मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

A Central University under Ministry of Education
Government of India

EMPLOYMENT NOTIFICATION NO.74/2026

DATED: 17.11.2026

INFORMATION BOOKLET (TEACHING POSTS)

Activation of online link for submission of application: 17.11.2026

Last date for submission of online application: 01.12.2026

Last date for receipt of hard copy of online application: 07.12.2026

Information Booklet in respect of Teaching posts notified vide Employment Notification No.74/2026 dated 17.11.2026

The Maulana Azad National Urdu University (MANUU) is a Central University, established through the Maulana Azad National Urdu University Act, 1996 (Act of Parliament No.2 of 1997) with All India Jurisdiction. The objective of the MANUU is to promote and develop Urdu language and to impart vocational and technical education in Urdu medium through conventional teaching and distance education system. The Main Campus of MANUU is located at Gachibowli, Hyderabad with Satellite campuses, Colleges of Teacher Education (CTEs), Polytechnics, ITIs and Regional Offices/Sub-Regional Offices of Centre for Distance and Online Education across the country. The University invites applications for the following Teaching posts:

Note: Urdu qualification is essential as per our requirement. However, SC/ST candidates may refer to Clause - 3 of General Information at Page No.08

(1) School of Education & Training, Hyderabad and Colleges of Teacher Education (CTEs)*

Post Code	Name of the Post	No. of posts	Category
01	Professor - Education	02	ST
02	Assistant Professor - Education	01	OBC-NCL

* Located at Asansol (West Bengal), Aurangabad (Maharashtra), Bhopal (Madhya Pradesh), Bidar (Karnataka), Darbhanga (Bihar), Sambhal (Uttar Pradesh), Nuh (Haryana) & Srinagar (J&K).

(2) Departments under the School of Sciences & School of Languages, Linguistics & Indology:

Post Code	Name of the Post	Department	No. of posts & category
03	Professor	Botany	01 (UR)*
04	Professor	B.Voc. (MIT)	01 (OBC-NCL)
05	Associate Professor	B.Voc. (MLT)	01 (ST)
06	Associate Professor	Linguistics (Dept. of English)	01 (OBC-NCL)

* Subject to approval of the Executive Council.

(3) Centre for Distance and Online Education (CDOE)

Post Code	Name of the Post	Subject	No. of posts & category
07	Assistant Professor	Education	01 (SC)

(4) Polytechnics (located at Hyderabad, Bangaluru, Darbhanga, Kadapa {AP} & Cuttack {Odisha})

Post Code	Name of the post	Specialization	No. of posts & category
08	Head of the Department (HoD)	Electronics and Electrical Engineering	01 (OBC-NCL)

Abbreviations: UR=Unreserved; SC=Scheduled Caste; ST=Scheduled Tribe; OBC=Other Backward Classes; EWS-Economically Weaker Sections, PWD – Persons with Disabilities.

Note: Out of two (02) Associate Professor's posts, one post is reserved for Persons with Disabilities.

Pay Scales: Professors ₹ 1,44,200-2,18,200/- (Academic Level 14), Associate Professors ₹ 1,31,400-2,17,100/- (Academic Level 13A), Head of the Department (HoD) ₹ 1,31,400-2,17,100/- (Academic Level 13A1), Assistant Professors ₹ 57,700-1,82,400 (Academic Level-10)

DETAILS OF ESSENTIAL QUALIFICATIONS, EXPERIENCE, ETC.

(1) School of Education & Training, Hyderabad and Colleges of Teacher Education (CTEs)

PROFESSOR - EDUCATION

(i) Postgraduate degree with minimum 55% marks in the discipline relevant to the area of specialization.

(ii) Postgraduate degree in Education (M.Ed/M.A. Education) with minimum 55% marks.

(iii) An eminent scholar having a Ph.D. Degree in Education or in the discipline relevant to the area of specialization and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

(iv) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

(v) **Knowledge of Urdu:**
As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

ASSISTANT PROFESSOR- EDUCATION & ASSISTANT PROFESSOR-EDUCATION (CDOE)

A. (i) Postgraduate degree with minimum 55% marks in the discipline relevant to the area of specialization.

(ii) Postgraduate degree in Education (M.Ed/M.A. Education) with minimum 55% marks.

(iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET.

(iv) Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges/Institutions subject to the fulfillment of the following conditions :-

a) The Ph.D. degree of the candidate has been awarded in a regular mode;
b) The Ph.D. thesis has been evaluated by at least two external examiners;
c) An open Ph.D. viva voce of the candidate has been conducted;
d) The candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;

e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC / ICSSR/ CSIR or any similar agency.

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

OR

B. The Ph.D degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: The Academic score as specified in Appendix II (Table 3A) for Universities in UGC Regulations, 2018, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

C. **Knowledge of Urdu:**
As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

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(2) Departments under School of Sciences and School of Languages, Linguistics & Indology:

PROFESSOR: BOTANY

A. (i) An eminent scholar having a Ph.D. degree 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 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

(ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

C. **Knowledge of Urdu:**
As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

PROFESSOR (B.Voc. / M.Voc.) - MIT

I. For Medical candidates.

M.C.I./ N.M.C. norms:

i) M.D. in Radiology / Radiotherapy / Nuclear Medicine. Preferably Ph.D. in related field.

ii) 08 years of teaching and research working experience in Medical College / Hospitals / Diagnostic Centre or related sectors.

OR

i. M.Sc. - Medical Imaging (Two years course) with 10 years of teaching experience in relevant field.

II. For Non-Medical candidates.

M.Sc. in Radiotherapy / Nuclear Medicine / Radiation Physics / Master in Medical Imaging Technology.

UGC Norms:

A. (i) An eminent scholar having a Ph.D. degree 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 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

(ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

III. Knowledge of Urdu:

As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

ASSOCIATE PROFESSOR: LINGUISTICS (DEPT. OF ENGLISH)

(i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.

(ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).

(iii) 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 with a minimum of 07 publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

Desirable: Research & Publications in the field of Linguistics shall be required.

Note: The candidates with Master degree in Linguistics / English can apply only.

(iv) **Knowledge of Urdu:**
As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

ASSOCIATE PROFESSOR (B.Voc./ M.Voc.) - MLT

I. For Medical candidates

M.C.I./ N.M.C. norms:

i. M.D. in Anatomy, Physiology, Biochemistry, Microbiology, Pathology, Hematology, Blood Transfusion. Preferably Ph.D. in related field.

ii. 5 years of experience in teaching, research and working experience in Medical College / Hospital or Diagnostic Centre or related sectors.

OR

M.Sc. - Medical (three years course) in Anatomy, Physiology, Bio-Chemistry, Microbiology with 06 years teaching experience. Preferably Ph.D. in related field.

II. For Non-Medical candidates.

M.Sc. in Anatomy, Physiology, Biochemistry, Microbiology, Pathology, Master in Medical Lab Technology.

UGC Norms:

(i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.

(ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).

(iii) 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 with a minimum of 07 publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Knowledge of Urdu:

As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

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(3) POLYTECHNICS (LOCATED AT HYDERABAD, BANGALURU, DARBHANGA, KADAPA {AP} & CUTTACK {ODISHA})

Head of the Department (HoD): Electrical and Electronics Engineering:

A. Ph. D. in relevant field and First Class at Bachelor's or Master's level in the relevant discipline; minimum of 12 years of experience in Teaching/ Research/ Industry, out of which at least 2 years shall be post Ph.D. experience minimum at the level of Lecturer (Selection Grade-I).

OR

Bachelor's and Master's Degree in relevant discipline with minimum of 15 years of experience in Teaching / Research / Industry, out of which at least 3 years shall be at the level of Lecturer (Selection Grade - II).

