



राष्ट्रीय प्रौद्योगिकी संस्थान, दुर्गापुर

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

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West Bengal, INDIA, www.nitdgp.ac.in

An Institute of National Importance of the Govt. of India under Ministry of Education (Shiksha Mantralaya)

Frequently asked Questions (FAQs)

Advt. No. NITD/Estt./02/10/Non-Teaching/2022 Dated: 06.04.2022

Q: What is the procedure for online application?

Please refer to the detailed advertisement for Non-teaching Posts-2022 and the online application link available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment. You can apply online by clicking on “**Non Teaching Recruitment Post 2022- Click here to apply online**”.

Q: Can an applicant apply for more than one post? Does the application fee is to be paid separately for each application?

Please refer to Serial Number 03 of the General Instructions in the detailed advertisement available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment.

Yes, the applicants may apply for more than one post (subject to eligibility), and the application fee, if applicable, has to be paid separately for each such application.

Q: What all documents is to be uploaded as “Testimonials”? Do I need to self-attest all the documents?

Please refer to Serial Number 02 of the General Instructions in the detailed advertisement available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment. **Self-attested supporting documents with respect to whatever information is being submitted** in the application form are to be uploaded as “**Testimonials**” in a single PDF of a maximum of 10 MB. You may self-attest the photocopies of the documents and upload the scan copies.

Q: What shall be the Syllabus, Mode of selection, Tentative date of examination and Selection criteria for this non-teaching recruitment 2022?

Please refer to Serial Numbers 17, 18, 19 and 20 of the General Instructions in the detailed advertisement available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment. All such details shall be uploaded on the Institute website at a later date.

Q: What is the format and validity date for the reserved category certificates?

Please refer to Serial Numbers 07 and 08 of the General Instructions in the detailed advertisement available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment. The certificate for claiming reservation

in the SC/ST/OBC/PWD/EWS category must be valid on the closing date of the online application. Details about the competent authority to issue these certificates are mentioned in the general guidelines.

Q: What is the format for No Objection Certificate? Do I need to submit the hard copy of application?

Please refer to Serial Numbers 05 and 06 of the General Instructions in the detailed advertisement available on the Institute website at <https://nitdgp.ac.in/p/careers> under the tab Non-Teaching Staff Recruitment. There is no specific format for No Objection Certificate (NOC). Although, it must be issued on the official letter of the Organization/Department/ Ministry along with the Name, Designation, Official Seal, Signature of the issuing authority and the Date of issue. **No hard copies of the application or any document is required to be sent to NIT Durgapur.**

Q: How to check the payment history?

Steps to check payment history:

1. Go to <https://www.onlinesbi.com/sbicollect/icollecthome.htm>
2. Click the checkbox and proceed.
3. On the next page, at the upper left-hand side, just below the SBI logo, click on "State Bank Collect" and Choose "Payment History".
4. Fill up the necessary information to check the payment status and download/print the receipt.

NIT Durgapur has no responsibility for failure of payment due to any reason. Applicants are advised to contact their respective bank for any support in this regard.

Q: I need to edit my application after final submission. How may I do it?

Applications once submitted finally, can't be edited. This message is being displayed on the screen at the application preview page also during the online application. Therefore, applicants are advised to be carefully check all the details before final submission.

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