



Sub Policy on Conversion of Vacant Reserved Category Seats

Preamble

Atmiya University is committed to providing an inclusive and equitable education for all students, in alignment with the policies and guidelines issued by the Government of Gujarat, Social Justice & Empowerment Department Resolution No. EWS/122019/45903/A dated 23.01.2019. In response to the evolving educational landscape and the latest updates from the government, the university continually revises its admission processes to ensure transparency, fairness, and compliance with statutory regulations. This policy document reflects the university's dedication to upholding the principles of merit, equality, and opportunity for all, in accordance with the Government of Gujarat Policy & Education Department Notification from time to time.

At Atmiya University, the admission process for various academic programs follows the Gujarat Government's policies regarding the conversion of vacant reserved seats. This ensures fairness, transparency, and compliance with state regulations.

Key aspects of Atmiya University's policy on the conversion of vacant reserved seats include:

1. Priority Admission Within Reserved Categories:

- Reserved category seats (e.g., SC/ST/SEBC/EWS) are first offered to eligible candidates from the respective categories based on merit and eligibility criteria.

2. Interchangeability Within Reserved Categories:

- If seats remain vacant in a specific reserved category after exhausting the merit list, they may be offered to candidates from other reserved categories, following the order prescribed by the Gujarat Government.

3. Conversion to General Category:

- If reserved seats remain unfilled after considering candidates from all other reserved categories, these seats will be converted to the General (Unreserved) category.





- The conversion process will be carried out according to the timeline and guidelines set by the relevant regulatory authorities, such as the Admission Committee for Professional Courses (ACPC).

4. Transparency and Merit-Based Process:

- The conversion of seats will be conducted in a transparent manner, with admissions strictly based on merit, eligibility, and adherence to the government's reservation policies.

5. Applicability to All Programs:

- This policy applies to all academic professional programs offered by Atmiya University.

Atmiya University is committed to ensuring a fair and equitable admission process by adhering to the Gujarat Government's policies on seat reservation and conversion, promoting equal opportunities for all candidates. Atmiya University regularly updates its admission policies to incorporate the latest government directives, ensuring compliance with new regulations.

Chairperson – SC/ST Committee



Registrar
Atmiya University
Rajkot

Ten percent reservation in favour of
Economically Weaker Sections in
Gujarat State.

Government of Gujarat
Social Justice & Empowerment Department.
Resolution No.EWS/122019/45903/A
Sachivalaya, Gandhinagar
Dt.23/01/2019

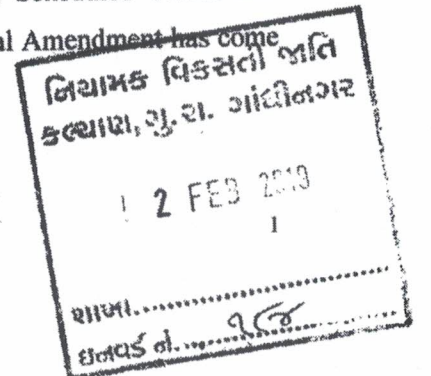
Read :

- (1) The Constitution (One Hundred and Third Amendment) Act-2019.
- (2) Government of India, Ministry of Human Resource Development, Deptt. of Higher Education, OM No. F. No. 12-4/2019-U1, dt. 17/01/2019
- (3) Government of India, Ministry of Personnel, Public Grievances and Pensions, Deptt. of Personnel and Training, OM No. F.No.-36039/1/2019-Estt.(Res.) dt.19/01/2019.

Preamble

Whereas at present under Articles-15 and 16, Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes/Other Backward Classes are availing the constitutional benefit of reservation in the admission to the educational institutions, including private educational institutions, whether aided or unaided, and reservation in the civil posts and services also under the Gujarat State in the ratio of 7% for Scheduled Castes, 15% for Scheduled Tribes and 27% for Socially and Educationally Backward Classes / Other Backward Classes.

And Whereas Parliament of India, vide the Constitution (One Hundred and Third Amendment) Act-2019, has amended the Articles-15 and, 16 and provisions have been made for reservation in admission in educational institutions and appointments in civil posts and services under State in favour of Economically Weaker Sections of citizens in addition to the existing categories such as Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes. This Constitutional Amendment has come into force with effect from dt. 14/1/2019.



And therefore now Gujarat State is empowered under Part-III of the Constitution of India to make special provisions for reservations in favour of persons who are not covered under the existing scheme of reservation for Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes, hence the following resolution is passed.