B. **Knowledge of Urdu:**
As per Section 4 of the University Act, the medium of instruction in the University is Urdu. Therefore, as a general policy, Urdu shall be compulsory for all the teaching posts. The candidate should either be from Urdu medium School/Madarsa or should have studied Urdu as a subject at X Std. or +2/Intermediate level or UG level or studied Urdu as one of the subject either at X or XII from Central or State Boards recognized by the Govt. of India or Madrasa Boards of State Government or NIOS/State Open Schools recognized by the Govt. of India (Ministry of Education) or UG/PG (Urdu) or Urdu as one of the subjects from any UGC recognized State/Central/Private University.

GENERAL INFORMATION

1. Selected Candidates shall be liable to be posted at Main Campus, Hyderabad or any of the Institutions of the University in the country depending upon the requirements and exigencies of service.
2. The Qualifications as prescribed by the UGC/NCTE/AICTE as the case may be are applicable from time to time. Revisions/Changes/Modifications in the same shall be applicable.
3. **In case of non-availability of Urdu knowing candidates under SC/ST categories as per Section 4 of the University Act, the candidates belongs to SC/ST categories and fulfills the minimum eligibility criteria for short-listing as per UGC/AICTE/NCTE etc., Regulations, but did not possess the requisite Urdu qualification shall be given opportunity to appear for interview. In case of their Selection, they shall be issued an appointment letter with a condition that the confirmation of their services shall be considered only after successfully completing Urdu Certificate of Courses (Level - I & Level - II) offered by MANUU as recommended by the Equivalence Committee and approved by the Executive Council of the University.**
4. **The Candidates possessing Urdu Qualification must produce and enclose the proof of Urdu by highlighting the level of Urdu studied along with the Hardcopy of the application with proper pagination.**
5. 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) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility 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.
6. As per UGC Regulations, 2018, 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 19th September, 1991.
7. Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized University shall also be considered eligible.
8. The candidates who are or have been awarded a Ph.D. degree prior to 11th July, 2009 should enclose a copy of the certificate to the effect that the awarding University has awarded Ph.D. degree as per UGC (Minimum standard and procedure of awards of M.Phil. / Ph.D. degree) Regulation, 2009, 2016 or 2018. The marks sheet regarding completion of course work in Ph.D. should be enclosed, if applicable.
9. In accordance with the UGC Regulations - 2018 and as amended from time to time, applicants applying for the post of Assistant Professor and seeking exemption of NET requirement must submit a certificate in the prescribed format as per Annexure - I & II (as applicable) from the concerned University to the effect that their Ph.D. degree is in compliance with the relevant UGC Regulations for the award of Ph.D. Degree.
10. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed or by any other condition that it may deem fit. The University may constitute Screening Committees to scrutinize the applications and short-list the candidates. Call letters for test / interview will be sent only to the short-listed candidates by email (as provided in the application form). No correspondence will be made with applicants who are not short-listed.

11. Applicants are required to submit the list of publications in the format prescribed and full publications along with the contents page with proper pagination must accompanied with the hardcopy of the application form.

Format for submission of the list of Publications

S#	Title of the Paper	Author(s)	Name of the Journal	ISSN No.	Month & Year of Publication	Volume & Issue No.	Whether Published in UGC approved / UGC - CARE / Scopus / Web of Science list of Journal. If Yes enclose the proof (Mandatory)	Enclosure No.
1.								
2.								
3.								

12. Applicant must note that enclosures / evidence for the score claimed in the online application shall be accepted only until the last date for submission of applications. No enclosures/supporting documents will be accepted after the last date prescribed for receipt of hard copies of the applications.

13. For every score claimed in the application, appropriate self - attested supporting document(s) must be attached with the hard copy of the application. Any entry / claim made in the application without supporting documents as evidence will be summarily rejected resulting in disqualification of the applicant's candidature.

14. The Academic and Research Score calculated in the online form is only indicative to the applicant and subject to verification. It shall be confirmed following due scrutiny by the appropriate committee constituted by the University for the purpose.

15. The assessment shall be based on the evidence produced by the applicant such as copy of publications, project sanction letter, utilization and completion certificate issued by the University and acknowledgement for patent filing and approval letters, students Ph.D. award letters, etc.

16. Copies of the Experience/Service certificates/pay certificates or pay slips as proof of total service till the date of application must be attached with the hard copies of the application, else the service claimed shall not be considered. Experience of teaching will be considered from UG level onwards.

