



NOTIFICATION

INSTRUCTIONS REGARDING MAIN EXAMINATION FOR THE POSTS OF ASSISTANT REGISTRAR AND STUDENTS ACTIVITY AND SPORTS OFFICER, NIT MEGHALAYA

Ref. Advertisement No. NITMGH/ES/REC/N-F/Vol.V/2021/850 dated 07.10.2021

This is for information of the candidates screened-in for the posts of Assistant Registrar (AR), and Students Activity and Sports Officer (SASO) that they will have to appear for the Main Examination which will held as per the schedule given below:

1. SCHEDULE OF MAIN EXAMINATION:

Sl. No.	Post	Date of Main Examination	Time	Venue
1	AR	03.03.2022	01:30 to 02:30 PM	NIT Meghalaya campus located at Bijni Complex, Laitumkrah, Shillong 793003, Meghalaya
2	SASO	03.03.2022	03:30 to 04:30 PM	

- REPORTING TIME:** Candidates are instructed to report at the examination room at least 30 minutes before the commencement of the examination to be able to complete the Gmail login and rectification of any difficulty, if any. Mobile phones shall be allowed inside the examination hall for the candidates to view the Gmail login confirmation code/ OTP. **After successful login, the mobile phones must be switched off and placed on the table beside the keyboard.**
- VENUE OF MAIN EXAMINATION:** NIT Meghalaya campus located at Bijni Complex, Laitumkrah, Shillong 793003, Meghalaya
- PATTERN OF EXAMINATION:** As notified earlier, the Main Examination will consist of Multiple-Choice Questions. The candidates will have to answer 60 (sixty) questions in 60 (sixty) minutes. Correct answers will be awarded 3 (three) marks. There will be 1 (one) negative mark for every wrong answer. Unanswered questions will not be given any marks, i.e. Zero mark.
- SYLLABUS FOR THE MAIN EXAMINATION:** As notified earlier, the syllabus for the Main Examination shall be from the following topics. **Questions will be broadly set from the topics below, but not necessarily restricted to them only:**

AR	SASO
1. Govt. rules	1. English
2. General Financial Rules	2. Computer knowledge
3. English	3. Reasoning





राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
An Institute of National Importance under Ministry of Education (Shiksha Mantralaya), Govt. of India

Bijni Complex, Laitumkhrah, Shillong – 793003 (India)
Ph: +91-364-2501215 Fax: +91-364-2501113
Website: www.nitm.ac.in

4. Computer knowledge	4. General knowledge, current affairs
5. Numerical ability	5. Exercise Physiology
6. General knowledge, current affairs	6. Scientific Principles of Sports Training
7. Reasoning	7. Test, Measurement, and Evaluation in Physical Education
	8. Applied Statistics in Physical Education and Sports Science
	9. Sports Journalism and Mass Media
	10. Sports Management
	11. Sports Medicine
	12. Health Education and Sports Nutrition
	13. Fitness and Wellness
	14. Sports Psychology and Sociology

6. **Candidate must report physically at the NIT Meghalaya Campus, Bijni Complex, Laitumkhrah, Shillong 793003, for the Main Examination.**
7. The Main Examination will be conducted online through the Google Classroom Platform in the various laboratories of the Institute.
8. Responses/answer sheets of only those candidates will be evaluated who appear in the exam physically at the NIT Meghalaya campus after successful verification of the candidate and on submission of the Admit Card. A security code will be provided to the candidates, which will be mandatory for successful submission of the responses/answer sheets.
9. Invitation to the Google Classroom will be sent to the registered Gmail ID of the screened-in candidates on or before **28.02.2022**. Candidates must check their registered Gmail ID and inform any discrepancy or problem at the Helpdesk email ID given below immediately, but not later than **5 pm of 02.03.2022**. Candidates are advised to also check their Spam Folder for the invitation as it will be sent as a bulk email by the Examination Coordinator(s).
10. **ADMIT CARD:** Admit Cards will be issued to the screened-in candidates to appear for the Main Examination. **Candidates are instructed to click on the link given below from where they can download the Admit Card.** The Admit card can be downloaded by entering the candidate's Roll Number and Date of Birth. They will have to print and paste/ staple a latest passport sized photograph for identification. The candidate shall have to sign in the Admit Card before the invigilator. The Admit Card shall then be collected by the invigilator and kept by the Institute as proof of attendance of the candidate at the examination. **Candidates without an Admit Card or with a photograph not pasted/ stapled on the Admit Card will not be allowed to appear for the Main Examination.**
11. **ADMIT CARDS WILL BE MADE AVAILABLE FOR DOWNLOAD FROM 11:00 AM OF 25.02.2022.**
12. **IDENTITY CARD:** Candidates appearing for the Main Examination are required to bring along with them a valid Identity Card (Voter's ID card (EPIC) / Driver's License / Aadhaar Card/ PAN card/ Passport / or any other Government issued ID card) as proof of identity.
Candidates shall bring along with them their own pens, pencils, erasers, etc.





