

**MAHARASHTRA STATE ELIGIBILITY TEST FOR
LECTURESHP**

CONDUCTED BY

University of Pune as State Agency For Maharashtra & Goa



**UNIVERSITY OF PUNE
Ganeshkhind, Pune-411007.
(State Agency)**

PROSPECTUS - (2012 onwards)

SET Examinations - 2012

MAHARASHTRA STATE ELIGIBILITY TEST FOR LECTURESHIP

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1. INTRODUCTION :

The University Grants Commission (U.G.C.), while prescribing the revised pay scales for teachers in colleges and in universities, in accordance with the Fourth Pay Commission, has prescribed that the person being appointed as lecturer shall qualify for the new scales provided he/she clears, the Eligibility Test, to be conducted by the U.G.C., in addition to the minimum qualifications already prescribed. The U.G.C., accordingly conducts, the National Educational Tests(N.E.T.), for many subjects. The U.G.C. and the C.S.I.R.(Council for Scientific and Industrial Research) conduct combined tests for science subjects. The NET or the combined Tests enables the candidate to receive the Junior Research Fellowship (J.R.F.) of the U.G.C./C.S.I.R. and/or makes him/her eligible for being appointed as lecturer. In view of the fact that the number of candidates who are required to be qualified for being appointed as lecturers, under the new pay scales, is fairly large, the U.G.C. has authorised the State Governments or the State Agencies on behalf of the State Governments to conduct the State Eligibility Test(SET) for lectureship, provided, the SET is duly accredited by the U.G.C.

2. State Agency

In accordance with the guidelines of the U.G.C., the Government of Maharashtra, Higher & Technical Education & Employment Department by their Resolution No. UGC-1391/2066/VS-4 , dt: July, 14, 1994 have nominated the University of Pune as the State Agency for conducting the State Eligibility Test (SET) . The U.G.C. has accredited the SET examinations being held by the University of Pune as the State Agency of the Government of Maharashtra and the Government of Goa.

3. Conditions of Eligibility

- a) The candidates must have Master's Degree from an institution recognized by U.G.C.
- b) The candidates other than SC/ST category who have secured atleast 55% marks (without grace) in Master's Degree or equivalent examination, are eligible for this test. SC/ST/PH/VH (PH-Physically Handicapped. VH-Visually Handicapped i.e. Blind) category candidates who have secured atleast 50% marks(without grace) in Master's Degree or equivalent examination are eligible for this test.
- c) Those candidates who have secured even 54.99% marks or below (even 49.99% Marks or below for SC/ST/PH/VH candidates) in Master's Degree examination are NOT eligible for this test.

- d) Candidates who have appeared OR will be appearing at the qualifying master's degree examination and whose result is still awaited OR candidates whose examinations have been delayed may also apply for this Test. However, such candidates will be admitted provisionally and shall be considered eligible to apply for Lectureship only after they have passed their Master's Degree examination or equivalent examination with atleast 55% marks (50% in case of SC/ST/PH/VH category candidates) These candidates must submit their P.G. Mark sheet within two years from the date of declaration of result of the SET examination.
- e) **Those candidates who are studying in the first year of two years course or in first two semesters of a four semester's course of Master's Degree cannot appear for this test.**
- f) Candidates who have completed Ph.D. and had passed Master's Degree prior to 19th September, 1991 with atleast 50% marks (without grace marks as explained above) are also eligible to appear for SET examination.
- g) Candidates have to appear for SET in the subject of their Post Graduation only.
- h) Candidates should note that their candidature is provisional. Their candidature will be deemed final upon verification of eligibility condition with reference to the documents enclosed with their application or as may be called for.
- i) **To apply for the SET there is no upper age limit.**
- j) As per the U.G.C. Rules the candidates who have passed M.Sc.(by Research) are not eligible to appear for the SET Exam.
- k) The SET agency will not issue any mark sheet to qualified/not qualified candidate. Also no revaluation of papers are allowed for SET Examination. The SET agency will issue certificate to qualifying candidates only.
- l) OBC/SBC/DT/NT (Non Creamy Layer) candidates must enclose attested copy of the caste certificate and the latest non creamy layer certificate. The certificate must be in candidate's own name and not in father's or husband's name.