Resolution

1. There shall be 10% reservation in favour of Economically Weaker Sections(EWSs) of citizens / persons who are not covered under the existing scheme of reservation for Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes, in the admissions to the educational institutions, including private educational institutions, whether aided or unaided, as prevalent at present, and in the appointments in civil posts and services under the State of Gujarat. This reservation in educational institutions would not apply to the minority educational institutions referred to in clause (1) of Article-30 of the Constitution of India.
2. This 10% reservation shall be in addition to the existing reservation of 7%, 15% and 27% respectively for Scheduled Castes, Scheduled Tribes, and Socially and Educationally Backward Classes.
3. The eligibility criteria for identification of the Economically Weaker Sections of the citizens/persons shall be as under :

Persons whose annual family income is less than Rs. 8.00 lakhs are to be identified as EWSs. Family, for this purpose, will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application.
4. Certificates for eligibility for reservation in favour of Economically Weaker Sections of citizens shall be in the format as prescribed. Competent authorities to issue such certificates for the reservation under the State Government shall be as under :
 - (1) District Magistrate/Additional District Magistrate/Collector/Additional Collector/Dy. Collector / Asst. Collector

- (2) Revenue officers not below the rank of the Mamlatdar / Tehsildar
 - (3) Taluka Vikas Adhikari (TDO)
 - (4) District Dy. Director, (Developing Caste Welfare) / Social Welfare Officer (Developing Caste Welfare)
 - (5) It is clarified here that, for the reservation under Central Government the Competent authorities for issuing Certificates for eligibility shall be Officers not below the rank of Tehsildar/Mamlatdar.
5. When eligibility certificate in favour of Economically Weaker Sections of citizens is denied by the certificate issuing authority or when such certificate is found to be issued wrongly, the appellate authorities and procedure shall be as under :
- (1) Where the decision is taken by the Mamlatdar /Tehsildar/ Taluka Development Officer / Dy. Director (Developing Caste Welfare)/ Social Welfare Officer (Developing Caste Welfare), the appellate authority shall be the Prant Officer / Dy. Collector / Asst. Collector.
 - (2) Where the decision is taken by the Additional Collector/Prant Officer / Dy. Collector / Asst. Collector, the Appellate authority shall be Collector.
 - (3) Where the decision is taken by the Collector, the appellate authority shall be the State Level Scrutiny Committee.
 - (4) The appellate authorities shall dispose the appeals before them as far as possible within 30 days from the receipt of such appeals.
 - (5) The record being created while issuing the eligibility certificates and disposing the appeals shall be maintained permanently.
6. This 10% reservation policy introduced by Gujarat State shall be applicable for the admissions and appointments under Gujarat State and shall be available to the original inhabitant of Gujarat State i.e. those who have been permanently settled in Gujarat State on or prior to 1-4-1978.
7. Thirty three percent of posts from within 10% quota shall be further sub-reserved for women belonging to the same Economically Weaker Sections.
8. This resolution has come into force with effect from Dt.14-01-2019. General Administrative Department and other concerned nodal administrative departments such as Education Department, Health and Family Welfare Department etc. shall have to issue necessary further detailed resolutions, orders and circulars to facilitate the implementation of this policy of 10% reservation, while keeping in mind, where it is required, the guidelines issued by Government of India

9. This resolution is issued with the concurrence of General Administrative Department vide its note Dt. 23.01.2019

By order and in the name of Governor of Gujarat.



(K.G. Vanzara)

Additional Secretary

Social Justice and Empowerment Deptt.

No. VJK/GEN/2018-19/ 1116
Directorate of Developing Caste Welfare.
Block No. 4/3, Dr. Jivraj Mehta Bhavan
Gujarat State, Gandhinagar.
EMAIL: jtd-dcw@gujarat.gov.in
Dated :4 /2/2019

Copy to CC for necessary action :-

1. All Deputy Director / Branch Officer/ all branches, Head Office, Gandhinagar.
2. All District Deputy Director (D.C.) / District Social Welfare Officer (D.C.)



Joint Director
Developing Caste Welfare Dept.
Gujarat State, Gandhinagar.



सुहृदं सर्वभूतानाम्

Revised Sub Policy on conversion of vacant Reserved Category Seats

Preamble

Atmiya University is committed to providing an inclusive and equitable education for all students, in alignment with the policies and guidelines issued by the Government of Gujarat. In response to the evolving educational landscape and the latest updates from the government, the university continually revises its admission processes to ensure transparency, fairness, and compliance with statutory regulations.

In light of the **Gazette Notification dated 09.06.2020** and the **Education Department Notification dated 05.06.2020**, Atmiya University has revised its policy for the allocation of reserved category seats in accordance with the updated provisions. This revised policy ensures that the university's admission process remains compliant with the Government of Gujarat's guidelines while promoting fair, equitable, and transparent access to education for all students.

Key aspects of the revised policy and processes are outlined below:

1. Adherence to the Revised Gazette and Education Department Notifications:

- Atmiya University fully adheres to the Education Department Notification dated 05.06.2020 and the Gazette Notification dated 09.06.2020 regarding the reservation of seats for various categories, including Scheduled Castes (SC), Scheduled Tribes (ST), Socially and Economically Backward Classes (SEBC), Economically Weaker Sections (EWS), and other specified categories.
- The revised policy incorporates the updated reservation percentages and criteria, ensuring that the university's admission system reflects the government's vision of inclusive education and equal opportunities.

