

**MAHARASHTRA STATE ELIGIBILITY TEST FOR LECTURESHIP
(SET)**

**Conducted by
UNIVERSITY OF PUNE
As State Agency for Maharashtra & Goa states**



**UNIVERSITY OF PUNE
Ganeshkhind, Pune-411007.**

PROSPECTUS

SET Examination – December 2013

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1. INTRODUCTION :

In accordance with the guidelines of the U.G.C., the Government of Maharashtra, Higher & Technical Education & Employment Department vide Resolution No. UGC-1391/2066/VS-4, date: 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 examination unit, University of Pune as the State Agency of the Government of Maharashtra and the Government of Goa.

2. Conditions of Eligibility

- a) The candidates must have Master's Degree recognized by U.G.C. Candidates having Post Graduate diploma/certificate awarded by Indian University/Institute or Foreign degree/diploma/certificate awarded by the Foreign University/Institute should in their own interest, ascertain the equivalence of their diploma/degree/certificate with Master's degree of recognized Indian Universities from Association of Indian Universities (AIU), New Delhi (www.aiuweb.org)
- b) The candidates other than SC/ST category, who have secured at least 55% marks (without gracing or rounding off) in Master's 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 at least 50% marks (without gracing or rounding off) in Master's or equivalent examination are eligible for this test.
- c) **The candidates who are studying in the first year of two years Masters Course or in first two semesters of a four semester's course of Master's Degree are not eligible to appear for this test.**
- d) Candidates who have appeared OR will be appearing at the qualifying (final) 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 the SET Examination. Those candidate who clear SET Examination will be issued the certificate after they have passed their Master's Degree examination or equivalent examination with at least 55% marks (50% in case of SC/ST/PH/VH category candidates) and submit their P.G. Mark sheet within two years from the date of declaration of result of the SET examination.

- e) Candidates can appear for SET in the subject of their Post Graduation only.
- f) 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, from time to time.
- g) To apply for the SET there is no upper age limit.**
- h) 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.
- i) The SET agency will not issue any mark sheet to qualified/not qualified candidate. Also no revaluation of papers is allowed for SET Examination. The SET Unit will issue certificate to qualifying candidates only.
- j) OBC/SBC/ DT(A)/NT(B)/NT(C)/NT(D) (Non Creamy Layer) candidates must enclose attested copy of the caste certificate and the latest valid non creamy layer certificate (For current financial year.) The certificate must be in candidate's own name only. The candidates will be considered as GENERAL Category if they do not produce Caste Certificate and the latest non creamy layer certificate along with the application form & will not be considered for the benefit of relaxation in marks and fees.

3) Exemption (Eligibility for Lectureship)

- a. Exemption from SET will be as per decisions taken by the U.G.C. and State Government from time to time.

4. Subjects:

The SET for the present is being conducted in the following subjects.

SR.NO	CODE NO.	SUBJECT
01	01	MARATHI
02	02	HINDI
03	03	ENGLISH
04	04	SANSKRIT
05	10	HISTORY
06	11	ECONOMICS
07	12	PHILOSOPHY
08	13	PSYCHOLOGY
09	14	SOCIOLOGY
10	15	POLITICAL SCIENCE
11	16	DEFENCE & STRATEGIC STUDIES
12	17	HOME SCIENCE
13	18	LIBRARY & INFORMATION SCIENCE
14	19	JOURNALISM & MASS COMMUNICATION
15	20	SOCIAL WORK
16	21	PUBLIC ADMINISTRATION
17	30	MATHEMATICAL SCIENCE
18	31	ENVIRONMENTAL SCIENCE
19	32	PHYSICAL SCIENCE
20	33	CHEMICAL SCIENCE
21	34	LIFE SCIENCE
22	35	EARTH ATMOSPHERIC, OCEAN & PLANETARY SCIENCE
23	36	GEOGRAPHY
24	37	COMPUTER SCIENCE & APPLICATION
25	38	ELECTRONIC SCIENCE
26	50	COMMERCE
27	51	MANAGEMENT (including Business Administration/ Marketing/ Marketing Management/Industrial relations and personnel management)
28	60	LAW
29	70	EDUCATION
30	71	PHYSICAL EDUCATION

The candidates are allowed to appear for **only one** subject from the above list.

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.4 may appear in a related subject as per the guidelines of U.G.C. (NET).

5. Centers

The SET Examination will be conducted at the following 15 centers only.
Mumbai, Pune, Kolhapur, Nashik, Jalgaon, Aurangabad, Nanded, Amravati, Nagpur, Goa, Solapur, Chandrapur, Gadchiroli, Ahmednagar and Dhule.

6. a) Application Form. :

Application form is available only on University website <http://setexam.unipune.ac.in> Candidates have to fill up the form online and print five pages: first page- Application Form, Second Page- Declaration, Third Page Acknowledgement, Fourth Page- Challan and fifth Cover page to be pasted on envelope containing Application Form and send it to the **concerned Contact Person of the Centre**. The hard copy of the application form and Challan along with necessary documents must reach the **Contact Person** of the **concerned centre** on or before date declared for each examination from time to time. Postal delay shall not be entertained.

b) Fees

The examination fees including processing fee are as under

i) SC/ST//PH/VH	Rs. 450/-
ii) OBC/SBC/DT(A)/NT(B)/NT(C)/NT(D) (With valid Non Creamy Layer Certificate) (For Creamy Layer)	Rs. 450/- Rs. 550/-
iii) Open	Rs. 550/-

The examination fees should be paid by a Challan at any branch of HDFC Bank OR Bank of Maharashtra. Examination fees once paid cannot be refunded.

