

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Higher Education-Universities - Faculty recruitment in State Public Universities of Andhra Pradesh - Amendments to G.O.Ms.No.20, HE (UE), dated:28.06.2023 – Supplementary guidelines regarding Selection Procedure for Direct Recruitment for teachers in State Public Universities -Orders - Issued.

HIGHER EDUCATION (UE) DEPARTMENT

G.O.Ms.No.28

Dated:14.05.2026

Read the following:-

1. G.O.Ms.No.14, Higher Education (UE) Department, dated:13.02.2019.
2. G.O.Ms.No.20, Higher Education (UE) Department, dated:28.06.2023.
3. Letter No.Rc.No.07/UE-CHE/2026, dated:11.05.2026 from the Commissioner of Higher Education, Government of Andhra Pradesh.

ORDER:-

In the reference 1st read above, Government issued orders for extending UGC Pay Scales, 2016 and service conditions of teachers and other academic staff in Universities.

2. In the reference 2nd read above, the Government, in pursuance of Para 16(2) of the G.O. 1st read above, issued guidelines for direct recruitment to faculty positions and implementation of the Career Advancement Scheme in the State Public Universities of Andhra Pradesh. The guidelines prescribe the procedure for receipt of applications, verification of eligibility, conduct of the screening examination by the Andhra Pradesh Public Service Commission, validation by the Screening-cum-Evaluation Committee, conduct of interviews by the Selection Committee, and other connected matters. The said guidelines, issued in continuation of provisions of orders in the reference 1st read above, have been serving as the operative framework for direct recruitment to faculty positions in the State Public Universities since the date of their issuance.

3. The Commissioner of Higher Education, vide letter cited at reference 3rd read above, has submitted that the following issues need to be addressed in the guidelines issued vide reference 2nd cited above:

- (a) Under the existing guidelines, a candidate desiring to apply for one or more faculty positions in two or more State Public Universities is required to submit separate online applications to each University, upload supporting documents separately, and pay the application fee separately to each University. The said process is operationally inefficient and burdensome for candidates, particularly those seeking to apply for multiple posts across multiple Universities, and does not provide for a single, secure, authenticated platform for submission of applications and payment of required fees;

- (b) The existing guidelines do not prescribe any mechanism for individual candidate authentication, secure communication or maintenance of an authoritative record of communications between the State Public Universities and each candidate, leaving the recruitment process exposed to disputes about whether a communication was received by the candidate;
- (c) Conducting the written test to shortlist 12:1 prescribed under the existing Clause 1.3.6 does not differentiate between the cadre of Assistant Professor and the cadres of Associate Professor and Professor, although a written test by Andhra Pradesh Public Service Commission (APPSC) is operationally appropriate only for the Assistant Professor cadre, where the applicant pool is typically very large;
- (d) The existing guidelines do not designate any authority to coordinate across the State Public Universities for the recruitment process, although several proposed operational mechanisms, including a common recruitment portal and a multi-University preference process, require an authority to provide technical support and coordinate across the State Public Universities without any specific role in selection of candidates;
- (e) The existing Clause 1.7.14 on wait listing does not specify the size of the waitlist, the period of its validity, the conditions for its operation, the consequences of post-joining vacancies;
- (f) The existing framework does not prescribe a secure mechanism for entry, storage and disclosure of interview marks within a specified time limit, leaving the question to the discretion of the Chairman of the Selection Committee;
- (g) Though a common recruitment portal permits candidates to apply to multiple State Public Universities for multiple posts and subjects, candidates may be shortlisted for interview by two or more participating Universities, and the existing guidelines do not provide for any procedure for handling such cases; and

4. Accordingly, the Commissioner of Higher Education in the reference 3rd read above, has proposed certain amendments to the guidelines issued vide reference 2nd read above to bring in more transparency and selection process of faculty recruitment in Universities.

5. In the circumstances reported by the Commissioner of Higher Education in the reference 3rd read above, the Government after careful examination, hereby make the following amendments to the supplementary guidelines issued in the G.O.Ms.No.20, Higher Education (UE) Department, dated:28.06.2023 read above.

6. In the said G.O.,-

(1) for para 1.1.11, the following shall be substituted, namely:-

"1.1.11 The candidates should upload the supporting documents, wherever mandatory. The candidates should send a hard copy of the filled in online application along with copies of the relevant certificates/documents uploaded online along with filled in online application in support of his/her claims made in the application. Such copies shall be self-attested and should reach the University on or before the last date for submission of applications as in the notification for recruitment."

