



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT
सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्था, सुरत

SVNIT

शिक्षा मंत्रालय, भारत सरकार द्वारा NITSER अधिनियम के तहत स्थापित राष्ट्रीय महत्व का संस्थान
(An Institute of National Importance, Established under NITSER Act by Ministry of Education, Govt. of India)

**Schedule for Written test/document verification/ interview for Direct recruitment
to the post of Assistant Registrar**

Ref: Advt No. Estt. /2022/Gr_A2 /3114 dated 15.02.2023

Serial No.	Particular	Date & Time	Venue
1.	Written Test	30.08.2025 (Saturday) 11:00 AM to 01:00 PM	Department of Electronics Engineering, SVNIT, Surat
2.	Publication of Question Paper and Answer key on the Institute's Website.	30.08.2025 (Saturday), 05:00 PM	
3.	Receipt of Objection/Clarification on Question Paper (with payment of non-refundable amount of Rs 1000/- per Question).	On or before 03.09.2025 (Wednesday) by 3:00 PM through e-mail: recruitmentnonteaching@svnit.ac.in along with the proof of payment, Admit Card and appropriate documentary evidences. <ul style="list-style-type: none">• Name of Beneficiary - Director, SVNIT-MHRD Fund• Bank Account No- 36743958767• Name of Bank- State Bank of India• IFSC Code- SBIN0003320	
4.	Revised Answer Key on the Institute's Website (if applicable) & Declaration of Merit List based on performance in written Examination.	05.09.2025 (Friday)	
5.	Document Verification followed by personal interview (For those who qualify the written Examination).	07.09.2025 (Sunday) 09:00 AM	SVPB Guest House, Opp. SVNIT Campus SVNIT, Surat

Note:

1. **APPLICANT MUST BE FULLY SATISFIED WITH HIS/HER ELIGIBILITY AS PRESCRIBED ON OUR WEBSITE BEFORE APPEARING IN THE TEST.**
2. The candidates are required to bring the e-Admit Card sent to their registered E-mail ID in duplicate for verification along with at least one Officially Valid ID Proof in Original for photo identification purposes (i.e. Aadhaar UID, Driving License, Passport, PAN Card, Voter ID). Please note that no candidate will be allowed to appear in the written test without the e-Admit Card and a valid photo Identity proof.
3. The candidates must bring all original certificates for their educational qualifications and relevant experience mentioned in their application form along with the No Objection Certificate, if applicable. The candidates belonging to SC/ST & Persons with Disabilities are required to produce an original caste certificate issued by the specified / competent authority. If the candidates fail to produce the above documents, they will not be permitted to appear for the written test. No photocopies of the above documents shall be entertained.
4. The e-Admit Card is valid only if the candidate's photograph and signature images are legible. To ensure this, please take a colour print of this e-Admit card on A4 Size paper.
5. The candidate is advised to report to the examination venue atleast one hour before the commencement of the examination. The candidate will be permitted to occupy the allotted seat 30 minutes before the commencement of the exam. The candidate will not be allowed to leave the Examination Hall before completing the Examination.
6. No candidate shall be allowed to enter the examination hall 15 minutes after the commencement of the Test.
7. The candidate is not allowed to carry any electronic device in the exam hall. Programmable calculators, Mobile, Bluetooth devices, Electronics/Smart watches, etc., are strictly prohibited.
8. Use only a blue/black ballpoint pen to darken the circle for the correct/most appropriate answer in the response sheet. In no case gel/ink pen or pencil should be used in the response sheet.
9. The candidate is required to sign in the attendance sheet at the time of examination.
10. Negative marking will be applicable for every incorrect attempt.

11. If a candidate is inadvertently allowed to appear at the test/Interview who otherwise doesn't fulfil the minimum eligibility requirements, the candidate can't, at a later date, use that as a right to claim that the candidate meets the eligibility requirements.
12. Please note that the admit card is valid for the written examination. Those candidates who qualify for the written tests shall be called for document verification and personal interview.
13. After display of Question Paper and Answer Key on the Institute's Website, reasonable period of 2 to 3 days may be provided for seeking objections / clarifications on the Question / Answer from the candidates, if any. However, objection may be invited on charging fee at the rate of Rs 1000/- per Question. The objection may be entertained subject to submission of payment receipt along with Admit card and appropriate documentary evidences to the dedicated email address.
14. Based on the Assessment by the Committee, if the Question / Option are found to be incorrect, equal marking common to all the candidates for that particular question will be granted and revised Answer Key will be published on the Institute's Website.
15. Those who will qualify in the Written Examination will be called for Document Verification followed with Personal Interview.
16. The shortlisted Candidates will be required to report at least 30 Minutes before the Document Verification Committee at the Institute's Guest House (SVP Bhavan), Sardar Vallabhbhai National Institute of Technology, Ichchhanath, Dumas Road, Surat- 395007.
17. No TA/DA will be paid for attending the presentation and personal interview. Applicants will have to make their own accommodation arrangements during the written test and personal Interview. In this regard, no interim correspondence will be entertained.
18. Canvassing in any form by or on behalf of a candidate will lead to their disqualification.
19. The candidate is advised to check the institute website (www.svnit.ac.in) for further information and updates.

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Registrar I/c