4. Faculties :

The SET, for the present, is being conducted in the subjects under the faculties of Arts, Science, Mental, Moral & Social Sciences, Commerce, Management, Law, Education and Physical Education.

5. Subjects :

The SET would be conducted only in the following 30 subjects listed below. The candidates are supposed to appear for only one subject from the list.

Marathi, Hindi, English, Sanskrit, History, Economics, Philosophy, Psychology, Sociology, Political Science, Defence & strategic Studies, Home Science, Library & Information Science, Journalism and Mass Communication, Social Work, Public Administration, Mathematical Sciences, Environmental Sciences, Physical Sciences, Chemical Sciences, Life Sciences, Earth Atmospheric, Ocean and Planetary Sciences, Geography, Computer Science & Applications, Electronic Science, Commerce, Management (including Business Administration, Marketing/Marketing Management/Industrial Relations and Personnel Management) Law, Education & Physical Education.

Candidates have to appear for SET in the subject of their Post Graduation only. However, candidates whose post graduation subject is not covered in the list of subjects in Item No.6 may appear in a related subject.

6. Centres

The SET Examination will be conducted at the following 12 centres only. Mumbai, Pune, Kolhapur, Nashik, Jalgaon, Aurangabad, Nanded, Amravati, Nagpur, Goa, Solapur & Chandrapur.

7. a) Application Form. :

Application forms are available only on website <http://setexam.unipune.ac.in> Candidates have to fill the form online and (print four pages, first page- Application Form, Second Page- Declaration and Third Page Acknowledgement, and fourth -Cover page to be pasted on envelope containing Application form) draw a hard copy of the same after online submission and send it to the concerned Coordinator of the Centre. The hard copy of the application form along with necessary documents and a DD towards examination fee must reach to the **Contact Person** of the **concerned centre** on or before date declared for each examination from time to time. Postal delay cannot be considered.

b) Fees

The examination fees including processing fee is as follows

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|-------------------------------|-----------|
| i) SC/ST//PH/VH | Rs. 450/- |
| ii) OBC/SBC/DT/NT | Rs. 450/- |
| (Only valid Non Creamy layer) | |
| iii) General | Rs. 550/- |

The examination fees can be paid only by a Demand Draft drawn on Nationalized Bank (listed) payable at Pune in the name of “**The Registrar, University of Pune**” . Examination fees once paid cannot be refunded.

Copies of the following attested documents are to be enclosed with the form:

1. Final Year Mark list of Master’s Degree or of equivalent examination (in case of candidates who have passed Master’s Degree)
2. Marriage certificate/Gazette Copy (in case of any change in name)
3. Validity Certificate/ Caste Certificate issued by Competent Authority from Maharashtra supporting their claim.
4. For OBC/DT/NT/SBC Category candidates attested valid Non Creamy layer Certificate.
5. Medical Certificate given by Competent Authority in prescribed format in case of Blind/Visually or Physically Handicapped Candidates.

All above documents along with the hard copy of the application form must be submitted to the respective centres by hand or by post in an envelope of size 36 cm x 25 cm.

Acceptance of the form and the fees does not guarantee eligibility for taking the test. Eligibility criteria have to be met by the applicant. Permission to appear for the Test is provisional till such time the candidate fulfills the eligibility criteria.

8. Scheme of Examination :

The Examination will consists of Paper-I, Paper-II and Paper-III. The examination for all the three papers would be held on one day, in two separate sessions.

- a) Paper-I : General Paper on Teaching and Research Aptitude. As per UGC Guidelines, SET has decided to provide choice to the candidates from the August, 2010 onwards. Sixty (60) multiple choice questions of two marks each will be given, out of which the candidates would be required to answer any fifty (50). In the event of the candidate attempting more than 50 questions, the first 50 questions attempted by the candidate would be evaluated.
- b) The candidate will choose Paper-II and Paper-III in any one from those subjects listed under item **No. 6 only**. The Paper-II and III will correspond to knowledge at the Post Graduate Level in that Subject. The Paper-II shall consist of objective type questions, and shall be answered by the candidate as in Paper-I. The Paper-III shall consist of multiple choice type questions on the syllabus of the subject selected by the candidates.
- c) Paper-I and II will be of 75 minutes duration each will carry maximum of 100 marks. These papers consist of Test Booklets containing 60 objective type questions in Paper-I and 50 objective type questions in Paper-II. The candidate will have to mark his/her response for each item only on the answer-sheet provided separately. A combined answer-sheet for Paper-I and Paper-II will be provided before the starting of Paper-I. Paper-I and II will be conducted in the first session and the answer-sheet will be collected after the time for Paper-II is over.

