

Frequently Asked Questions (FAQs)

GENERAL QUERIES

Q1. What are the posts notified under the present recruitment notifications?

- Assistant Professors (ST/BC Backlog Vacancies)
- Assistant Librarian (Academic non-Vacation) (BC Backlog Vacancies)
- Assistant Professors (Regular Vacancies)
- Associate Professors (ST/BC Backlog Vacancies)
- Associate Professors and Professors (Regular Vacancies)

Q2. Where can I find the official recruitment notification?

The notifications are available on:

- <https://www.jntuk.edu.in>
- <https://apuniversitiesrecruitment.apcfss.in>

Q3. What are the important dates for application submission?

- Online applications start: 18.05.2026
- Last date for online application: 08.06.2026 (5:00 PM)
- Last date for hard copy submission: 15.06.2026 (5:00 PM)

Q4. Is submission of hard copy application mandatory?

Yes. Hard copy submission along with self-attested supporting documents is mandatory.

Q5. Can applications be submitted in person?

- No. Applications must be sent only through Registered Post / Speed Post. The hard copy submission of the application(s) shall reach the JNTUK Registrar Office on or before the last date of hard copy submission: 15.06.2026 (5:00 PM)

Q6. What happens if the hard copy is received after the last date of submission?

The application is liable for summary rejection.

Q7. What is the official recruitment portal?

<https://apuniversitiesrecruitment.apcfss.in>

Q8. Is Aadhaar mandatory for registration?

Yes. Aadhaar-linked mobile number is required for OTP-based registration.

Q9. What should I do if I forget my password/login credentials?

Use the "Forgot Password" option available in the portal.

Q10. Can I apply to multiple universities through the common portal?

Yes. Candidates may apply to multiple State Public Universities.

Q11. Can I apply for both Assistant Professor and Associate Professor posts?

Yes, provided eligibility conditions are satisfied for each post.

Q12. Is separate application fee required for each application?

Yes. Separate fee is payable for each application/post/university.

APPLICATION FEE QUERIES

Q13. What is the application fee for Assistant Professors and Assistant Librarian recruitment?

- Unreserved / BC / EWS: ₹2,500
 - SC / ST / PBDs: ₹2,000
 - OCI Candidates: USD 50 (equivalent to ₹4,800 INR)
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Q14. What is the application fee for Associate Professors and Professors recruitment?

Associate Professors

- All Categories: ₹3,000
- OCI Candidates: USD 100 (equivalent to ₹9,600 INR)

Professors

- All Categories: ₹3,000
 - OCI Candidates: USD 150 (equivalent to ₹14,400 INR)
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Q15. Is the application fee refundable?

No. The application fee is generally non-refundable except under specific adjustment/refund provisions mentioned in the notification.

Q16. I paid fee under the 2023 recruitment notification. Will my old application be considered automatically?

No. Fresh application submission is compulsory.

Q17. Will the fee paid in 2023 be adjusted now?

Yes, subject to verification/submission of previous application/payment details.

Q18. Earlier I applied for more universities/posts. Will the balance fee be refunded?

Yes. Eligible unutilized fee amount will be refunded through the portal.

Q19. Earlier I applied for fewer posts. Can I now apply for more posts?

Yes. Differential fee must be paid for additional applications/posts.

Q20. What payment methods are available?

- Debit Card
 - Credit Card
 - Net Banking
 - UPI
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ONLINE APPLICATION QUERIES

Q21. What documents should be kept ready before filling the application?

Candidates should keep:

- Photograph
 - Signature
 - Educational certificates
 - Marks memos
 - NET/SET/Ph.D. certificates
 - Community certificate
 - Experience certificates
 - ID proof, etc.,
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Q22. What details are generally required in the application form?

Candidates may need to enter:

- Teaching experience
 - Journal papers
 - Books/book chapters
 - MOOCs/E-content
 - Research guidance
 - Patents
 - Projects
 - Awards/Fellowships
 - Conference papers
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Q23. What file formats are accepted for uploading documents?

Generally, JPG/JPEG/PDF formats are accepted.

Q24. Why am I unable to upload documents?

Please verify:

- Correct file format
- File size limit

- Stable internet connection

Q25. Which browsers are recommended for filling the application?