Copies of the following attested documents must be enclosed along with the application form:

1. Original SET UNIT COPY of Bank Challan.
2. Final Year Mark list of Master's Degree or P.G. Diploma of equivalent Examination (in case of candidates who have passed Master's Degree)
3. Marriage certificate/Gazette Copy (in case of any change in name)
4. Caste Certificate/Validity Certificate issued by Competent Authority from Maharashtra supporting the claim.
5. Valid Non Creamy layer Certificate for OBC/SBC/DT(A)/NT(B)/NT(C)/NT(D) Category candidates...
6. Medical Certificate given by Competent Authority in prescribed format in case of Visually/Blind or Physically Handicapped Candidates.

All above documents along with the hard copy of the application form must be submitted to the respective centers 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 appearing for the test. Eligibility criteria have to be fulfilled by the applicant. Permission to appear for the Test is provisional till such time the candidate fulfills the eligibility criteria.

7. Scheme of Examination:

- a) **The SET will be conducted in Objective Mode.** The test will consist of three papers. All the three papers will consist of only objective type questions and will be held on the day of Examination in two separate sessions as under.

Session	Paper	Number of Questions	Marks	Duration
First	I	60 out of which 50 questions are to be attempted	50 x 2 = 100	1 ^{1/4} hours (10.00 a.m. to 11.15 a.m.)
First	II	50 questions all of which are compulsory	50 x 2 = 100	1 ^{1/4} hours (11.15 a.m. to 12.30 p.m.)
Second	III	75 questions all of which are compulsory	75 x 2 = 150	2 ^{1/2} hours (02.00 p.m. to 04.30 p.m.)

PROCEDURE & CRITERIA FOR DECLARATION OF RESULT:

This will comprise of following steps:

Step I:

Minimum marks to be obtained in SET for considering a candidate for the eligibility for lectureship:

The candidates are required to obtain minimum marks separately in Paper-I, Paper-II and Paper-III as given below:

CATEGORY	MINIMUM MARKS (%) TO BE OBTAINED		
	PAPER-I	PAPER-II	PAPER-III
GENERAL	40 (40%)	40 (40%)	75 (50%)
OBC/DT/NT/SBC (Non Creamy Layer) (For Creamy Layer – as per General Category)	35 (35%)	35 (35%)	67.5 (45%) rounded off to 68
PH/VH/SC/ST	35 (35%)	35 (35%)	60 (40%)

Step II:

Amongst those candidates who have cleared step I, a merit list will be prepared subject-wise and category-wise using the aggregate marks of all the three papers secured by such candidates.

Step III:

Top 15% candidates (for each subject and category), from the merit list mentioned under step II, will be declared SET qualified for eligibility for lectureship.

- b) **Paper-I** shall be of general nature, intended to assess the teaching/research aptitude of the candidate. It will primarily be designed to test reasoning ability, comprehension, divergent thinking and general awareness of the candidate. Sixty (60) multiple choice questions of two marks each will be given, out of which the candidate would be required to answer any fifty (50). In the event of the candidate attempting more than fifty questions, the first fifty questions attempted by the candidate would be evaluated.
- c) **Paper-II** shall consist of fifty (50) objective type compulsory questions based on the subject selected by the candidate. Each question will carry two marks.
- d) **Paper-III** will consist of 75 objective type compulsory questions from the subject selected by the candidate. Each question will carry two marks.

All questions of Paper-II and Paper-III will be compulsory, covering entire syllabus (INCLUDING ALL ELECTIVES, WITHOUT OPTIONS).

- e) **The Candidate will have to mark the responses for questions of Paper-I, Paper-II & Paper-III on the Optical Mark Reader (OMR) Sheet provided along with the Test Booklet.**
- f) **The candidate shall have to return the original OMR sheet of Paper-I and II together and Paper-III to the invigilator before leaving the examination hall/room. However, candidates are allowed to carry the Test Booklet of Paper-I, II and III along with duplicate copy (carbonless copy) of OMR sheet on conclusion of examination.**
- g) **There will be no negative marking.**
- h) The syllabus of Paper-I and syllabi of Paper-II and Paper-III for all subjects are available on website <http://setexam.unipune.ac.in>

8. Visually Handicap (Blind)/Physically Handicapped candidates should attach the Attested copy of Medical Certificate issued by Civil Surgeon.

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.

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 at least 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.

ONLINE ADMIT CARD

Admit Card will be provided online to all candidates 15 days prior to the date of the examination on the same website from where the candidate has submitted his SET examination online 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, voter Id and Adhar Card to the examination centre on the Day of the Examination.

Candidates are also requested to approach Contact Person of the Centre opted by him/her for assistance required, if any.

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 sheet in each session (i.e. morning and afternoon) in absence of candidate's signature, on attendance sheet his/her O.M.R. Answer-sheet 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 at least 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 along with the Paper-II, to the invigilator at the end of Paper-II. A separate answer sheet (O.M.R.) will be provided to the candidate for Paper-III.
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 candidates should report the centre of SET Examination THIRTY MINUTES before the commencement of Paper-I (i.e. at 9.30 a.m.). The candidates will NOT be allowed to appear for the examination TWENTY MINUTES after the commencement of Paper-I i.e. after 10.20 a.m.
11. It is candidates responsibility to take away duplicate copies (carbon less) of OMR answer-sheets of Paper-I, II and III as well as Test Booklets for Paper-I, II and III and retain with them.
12. Smoking, Taking Tea/Coffee/Alcoholics etc. or any refreshments in the examination hall/ room are 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 candidate 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 or 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.

14. Each candidate shall have to produce his/her admit card on demand by the Coordinator Invigilator/Examination Superintendent/Observer.
15. The candidates shall have to abide by any instructions that may be announced by the Superintendent/Invigilator in the examination hall/room.