Answers marked on the Test-Booklet of Paper-I, II & III will not be evaluated.

- d) Paper-III will be held in the second session of 2 hours and 30 minutes duration and will carry a maximum of 150 marks. The candidates will be required to mark his/her response for each item only on the answer-sheet provided separately.

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- e) A candidate who does not appear for Paper-I will not be permitted to appear for Paper-II and Paper-III.
- f) The candidates are required to obtain minimum marks separately in Paper-I, Paper-II and Paper-III as given below.

CATEGORY	MINIUM QUALIFYING MARKS		
	PAPER-I (Out of 100)	PAPER-II (Out of 100)	PAPER-III (Out of 150)
GENERAL	40 (40%)	40 (40%)	75 (50%)
OBC/DT/NT/SBC (Only Non Creamy layer)	35 (35%)	35 (35%)	67.5 (45%) rounded off to 68
PH/VH	35 (35%)	35 (35%)	60 (40%)
SC/ST	35 (35%)	35 (35%)	60 (40%)

- g) Syllabi for Paper-I , Paper-II and Paper-III for all subjects are available on website <http://setexam.unipune.ac.in>

- h) **Time of the Examination :**

Session	Duration	Paper
I	1 ^{1/4} hours (10.00 a.m. to 11.15 a.m.)	I
I	1 ^{1/4} hours (11.15 a.m. to 12.30 p.m.)	II
II	2 ^{1/2} hours (02.00 p.m. to 04.30 p.m.)	III

For visually handicapped (VH) candidates 30 minutes extra time shall be provided separately for Paper-I and Paper-II. For Paper-III, 45 minutes extra time shall be provided. They will also be provided the services of a scribe who would be a graduate in a subject other than that of the candidate. Those Physically Handicapped (PH) candidates who are not in a position to write in their own handwriting can also avail these services by making prior request (at least 15 days before the date of examination) in writing to the Coordinator of the Test Centre. Extra time and facility of scribe would not be provided to other Physically Handicapped candidates.

9. Visually Handicap (Blind)/Physically Handicap :

Those candidates who are visually handicapped (Blind)/physically handicapped should attach the attested copy of **Medical Certificate issued by Civil Surgeon.**

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ONLINE ADMIT CARDS

Admit Cards will be provided online to all candidates 10 days prior to the date of the examination on the same website from where the candidate has submitted his SET examination form. Candidate shall enter his/her Login_ID and password for getting his/her Admit Card. ***Admit card will not be sent to the candidates by Post.*** Candidates have to download and get a printout of ADMIT CARD. Candidate must carry admit card and also one additional photo identity such as a driving license, college/university identity card, pan card etc. to the examination centre on the Day of the Examination.

Candidates are also requested to contact Examination Incharge of the centre selected by him/her for any assistance.

INSTRUCTIONS TO THE CANDIDATES

1. The Examination Hall /Room shall be opened 30 minutes before the time specified for the commencement of the examination. No candidate who is late by more than 20 minutes after the commencement shall be admitted to the examination. **A candidate who does not appear in Paper-I will not be permitted to appear in Paper-II and Paper-III.**
2. **Candidate must sign the attendance roll in each session (i.e. morning and afternoon) In absence of candidate's signature, on attendance roll his/her O.M.R. Answer-sheet/ booklet of Paper-III will not be checked.**
3. No candidate shall be allowed to leave the examination hall/room until half of the time of the examination is over, in each session.
4. A Seat marked with a Seat number shall be allotted to each candidate. The candidate shall be required to find out and occupy the seat allotted to him/her atleast 20 minutes before the commencement of the examination.
5. No candidate shall be allowed to leave his/her seat or the examination hall/room until the end of the examination without permission of the invigilator. If it is necessary for a candidate to communicate with the invigilator, he/she will stand up in his/her seat, until invigilator attends to him/her.
6. Before beginning to answer the question paper, the candidate should write his/her seat number only in the space provided in the test-booklet/answer-sheet and nowhere else.