(2) in para 1.1, after sub para 1.1.12, the following paras shall be inserted, namely,-

"1.1A. Common Recruitment Portal:

1.1A.1 The Commissioner of Higher Education shall develop, deploy and maintain a Common Recruitment Portal, for the purpose Direct Recruitment of Teachers in State Public Universities and Constituent Colleges. The Commissioner of Higher Education shall, for the said purpose, be authorised to engage technical service providers, prescribe the technical specifications, and undertake all necessary operational activities for the development, deployment and maintenance of the said Portal.

1.1A.2. candidate may, through the Common Recruitment Portal, apply for one or more faculty positions notified by one or more State Public Universities and Constituent Colleges, in any subject and cadre for which the candidate is eligible.

- (a) Each application shall be a discrete application made in respect of a specific post in a specific University, and shall be made and submitted separately, even where the candidate is applying through the Portal for two or more posts in the same University or for the same post and subject in two or more Universities or different posts in different Universities.
- (b) The candidate shall not be required to indicate, at the time of application, any order of preference among the said Universities.
- (c) Each submission of an application by the candidate, in respect of each post in each University, shall be validated and authenticated through a One-Time Password sent to the candidate's Aadhar linked mobile number. No application shall be considered to have been submitted unless the said authentication has been successfully completed.

1.1A.3. The candidate shall be required to upload scanned copies of all supporting and relevant original documents on the Portal. Requisite fees as prescribed, shall be paid online through the Portal only. The fee shall be apportioned amongst State Public Universities and Commissioner Higher Education (Maintenance, development and deployment of portal).

1.1A.4. Upon submission of the application by the candidate through the Portal, the Portal shall transmit the application, along with the documents uploaded, to each of the Universities selected by the candidate. Each such University shall thereafter proceed independently with the recruitment process in respect of the said application, in accordance with the procedure prescribed in this G.O. and guidelines issued vide reference 1st read above.

1.1B Individual Candidate Accounts and OTP Authentication.

1.1B.1 Every candidate shall create an individual account on the Common Recruitment Portal and authenticate it through an OTP sent to Aadhar linked mobile number, which shall be mandatory. The account shall be unique to the candidate, non-transferable, and shall not be shared with any other person.

1.1B.2 All critical actions on the Portal — including submission of application, payment of fee, upload of documents, exercise of choice under Clause 1.7.20 and related matters, shall be authenticated by One-Time Password (OTP) sent to the Aadhar linked mobile number.

1.1B.3 All communications to the candidate from the participating Universities shall be made exclusively through the candidate's account on the Portal or through registered email only. A communication sent to the candidate's account or registered email shall constitute deemed receipt by the candidate, and the account record shall constitute the authoritative record admissible in evidence.

1.1B.4 Any breach of Clauses 1.1B.1 to 1.1B.3, including creation of multiple accounts or sharing of account credentials, shall be a ground for rejection of the application by the State Public University concerned.

(3) for para 1.3.6, the following shall be substituted, namely,-

"1.3.6 Application of the written test and Shortlisting at 12:1.

(a) For the post of Assistant Professor

(i) all applications shall be screened for prima facie eligibility by the Departmental Committee under Clause 1.2;

(ii) where the number of prima facie eligible applicants in respect of any subject and any category of reservation exceeds twelve (12) applicants per vacancy notified in the said subject and category in the State Public University concerned, the written test shall be conducted by the Andhra Pradesh Public Service Commission for such applicants. APPSC shall publish merit list for each test and the marks obtained by such applicants for each University in the said written test shall be the basis for shortlisting twelve (12) applicants per vacancy in the said subject and category in each University in the order of merit, who shall be taken up for validation by the Screening-cum-Evaluation Committee under Clause 1.4;

(iii) where the number of prima facie eligible applicants in respect of any subject and any category of reservation does not exceed twelve (12) applicants per vacancy notified in the said subject and category in the University concerned, the written test shall not be required for such applicants, and they shall be directly taken up for validation by the Screening-cum-Evaluation Committee under Clause 1.4;

(iv) the qualifying marks for the written test shall be as prescribed under Clause 1.3.4.