2. Fixation of Reserved Seats as per the Notification:

- The university earmarks seats for the reserved categories based on the proportions specified in the Gazette Notification dated 09.06.2020. The seats allocated in a fair and transparent manner across all academic programs, adhering to the updated quotas for SC, ST, SEBC, EWS, and other categories, as prescribed by the notification.
- This ensures that a fair share of seats reserved for candidates from these categories, in line with the revised state directives.

3. Merit-Based Admission within Reserved Categories:

- As per the **Education Department Notification**, admission to reserved category seats based on merit. Candidates from reserved categories are to be considered for seats based on their academic performance, following the merit ranking system.
- This ensures that the university upholds meritocracy while also providing opportunities to underrepresented groups. The process guarantees that only eligible candidates from the reserved categories are to be admitted, based on their standing in the merit list.





सुहृदं सर्वभूतानाम्

4. Interchangeability of Reserved Seats:

- According to the **Gazette Notification**, if reserved seats remain vacant after the admission process for a specific category, they may be offered to candidates from other reserved categories.
- The revised policy at Atmiya University follows this principle of interchangeability, ensuring that all reserved seats be filled without any vacancies in the reserved category slots. The seats are to be offered to candidates in a priority order, as defined by the government's regulations.

5. Conversion of Unfilled Reserved Seats to General Category:

- In cases where reserved seats still remain unfilled after inter-category substitution, the Education Department Notification allows for these seats to be converted to the General (Unreserved) category.
- Atmiya University follows this process diligently, ensuring that any unfilled reserved seats be converted and offered to General category candidates. This helps ensure that no seat goes unutilized, while adhering to the guidelines set by the Gujarat Government.

6. Transparency and Compliance with Revised Guidelines:


- The revised policy emphasizes full transparency in the allocation process. All steps in the admission procedure, from the initial reservation of seats to the conversion of unfilled seats, are carried out in strict compliance with the Gazette Notification dated 09.06.2020 and the Education Department Notification dated 05.06.2020.
- The university ensures timely publication of merit lists, clear communication with candidates, and the fair processing of admissions, reflecting the government's commitment to an inclusive and transparent educational system.

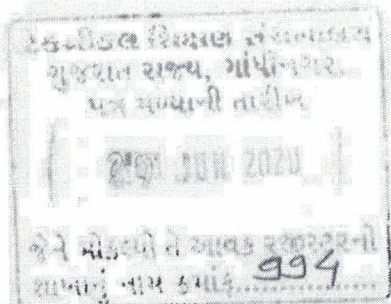
Conclusion:

Atmiya University's revised policy for fixing reserved category seats, based on the **Gazette Notification dated 09.06.2020** and the **Education Department Notification dated 05.06.2020**, aims to ensure compliance with the Gujarat Government's legal framework while promoting fairness and equity in the admission process. This policy revision guarantees that students from all backgrounds, including reserved categories, are given equal opportunities to pursue higher education at the university.


Chairperson – SC/ST Committee




Registrar
Atmiya University
Rajkot



NOTIFICATION

Education Department
Sachivalaya, Gandhinagar.
Dated the 24th June, 2020.

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Gujarat
Professional
Technical
Educational
Colleges or
Institutions
(Regulation of
Admission and
Fixation of Fees)
Act, 2007.

NÖ.GH/SH/25/2020/PVS/102020/285/S dated:- In exercise of the powers conferred by sub-section (1) of section 20 read with section 4 of the Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008) and in supersession of all the rules made in this behalf,, the Government of Gujarat hereby makes the following rules to regulate admission to the first year of the Master of Business Administration (MBA) Course and payment of fees, namely:-

1. Short Title and Commencement. -

- (1) These rules may be called the Master of Business Administration Course (Regulation of Admission and Payment of Fees) Rules, 2020.
- (2) They shall come into force on and from the date of publication in the *Official Gazette*.

2. Definitions. -

- (1) In these rules, unless the context otherwise requires,—

- (a) “Act” means the Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008);
- (b) “Admission” means admission of students in the first year of the Master of Business Administration (MBA) Course;
- (c) “Admission Committee” means the Admission Committee constituted by the State Government under section 4 of the Act;
- (d) “AICTE” means the All India Council for Technical Education, a statutory body constituted under section 3 of the All India Council for Technical Education, Act 1987 (52 of 1987);
- (e) “Common Management Aptitude Test (CMAT)” means the entrance test, conducted by the National Testing Agency (NTA), New Delhi, for determination of merit of the candidate for the purpose of admission in the Master of Business Administration (MBA) Course;
- (f) “Common Admission Test (CAT)” means the entrance test, conducted by the consortium of Indian Institute of Managements, for determination of merit of the

