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**Dr. Rajendra Prasad
National Law University, Prayagraj**
डॉ राजेन्द्र प्रसाद राष्ट्रीय विधि विश्वविद्यालय, प्रयागराज

Advt. No. RPNLUP/AR/01/2026

Dated: 28/04/2026

Recruitment Notification for the Post of Assistant Registrar (UR)

Dr. Rajendra Prasad National Law University, Prayagraj is a dedicated institution to foster the next generation of legal professionals poised to shape the future of the legal landscape and contribute significantly to societal improvement.

Applications are invited from the eligible candidates for recruitment of the following regular position -

Sl. No.	Subject	Number of Position	Category	PayScale (As per the Revised Matrix)
1.	Assistant Registrar	01	Unreserved	Pay Matrix Level- 10 56100-177500

Eligibility Criteria for Applying for the post of Assistant Registrar:

1. The qualification for the said post shall be:
 - a.) **Essential qualification:** Master's Degree with minimum of 55% of the marks or an equivalent grade in a point scale wherever the grading system is followed from any recognized institution/college/university of India.
 - b.) **Desirable:**
 - Degree of Bachelors in Law
 - Comparable experience in institutions of Higher Education.
2. **Age Requirement:** Minimum 30 years to Maximum 45 years. (A copy of proof of age is required)

- Interested candidates may apply by downloading the Application Form from the website of Dr. Rajendra Prasad National Law University, Prayagraj i.e., <https://www.rpnlup.ac.in>. The candidates must read the instructions carefully for filling up the form.
- **Important Dates:**
 - Date of submission of Application Form through E-mail – **21st May 2026**
 - Date of submission of Application Form (hard copy) – **28th May 2026**
 - Date of Examination – **28th June 2026**



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GENERAL INSTRUCTIONS TO THE CANDIDATES

1. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment. Any misleading/wrong information supplied by the candidates may lead to summarily rejection of the application, if found subsequently, also the appointment will be cancelled.

2. The selection process will consist of:

a.) Written Test*, and

b.) Interview

*The Written Test will be based on the prescribed syllabus.

The test will comprise of MCQs and Descriptive Answer writing in bilingual (English and Hindi language).

The final selection of the candidates will be based on the performance in the Personal Interview from amongst the candidates shortlisted after Written Test.

3. a) Based on the performance in the written test, the top 20 (twenty) candidates shall be shortlisted for the interview.

b) The University reserves the right to fill or not fill vacancy advertised, cancel the Advertisement in whole or in part; or reject any application having discrepancies.

4. Application Fee:

An application fee of **Rs. 2,500/-** shall be paid online (RTGS/NEFT) in favor of Dr. R. P. National Law University, Prayagraj, **Account No: 50100590400732, HDFC Bank Civil Lines, Prayagraj. IFSC code HDFC0000226.**

5. a) The candidates shall be required to pay application fee through online mode only. In addition to application fee, the bank will also charge transaction fee+ service tax which will be borne by the candidate.

(b) No other mode of payment will be accepted except online payment as mentioned above.

(c) The fee once paid will not be refunded or re-adjusted under any circumstances.

6. The University may request candidates to submit any required information at any



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point during the recruitment process, if needed.

7. Candidates serving in Govt./Semi-Govt./PSUs/Autonomous Organization, etc., should submit the Application Form through proper channel, failing which such candidate shall be required to produce NOC at the time of selection process.
8. The date of determining the eligibility of all candidates in every respect shall be the closing date of Advertisement.
9. Mere fulfillment of minimum qualification and experience requirements for the post does not entitle the candidate to be called for an interview.
10. Any attempt to influence the recruitment process/ canvassing in any form will lead to disqualification of candidature.
11. Any dispute in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Prayagraj and courts/tribunals/forums at Prayagraj only shall have sole and exclusive jurisdiction to try such cause /dispute.

Examination Pattern and Syllabus for the Post of Assistant Registrar

Written Test:

Part A	MCQ Type			
Section	Topics/Subjects	No. of Questions	Total Marks	Timeduration
1.	General Knowledge and Current Affairs	20	20	01:30 Hours
2.	English Language Comprehension	10	10	
3.	Numerical Reasoning and Reasoning Ability	10	10	
4.	Acts	30	30	
	Total	70	70	
Part B	Descriptive Type			
5.	Letter writing, Noting and Drafting; Acts & Rules; Financial Administration; and Public Procurement	03	30	01:00 Hour
	Total Marks		100	02:30 Hours

Note: All the shortlisted candidates (after the screening of application forms) are required to appear in person for the Written Test, which will be qualifying in nature and the candidates shall be further shortlisted for the Personal Interview.



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PART - A: Indicative Syllabus of Written Exam (MCQ format)
for the Post of Assistant Registrar – 70 Marks

Sr. No.	Topic	Contents
1.	General Knowledge and Current Affairs	<p>i. General Knowledge about Polity and Indian society; History and Indian Culture; Geography; Economics and Social Development; Constitution of India; General Science & Environment; Higher & Technical Education of India, Various Policies of the MOE, NEP etc.</p> <p>ii. Current National and International events, etc.</p>
2.	English Language Comprehension	Fundamental English Grammar, Sentence Correction, Synonyms, Antonyms, Active & Passive Voice, Direct & Indirect Narration.
3.	Numerical Reasoning and Reasoning Ability	<p>i. Numbers and Percentage, Ratios and Proportions, Average, Profit and Loss, Compound Interest, Simple Interest, Data Interpretation and Statistics, Mental Ability and Numerical Reasoning, etc.</p> <p>ii. Analogies, Similarities, Differences, Discrimination, Observations, Relationships, Verbal and Non-Verbal Reasoning, Verbal and Figure Classification, etc.</p>
4.	Acts	<p>i. UGC (Categorization of Universities (only) for Grant of Graded Autonomy) Regulations, 2018;</p> <p>ii. BCI Part IV Rules of Legal Education 2008, Chapter III;</p> <p>iii. RPNLUP U.P. Act No. 26 of 2020 as amended in 2023: a.) Objectives (Sec. 4); b.) Power & Functions (Sec. 5); c.) Officers (Sec. 7); d.) Authorities (Sec. 16)</p>



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PART - B: Indicative Syllabus for the Written Exam (Descriptive Answer Writing) for the Post of Assistant Registrar – 30 Marks

Sr. No.	Topic	Contents
1.	Official Correspondence	Letter writing, Noting and Drafting
2.	Acts & Rules	i. U. P. Government Servant's Conduct Rules 1956; ii. U. P. Government Servant (Discipline and Appeal) Rules, 1999; iii. Updated U. P. Reservation Acts & Rules 1994 on Reservation in appointments; iv. Updated U.P. Government Service Rules regarding - Deputation & Lien, Leave Rules, Fundamental and Supplementary Rules, Pay Rules, TA/DA Rules, LTC Rules, Medical Rules, Pensions Rules, Rules regarding allowances to Govt. employees, GPF, CPF, NPS, etc.
3.	Financial Administration	General Financial Rules – 2017 (GFR); Elementary Knowledge of Income Tax; GST Rules; Banking Procedure of Budgeting, etc.
4.	Public Procurement	Procurement of Goods and Services; GeM Rules and Procedure; Tendering and Procuring, etc.