

Guidelines/Instructions to fill up online Application Form

1. The online application form is more compatible with any latest version of “Microsoft Edge, Google Chrome, Mozilla Firefox browsers.
2. For submitting two applications for the same post through Direct Recruitment and through Deputation, the candidate has to register twice with two different email IDs.
3. A candidate can apply for more than one post with the same User ID and Password.
4. An application may be edited until submission and no further corrections are possible after final submission.
5. If a candidate submits more than one application for the same post due to errors in the details, only the latest application will be considered.
6. UR/OBC/EWS applicants are instructed to keep the transaction ID for fee payment before filling up the online application.
7. The PDF to be downloaded contains no photo or signature. Applicants are advised to affix the latest passport size photograph and sign the application and send the hardcopy as per the instructions given.
8. Photo & Signature to be uploaded must be in jpg/png format and the size should be less than 150Kb & 100Kb respectively.
9. Filling up of alternate contact details are optional and may be entered if available.
10. In the Educational details under Bachelor’s degree, the name of the course studied may be entered. Eg. B. Sc., B. Pharm., B.E., B. Tech., etc.
11. In the Educational details under Master’s degree, the name of the course studied may be entered. Eg. M. Sc., M. Pharm., M.E., M. Tech., etc.
12. Under Experience details, the experience while pursuing PhD should not be shown.
13. Under Research and Development details, the serial number 5 is not mandatory.
14. Under Publications and Patents, as far as possible, please mention the best 10 publications during the last 5 years for Assistant Professor post, last 8 years for the Associate Professor post and Last 10 years for the Professor post.
15. Any other noteworthy/relevant information may be mentioned in the serial number 14.
16. After downloading the PDF, it must be signed in full and recently taken passport size photo should be affixed before sending.
17. For any clarifications in filling the application form an email may be sent to recruitment@niperkolkata.edu.in with the following details.
Name of the Applicant with contact number
Clarifications required