- candidate for the purpose of admission in the Master of Business Administration (MBA) Course;
- (g) "Foreign National (FN) Student" shall have the meaning assigned to it in clause (dd) of section 2 of the Act;
 - (h) "Help Centres" means the centres notified by the Admission Committee for facilitation of the candidates for off-campus online admission process;
 - (i) "Non-Resident Indian Seats" shall have the meaning assigned to it in clause (i) of section 2 of the Act;
 - (j) "Professional Educational Colleges or Institution" means a college or an institution including a University imparting Master of Business Administration (MBA) course, leading to award a post-graduate degree approved or recognised by the AICTE;
 - (k) "Qualifying Examination" means a degree obtained from,
 - (i) a University established or incorporated by the Central or a State Act, or
 - (ii) any institution declared to be deemed as a University under section 3 of the University Grants Commission Act, 1956, or
 - (iii) any other equivalent qualification recognised by the Government;
 - (l) "Sanctioned intake" means intake sanctioned by the registering or statutory body and/or recognized University;
 - (m) "Supernumerary seats" shall have the meaning assigned to it in clause (ll) of section 2 of the Act;
 - (n) "website" means the official website of the Admission Committee to carry out off campus online admission process.

(2) The words and expressions used in these rules but not defined shall have the meaning as assigned to them in the Act.

3. Admissions to Master of Business Administration (MBA) Course.-Admissions to the First Year of the Master of Business Administration (MBA) Course shall be given as under, namely:-

- (1) All the Government Seats shall be filled on the basis of merit list prepared by the Admission Committee
- (2) All the Management Seats shall be filled by the management of the respective Professional Educational College or Institution, on the basis of inter-se merit list of the candidates prepared by respective college or institute.

4. Seats Available for Admission.-

For the purpose of admission to the first year of the Master of Business Administration (MBA) courses, available seats shall include,-

A. Government Seats:-

- (i) All the sanctioned seats of the Master of Business Administration (MBA) course in the Government Colleges or Institutions of the State,
- (ii) All the sanctioned seats of the Master of Business Administration (MBA) course in the aided Colleges or Institutions,
- (iii) Fifty percent (50%) of the total sanctioned seats of the Master of Business Administration (MBA) course in the unaided Colleges or Institutions, and
- (iv) All supernumerary seats of the professional courses in the Government Colleges or Institutions and in the aided and unaided Colleges or Institutions.

B. Management Seats:-

- (1) Fifty percent (50%) of the total sanctioned seats of the Master of Business Administration (MBA) course in the unaided Colleges or Institutions, including 15% Non-Resident Indian (NRI) seats.
- (2) The intimation received, in respect of sanction of seats, by the Admission Committee prior to the counseling program, shall be considered as available seats:

Provided that the Government Seats shall be available for online admission for two rounds by the Admission Committee:

Provided further that the registration and preparation of merit list of the Management Seats shall be managed, finalized and declared by the concerned college or institution.

5. Eligibility for Admission.-

A. Government Seats:-

- (1) For the purpose of admission, a candidate shall have appeared in the Common Management Aptitude Test (CMAT) as prescribed by AICTE, for the corresponding year.
- (2) A candidate shall have passed the qualifying examination with minimum of 50% marks (45% marks in case of SC/ST/SEBC/EWSs category candidates) from-
 - (a) a University situated in the Gujarat State; or
 - (b) a University situated outside the Gujarat State provided that the candidate shall have passed the Higher Secondary School Certificate Examination (Standard XII, 10+2 pattern) or its equivalent examination from-
 - (i) The Gujarat Board; or
 - (ii) The Central Board of Secondary Education:

Provided that,-

- (a) The school in which the candidate has studied, shall have been located in the

State of Gujarat; or

(b) The school in which the candidate has studied, shall have been located in the Union Territories of Daman and Diu or Dadra and Nagar Haveli; or

(iii) The Council of Indian School Certificate Examination, New Delhi:

Provided that,-

(a) The school in which the candidate has studied, shall have been located in the State of Gujarat; or

(b) The school, in which the candidate has studied, shall have been located in the Union Territories of Daman and Diu or Dadra and Nagar Haveli.

(iv) the National Institute of Open Schooling:

Provided that,

(a) the study Centre/school in which the candidate has studied, shall have been located in the State of Gujarat; or

(b) the study Centre/school in which the candidate has studied, shall have been located in the Union Territories of Daman and Diu or Dadra and Nagar Haveli and whose parents are of Gujarat origin;

or

(v) the International School Board (International Baccalaureate and Cambridge):

Provided that,

(a) the study Centre/school in which the candidate has studied, shall have been located in the State of Gujarat; or

(b) the study Centre/school in which the candidate has studied, shall have been located in the Union Territories of Daman and Diu or Dadra and Nagar Haveli and whose parents are of Gujarat origin.

(3) Five percent (5%) of seats in Government and aided institutions shall be available for the candidates who have cleared the Qualifying Examination with minimum eligibility criteria of percentage of marks in subjects prescribed by AICTE from a recognized institute and University located in India (Excluding Gujarat State) and have appeared in CMAT for the corresponding year.