The candidate should read carefully the instructions appearing on the cover page of the test-booklet and check that the booklet supplied to him/her is not defective and if so, may secure another of the same code from the invigilator in lieu of the one issued earlier. The test-booklet should be checked with reference to page-numbers, serial numbers of the questions, code numbers and the subject offered by the candidate.

7. One common (combined) answer-sheet for Paper-I and Paper-II will be supplied at the beginning of Paper-I. The Test Booklet for Paper-I, shall be returned to the invigilator immediately after the time set for Paper-I is over. The answer-sheet for Paper-I and II will be retained by the candidate and shall be returned alongwith the Paper-II, to the invigilator at the end of Paper-II. A separate answersheet(O.M.R.) will be provided to the candidate for Paper-III.

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8. Each candidate is required to bring his/her own Ball Pens. **No candidate shall be allowed to use a calculator in the examination Hall/room. Cellular Phones, Pagers, Mobiles, Log Tables etc. are not allowed in the examination Hall/room.**
9. The time allotted for each paper includes time required to read instructions appearing on the Test Booklet and for filling entries at the appropriate places.
10. The Bell would ring as indicated below :
 - i) 30 minutes before commencement of the examination
 - ii) At the commencement of the examination
 - iii) At the end of one hour after the commencement
 - iv) 75 minutes after the commencement of the examination (for taking back question Paper-I)
 - v) 60 minutes after commencement of Paper-II .No candidates would be allowed to leave the examination hall/room after the bell.
 - vi) 75 minutes after the commencement of Paper-II.
 - vii) 15 minutes before the commencement of Paper-III.
 - viii) At the commencement of Paper-III.
 - ix) When the time allotted for Paper-III is over.
11. The candidate shall have to return the Test Booklet to the invigilator before leaving the examination hall/room. He/She shall not be allowed to carry any question paper.
12. Smoking, Taking Tea/Coffee etc. or any refreshments in the examination hall/ room is prohibited.

UNFAIR MEANS/MISCONDUCT

13. Any candidate found guilty of using unfair means or of misconduct of any nature in the examination hall/room shall be liable to be disqualified for future SET examinations.
 - a) Any candidates who creates disturbance of any kind during the course of the examination or otherwise misbehaves in or around the examination centre or refuses to obey the Superintendent, Assistant Superintendent, any other official on examination duty or changes his seat with any other candidate will be deemed to have committed misconduct. Such a candidate shall forfeit the right to continue with the examination.
 - b) If any candidate, appearing in SET is found to have in his possession or access to papers/books or notes which may possibly be of help to him/her or is found giving or receiving assistance or copying from any paper/book or note, or helping other candidate(s) to copy from his/her answer-sheet/test booklet or writing questions set in the question paper on any other paper, or using or attempting to use any other unfair means, a report about the same in the sealed cover shall be forwarded to the Member Secretary (SET) .

The report of the invigilator Staff supported/endorsed by the Superintendent/Observer shall be treated as conclusive proof to establish a charge of unfair means against the candidate. In such a case, the candidate shall earn disqualification from appearing in the SET and the eligibility tests conducted by various other states accredited by the UGC as well as UGC NET or and UGC-CSIR for 2 to 5 years, depending upon the gravity of the charge(s).

14. Each candidate shall have to produce his/her admit card on demand by the Coordinator Invigilator/Examination Superintendent/Observer etc.
15. The candidates shall have to abide by any instructions that may be announced by the Superintendent/Invigilator in the examination hall/room.
16. Blind candidate is advised to request the Coordinator of the Test Centre to provide him/her the services of an amanuensis(writer) for the examination atleast a 15 days before the date of the examination. They will also be given 30 minutes extra in Paper-I and II each (First session) and 45 minutes extra time in Paper-III (Second session). Blind candidates are not allowed to bring their own writer.
