

**VASAVI POLYTECHNIC**  
BANAGANAPALLE - 518 124  
NANDYAL DIST. ANDHRA PRADESH

**GUIDELINES TO CANDIDATES**

1. Before filling up the application form, candidates should satisfy themselves that they are eligible to apply. The conditions prescribed cannot be relaxed.
2. The application form should be filled in by the candidate in his/her own handwriting and the signature at the end must be in full.
3. The management reserves the right to fill or not to fill up any post(s) without assigning any reasons thereof.
4. Of all the candidates who have applied for a certain post, only those shortlisted based on eligibility will be called for selection process.
5. Candidates called for interview before the Selection Committee should bring all the original certificates of qualifications, marks memos and service certificates along with TWO SETS of photo copies of each.
6. Incomplete applications and applications received after the specified last date are liable to be rejected.
7. Candidates selected for appointment will be governed by the rules and regulations of Vasavi Polytechnic, as applicable from time to time.
8. Original certificates should not be enclosed with the application form.
9. Any candidate applying for more than one post should submit separate application for each post.

**Applications complete in all respects should reach the SECRETARY, Vasavi Polytechnic within 20 days from the date of publication of the Notification.**