(4) The seats in Government and aided institutions shall be available for the candidates from schools from outside India who have cleared qualifying examination, on supernumerary seats as per guidelines of AICTE.

(5) Subject to the provisions of sub-rules (1), (2), (3) and (4), a candidate who has appeared in the final year of Bachelor's Degree examination shall also be eligible to apply provided he shall have passed the qualifying examination with 50% marks (45% marks in case of Scheduled

Castes, Scheduled Tribes, SEBC or EWSs candidate) at the time of admission.

Explanation. - 50% marks (45% marks in case of SC/ST/SEBC/EWSs category candidates) shall be computed on the basis of grand total or, Cumulative Grade Point Average as shown in the final year mark-sheet of the University. In case of grade points, the candidate shall be required to produce equivalence percentage certificate from the University.

B. Management Seats:-

(1) For the purpose of admission, a candidate shall have appeared in the CMAT/CAT as prescribed by AICTE, for the corresponding year and shall have passed the qualifying examination with minimum of 50% marks (45% marks in case of SC/ST/SEBC/EWSs category candidates) from recognized University located in India (including Gujarat State).

(2) Candidates who have cleared the qualifying examination from school located outside India with minimum eligibility criteria as prescribed by AICTE from time to time, and equivalency defined by Association of Indian Universities (AIU), New Delhi shall also be eligible for admission subject to guideline of AICTE in this regard.

6. Reservation of Seats.-

(1) For the purpose of admission in Government Seats, the seats shall be reserved for the candidates who are of Gujarat origin and falling under the following categories and in following proportion, namely:-

(a)	Scheduled Castes	: 7%
(b)	Scheduled Tribes	: 15%
(c)	Socially and Educationally Backward Classes, Including Widows and orphan of any caste	: 27%
(d)	Economically Weaker Section (EWSs)	: 10%

(2) A candidate seeking admission on reserved seat shall be required to produce a certificate of inclusion in the concerned category:

Provided that the candidate belonging to Socially and Educationally Backward Classes shall be required to produce a certificate to the effect of non-inclusion in Creamy Layer in addition to the Caste certificate.

(3) No caste/category certificate shall be valid unless it is duly stamped, signed and issued by the competent authority as specified by the State Government.

(4) No certificate to the effect of non-inclusion in Creamy Layer shall be valid, unless it is duly stamped, signed and issued by the competent authority specified by the State Government. The validity of such certificate shall be as per prevailing rules of the State Government norms.

(5) If a candidate fails to submit the certificates as required under sub-rule (2) within the stipulated time, his candidature shall be considered for admission under unreserved category.

(6) If a candidate of reserved category gets admission on unreserved seat in order of merits, he may be given admission on the unreserved seat according to his preference.

(7) The admission of a candidate of a reserved category on a reserved seat shall be valid subject to the verification of caste/category certificate issued to him by the competent authority as specified empowered by the State Government in this behalf. In case the caste/category certificate is found to be invalid on verification, he shall not have right to claim his admission on reserved seat and if he has already been granted admission, such admission shall be cancelled. Admission of such candidate may be continued in case of availability of vacant unreserved seats, subject to the condition of eligibility of merit.

(8) After granting admission to all the candidates of reserved categories on respective reserved seats, the reserved category seats remaining vacant shall be transferred to the unreserved category seats.

7. Reservation For Physically Disabled Candidates.- Five percent (5%) of the available seats in each category shall be reserved, in accordance with the provisions of section 32 of the Rights of Persons With Disabilities Act, 2016 (49 of 2016) for the persons with benchmark disability who can perform the academic activities in the respective course. A candidate with disability shall have to submit certificate of disability issued and duly signed by the certifying authority.

Explanation.- "person with disability" means a person suffering from not less than forty percent (40%) of any disability as certified by a competent medical authority.

8. Reservation for the Children of Defence Personnel and Ex-Servicemen.-

(1) One percent (1%) of available seats shall be reserved for the children of Defence personnel and Ex-Servicemen, for admission.

(2) A candidate claiming admission against the Ex-Serviceman category shall require to submit a certificate to that effect duly issued by the Director, Sainik Welfare Board, Gujarat State or by the District Sainik Welfare Officer. In-Service Defence Persons / retired defence persons notified by the Ministry of Home Affairs, Police Division-II, Government of India shall require to submit certificate to that effect duly issued by the Commanding Officer of the respective unit in which they are serving or were serving just before the retirement, respectively.

(3) The seats remaining vacant against the category of Defence Personnel and Ex-Servicemen shall be filled up from the merit list of unreserved category candidates.

(4) The children of Defence Personnel/Ex-Servicemen of Gujarat origin and the children of Defence Personnel serving in Gujarat shall be included under the reserved category specified

in this rule, if they have passed the qualifying examination from the college or institute located outside the Gujarat State and have appeared in the CMAT as prescribed by AICTE, conducted in the corresponding academic year.

(5) The admission on such reserved seat shall be valid subject to the veracity of the certificate being confirmed by the authority by which the certificate is issued.

