Harcourt Butler Technical University, Kanpur

INSTRUCTIONS TO FILL ONLINE FORM

1) Please visit HBTU Kanpur's website www.hbtu.ac.in and click on the **"Faculty Recruitment" link.** Two separate links for **"Registration"** would be available here for **Teaching and non-teaching posts.** Click on the appropriate link, as applicable and complete the registration.

2) Before registering/applying online, the candidates should ensure that they have valid e mail ID which should remain valid till the time the recruitment process is completed. They should also have their photograph, and signature in image form

3) Read the Instructions given in the detailed advertisement (available on the recruitment tab on the university website) carefully.

4) Before starting the filling of online recruitment form, please go through the Assessment Methodology given in Table B (for Assistant Professor) and Table C (for Associate Professor and Professor) of the **"Screening and Selection Criteria for Various Teaching Positions"** available on the university website under the "Recruitment link". For **non-teaching posts**, please go through the Assessment Methodology given in Table 1 of the **"Screening and Selection Criteria for Various Non- Teaching Positions"**

5) Upload your passport-size photo and signature (20-100 kb size, each) in jpg/jpeg/png format. Make sure your photograph and signature are clearly visible.

6) Keep uploading the relevant proofs in support of your claim about qualifications, publications, experience, projects, research guidance etc at appropriate place in the online application form.

7) Keep saving your information before clicking on the next section.

8) After completing all the entries, Preview the form and see that all details entered by you are correct.

9) While making payment, please make sure that you are doing the correct transaction as per the advertisement. (**Rs. 2000/- for UR / EWS /OBC and Rs. 1500/- for SC/ST)** through 'Online Transaction'.

10) No changes will be permitted after the final submission.

11) The Online application portal will be active from **10:00 am on 26.10.2026 (Monday) to 08.12.2026 (11.59 pm, Tuesday).**

12) Candidate can take printout of their submitted from for their records using the print option.

13) In case of any query/trouble in the submission of the online form, email at recruitment2026@hbtu.ac.in

Registrar
HBTU Kanpur