14. Rough sheets will be provided.
15. Calculators are not allowed inside the examination hall.
16. Mobile phones or any other electronic devices must be switched off and kept on the table beside the keyboard during the examination.
17. The candidature of a candidate found using any unfair mean during the examination will be summarily cancelled.
18. **COVID-19 PROTOCOLS:** Candidates appearing for the Main Examination must ensure to strictly comply with the COVID-19 protocols issued by the Govt. of Meghalaya from time to time. The latest Orders available on the website <https://eastkhasihills.gov.in/covid-19-orders-and-updates/> of the East Khasi Hills District, Meghalaya are enclosed along with this Notification.
19. **Wearing of mask:** It is imperative that all candidates must wear a mask during the entire duration of the examination. The mask should preferably be of N95 grade. Cloth mask must be layered with a 3-ply surgical mask underneath. **Candidates not wearing a mask as specified will not be allowed to appear in the examination.**
20. TA and DA will not be paid for appearing at the Main Examination. Outstation candidates are also informed to make their own arrangement for accommodation and food. NIT Meghalaya is presently operating from a temporary campus and there is no guesthouse facility. Accommodation in the hostels is not possible.
21. **Personal Interview:** Candidates who qualify after the Main Examination will have to appear before a Selection Committee for Personal Interview. **The Personal Interview will be held at NIT Meghalaya, Bijni Complex, Laitumkrah, Shillong 793003** as per the following schedule:

Sl. No.	Post	Date of Personal Interview	Time (tentative)	Reporting Time at the Administrative Block
1	AR	07.03.2022	10:30 AM onwards	09:30 AM
2	SASO	07.03.2022	02:30 PM onwards	01:30 PM

22. You are required to bring with you, the following documents for verification/ submission:
 - a. A valid Identity Card (Voter's ID card (EPIC) / Driver's License / Aadhar Card/ PAN card/ Passport / or any other Government issued ID card) as proof of identity.
 - b. All certificates / proof of date of birth/caste certificate/experience certificate, etc. and mark-sheets, in original, commencing from High School (i.e., class 10th).
 - c. Proof that you belong to Schedule Caste (SC) category and OBC category, if claimed by you. OBC candidates shortlisted for the Personal Interview must produce the latest OBC certificate which should not be older than 6 months from the date of the Personal Interview. Candidates failing to produce the certificate as instructed will be summarily rejected and will not be allowed to appear before the Selection Committee.





राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
An Institute of National Importance under Ministry of Education (Shiksha Mantralaya), Govt. of India

Bijni Complex, Laitumkrah, Shillong – 793003 (India)
Ph: +91-364-2501215 Fax: +91-364-2501113
Website: www.nitm.ac.in

- d. If you are in service with any Government Organisation/ Autonomous Bodies/ Corporation/ Statutory Bodies, etc, “No Objection Certificate” (NOC), from your present employer (or a copy of the forwarding letter in case your application was duly forwarded through proper channel) is required. Document in support/proof of experience and salary drawn.
- e. The candidate should also bring along with him/her a complete set of self-attested photocopies of the above documents.
- f. Candidates not producing the original certificates or providing false certificates shall not be permitted to appear before the Selection Committee.
23. Please note that your candidature is purely provisional and subject to a verification check of your credentials from your original records which will include the Institute confirming that you meet the essential scrutiny conditions of age, qualification, and minimum experience, etc., as prescribed in the advertisement.
24. Being shortlisted for the Personal Interview does not entitle the candidate to be considered for appearing in the recruitment process unless he/she fulfils the minimum scrutiny conditions. **APPLICANTS MUST FULLY SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY AS PRESCRIBED IN THE ADVERTISEMENT BEFORE APPEARING IN THE PERSONAL INTERVIEW.** If an applicant is inadvertently allowed to appear for the Personal Interview who otherwise does not fulfil the minimum scrutiny requirements, he/she cannot, at a later date, use that as a right to claim that he/she meets the requirements.
25. The Institute reserves the right not to allow a candidate to appear before the Selection Committee if it is found that:
- (a) Minimum requirements are not fulfilled.
- (b) False documentation has been presented.
- (c) Any other similar valid reasons.
26. No request for any change in date/time of reporting for the Personal Interview will be entertained.
27. The candidates are instructed to check the Institute website regularly for updates and further instructions.
28. Staff recruitment Helpdesk : staff_recruitment@nitm.ac.in



Encl: COVID-19 Notifications of the Govt. of Meghalaya dated 11.02.2022