9. Distribution of Government Seats.-

(1) All the sanctioned Government seats of the Professional Post-Graduate Courses-MBA shall be filled in by the candidates who have appeared in the CMAT as prescribed by AICTE, for the corresponding year.

(2) If the Government seats remain vacant which were to be filled in by the candidate falling under sub-rules (3) and (4) of para A of rule 5, such vacant seats shall be offered to and filled by the candidate falling under sub-rules (1) and (2) of para A of rule 5 and vice-versa.

10. Supernumerary Seats.-

(1) The supernumerary seats shall be filled in accordance with the directions of the AICTE and Ministry of Human Resources Development, Government of India.

(2) (a) The Tuition Fee Waiver Scheme shall be applicable to all the sanctioned seats of the MBA course in the Government colleges or institutions, grant-in-aid colleges or institutions and unaided colleges or institutions approved by AICTE.

(b) the supernumerary seats not exceeding five percent (5%) of sanctioned intake of the colleges or institutions shall be filled in on the basis of merit of the candidate, whose parents' annual income does not exceeds Rs. 8.0 lakh from all sources of income. These seats shall be supernumerary in nature. These supernumerary seats shall be available only to such courses in the colleges or institutions, where a minimum of 30% of sanctioned seats are filled up.

(c) the supernumerary seats which remain vacant shall not be offered to anyone other than the respective category ;

(d) The Tuition Fee Waiver Scheme is limited to the tuition fee as approved by the State Level Fee Committee Fee Regulatory Committee (FRC) for Self Financing Institutions and by the State Government for the Government and Government Aided Institutions. All other fee except tuition fee shall have to be paid by the beneficiary.

(e) The Tuition Fee Waiver Scheme shall be for the complete duration of the course and the candidate admitted under this scheme shall not be allowed to change the institution or the course in any circumstances.

(3) (a) Notwithstanding anything contained in these rules, two supernumerary seats in each college or institute shall be filled by the candidates who are migrants of the State of Jammu

and Kashmir, in accordance with the directions from the AICTE and Ministry of Human Resources Development, Government of India, subject to the eligibility criteria prescribed in these rules;

(b) such candidate shall be exempted from appearing in the CMAT as prescribed by AICTE.

(4) The supernumerary seats not exceeding 15 per cent. of the sanctioned intake of all the Government Colleges or Institutions, grant-in-aid Colleges or Institutions or unaided Colleges or Institutions approved by AICTE shall be filled in with the candidates falling under the category of Foreign Nationals or Persons of Indian Origin (PIO) or the children of Indian workers in Gulf countries, subject to the condition that up to one-third of the 15 percentage shall be reserved in the different disciplines in all the colleges or institutions, for the Children of Indian workers in the Gulf Countries. The Foreign Nationals or Persons of Indian Origins (PIO) or the children of Indian Workers in the Gulf Countries admitted through Indian Council for Cultural Relation (ICCR) or Government of India nominee shall be included in their respective category.

11. Registration for the Admission (Government Seats). -

(1) A candidate seeking admission shall apply online, for the registration of his candidature, on the website, within the time limit specified by the Admission Committee.

(2) The Admission Committee shall, by advertisement in the prominent newspapers widely circulated in the State, by website and by such other means, as it may consider convenient, publish the date of registration, the list of Help Centers, last date for submission of registration form, courses offered and such other information as may be necessary in this behalf.

(3) For the purpose of registration in any mode of admission either through Admission Committee or at the institute level, the candidate shall be required to make payment of such sum towards the Registration fee, etc. as determined by the Admission Committee.

(4) Where a candidate has made more than one registrations, the registration made at the later stage shall be taken into consideration for admission purpose and the other registration shall be treated as cancelled.

(5) After successful completion of registration, the candidate is required to upload the necessary documents on the admission portal. At the time of admission the candidate shall have to produce the original certificates and testimonials of the documents attached with the registration form for verification. Pending verification of original documents, the admission shall be treated as provisional only.

(6) The candidate who is unable to produce original certificates and testimonials necessary for the purpose of admission at the time of admission, within the time limit prescribed in these rules, may be registered for admission. In the event of failure to submit original certificates and testimonials within the time limit as prescribed, the registration / admission shall be cancelled by the concerned institution.

12. Preparation of Merit List.-

A. Government Seat:-

The merit list of the candidates who have applied for admission in the manner prescribed by the Admission Committee, within the prescribed time limit and who are found eligible for admission under these rules, shall be prepared in the following manner, namely:-

(1) The separate merit list shall be prepared, namely:-

(a) For the candidates who have passed the Qualifying Examination and schools from any of the Boards mentioned in the sub-rule (2) of para A of rule 5, on the basis of marks obtained in the CMAT;

(b) For the candidates who have passed the Qualifying Examination from any of the recognised Schools and Universities mentioned in sub-rule (3) of para A of rule 5, on the basis of marks obtained in the CMAT.

