

**The following shall be the criteria for selection to the posts of Assistant Registrar  
( The Main Campus, Baderwah & Kathua Campuses) of the University.**

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1. There shall be a written test consisting of two papers --- Paper I and Paper II.

**PAPER-I**

**Maximum Marks= 160**

**Duration: 3 Hours**

**Part (A)**

**(General Awareness- Objective type)**

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|--|------------|
| i) Test of reasoning (20 questions of one marks each)          | = 20 Marks |
| ii) Numerical Ability (20 questions of one mark each)          | = 20 Marks |
| iii) General Knowledge Ability (20 questions of one mark each) | = 20 Marks |

**Part (B)**

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|--|---|
| i) 20 Questions about the Kashmir & Jammu Universities Act, 1969. Statutes and Regulations under the Act ( as amended upto 68 <sup>th</sup> University Council,2009) Jammu University Calendar, Vol. I & II, 2010. | = 100 Marks (each question shall be of 5 marks) |
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**PAPER-II**

**(English Comprehension)**

**Maximum Marks= 100**

**Duration: 1 ½ Hours**

**Components:-**

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|--|------------|
| i) Short Essay of 200 words  | = 30 Marks |
| ii) Letter Writing   | = 20 Marks |
| iii) Precis writing (1/3 <sup>rd</sup> of the length of a given Paragraph)   | = 20 Marks |
| iv) Grammer (Antonyms, Synonyms, Prepositions, One word substitution, fill in the blanks, Correct-Incorrect & Idioms) 30 questions of one mark each. | = 30 Marks |

2. The following percentile weightage of marks shall be awarded while computing the overall merit of the candidates:-

I.	<b>Written Test Component</b>	<b>80%</b>
II.	<b>Viva-Voce Component</b>	<b>20%</b>
	<b>Total</b>	<b>100 %</b>

3. The final merit list shall be prepared strictly in accordance with the performance of the applicants in both the papers. Out of this merit list, the number of candidates equal to six times the number of vacancies shall be called for interview.

4. The University Calendar Volumes I & II (2010), can be obtained from the Assistant Registrar (Forms & Stationery), University of Jammu, on cash payment of Rs. 950/-. The University Calendar Volumes I & II (2010) can also be downloaded from University website [www.jammuuniversity.in](http://www.jammuuniversity.in).