



# GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No.: 20 of 2007)

## ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref.: GTU/ACAD/ADMISSION/2020/૪૭૬૭

Date: 26/11/2020

### Admission Guidelines on Vacant Seats for Pharm D, IMBA, IMCA, BVoc, DVoc. and MBA-PT admissions at Affiliated Institutes

- GTU will be declare the number of vacant seats of each GTU affiliated concerned institutes on 11-12-2020.
- Each institute will again declare the number of vacant seats after completion of management Quota admission process, on the institute's web site and also inform to GTU for the same. All the sample documents for VQ seat admission endorsement to be submitted to GTU are attached herewith as annexures.
- The applicant will be selected on the vacant seat on merit, based on the following preferential order:
  - (a) All those students whose name display in the final merit list of Pharm D, IMBA, IMCA, BVoc, DVoc. and MBA-PT admission 2020-21 on GTU website.
  - (b) All those students who has not registered in GTU admission process and are eligible as per eligibility criteria mentioned on GTU admission portal for respective course.
- Interested applicants should submit the form to respective college and those who have applied earlier through the online form from the website- <http://admission.gtu.ac.in/> should again apply for the vacant seat in the respective colleges.
- The candidates who belong to the categories mentioned in (b) above will have to make payment of Rs. 500/- (Rupees Five hundred only) towards registration fees as determined by the GTU- Admission Committee and shall be payable to the respective colleges.
- Each institute will have to display their time schedule of the admission process on vacant seats on its website and also inform GTU. The admission process should be carried out & complete as per following schedule:
  - Last date of information of total vacant seats to GTU: 11-12-2020
  - Last date of declaration of vacant seats on institute's web site: 12-12-2020
  - Last date of application for admission on vacant seats: 14-12-2020
  - Last date of publication of merit list on institute's website: 15-12-2020
  - Last date of Admission at the institute by paying first term fees: 16-12-2020
  - Last date of Submission of documents related to admission on vacant seats for endorsement at GTU: 19-12-2020

Registrar

Copy to: All GTU affiliated PharmD, IMCA, IMBA, MBA-PT, BVoc and DVoc institutes.

Winners of : *Best Affiliated University Award E-India - 2009* ♦ *Manthan Award - 2009* ♦ *GESIA Award - 2011*  
♦ *Digital Learning WES - 2011 Award* ♦ *AIMS International Innovative University Award - 2013*

**Chandkheda** : Nr. Campus of Vishwakarma Government Engineering College, Sabarmati - Koba Highway, Nr. Visat Three Roads, Chandkheda, Ahmedabad - 382 424, Gujarat, India Ph. : 079 - 232 67 500 Fax : +91 - 79 232 67 580  
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Ref.: GTU/ACAD/ADMISSION/2020/8769

Date: 25/11/2020  
26

## FILE DOCUMENTS TO BE SUBMITTED FOR VQ SEATS ADMISSIONS ENDORSEMENT 2020-21 FOR IMCA, BVOC, DVOC, AND MBA PT COURSES

- 1 Forwarding letter requesting To Registrar, GTU for Endorsement.
- 2 Information of Nodal officer at institute level, Name- Mobile No.- Email-ID (Copy of format Attached here Annexure-1)
- 3 Filled VQ STATUS detail IN FORMAT signed by Head of Institute (Copy of format Attached here Annexure-2)
- 4 Copy of Issue and Receive register of Application forms. (Copy of format Attached here Annexure-3)
- 5 Attendance Register of counselling  
(Attended students must sign the register, in case of absentia authorized person should mark absent in register & Photocopy of option form of all students called for counselling if not included in admission form.)
- 6 Inter-se Merit list & Merit list on Institute's Letter Head strictly as per format.(Annexure-4)
- 7 Admitted student list (to be endorsed by GTU) on Institute's Letter Head as per format : Two copies
- 8 Copy of Application form of all admitted candidates (Attach self-attested below mentioned documents):
  1. 12th standard Mark-sheet
  2. Leaving certificate/Transfer certificate
- 9 For any query, e-mail to [admissions@gtu.edu.in](mailto:admissions@gtu.edu.in)