(2) The criteria for deciding merit order in case of students having equal merit marks in the CMAT, shall be in the following sequence, namely:-

- (i) Marks obtained in QT & Data Interpretation section of the CMAT,
- (ii) Marks obtained in General Awareness section of the CMAT,
- (iii) Marks obtained in Language Comprehension section of the CMAT,
- (iv) Percentage of marks obtained in Mathematics subject of S.S.C. Examination (Std. 10th),
- (v) Percentage of marks obtained in S.S.C. Examination (Std. 10th).

B. Management Seat:-

(1) Merit list for candidates who have passed qualifying examination from recognized Universities located in India (including Gujarat State) and have appeared in CMAT/CAT examination for the corresponding year. Merit list for such candidates shall be based on the marks obtained in the CMAT/CAT examination of corresponding year or any such merit based scheme as declared by the concerned institution in advance, of the corresponding year giving priority to the candidates who appeared in CMAT or CAT.

(2) The candidates who have passed qualifying examination from Institutions/universities located outside India, the merit list of such candidates shall be based on the percentage of marks obtained at qualifying examination.

13. Admission Procedure.— The admission procedure shall be off campus online in the following manner, namely:-

A. Government Seats:-

The admission procedure shall be online in the following manner, namely:-

- (1) The Admission Committee shall prepare merit list of the eligible candidates as per these rules, after verification of the documents submitted.
- (2) The merit lists shall be displayed on the website of the Admission Committee and by such other means, as it may consider convenient.
- (3) The Admission Committee shall publish the schedule of online counseling program on its website, by advertisement in the prominent newspapers widely circulated in the State, and by such other means, as it may consider convenient.
- (4) The candidate shall be required to indicate his order of choices of courses and colleges or institutions, online. Allotment of seats shall be made on the basis of merit, category of the candidate and availability of seats. The allotment of seats shall be published on the website of the Admission Committee. The candidates are required to obtain the print out of the Information letter and bank receipt copies from the website.
- (5) The candidate shall be required to pay such fee, as may be determined by the Admission Committee.
- (6) On payment of token tuition fees as required, either online payment or in the branches of banks as specified, the admission allotted to the candidate shall get confirmed. The candidate shall be required to login to his account to get the print out of the Admissions Slip. In case, the candidate fails to pay the token tuition fees within the prescribed time limit as aforesaid, the admission offered to him shall be treated as cancelled. Such candidate shall not be eligible to get admission on same course and same shift in the same institute in subsequent round of counseling:

Provided that a candidate who has been allotted admission on Non-TFW seat and he has not confirmed his admission to the said seat shall be eligible to get admission on TFW seat on same course and same shift in the same institute.

- (7) Where considerable number of seats falls vacant and it appears to the Admission Committee to fill the vacant seats, it may conduct the admission process for readjustment (reshuffling) of seats. The candidate, who opts to participate in reshuffling process, shall be considered for such admission. The candidate may either give option for upgradation of

choices already given or submit new choices. If the candidate gets the admission on the basis of up-gradation or new choice, then his earlier admission shall be treated as cancelled.

B. Management Seats:-

(1) The admission procedure of the management seats shall be online and managed and finalized by the concerned college or institution. The merit lists shall be displayed on the website of the concerned college or institution.

(2) Each college or institute shall have to conduct admission process in a fair, transparent and non-exploitative manner and no eligible candidate should be denied issuing or accepting his/her admission form.

14. Fee.-

(1) A candidate who gets admission in the Government or aided college or institution shall have to pay such fees, as may be determined by the Government, at such stages, as may be determined by the Admission Committee.

(2) A candidate who gets admission in unaided colleges or institutions shall have to pay such fees, as may be determined by the Fee Regulatory Committee constituted under section 9 of the Act, for unaided colleges or institutions, at such stages, as may be determined by the Admission Committee.

(3) If a candidate, who has paid the fees after getting admission, gets his admission cancelled within the time limit specified by the Admission Committee, his fees shall be refunded after completion of the admission process, provided the seat vacated by him is filled in by another candidate.

(4) If a candidate who has paid the fees after getting admission and gets his admission changed in another course and/or college or institution in the readjustment (reshuffling) process, he shall pay the difference of fees, if any, at the time of getting admission or, as the case may be, fees shall be refunded after the completion of admission process.

15. Documents to be attached/Uploaded with the application.-

The candidate shall attached/uploaded following Documents, namely:-

- (i) S.S.C. Examination (Std. X) Mark-sheet,
- (ii) H.S.C. Examination (Std. XII) Mark-sheet or of equivalent examination,
- (iii) Mark-sheets of all semesters / years of degree (graduation),
- (iv) CMAT Score card/Score card of valid entrance test,
- (v) School Leaving Certificate or Transfer Certificate,
- (vi) Cast/Category certificate for a candidate belonging to Scheduled Castes (SC),

Scheduled Tribes (ST), Socially and Educationally Backward Classes (SEBC) or Economically Weaker Sections (EWSs) issued by the authority empowered by the State Government in this behalf,

(vii) No certificate to the effect of non-inclusion in Creamy Layer shall be valid, unless it is duly stamped, signed and issued by the authority empowered by the Government of Gujarat. Such certificate shall have validity as per prevailing Rules and Regulations of Government of Gujarat.

