

**Call Letter-cum-Admit Card for the post of Database Administrator,  
Developer & ERP Head on contract**

(Staff Recruitment Advt. No.: IITDh/Admin/SR/37/2025-26 dated 1<sup>st</sup> September 2025)

1.	Name of the Candidate	:		Affix here your self- attested recent Passport size photo
2.	Post applied for	:		
3.	Application ID	:	(Available on Institute Website)	
4.	Father's Name	:		
5.	Date of Birth	:	(DD/MM/YYYY)	
6.	Category	:	(As per application submitted)	
7.	Date of Selection Proceedings	:	24 <sup>th</sup> November 2025 (Monday)	(Signature of Candidate)
8.	Reporting Time and Venue	:	08:30 AM at Administration Block, IIT dhArwAD	
9.	Examination Pattern and Syllabus	:	Please see the Institute's Website	

Note: Information at the Sl. No. 1 to 6 is to be filled in by the candidate.

**General Instructions for the candidates:**

- Under no circumstances candidates will be allowed to appear for selection procedure without the Call Letter-cum-Admit Card.
- Admission to the examination hall will not be allowed after commencement of the examination.
- Candidates must produce any one of the valid original photo identity card out of Elector's Photo Identity Card (EPIC), Passport, UID Card (Aadhar), PAN Card, Driving License or any Photo Identity Card issued by a Competent Government Authority to prove their identity.
- No candidate will be allowed to bring Mobile Phone or any other means of Wireless Communication, either in the working or switch-off mode inside the Examination Hall.
- Blind or low vision candidates requiring help of a Scribe should themselves bring their scribe. Institute will bear no expenses for the purpose while using help of a scribe. For this, candidates are requested to please bring with him/her disability certificate issued by the competent medical authority as per relevant rules of the Government of India.
- This Call Letter-cum-Admit Card does not give any guarantee for employment. If it is found later at any stage that any candidate does not fulfil any of the conditions of eligibility as advertised, his/her candidature will be cancelled. Candidate should satisfy himself/herself that he/she fulfils all the conditions of eligibility to avoid any disappointment at later stage on the above grounds.
- Candidates will be permitted to appear for the selection proceedings ONLY after verification of their credentials by the center officials.
- Candidates will NOT be permitted to leave the examination hall before the end of examination. [Except medical emergency].
- Candidates are provisionally shortlisted based on the assumption that they fulfill all the eligibility criteria as advertised and documents uploaded by them along with the application. Final decision with regard to their eligibility would be based on verification of the original documents and confirmation of eligibility criteria. **You are required to bring all original documents uploaded by you along with the application in support of your claim regarding educational qualification (matriculation onwards), experience, date of birth, caste, category etc. Experience Certificate should be in proper format i.e. it should be on the organization's letter head, bearing the date of issue, specific period of work, nature of duty, designation, pay drawn for each position, duly certified by the concerned issuing authority.** If at any time during the process of recruitment it is found that there are discrepancies in the documents submitted by the candidates or if any suppression of facts is noticed at any

time, candidate will be disqualified forthwith without any further notice. Only those candidates, whose documents are found in order will be considered for selection.

10. No travelling allowance (TA) shall be paid to the candidates for attending Personal Interview.
11. This intimation should be treated as final information. Hard copy of this call letter-cum-admit card will NOT be dispatched separately.

I do hereby declare, that I have read all the instructions mentioned above and I will abide by them.

Date: \_\_\_\_\_

(Signature of the Candidate)

(Note: This call letter will be collected by the Institute)

(Signature of the Invigilator)