

ADMISSION POLICY

SCHOOL OF TECHNOLOGY (SOT)

GSFCU/ADMN/ADMISSION/SOT/2020-R0

ACADEMIC YEAR 2020-21



GSFC UNIVERSITY, VADODARA



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PREAMBLE

GSFC University is constituted under the Gujarat Private Universities Act, 2009 as amended by Gujarat Private Universities (Second Amendment) Act, 2014. GSFC University strives to be the best compact boutique institution with a futuristic approach, encouraging student-centric culture and focus on developing industry-ready & employable students with all-round development in the areas of Science, Technology and Management.

GSFC University, through its established School of Technology (SOT) focuses on imparting quality engineering education i.e. theoretical and practical in the varied disciplines of Chemical Engineering, Mechanical Engineering, Computer Science Engineering and Fire & Environment, Health Safety. School of Technology offer the following programs as mentioned below:

1. B. Tech. Chemical – 4 Years
2. B. Tech. Mechanical – 4 Years
3. B. Tech. Computer Science Engineering – 4 Years
4. B. Tech. Fire & Environment, Health Safety – 4 Years

The above programme aims at providing diverse growth of knowledge with an opportunity for students to have access to all circular areas with mobility to other universities in India as well as abroad. The Curriculum is based on new knowledge, in response to the needs of the industries and community at large.

School of Technology (SOT) through its Bachelors programs intends to create industry ready professional after the course completion with a focus on Engineering & Technology. In each Semester of the four years degree program, students are required to go for one month of industrial internship in relevant industries, where they get practical exposure beyond the classroom studies.

GSFC University, hereby makes the following rules to regulate admissions for Academic Year 2020-21 at its School of Technology for the Bachelors Programs.

1. DEFINITIONS

In this Policy, definitions are as follows:

- a. **“Admission”** means admission of the candidates in the Bachelor of Technology Programs under School of Technology (SOT)
- b. **“School”** means School of Technology (SOT)
- c. **“JEE (Mains)”**, means, Joint Entrance Examination conducted by the JEE Apex Board (JAB) New Delhi or any other competent authority for the purpose of admissions to the four year professional courses (Undergraduate Engineering Programs);
- d. **“ACPC”** means, The Admission Committee for Professional Courses constituted by Education Department, Government of Gujarat for regulation of Admission, or such other authorized bodies/agencies. (Website for ACPC is <http://www.jacpoldce.ac.in/index.asp>)
- e. **“University”** means GSFC University, Fertilizernagar, Vadodara, Gujarat
- f. **“Website”** means www.gsfcuniversity.ac.in – the Official Website of University

2. PROGRAMS UNDER SCHOOL OF TECHNOLOGY (SOT)

GSFC University through its School of Technology shall offer Undergraduate level degree programs. The admission during the first year of program to be provided under the below mentioned offerings:

- a. B. Tech. Chemical– 4 Years
- b. B. Tech. Mechanical – 4 Years
- c. B. Tech. Computer Sciences Engineering – 4 Years
- d. B. Tech. Fire & Environment, Health Safety – 4 Years



3. SEATS AVAILABLE FOR ADMISSION

Seat Matrix

Sr. No.	Branch Name	Available Seats		
		ACPC (*)	All India	Total Intake
1.	B. Tech. Chemical	53	15	68
2.	B. Tech. Mechanical	25	5	30
3.	B. Tech. Computer Sciences Engineering	53	15	68
4.	B. Tech. Fire & Environment, Health Safety	30	10	40
Total		161	45	206

(*) Inclusive of applicable quote (SC+EWS+ST+SEBC+DS+OPEN)

4. MINIMUM ELIGIBILITY CRITERIA

i. For State Quota Seats

The state quota seats of the B. Tech. Program will be filled by Admission Committee for Professional Courses (ACPC), Govt. of Gujarat. Visit website <http://www.jacpcldce.ac.in/> for further details.

ii. For All India Seats

The All India quota Seats of the B. Tech. Program will be filled by School of Technology (SOT), GSFC University with the following eligibility criteria.

