMR based Multiple Choice Questions as well as a subjective question (regarding draft making/report writing etc.) test shall be conducted based upon the above topics. The subjective portion shall be written by candidates on the blank side of the OMR sheet.

Other Important Instructions :

1. Eligible candidates are informed to exam center 30 minutes before the start of the test.
2. Mobile phone, i-pad, calculator or any other device or material etc.. which leads to unfair means is not allowed to be carry in an exam hall.
3. Entry to candidate in an exam hall is strictly based upon the hall ticket which is to be downloaded from GTU website: www.gtu.ac.in.

4. Any valid photo identity proof such as driving licence, PAN card etc. along with a copy of it is also required to be carry in the exam hall.

5. Black or blue ball point pen is to be used for answering both the type of questions.

Actg. Registrar