Latest versions of:

- Google Chrome
- Mozilla Firefox
- Microsoft Edge

Q26. Can I use a mobile phone for filling the application?

It is recommended to use a desktop/laptop for better compatibility.

Q27. What should I do if the portal page is not loading properly?

Try:

- Refreshing the page
- Clearing browser cache
- Using another browser
- Checking internet connectivity

Q28. How can I confirm that my application is successfully submitted?

After successful submission, candidates will receive:

- Application Number / Registration ID
- Confirmation through portal/email/SMS

Q29. Can I edit the application after final submission?

No. Changes are generally not permitted after final submission.

ELIGIBILITY & RESERVATION QUERIES

Q30. Can OCI candidates apply?

Yes. Overseas Citizens of India (OCI) are eligible.

Q31. Are reservations applicable?

Yes. Reservation rules are applicable as per Government of Andhra Pradesh norms.

Q32. What are the horizontal reservations applicable?

- Women – 33⅓%
- Sports Persons – 3%
- Ex-Servicemen – 2%
- Persons with Benchmark Disabilities – 4%

Q33. Is caste certificate mandatory for reserved category candidates?

Yes. Valid certificate issued by competent authority must be enclosed.

Q34. What is the minimum disability percentage for claiming PBD reservation?

Minimum 40% benchmark disability is required.

Q35. Can Government/University employees apply?

Yes. They must submit application through proper channel along with NOC.

Q36. Is Equivalence Certificate mandatory for foreign degree holders?

Yes. AIU Equivalence Certificate must be submitted.

SCREENING / WRITTEN TEST QUERIES

Q37. Will there be a written examination?

Yes, wherever the number of eligible applicants exceeds the prescribed ratio.

Q38. Who will conduct the written test?

The written test shall be conducted by APPSC.

Q39. What is the pattern of the written test?

- Computer Based Test (CBT)
 - 150 MCQs
 - Score/Marks for each MCQ: 3
 - Total Score/Marks: 450
 - Duration: 180 minutes
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Q40. Is there negative marking?

Yes. One mark will be deducted for each wrong answer.

Q41. What are the qualifying marks in the written test?

- SC/ST/PBDs – 30%
 - OBC – 35%
 - General – 40%
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Q42. Where will the syllabus and examination pattern be available?

On the recruitment portal/APPSC website.

Q43. Can candidates object to the answer key?

Yes. Objections may be submitted within the prescribed time.

Q44. Will eligible/ineligible candidate lists be published?

Yes. They will be communicated through:

- Candidate login
 - Email
 - University website
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Q45. Can candidates appeal against ineligibility?

Yes. Grievances may be submitted through the portal within the prescribed timeline.

INTERVIEW & SELECTION QUERIES

Q46. How are candidates shortlisted for interview?

Shortlisting is done based on written test/screening and Screening and Evaluation Committee evaluation process.

Q47. What is the interview-to-vacancy ratio?

Candidates may be shortlisted in the ratio of 4:1 for interview.

Q48. What is the duration of the interview?

The interview duration is 45 minutes.

Q49. Will interviews be video recorded?

Yes. The interview process will be video-graphed.

Q50. What happens if false information or plagiarism is detected?

The candidature/appointment may be cancelled and the candidate may be disqualified.

ADDITIONAL IMPORTANT QUERIES

Q51. Can selected candidates be posted at any campus/constituent college?

Yes. The University may post candidates at any campus/institution depending on requirement.

Q52. Is contractual faculty weightage applicable?

Yes. Eligible contractual faculty are entitled to weightage as per Government Orders.

Q53. Can contractual weightage help a candidate cross qualifying marks?

No. Candidates must independently secure minimum qualifying marks first.

Q54. Can interviews be conducted online for candidates staying abroad?

Yes. Interviews may be conducted through video conferencing.

Q55. Does the University reserve the right not to fill vacancies?

Yes. The University reserves the right to fill or not fill any post(s) without assigning reasons.

Q56. Is every citizen of India eligible to apply if possessing required qualifications?

Yes. Any citizen of India possessing the prescribed qualifications, experience, and eligibility conditions may apply.

Q57. Are there any transparent procedures followed during recruitment?

Yes. The University follows transparent procedures including:

- Publication of notifications
 - Online application process
 - Scrutiny based on eligibility norms
 - Reservation implementation as per rules
 - Selection by duly constituted committees
 - Verification of original certificates
 - Merit-based evaluation process
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Q58. Is there any upper age limit for recruitment?