- Candidate should have cleared with Minimum of 40 NTA Score Merit List for these seats shall be based on Final NTA Score obtained in JEE (Main), 2020.
- A candidate should have passed H.S.C. (Science Stream), the Qualifying Examination with minimum 45% marks (40% in case of SC/ST) as aggregate in theory and practical of Physics & Maths (with Chemistry or Computer or Vocational Subject) from single board.

For the latest updates, please visit www.gsfcuniversity.ac.in



5. RESERVATION OF SEATS

5.1 For the purpose of Admission, the seats shall be reserved for the candidates of All India Seats under following categories:

Sr. No.	Seat Category	Reservation (%)
1.	Schedule Caste (SC)	7%
2.	Schedule Tribe (ST)	15%
3.	Other Backward Classes (OBC)	27%
4.	Physically Handicapped (PH)	3%
5.	Economically Weaker Sections (EWS)	10%

5.2 A candidate seeking admission on reserved seat shall be required to produce a Certificate of Caste from the competent authority in either English or Hindi or Gujarati language.

5.3 No caste certificate shall be valid unless it is duly stamped, signed and issued by the authority empowered by the State Government/Central Government, from where the candidate has passed the qualifying examination.

5.4 If a candidate fails to submit the necessary caste certificate as required within the stipulated time, his/her candidature shall be considered for admission under unreserved category as per merit.

5.5 The candidate of reserved category shall be entitled to be considered for admission on open category seat according to his preference, subject to fulfillment of open category eligibility criteria and as per merit order of open category merit list.

5.6 The admission of a candidate of a reserved category on a reserved seat shall be valid subject to the verification of caste certificate issued to him /her by the authority empowered by the University on its behalf. In case the candidate fails to submit the caste certificate within the stipulated time or the caste certificate is found to be invalid on verification, he/she shall not have the right to claim his/her admission on reserved seat and if he/she has already been granted admission then such admission stands cancelled.

5.7 Reserved seats remaining vacant in any category after schedule date of Merit List closure shall be converted to open category seats.



5.8 3% percent of the available seats in each branch shall be reserved, for Physically Handicapped (PH) candidates who can perform the academic activities in the respective branch of admission. Such candidates shall have to submit certificate of disability issued and duly signed by the Civil Surgeon in either English or Hindi or Gujarati language. This is subject to verification of the disability in person by the medical officer of the University, who will also certify whether the candidate is capable of pursuing four years study programme at the University.

Explanation: “Physically Handicapped (PH)” means a person suffering from not less than forty percent of any disability as certified by a competent medical authority or prescribed by Government norms.

5.9 10% percent of the available seats in each branch shall be reserved, for Economically Weaker Sections (EWS) candidates who can perform the academic activities in the respective branch of admission. Such candidates shall have to submit Income and Asset Certificate issued and duly signed by the respective Government body in either English or Hindi or Gujarati language. This is subject to verification of the Income and Asset Certificate in person by the Admission officer of the University.

6. APPLICATION FOR ADMISSION

For the purpose of admission under All India Category Seats, a candidate shall apply on-line, for the application of his/her candidature, on the University website, within the time limit specified by the University. (Please visit the University website; www.gsfcuniversity.ac.in for the online application procedure).

- a. The University shall announce, by advertisement in some leading national newspapers / on web-site and by such other means, as it may consider necessary, the date of application, last date for submission of application form, programs offered and such other information as may be necessary in this regard.
- b. Candidate can apply online through Application Form made available on the website www.gsfcuniversity.ac.in paying online Application Form fees of Rs. 350/- (Rupees Three Hundred and Fifty Only). Application Form should be filled with correct information as per the procedure listed from time to time.

- c. A candidate shall be required to upload a colour scanned copy of the requisite certificates and testimonials as specified in the registration form.
- d. The candidate shall be required to indicate online her/his order of choices of branches at the time of registration.

