

UNIVERSITY GRANTS COMMISSION

CU – Chayan (CU-चयन)

FAQs on Unified Recruitment Portal for Central Universities

1. What is CU-Chayan portal?

Ans: CU- Chayan is a unified recruitment portal designed and developed specifically for faculty recruitment in Central Universities. The Chairman of UGC launched the Portal on May 02, 2023. The Portal is entirely user-friendly and caters to the needs of all the stakeholders in the recruitment process. UGC has developed this Portal to create an enabling environment for both central universities and the applicants, with central universities driving all the stages of recruitment independently, as is presently being done in the respective central universities.

2. What are the features of the CU-Chayan portal?

Ans: The Portal provides a common platform for listing vacancies/advertisements/ faculty positions across all Universities. The Portal makes the recruitment process entirely online, from application to screening, with alerts to all the portal users. Some of the key features of the Portal are:

- Single applicant login for applying to any/all Central Universities
- Real-time tracking of the application
- Personalized dashboard for each Applicant
- Admin dashboard for each Central University/Department
- Built-in email communication tool
- Online feedback/reference for Applicants
- Real-time analysis and application insights

3. What are the benefits to the applicants who wish to apply for a faculty position in CUs?

Ans: For applicants, the platform offers a wide range of features, including a consolidated listing of job openings across all participating central universities, a single login for applying to any of the central universities, and personalized dashboards to help manage the application process. The Applicant can also search for jobs using filters like Central University name, location, designation, category, subject, type of employment, experience, education level, etc.

From the Applicant's perspective, they can access the faculty application process of any CU from this single Portal. They can keep updating their application from the Personalized dashboard for each Applicant and transfer this application to any CU which has advertised faculty positions. Registered applicants will also get an auto email about the new vacancies advertised by any CU. **This Portal is only for the faculty vacancies arising in all CUs.**

4. Do applicants have to fill up the application for each CU?

Ans: There is no need to fill up the application every time. Using the dashboard, the Applicant must fill up the application in their account and keep updating it as required. Whenever the candidate wants to apply for a given position in a Central University, the application data will be transferred from the Applicant's database to the concerned Central University's database.

5. How can CU manage faculty recruitment using this Portal?

Ans: For Universities, the platform provides real-time tracking of applications, customized admin dashboards, and configurable advertisement rules. It also enables an entirely online process, including payment gateways, from initial application to screening, and includes built-in email communication tools, online feedback, and reference options for referees. In addition, the platform provides real-time analysis and insights into the application process.

The Screening Committee of the Central University can view applicants' details and points/research scores the system gives and check the uploaded document against each entry. Recommendations and comments of the Screening Committee can also be recorded in the Portal.

6. What about the ongoing recruitments in CUs? Do they have to shift to the CU-Chayan portal?

Ans: Current faculty recruitments for which advertisements have already been issued will continue without using this Portal. However, all future advertisements **after May 02, 2023** for faculty recruitment will take place on this Portal.

7. Does this Portal affect the autonomy of CUs in filling up faculty positions?

Ans: No. Using this Portal, Central Universities will continue to advertise the faculty positions, collect online applications, shortlist the applicants, conduct interviews, and appoint faculty members as they were doing earlier. All the above activities will be carried out through the Admin dashboard for each Central University on this Portal. UGC will maintain this Portal to benefit all the CUs, and it is not a centralized recruitment process for all CUs. All CUs will continue to have autonomy in the recruitment process, and the respective CUs will do all the faculty recruitment independently.

8. Have the VCs of CUs been consulted while developing this Portal?

Ans: Yes. The CU-Chayan portal has been developed in consultation with the VCs of CUs. Their feedback and inputs have been incorporated. The updated portal was also presented to the VCs of CUs prior to its launch. Further, changes can be included in the Portal to customize to take care of the specific needs of any CU. UGC will also provide training to CUs in using this Portal.

9. After launching this CU-Chayan portal, will the candidates have to apply both on CU-Chayan and the respective Central University portals?

Ans: From now onwards, applicants must apply for faculty positions only on the CU-Chayan portal for all new recruitments. All the CUs need to deactivate their recruitment portal and provide a dedicated link for CU Chayan portal prominently on its website.

10. Do CUs still have to advertise the faculty vacancies in newspapers?

Ans: Yes. They should continue with the current practice of putting a short advertisement in newspapers and giving a link to the CU-Chayan portal to see the detailed advertisement.

11. Will the reservation system or roster preparation be affected while using the CU-Chayan portal?

Ans: The current reservation system will not be affected. Each Central University will continue to follow the government of India's reservation system and prepare its respective rosters as per DoPT rules.

12. Is the CU-Chayan portal ready and working?

Ans: Yes. The CU-Chayan Portal is effective with effect from May 02, 2023, i.e., immediately after the launch of the Portal. All those who wish to apply for a faculty position at any level (Assistant Professor, Associate Professor, Professor) may please register on the Portal and fill up the details. Whenever positions are advertised, the applicants will get an auto email alert if they choose an auto alert option. You can then apply and track your application progress.

13. Is there any help desk to resolve if there are any issues with the portal?

Ans: There is a help desk provided on CU-Chayan Portal for Technical support; the contact details of the Technical Team have also been provided on the Portal. For other support, the stakeholders can write to the Secretary, UGC.

The Portal can be accessed at <https://curec.samarth.ac.in/>