

STEP 1 of 4

INSTRUCTION FOR FILLING ONLINE APPLICATION FOR ACADEMIC ARRANGEMENT 2019-20

1. Go through the Advertisement Notice No DC/HE/ADV/AA/JD/2019/001 Dt: 01-06-2019 issued by Director Colleges Higher Education Department, Govt. of Jammu & Kashmir for engagement of eligible candidates on Academic Arrangement in the Govt. Degree Colleges of Jammu Division for the Session 2019-20.

2. The last date for online submission of Application Form is 20th June 2019.

3. Bring the photocopy of the following documents along with print of online application form at the time of subject verification schedule to be notified on college website.

i. State Subject.

ii. UG Marks List.

iii. PG Marks List.

iv. Experience Certificate only from Govt. Colleges/State Universities of J&K State.

v. Category/Physically Handicapped certificate, if any.

vi. M.Phil Degree Certificate.

vii. Ph.D. Degree Certificate.

viii. NET/SLET/SET Certificate.

ix. Bonafide certificate, wherever required.

x. Online certificate courses, if any

4. No experience certificates from 10+2 level/private colleges will be entertained.

5. Candidates having PG degree from outside J&K state except IGNOU, MANUU, DOEACC are required to bring bonafide certificate from their respective Universities at the time of counselling, otherwise such degrees will not be considered/entertained.

6. Wrong information submitted by candidate will automatically cancel his/her candidature.

7. Candidates are advised to give that mobile no. which should be functional 24X7 hrs and throughout 365 days.

8. Candidates having marks in CGPA shall bring a conversion certificate (from CGPA to percentage) from concerned University at the time of physical verification schedule.

9. Candidates are advised to bring all original documents for verification purpose at the time of physical verification schedule.

10. Visit <http://www.ggmsciencecollege.in/> and click Academic Arrangement link and choose the subject and specialization (wherever applicable), post etc. Verify the details and follow all the instructions. Rectify all errors appearing across data fields in red.

11. Press “preview” button appearing at the bottom of the page before submission. Your complete form will appear on the screen. You can make the Payment after saving the application

Once your Payment is successful please Submit your application for Final Submission after reviewing the form.

12. On pressing “submit” a message “Your form is successfully submitted....” will appear on your screen. Successful submission will be acknowledged on your E-mail ID also. After submitting the form candidate will not be allowed to edit his/her application form

13. After last date of submission of application Form, candidate has to physically show his presence at GGM Science College Jammu along with print of application form with the photocopy of all required documents at the time of subject wise schedule for verification of documents.

14. For schedule of subject wise verification of documents & other updation all candidates are requested to visit college website regularly.

15. Candidates applying for the above subjects do not have the right of engagement in any college for the session 2019-20 unless Nodal office, Jammu receives any requirement for these subjects

16. Candidates are advised not to bring an affidavit during the time of verification of their documents at GGM Sc. College Jammu (as wrongly mentioned in Advt. notice) but affidavit is to be submitted by candidate at the time of joining at his/her allotment of College.