



INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN  
(ESTABLISHED BY GOVT. OF DELHI VIDE ACT 09 OF 2012)  
KASHMERE GATE, DELHI-110006.



**SCHEME OF EXAMINATION**  
**FOR THE POST OF DEPUTY REGISTRAR IN IGDTUW, DELHI**

With reference to the Recruitment Notice No. IGDTUW/ Recruitment/2023/1, the Scheme of Examination for the post of Deputy Registrar in IGDTUW, Delhi as under:

All the Questions are Objective Type (MCQ) and carry one mark each without any negative marking for wrong answer.

Subject		Maximum Marks	Duration
Paper-I	General Intelligence Reasoning Ability English Language–Comprehension, Grammar, Synonyms And Antonyms, Sentence Correction etc.	60	120 Minutes
Paper-II	Details of Domain Knowledge (Annexure-1)	60	
Total		120	120 Minutes

**(Annexure-1)**

**SYLLABUS FOR DOMAIN KNOWLEDGE FOR THE POST DEPUTY REGISTRAR: -**

Sl. No.	Paper -II (Domain Knowledge)
1	Fundamental Rules (FRs) and Supplementary Rules (SRs) Definitions, General Conditions of Service, Pay and Additional to pay, Confirmation of Appointment Dismissal, Removal and Suspension Foreign Service, Deputation, Lien, TA Rules, LTC Rules, Leave Rules, Medical Attendance Rules.
2	CCS (Conduct) Rules, 1964; CCS (CCA) Rules 1965
3	General Financial Rules (GFR-2017), DFPR-1978 General System of Financial Management Budget Formulation, Procurement of Goods and Services, GeM, Contract Management, Common format of Accounts for Central Autonomous Bodies Audit of Autonomous Bodies, DoA, C&AG etc.
4	Office Procedure, Parliamentary Procedures, Record Management, Public Administration, CCS (Pension) Rules, New Pension Scheme
5	RTI Act 2005, PGC, CMGC etc.
6	Academic Administration, Act, Statute and Ordinances, National Education Policy (NEP-2020), Higher Education System in India, Regulatory Bodies in Higher Education and Education Statistics, NAAC, University Ranking (National and International) etc.
7	Application of Information Communication Technology, Information Technology and other modern technologies in the University Systems

**Note:**

1. The questions shall generally be on a minimum qualification level.
2. There shall be no negative marking for wrong answers.
3. Only those candidates who score minimum cut off marks in the written examination (Paper-I and Paper-II) as may be fixed by the IGDTUW, Delhi at its discretion, will be called for Interview/ Personality Test.
4. Written Examination shall be qualifying only. No marks shall be taken into account for final selection or/and ranking of individual candidate.

## **Interview/Personality Test**

The Interview/Personality Test shall be conducted in such a manner that the candidates' suitability for the post is probed among other things, through Academic Qualifications, Relevant Experience, Extra-Curricular Activities, General Awareness, Domain Knowledge, Communication, Problem Solving, Public Dealing, Skills and Overall Personality etc.