17. **As per Clause -3.11 of the UGC Regulations, 2018**: The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment.

18. The Experience / Service Certificate shall include the full details of the positions like post held, period of service with pay scale / pay level / Grade pay. The candidates claiming experience in the Pay Scales in the Private Aided Colleges shall submit the ratification proceedings of the University concerned to which the College is affiliated failing which the experience shall not be considered.

19. **As per Clause 3.3(I) of the UGC Regulations, 2018:** The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/ Institutions in the respective **state** only and **As per UGC Gazette Notification dated: 31st July, 2023:** SLET/SET score shall be valid for appointment in respective State Universities/Colleges/ Institutions only.

20. The Candidates who have been awarded Ph.D. Degree from Foreign Universities should enclose "Equivalence Certificate" issued by the Association of Indian Universities, New Delhi without which their candidature shall not be considered.

21. The University has the right to relax any qualification, experience, age, etc.

22. The University may offer lower post to the candidate who may have applied for a higher post in case suitable candidates are not available for the advertised post.

23. It would be open the University to consider the name of the suitable persons who may not have applied, but recommended by the experts in their fields.

24. The number of vacancies indicated in the Employment Notification and in this booklet are tentative. The University reserves the right to increase /decrease the number of posts, at the time of selection and make appointments accordingly, if more vacancies do exist in between the advertisement and Selection Committee meetings.

25. The panel of selected waitlisted candidates will be valid for one year from the date of selection.

26. The candidates shall attend the interview at the designated place at his/her own expenses. However, the outstation candidates belonging to SC/ST/PwD categories shall be reimbursed to and fro rail fare (Sleeper class) for self only by the shortest route only. In case any station is not connected by rail, ordinary bus fare shall be paid by the shortest route on production of ticket. The above mentioned concessions shall not be admissible to those SC/ST/PwD candidates who are already in Central / State Government Service/ or holding any other employment under University/ Autonomous Bodies/PSUs/Local Government/Panchayats.

27. **Canvassing in any form on behalf of any candidate will disqualify such a candidate.**

28. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview.

29. Candidates in-service of any Government organization, must have their applications forwarded through the proper channel or submit a 'No Objection Certificate' with the application. The candidates are therefore advised to apply for NOC well in advance to facilitate its submission with the application. In case of non-submission of NOC with the application, the in-service candidates found eligible should submit NOC at the time of interview failing which they will not be allowed to appear in the interview.

30. Separate application should be submitted for each post. Similarly, candidates applying for same post in different categories shall submit their application forms separately.

31. The age limit for all teaching posts is 65 years. Interested candidates retired from State Universities shall also be considered on re-employment basis and their pay will be regulated as per DoPT guidelines on the subject.

32. Qualifications, experience, etc. will be reckoned as on the closing date for receipt of filled-in applications i.e. **30.11.2026.** Clear photocopies of all important certificates must be attached with the application. The request for including any documents/information to the application forms after the last date of submission of applications shall not be entertained and no correspondence will be made in this regard.

33. Reservation for SCs/STs,OBCs/EWS and PWD for all posts as per GoI rules. Candidates applying for the reserved posts should clearly state to which category they belong. They must also enclose attested Photo copies of valid Caste Certificate / Medical Certificate from the concerned competent authorities as per Govt. of India orders. The form of caste certificate to be produced by Other Backward Class (OBC) / Economically Weaker Section (EWS) candidates must be in the format as prescribed by the Govt. of India. Without valid certificate, the applications will not be considered against the reserved posts.

34. The candidates applying against vacancies reserved for OBCs should note that they have to produce a valid Caste Certificate issued by the Competent Authority in the prescribed format for this purpose so as to prove that they do not belong to "Creamy Layer" of the OBCs. Further, the caste to which the candidate belongs should be the one included in the Central list of OBC issued by the Government of India. A declaration shall also be submitted by the candidate that he does not belong to the Creamy Layer of OBC. A format of OBC Certificate is attached at **Annexure - A**. Similarly, the candidates applying against vacancies reserved for EWS category should produce a valid certificate issued by the competent authority in the prescribed format attached at **Annexure - B**.

