

1st October, 2024

NOTICE

This is for the information of all the candidates who have appeared for the Written Test and Skill Test examination, as applicable to the post(s), for the selection to the posts of Section Officer/ Deputy Section Officer/ Assistant vide advertisement dated 02nd May, 2022, that they can check their result(s) by entering their application number and date of birth in DD/MM/YYYY format at <https://www.nfsu.ac.in/career>. List of Shortlisted candidates for document verification is also uploaded on the University website (<https://www.nfsu.ac.in/career>)

All the candidates who are shortlisted are required to appear for the document verification at Gandhinagar Campus of National Forensic Sciences University as per the following schedule: -

S.No.	Posts	Reporting Date & Time	Venue
1	Section Officer / Deputy Section Officer	09 th October, 2024, 10:00 AM onwards,	Admin Block, NFSU, Sector-9, Gandhinagar - 382007
2	Assistant	10 th October, 2024, 10:00 AM onwards,	

Detailed instructions for candidates appearing for Document Verification in respect of Section Officer/ Deputy Section Officer/ Assistant are provided hereunder:

1. Only candidates who are shortlisted are to appear for document verification.
2. The candidate should bring Certificate and mark sheets of all education qualifications, Experience Certificate in original, for verification and submit ONE set of self-attested copies of the documents/certificates for the record of the University. In case of failure to produce the above documents, your candidature will be disqualified. Please ensure that you possess the Essential Qualification(s) as on the last date for submission of online application (i.e.) 21/05/2022.
3. Proof of Date of Birth as recorded in the Matriculation/Secondary School Examination Certificate only will be accepted by the

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HQ - exe_registrar@nfsu.ac.in

NFSU Academy:- Pune, Kamrup, Manipur

Delhi Campus

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Goa Campus

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Tripura Campus

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Bhopal Campus

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University for determining the age and no subsequent request for change will be considered or granted;

4. Matriculation/Higher Secondary/UG/ PG Certificate and Mark sheets are to be submitted.
5. Essential Qualification (s) i.e. Bachelor's Degree/ Degree Certificate from a recognized University or equivalent (obtained before the last date for submission of online application date (i.e.) 21/05/2022 mentioned in the Notice for the Recruitment) along with Consolidated Mark Sheet and Year-wise Mark Sheets (with overleaf details, if any) in proof of subjects studied at various levels;
6. It is reiterated that the result of required educational qualification must have been declared by the Institute/ University by the specified date. Mere processing of the result by the University/ Institute by the last date for submission of online application i.e. 21/05/2022, does not fulfill the EQ requirement.
7. SC/ST/OBC-NCL/EWS/PwBD/ESM Certificates obtained within the stipulated period from competent authorities, in the prescribed format as applicable;

Note: A person seeking appointment on the basis of reservation to OBC-NCL/ EWS must ensure that he/she possesses the caste/ community certificate. Candidates claiming to belong to OBC category must ensure that they do not fall in creamy layer on the last date for submission of online application date. The last date for submission of online application date for this purpose will be the closing date for receipt of online application i.e. 21/05/2022.

8. Persons with Benchmark Disability (PwBD) required to submit latest Certificate in the government prescribed format specifying disability percentage, if applicable.
9. For Ex-Servicemen candidates, the following certificates require to be submitted copy of. Discharge Book, ESM Certificate etc.
10. No Objection Certificate, in case already employed in Government/ Government Undertakings;
11. A Candidate who claims change in name after matriculation on marriage or remarriage or divorce etc. the following documents shall be submitted;

- (i) In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an

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- Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
- (ii) In case of re-marriage of women: Divorce Deed/ Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the oath Commissioner.
- (iii) In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
- (iv) In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspapers in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
12. You have to appear for the document verification at your own expenses.
13. Your candidature is Provisional. You must, therefore, ensure that you fulfil all the conditions of eligibility laid down in the advertisement. If, at any stage, it is found that you do not fulfill any of the conditions of eligibility, your candidature will be cancelled and no appeal against such cancellation will be entertained.
14. The fact that you have been called for Document Verification does not confer any right on you to be treated as eligible in all aspects for appointment. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down on the last date for submission of online application date i.e. 21/05/2022 prescribed for the post;
15. No change in Date, Time & Venue for Document Verification will be allowed for any candidate in ordinary circumstances. In case you fail to attend Document Verification, it will be presumed that you are not interested in the post and your candidature will be treated as 'CANCELLED'. No further correspondence will be entertained in this regard;

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16. Canvassing in any form will result in cancellation of your candidature.
17. Since Document Verification is offline, time of completion cannot be anticipated. Hence, candidates are advised to book their return journey ticket accordingly.

For any clarification feel free to write to recruitment_hq@nfsu.ac.in.



Executive Registrar
NFSU

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