



राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान
(संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान)
Rajiv Gandhi Institute of Petroleum Technology
(An Institution of National Importance established under an Act of Parliament)
Jais, Amethi- 229304, UP, India. Website: www.rgpt.ac.in

Ref. No.: RGPT/Jais/Admin/ 109 /2026

Date: 19.02.2026

NOTIFICATION

It is to notify that the candidates shortlisted for the post of Assistant Registrar will appear for the Phase -1 of the selection process (Written & Computer Test) to be conducted on 08.03.2026. The examination will be of 50 Marks. It will consist of 125 MCQ-type questions, wherein 30 MCQ in PART-A will be aptitude testing, 70 MCQ in PART-B will be domain knowledge testing, and 25 MCQ in PART-C will be Computer Knowledge and Proficiency testing. There will be a negative marking of -0.25 for each wrong answer. The candidates securing 40% marks (i.e. 50 out of 125 marks) will be qualified to appear for the Phase-2 and Phase -3 of the recruitment process, i.e. for presentation and interview. The final merit will be prepared on the basis of score as mentioned below:

Process	Scheme of Examination	Marks
Phase -1	Written & Computer Test	50*
Phase-2	Presentation	25
Phase-3	Interview	25
	Total	100

*The candidate's percentage of marks obtained out of 125 in Phase I will be converted proportionately and scaled to 50 marks.

The Syllabus for Parts A, B and C of Phase-1 would be:

PART – A (30 Marks)

- General Awareness, Quantitative Aptitude, Numerical Ability, Data Interpretation and Logical Reasoning, Current Affairs and Constitution of India.

PART – B (70 Marks)

- FR & SR covering Service matters, pay Fixation, TA Rules, LTC Rules, CCS (Leave) Rules, MACP, Foreign Service, Deputation, Lien, etc., CCS (CCA) Rules, CCS (Conduct) Rules, Provisions of Central Government Accounts (Receipts and Payments) Rules. Provisions of Delegation of Financial Powers Rules (DFPR), NEP 2020.
- Recruitment & Reservation Rules, GPF / NPS Rules & Regulations, Public Financial Management System (PFMS), Income Tax ACT 1961 along with the Finance Act, Budget and Accounting in Autonomous Bodies, General Financial Rules 2017, Academic Administration, Ordinances for all academic / research programs, RGPT Act & Statutes, Conduct of Board of Governors Meetings, Finance Committee, Senate Meetings, RTI Act 2005, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 ("POSH Act")

PART- C (25 Marks)

- Knowledge of Information Technology and Proficiency in Computer Operations.

Venue: RGPT Jais Campus

Date of Examination: 08.03.2026

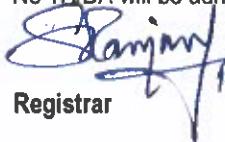
Duration of Exam: 2.5 Hours

Examination Commencement Time: 10:00 AM

Examination End Time: 12:30 PM

Reporting Time: 09:30 AM

No TA/DA will be admissible for the candidates appearing for the examination.


Registrar