(viii) Certificate of Physical Disability, issued and duly signed by the Civil Surgeon/competent Medical Authority, in case of a Physically Handicapped candidate,

(ix) Certificate of Ex-Serviceman, duly issued by the Director, Sainik Welfare Board, Gujarat State or by the District Sainik Welfare Officer,

(x) A copy of certificate of In-Serviceman duly issued by the Commanding Officer of the respective unit, in which he is serving,

(xi) Passport size Photograph of candidate,

(xii) A copy of valid certificate of income issued by the authority empowered by the State Government in this behalf, if applicable, and

(xiii) Such other certificates as the Admission Committee deems necessary.

16. Ineligibility for admission on production of false documents.-

During verification of documents or subsequently, if the Admission Committee finds any certificate or testimonial or information submitted by any candidate, incorrect or false, the candidature of such candidate shall be cancelled for that year.

17. Cancellation of Admission and Refund of Fees.-

(1) In case of cancellation of admission or transfer of candidate by the Admission Committee, due to administrative reasons, the college or institution in which the candidate was granted admission shall refund the fee collected by it, to such candidate.

(2) (a) In case of a candidate withdrawing his candidature before completion of online admission process, for any reason whatsoever, he may login to his account on the website of the admission committee for online admission process and put the request for cancellation of admission within the time limit specified by the Admission Committee. In such case, the token tuition fee collected, if any, by the Admission Committee shall be refunded to such candidate.

(b) After completion of online admission process and before declaration of schedule of admission on vacant seats, if any candidate who has withdrawn his candidature in the manner as provided in clause (a), the token tuition fee paid by him shall be refunded, subject to the

condition of such vacated seat being filled up by the institution, as per the directions of Admission Committee and prevailing rules of AICTE.

(c) A candidate desirous to withdraw his candidature after completion of admission on vacant seats, for any reason whatsoever, shall have to request in writing in person to the college or institution in which he is granted admission but he shall not be entitled to get refund of the fees paid by him for getting admission.

(d) In case of cancellation of admission at college or institute level on the request of the student, he shall be liable to pay the fees for the current semester and no college or institution shall demand fees for further semester.

18. Vacant Seats.- (1) The vacant seats of Government and aided Colleges / Institution shall be filled in by the Admission Committee through online/offline counselling.

(2) In the unaided college or institution, after offering admission to all the candidates whose names appear in the merit list or after completion of the online admission process, if the seats remain vacant, such vacant seats shall be filled by the unaided college or institution as Management Seat. Such vacant seats shall be filled by college or institution by inviting application from the eligible candidates and preparing common inter-se merit list.

19. Admission to Unaided Colleges or Institutions.-

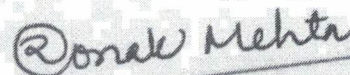
(1) The unaided colleges or institutions shall collect the fees, as may be determined by Fee Regulatory Committee constituted under section 9 of the Act, and such other fees as provided under the provisions of the Act.

(2) No college or institution shall retain the original documents or testimonial of the candidate. In case of breach of such provision, the college or institution shall be liable to penalty as provided in the Act.

20. Penalty.- Any breach of any of the provisions of the Act, these rules or any direction issued by the Government, the Admission Committee or, as the case may be, the Fee Regulatory Committee, by any person, shall be liable to penalty as provided in the Act.

21. Interpretation.- In implementation of the provisions of these rules, if any difficulty or question arises as to the interpretation of any provision, the decision of the Government shall be final.

By order and in the name of Governor of Gujarat,



(Ronak Mehta)

Deputy Secretary to Government.

Copy to:-

1. Principal Secretary to the H E the Governor (by letter)

2. Principal Secretary to the Hon'ble Chief Minister
3. Personal Secretary to Hon'ble Education Minister.
4. Personal Secretary to Hon'ble MoS (Education).
5. Director of Technical Education, Gujarat State, Gandhinagar.
6. Member Secretary, Admission Committee for Professional Courses, L.D.Engg. College Campus, Navrangpura, Ahmedabad.
7. The Chairman, Fee Regulatory Committee, L.D.Engg. College Campus, Navrangpura, Ahmedabad
8. Principal, State's all Government /Grant- in-Aid/ Self-Financed. Degree/Diploma Engineering /Pharmacy Colleges (Through Director of Technical Education)
9. Vice Chancellors of all the Universities under Education Department. (Through Director of Technical Education)
10. Director of Information (Through Directorate of Technical Education) (For Wide publicity)
11. Manager, Government Central Press, GH-7, Opp. Sector-29, Gandhinagar
12. Select file.