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## Annexure 1

This Undertaking is to be given on Institute Letter head

### INFORMATION OF NODAL OFFICER VO ADMISSION 2020-21

GTU INSTITUTE ID: NAME OF INSTITUTE:  
NAME OF NODAL OFFICER

CONTACT NUMBER OF NODAL OFFICER: (M) \_\_\_\_\_  
(Land Line) \_\_\_\_\_

E-MAIL :

Round  
Seal of  
Institute

Signature of Principal/Director/Dean with  
Rubber Stamp

ESTD - 2007

Awards of : ICT Enabled University Award E-India - 2009 ❖ Manthan Award - 2009 ❖ GESIA Award - 2011  
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This Undertaking is to be given on Institute Letter

Date:-

## UNDERTAKING

On behalf of institute I undertake that this institute has carried out all the (course name) admission process under the Vacant Quota strictly as per the guidelines provided by the GTU and in a fair, transparent and non-exploitative method.

This institute further undertake that all the original documents of the candidates admitted to the courses have been verified personally and the candidates who are listed in the Admitted List have fulfilled the eligibility criteria as per the notifications Courses issued by the Government and its amendment time-to-time.

This institute further undertake that the institute has not taken possession of any original documents from the candidates during the admission process.

This institute further undertake that in the event of violation of any clauses of this undertaking, the GTU will be free to take appropriate legal/punitive action which will be binding to the institute.

Round  
Seal of  
Institute

Signature of Principal/Director/Dean  
with Rubber Stamp

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### Annexure 2

#### Institute Letter head

Vacant Quota form (Course name) Admissions 2020-21			
Inst Name	Inst Code	VQ seats	Filled seats

Round  
Seal of  
Institute

Signature of Principal/Director/Dean with  
Rubber Stamp

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### Annexure 3

#### Register of Application Form Issued and Received

Sr. No.	Form No.	Name of candidate	Seat No. of Qualifying Exam	Contact Number of Candidate	Issue Date	Sign of Candidate	Receive Date	Name and Sign of person Issuing the form	Sign of candidate	Name and Sign of person Receiving the form
1										
2										
3										
4										
5										

#### Attendance Register of Counselling

Sr. No.	Form No.	Name of candidate	Seat No. of Qualifying Exam	Contact Number of Candidate	Present/Absent	Date of Counselling	Time of Counselling	Name of Authority to whom candidate has to report	Sign of Authority to whom candidate has to report
1									
2									
3									
4									
5									

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## Annexure-4

On Institute Letter Head

<b>Institute name</b>
<b>Merit List for VQ Seats (Course name) 2020-21</b>

Sr.no	Form ID	Name	Percentile_SSC (for DVoc.)	Percentile_HSC	Merit marks

ESTD - 2007

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### UNDERTAKING OF STUDENT FOR ADMISSION ON MULTIPLE SEATS

Date: / / 2020

I, \_\_\_\_\_ (Name of Candidate) have applied for admission as per following details:

Seat: MQ/NRI	
GTU merit no: ( if applicable)	
Entrance exam and Roll No.	
User ID:	
Registration/Application No: (New Registration if any):	
Course	
Name of institute & code:	

I declared that apart from above admission, I have also applied /got admission in following courses

	Admission 2	Admission 3
Seat: SQ/MQ/NRI		
course:		
Name of institute: (if applicable)		

We assure to treat Admission 2 and/or Admission 3 as cancelled and admission in this institute as final admission. I will not claim any right of my previous admission.

I abide that, Refund of fees if any, of my previous admission is subjected as per the directions of Admission Committee and prevailing rules of AICTE and as per the direction of GTU, I don't have any complaint/grievances towards the institutes for my pervious admission. The above information provided by us is correct

DATE:

Sign of Candidate

Sign of Parent

PLACE:

Mobile No.

#### **Institute endorsement:**

The above information provided by candidate is verified at institute level and correct according to my knowledge and before me

PRINCIPAL/DIRECTOR/DEAN  
(STAMP& SIGN)

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