For further details, please visit University website; www.gsfcuniversity.ac.in

7. ADMISSION PROCEDURE

The admission procedure for All India Seats at GSFC University shall be in the following manner as follows:

- a. GSFC University shall prepare the Merit list of the eligible candidates who have applied for admission under the rules as mentioned under Point No. 6 of the Admission Policy.
 - i. The criteria for deciding the Merit Order in case of candidates having equal merit marks shall be based on the percentage of marks obtained in the qualifying examination in the following sequence:
 - Mathematics & Physics
 - Mathematics & Chemistry
 - Physics & Chemistry
 - Mathematics
 - Physics
 - Chemistry
 - English
 - Aggregate Marks
 - ii. The candidates will have to check their inter-se merit number on the GSFC University website as well as with Log In ID & Password provided at the time of application on GSFC University website.
 - iii. The admission shall be offered through Online Mode as per the schedule.
 - iv. The admission will be offered on the basis of Merit, Category of the candidate and availability of the seats.



- v. The candidate can secure the admission for a branch offered to him by paying fees as per fee structure within prescribe time, and if it is not accepted by candidate, he/she can consider for admission as per his first preferences after completion of all rounds. (if seats are vacant).
 - vi. After confirming the admission via online, a candidate has to submit hard copy of application form, all required / necessary documents and fees receipt with sign to the University within time limit as may be specified by the University.
 - vii. No change in Branch Preference shall be possible after the last date of submission of online registration to the GSFC University website.
- b. The admission shall be offered during counselling round as per the schedule.
 - c. Offer of admission shall be made on the basis of merit, category of the candidate and availability of the seats.
 - d. The candidate can secure the admission for a branch offered to him upon payment of the fees as prescribed, subsequent to which such candidate will not be eligible for offer of admission in any other branch.
 - e. After confirming the admission, a candidate has to submit hard copy of all the testimonials with Application Form and Fee Receipt with attested signature to the University within the time limit as may be specified by the University.
 - f. No changes in branch-preference shall be possible after the last date of submission of online application.

8. REQUIREMENT OF DOCUMENTS

The list of documents to be uploaded at the time of Online Application for Admission Process and also to be produced as Self-Attested Photocopy at the time of verification.

- S.S.C. Examination (Std. X) Mark Sheet
- H.S.C. Examination (Std. XII) Mark Sheet
- School Leaving Certificate, Transfer Certificate or Migration Certificate

- Caste Certificate for a candidate belonging to Scheduled Caste (SC), Scheduled Tribes (ST), Other Backward Caste (OBC) and Economically Weaker Sections (EWS).
- Certificate of Physical Disability, issued and duly signed by the Civil Surgeon/ competent Medical Authority, in case the candidate belongs to a PH Category (If applicable)
- JEE rank Card (upload soon after it becomes available, but before last date of application; also feed the data accordingly in online application form.)
- JEE (main) Admit Card.
- Non Creamy Layer Certificate of the family
- Income and Asset Certificate for a candidate belonging to Economically Weaker Section (EWS) (if applicable).
- Latest passport size photograph of the candidate (Three photographs)
- Aadhar Card

The candidates shall have to produce the original documents as mentioned above, during the time of securing admission and payment of fees at the Admission Office of GSFC University.

9. SCHOLARSHIP ASSISTANCE

GSFC University provides scholarship assistance to the meritorious and need based students under the category of three schemes:

- Merit cum Means Scholarship
- Need based Scholarship
- Merit Scholarship

The further detail regarding Scholarship Policy and its process of application with detailed information is available at the website of GSFC University i.e. <https://www.gsfuni.edu.in/scholarshipprocess>

10. FEE

- i. A candidate who gets admission shall have to pay the fees, as determined by the University from time to time.
- ii. Full fees for the term concerned, shall be refunded in case of the death of the student.
- iii. Each Academic Year is split in two semesters.
- iv. The admitted students are required to pay the fees of every semester one week before the commencement of respective semester, failing to which the student shall not be allowed to attend the academic sessions.
- v. The payment shall be made through Online Mode (Debit Card /Credit Card /UPI / Net Banking) and Offline Mode (Cheque /Demand Draft NEFT / RTGS).
- vi. The Demand Draft / Cheque shall be drawn in the favor of “GSFC University” payable at Vadodara only.