(b) For the posts of Associate Professor and Professor:

(i) all applications shall be screened for prima facie eligibility by the Departmental Committee under Clause 1.2;

(ii) No written test to the posts of Associate Professor and Professor;

(iii) the prima facie eligible applicants shall be directly taken up for validation by the Screening-cum-Evaluation Committee under Clause 1.4."

(4) in para 1.3, for sub para 1.3.2, the following shall be substituted namely,-

"1.3.2 Coordination by the Commissioner of Higher Education.

(a)Based on the Resolutions of the Executive councils concerned, the Universities will enter into Memorandum of Understanding (MoU) with APPSC in view of the Act 3 of 2018 to conduct a Written test.

(b)The Commissioner, Higher Education, Andhra Pradesh, shall be the coordinating authority for the recruitment process across the State Public Universities for any recruitment cycle.

(c)The Commissioner, Higher Education shall, in particular:

(i) To coordinate with the Andhra Pradesh Public Service Commission for the conduct of the written test under Clause 1.3.6;

(ii) To Develop, deploy and maintain the Common Recruitment Portal under Clause 1.1A; and

(iii) To such other coordination functions as the Government may direct.

(d)The Commissioner, Higher Education shall not have any specific role in selection of candidates.

(5) In para 1.7, after sub para 1.7.1, the following sub para shall be inserted, namely,-

"1.7.1A Multi-University Choice Process.

(a) Each State Public University shall, after preparation of the 4:1 interview shortlist under Clause 1.5, communicate to the individual candidates through the candidate's account in the Common Recruitment Portal.

(b) A candidate who receives an intimation under sub-clause (a) shall, within five (5) days from the date of intimation, declare, in respect of each post and subject in which he/she has been shortlisted by two or more Universities, his/her order of preference among all such Universities, by indicating the said preference order through the candidate's account on the Portal. Where a candidate fails to declare the order of preference within the said period, the candidate shall be deemed to have declared a preference order of the said Universities in the order of decreasing scores obtained by the candidate in the validation by the Screening-cum-Evaluation Committee under Clause 1.4 in respect of the said post and subject. Where the said scores in two or more Universities are identical, the said Universities shall, in the deemed preference order, be in the alphabetical order of their names. The preference order once declared (or deemed declared under this sub-clause) shall be final and binding on the candidate.

(c) A preference order declared (or deemed declared) under sub-clause (b) shall be taken into consideration at the appointment stage under sub-clause (e). The said preference order shall not, of itself, remove the candidate from the 4:1 interview shortlist of any University, or prevent the candidate from being interviewed by any University on whose 4:1 shortlist the candidate's name appears.

(d) Each State Public University shall communicate the interview call letter to each of the candidates in the 4:1 interview shortlist through the candidates' accounts in the common recruitment portal. Each State Public University shall conduct the interview of every candidate on its 4:1 interview shortlist, and shall, on conclusion of the interviews, prepare its Recommended List and Waitlist under Clause 1.7.14. The candidate's choice declared under sub-clause (b) shall not affect the said procedures. The University may, on administrative grounds, reschedule the date/s of interview of any candidate or of all candidates of any subject and cadre, and shall communicate the rescheduled date and venue to the candidate(s) concerned through the candidate's account on the Common Recruitment Portal with a minimum notice of not less than Five (5) days. No candidate shall be entitled to request the rescheduling of the interview, and any such request received from a candidate shall not be entertained.

(e) A candidate may withdraw his/her application from any participating University/ies in the prescribed proforma only through the common recruitment portal, in accordance with the following:

(i) Where the withdrawal is made before announcement of the 4:1 interview shortlist under sub-clause (a), the withdrawal shall take effect immediately, and shall not affect the candidate's applications in respect of the remaining participating Universities;

(ii) Where the withdrawal is made after announcement of the 4:1 interview shortlist but at least Twelve (12) days before the date scheduled for the interview, the withdrawal shall take effect immediately. The candidate's name shall be removed from the shortlist of the said University/ies, and the next-ranked candidate from the validation by the Screening-cum-Evaluation Committee under Clause 1.4 shall be promoted up to fill the resultant vacancy in the shortlist. Where the candidate has declared a preference order under sub-clause (b) that includes the said University, the said University shall stand deleted from the candidate's preference order, and the preference order shall continue to operate in respect of the remaining Universities included in the said preference order; and

(iii) No withdrawal shall be permitted where the application is made less than twelve (12) days before the date scheduled for the interview, or after the interview has been conducted.