35. **Unless the Hardcopy of the Caste Certificate in support of the claim made in the Online application is submitted, the application will be treated as incomplete and summarily rejected. No appeal in this regard will be entertained.**

36. Incomplete applications in any respect shall not be considered at all.

37. It is the responsibility of the candidate to ensure that the application is complete in all respect and that it is accompanied by the requisite self attested valid supporting documents for the information furnished in the application at the time of scrutiny. No interim queries regarding interview / selection will be entertained.

38. University reserves the right not to fill any of the vacancies advertised, if the circumstances so warrant.

39. The University reserves the right to issue any addendum/corrigendum to this notification as necessary/deemed fit and it will be published on the University website for the information of all concerned. No other communication will be made or published in public domain. No separate communication whatsoever shall be sent separately to any of the candidates.

40. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application along with desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false and misleading information or canvassing in any manner on the part of the candidate shall leads to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment rules in general and eligibility in particular for any post, the decision of the University shall be final.

41. If any document is found to be false/fake/incorrect either before or after the appointment, the document shall be summarily rejected or action may be initiated against the candidate which shall leads to the cancellation of appointment of the candidate, as the case may be.

42. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment order, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.

43. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.

44. National Pension System (earlier known as New Pension Scheme) as introduced by the Government of India with effect from 1st January, 2004 will be applicable. However, if the selected candidates entered into Central/State Government Services or in the services of Central/State Autonomous Body set up by the Central/State Government, as the case may be, on or before 31st December, 2003, satisfying the conditions laid down in Government of India, Department of Personnel & Administrative Reforms, O.M/No.28-10/84-Pension Unit dated 29th August,1984 read with Department of Pensions and Pensioner Welfare, O.M. No.28-(10)/84-P&PW/Vol.II dated 7th February, 1986 as revised from time to time and are governed by the Old Pension Scheme under Central Civil Services (Pension) Rules, 1972 or Old Pension Scheme similar to Central Civil Services (Pension) Rules,1972, they will continue to be governed by the Old Pension Scheme. They will be eligible for counting of their past services for this purpose under Rule 26(2) of Central Civil Services (Pension) Rules, 1972 or under the provisions of O.M. dated 29th August,1984 read with O.M. dated 7th February, 1986 subject to payment of pro-rata retirement benefits for their past services to MANUU and submission of technical resignation from the present employment in terms of Department of Pension & Pensioners Welfare O.M.No.28/30/2004-P&PW(B) dated 26th July,2005 as modified vide O.M. of even no.dated 28th October,2009 to take up the appointment offered by MANUU where pension scheme under Central Civil Services (Pension) Rules, 1972 already exists for employees who had entered into service on or before 31st December, 2003.

45. In case of any disputes/suits or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Hyderabad, which is the Headquarter of the University.

HOW TO APPLY:

i) Online Application form is available on https://curec.samarth.ac.in and for further information detailed advertisement is also available on the University website www.manuu.edu.in

ii) For all posts, **Registration Fee of ₹ 500/-** is to be paid through Online mode only. SC/ST/PwD & Women candidates are exempted from the payment of registration fee.

iii) **Only Online Applications will be accepted.** After submission of the Online application, the applicant will be required to take the printout of the Online application. A Hardcopy of the of the Online Application form along with all self attested certificates and supporting documents should be forwarded **on or before 07.12.2026** in a sealed envelope super-scribing "Application for the post of ....." to the following address:

THE ASSISTANT REGISTRAR
ESTABLISHMENT & RECRUITMENT SECTION - I
ROOM NO: 110, FIRST FLOOR
ADMINISTRATIVE BUILDING
MAULANA AZAD NATIONAL URDU UNIVERSITY
GACHIBOWLI, HYDERABAD - 500032.
TELANGANA, INDIA.

