SCORE CARD FOR
THE POST OF REGISTRAR
Nagaon University

(Approved by meeting of the Executive Council of Nagaon University vide Resolution No.: NU/EC/2026/06 Dated 25-06-2026)

Weightage of scorecard and interview marks for direct recruitment for the post of Registrar as per Score Card.

Sl. No	Post	Academic & Experience Marks	Interview Marks	Total
1.	Registrar	50	50	100

SUMMARY SCORE CARD			
CRITERIA		Registrar	
		Marks allocated	Overall marks (Max.)
1.	Academic Record		
1.1	Graduation (80% & above = 10, 60% to < 80% = 08, 50% to < 60% = 06, less than 50% = 04)	10	
1.2	Post-Graduation (80% & above = 10, 60% to < 80% = 07, 55% to < 60% = 05)	10	
1.3	Ph. D. Degree, if essential/ desirable	10	
2. Essential Qualification			
(i) A Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. (ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with at least 3 years of experience in educational administration. Or (iii) Comparable experience in research establishment and/ or other Institutions of higher education recognized by UGC or AICTE. Or (iv) 15 years administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.			
Work Experience			
2.1	Work Experience above the prescribed Qualifications 2 mark per completed year (Above 15 years)	10	
2.2	Recognitions & Awards/ Ph.D. Guideship/ Extramural Project/ Publications (@ 1 mark per completed activities)	10	

3. Personal Interview			
3.1	Domain Knowledge	20	
3.2	Leadership attributes	30	
Total			100
4.	Overall Qualifying marks for recruitment		
4.1	Minimum Qualifying marks for		
	recommendation for recruitment		50
N.B.: Interviewer Comments (Mandatory if Total Score is >45 or <15)			