The upper age limit and applicable relaxations, if any, shall be as prescribed in the recruitment notification and Government rules.

Q59. Can handwritten applications be submitted if online submission fails?

No. Only applications submitted through the prescribed online process and supported by hard copy submission within stipulated time will be considered.

Q60. What is the recruitment process like?

For Assistant Professors:

It is a two stages process. All the eligible candidates have to appear for a written test conducted by the agency appointed for the purpose. Based on the performance in the written test, merit lists are prepared. From the merit list, candidates are called for interview in the ratio 1:12. Candidates recommended by the selection committee will be selected for the post after getting necessary approval from the university level apex body. For any post, if the applications are less than 12, no written test will be conducted. In such cases, merit list will be prepared as per the guidelines given in the detailed notification and candidates will be called for interview in the ratio of 1:4.

For Associate Professors:

All the applications are scrutinised and merit order will be prepared as per the guidelines given in the detailed notification. From the merit list, candidates will be called for interview in the ratio 1:12. For any post, if the applications are less than 12, merit list will be prepared as per the guidelines given in the detailed notification and candidates will be called for interview in the ratio of 1:4.

Q61. I want to update my profile and details furnished in the application. Is it permitted?

After registering in the recruitment portal, candidates can fill and save data. Candidates can edit data whenever they want until submission of the application. Once the application is submitted, Candidates are not permitted to modify the data.

Q62. What types of positions would be open for junior faculty member (e.g. 1-2 years of experience)?

An Assistant Professor position would be the right position for such candidates. In this advertisement, Assistant Professor posts are available in various departments under regular notification as well as backlog notifications.

Q63. What are the circumstances where period of doctoral programme is considered as experience for faculty applications?

Under no circumstances, doctoral programme period will be considered to count the experience.

Q64. Will universities take their own students?

Notifications are open for national level competition. Any candidate fulfils all the requirements and selected by the selection committee will be taken.

Q65. Are foreign citizens/OCI card holders are eligible to apply for these posts?

No. Applications are invited from the citizens of India only.

Q66. As a candidate from industry, I wish to know the yardsticks in applying for the posts.

For the post of Assistant Professor, if the candidate possesses all the requirements, no hurdles are there in applying for the post. Whereas for the post of Associate Professor, the candidate has to verify, whether he/she is possessing the prescribed Academic and Research requirement to qualify for considering the application for short listing. However, only candidates 1:12 will be called for interview.

Q67. Is it possible for a person with an engineering PhD to apply for a faculty position at a basic sciences department, provided that the research area is relevant to that department?

Yes, this is possible provided along with the PhD degree, the candidate has to satisfy other required academic qualifications prescribed for the post in basic sciences department.

Q68. I have an interdisciplinary degree from two different departments; can I apply to two departments?

Yes, one can apply for both. Provided, the candidate has to satisfy the academic and research requirements for the posts in two departments along with the PhD.

Q69. If I apply to multiple departments, do we give a preference list?

No need to give the preference list.

Q70. I have no teaching or industrial experience. I am currently a PhD student. Can I apply?

Partially Yes. You can apply for the entry level posts like Assistant Professor of certain departments for which PhD is not an essential qualification. But, not eligible to apply for the posts for which PhD is a mandatory qualification.

Q71. How long will the entire recruitment process take?

The timeline of the recruitment process will be notified through the University website and the Common Recruitment Portal. Candidates are advised to regularly check the portals for updates regarding the screening test schedule, publication of merit lists, and issue of appointment orders.

Q71. How will the merit and waiting list be prepared?

The merit list and waitlist will be prepared strictly based on written test merit, applicable weightage, eligibility verification, and reservation roster.

Q72. Are there any Dos and Don'ts for applicants?

Dos

- Read the notification carefully before applying
- Ensure eligibility before submission
- Upload valid documents
- Preserve application copies and receipts
- Attend verification/interview with original certificates
- Visit the recruitment portal regularly for updates
- Submit application(s) before the last dates specified

Don'ts

- Do not submit false information
- Do not upload invalid or unclear documents
- Do not submit multiple applications for the same post unless permitted
- Do not wait until the last date for submission