iv) While submitting the Hard Copy of the application, all the applicants shall ensure that an indexing of all documents has been done appropriately along with pagination. All documents and pagination be done in order of essential eligibility criteria. In case of non - compliance with the same, such applications shall not be taken up for screening process and candidature of the concerned applicant shall be treated as rejected without assigning any reason thereof.

v) **Due to any technical reasons, those who are unable to upload complete copy of the documents / certificates, etc., must send along with their hard copy of application and indicate the same. This is essentially required for proper screening of candidates' application for the post applied. University shall not be responsible, if candidates do not send their complete documents/certificates along with hard copy of the application form.**

vi) Last date of submission of Online Application form is **01.12.2026.**

vii) Last date of receipt of hard copy of Online Application form and supporting documents is **07.12.2026 by 5:00 p.m.**

viii) In case of any technical issues relating to submission of online application form, the applicants may mail on help.teachingpost@manuu.edu.in for technical assistance.

ix) The University will not be responsible for any postal delay or loss at any stage.

NOTE:

1. **Submission of Hard Copy of the application with all the relevant enclosures is mandatory. Online applications will be summarily rejected if the hard copy of the applications is not received with all supporting documents as evidence for the entries in the application.**

2. In case the applicant is in-service and expecting delay in getting endorsement from the concerned employer on the original application, the applicant may submit a **'ADVANCE COPY'** of the application along with all enclosures. If the original application through proper channel has not been received by the University by the last date mentioned in the employment notification, the candidate/applicant will have to submit 'No Objection Certificate' obtained from his/her employer at the time of interview, if he/she is shortlisted.

Place: Hyderabad
Dated: 17.11.2026.

REGISTRAR

ANNEXURE - I

(Applicable for those candidates registered for Ph.D. Programme on or after 11th July, 2009)

(On the letter head of the University / Institution)

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr./Ms./Mrs._____ S/o. / D/o._____ (with Reg.No._____ dated:_____) has successfully completed Ph.D. Programme in the subject_____, Faculty of _____ of this University / Institution during the year_____. The Ph.D. degree awarded by this University / Institution is in strict compliance of the University Grants Commission (Minimum Standards and Procedure for award of M.Phil. / Ph.D. degree) Regulation, 2009 or 2016 for the award of Ph.D. degree. As a part of Ph.D. degree, the following coursework was done by the candidate.

a)_____

b)_____

c)_____

d)_____

Registrar

Important:

Please note that the above certificate should be issued and certified by the Registrar or Dean, Academic Affairs with seal and signature of the concerned university / institution. Certificates issued by the Departments shall not be valid.

ANNEXURE - II

(Applicable for those candidates registered for Ph.D. Programme prior to 11th July, 2009)

(On the letter head of the University / Institution)

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr./Ms./Mrs._____ S/o. / D/o._____ (with Reg.No._____ dated:_____) has successfully completed Ph.D. Programme in the subject_____, Faculty of _____ of this University / Institution during the year_____. The Ph.D. degree awarded by this University / Institution is in compliance of the provisions of then existing ordinance / By laws/ Regulations of the University/Institution for the award of Ph.D. degree and fulfills the following:

a) The Ph.D. degree of the candidate has been awarded in a regular mode only;

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) An open Ph.D. viva voce of the candidate has been conducted;

d) The Candidate has published two research papers from his / her Ph.D. work out of which at least one is in a refereed journal;

e) The Candidate has presented at least two papers on his/her Ph.D. work in conference/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Registrar

Important:

Please note that the above certificate should be issued and certified by the Registrar or Dean, Academic Affairs with seal and signature of the concerned university / institution. Certificates issued by the Departments shall not be valid.

Annexure-A

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This to certify that Shri/Smt./Kumari _____ Son/daughter of _____ of village/town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____ community which is recognized as a backward class under the Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC© dated 10th September, 1993 published in the Gazette of India Extraordinary Part I Section I dated 13th September, 1993*. Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No.36012/22/93-Estt (SCT) dated 8.9.1993*.

District Magistrate /
Deputy Commissioner /
Mandal Revenue Officer, etc.

Dated :

Seal

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* As amended from time to time

NOTE : The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.