(f) After conclusion of interviews and preparation of the Recommended List by each University under Clause 1.7.14., appointment orders shall be generated by each University on the basis of the candidate's preference order declared under sub-clause (b), recommended list, the merit position of the candidate in the waitlist, and the posts available for appointment. The Appointment orders shall be communicated to the successful candidates through the Candidate's account in the Common recruitment portal.

(6) for sub para 1.7.14 the following shall be substituted, namely,-

"1.7.14 Recommended List and Waitlist.

1) After conclusion of interviews, the Selection Committee shall prepare two separate lists —

a) a Recommended List in the order of merit, equal in number to the notified vacancies, reservation-category-wise; and

b) a Waitlist in the order of merit, comprising those candidates from the 4:1 interview shortlist to the notified vacancies, reservation-category-wise only who have not been accommodated in the Recommended List.

2) Operation of the Waitlist shall arise on:

- a) Refusal (or) Relinquishment by a candidate in the Recommended List to accept appointment within the prescribed period and communicated by the candidate through the online portal in the prescribed proforma;
 - b) failure of a candidate in the Recommended list to join within the prescribed period after issue of appointment order through the candidate's account in the common recruitment portal;
 - c) Operation of the multi-University preference process under Clause 1.7.20. where a candidate in the Recommended List of two or more Universities is appointed to one University, freeing up the resultant vacancy in the other University or Universities.
- 3) The Waitlist shall not, in any circumstance, contain more candidates than the 4:1 interview shortlist prepared under sub clause (1) and 1.7.20 (g). The total number of candidates in the Recommended List and the Waitlist together shall not, in any circumstance, exceed the said 4:1 interview shortlist. Any candidate beyond 4:1 shortlist shall not be considered for any interviews/selection.
- 4) The Waitlist for the notified vacancy, reservation-category-wise shall stand exhausted, and shall cease to have any operational effect, when the candidate in the Recommended List joins the post after appointment order; (or) the next eligible candidate in the waitlist as per clause 1.7.20 joins the post after appointment order. (or) no eligible candidate from the 4:1 shortlist joins the post after appointment order.
- 5) The Waitlist shall not be operated as a substitute for fresh recruitment, and shall not be revived, extended or frozen on any ground including pendency of litigation.
- 6) Any vacancy arising on resignation, retirement, death, and transfer or otherwise of a candidate who had joined the post after the appointment orders shall be treated as a fresh vacancy and shall be filled up in a subsequent recruitment notification only as per rules.
- (7) for sub para 1.7.19 the following shall be substituted, namely,-

"1.7.19 Responsibility of the Chairman of the Selection Committee – Secure Online Results Upload Facility.

- (a) The Chairman of the Selection Committee shall ensure that the selections are conducted in a fair and transparent manner and by strict observance of the rules, regulations and guidelines mentioned in the notification.
- (b) Immediately upon conclusion of the interview process for any candidate, the marks awarded by each member of the Selection Committee shall be entered by the Chairman, into a Secure Online Results module in the Common Recruitment Portal.

(c) The marks entered in the Secure Online Results module in the order of merit under sub-clause (b), shall form the basis for the preparation of the Recommended List and the Waitlist by the Selection Committee under Clause 1.7.14.

(d) The Chairman of the Selection Committee shall be held responsible for any proven irregularity in the selection process, including in the entry or premature disclosure of marks under this clause."

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**KONA SASIDHAR
SECRETARY TO GOVERNMENT**

To

All the Registrars of State Public Universities.

The Commissioner of Higher Education, A.P., Mangalagiri.

The Commissioner of Technical Education, A.P., Mangalagiri.

The Commissioner of School Education, A.P., Vijayawada.

The Secretary, MHRD, Govt. of India, New Delhi.

The Secretary, University Grants Commission, New Delhi.

The Chairman, A.P. State Council of Higher Education, Mangalagiri.

The Director of Treasuries & Accounts, A.P., Mangalagiri.

The Director of Local Fund Audit, Vijayawada

The Accountant General, A.P., Vijayawada

Copy to:-

The Secretary, A.P. Public Service Commission, Vijayawada

The General Administration Department

The Law (B) Department

The Finance (PC&TA) Department

The P.S. to Secretary to CM

The OSD to Minister (HRD)

The P.S. to Secy. to Government, Higher Education Department

SF/SCs.

// FORWARDED :: BY ORDER \\\


SECTION OFFICER