

Instructions to fill online application form for Deans/Directors

1. Open website <https://hau.ac.in> or <https://recruitment.hauiums.in>
2. To register yourself click on New Registration and fill the details carefully.
3. Reservation benefit is only for Haryana Domicile candidates.
4. If you are resident of Haryana and you don't have domicile certificate then you will be considered as General Category Candidate.
5. Carefully select all the Posts for which you are eligible.
6. After saving record User Name and Password will be generated, please note down for future reference (same will be sent to your given mobile and email id).
7. Login using these credentials and select the applied jobs one by one and fill the forms.
8. **Fill all the details from step 1 to step 16.**
9. In step no. 4 (Academic qualification):
 - i. B.Sc(4/5/6 years) is for the candidates who didn't pass 10+2 separately. 10+2 section will be disabled in this case.
 - ii. While filling Ph.D. detail, first select section from the list then fill details (**Ph.D. Completed Mandatory for Deans/Directors**).
10. In Step No. 6 (Publications Details): Fill all the publications in the relevant section. You can also copy/paste from your files.
11. In Step No. 7 (Experience): Must fill the details of the experience. **Minimum eight years Experience as a Professor or equivalent is mandatory for Deans/Directors posts.**
12. In Step No. 15 (Upload Document): Upload all necessary documents. For second section, Select relative section from the list and upload documents, you can also upload multiple documents against same section.
10. In Step No. 16: Before online fee submission please check and verify all the details filled by you. After fee submission all records will be locked and final print will be generated.