FEE STRUCTURE FOR ACADEMIC YEAR 2020-21:

The Fee Structure of the B. Tech. Programs under School of Technology (SOT) for the Academic Year 2020-21 shall be governed by the Fee Regulatory Committee (FRC), Govt. of Gujarat. The Tuition Fees is subject to revision on the basis of orders as issued by FRC, Govt. of Gujarat for respective Academic Years.

The detailed Fee Structure can be viewed at GSFC University website;
<https://www.gsfcuni.edu.in/admission>

HOSTEL:

- I. Limited hostel facilities at the campus are available for girls / boys according to hometown (outstation candidates gets preference)
- II. Hostel accommodation is available on first come first serve basis, subject to its availability. Candidate keen to avail the Hostel and Mess facilities should report at the Facilities Desk on the Campus, immediately after the securing of admission.

11. ADMISSION DISQUALIFICATION

During verification of documents or subsequently at any point of time, if the University finds that any certificate or testimonial or information submitted by any candidate is incorrect or false or irrelevant/non-compliant to the requirement, the admission of such candidate shall be cancelled and he shall be permanently disqualified for admission at the University.

All the fees paid by such candidates will be forfeited, and only the deposit may be refunded in a prescribed time limit as decided and announced by University from time to time after receiving all required documents from the candidate in this regard.

12 CANCELLATION OF ADMISSION AND REFUND OF FEES

- a. Admission committee is empowered to cancel any admission that has been given inadvertently by the Admission Committee or admission taken by the candidate on the basis of incorrect/ insufficient information. If admission is cancelled within one month, then only refund shall be made, otherwise fees shall be forfeited.
- b. If the candidate has a ATKT / back logs irrespective of any Boards in Class XII, he/she is not eligible to get admission in spite of him / her having applied/ registered for the admission process. The admission shall be granted only after the successful completion and meeting the necessary eligibility criteria of qualifying examination i.e. Class 12th Examination from respective boards before commencement of the Academic Sessions.
- c. All the candidates who are granted admission have to strictly abide by all the rules and regulations of the University and have to maintain a thorough discipline / decorum during their trips / visits / study tours / internships / workshops / any other activities etc. within or outside the campus, failing which the University holds the final right to cancel the admission granted at any point of time.
- d. The candidate who has been given admission and wants to cancel his/ her admission need to submit handwritten request letter of cancellation along with duly signed by parents / guardian, along with cancellation form as available in the university website and further submit at the admission office.

- e. After the completion of Admission Process and generation of Enrollment No., if candidate wants to cancel his/her admission, he/she needs to follow the same process as per above mentioned point (d) and submit the application to the Dean of SOT.
- f. For seeking refund, a candidate is required to submit the original fee receipt, admission letter, handwritten cancellation application and the letter of request for withdrawal duly signed by him and counter signed by parent / guardian.
- g. No other communication will be considered except the hard copy of the Cancellation Form. If a student cancels the admission after the commencement of the program, the student shall have to submit a No-Objection Certificate (NOC) signed by respective Dean of School of Technology of GSFC University.

The details regarding the Fee Refund Policy against the cancellation of admission by candidate admitted to B.Tech programme, is mentioned below:

1. For Students admitted to B. Tech. Programme in All India Management Quota, through JEE

Sr. No.	Percentage of Refund of Aggregate Fees	Point of Time when Notice of Withdrawal of Admission is served to the University
1.	100%*	15 days or more before the formally-notified Last Date of admission
2.	90%	Less than 15 days before the formally-notified Last Date of admission
3.	80%	15 days or less after the formally notified Last Date of admission
4.	50%	30 days or less, but more than 15 days after formally notified last date of admission
5.	00%	More than 30 days after formally notified last date of admission

* 5% of fee will be deducted up to the maximum amount of Rs. 5,000/- as penalty charges.



2. For students admitted to B. Tech. Programme in State Quota, through ACPC

The fee refund policy shall be as per the norms and guidelines of Education Department, Govt. of Gujarat.

Sr. No.	Cancellation by Candidate	Amount of Refund	Date of Refund
1.	During ongoing admission process between regular rounds declared by ACPC, before the commencement of classes.	The fees paid will be refunded after deduction of Rs. 1000/-	
2.	After the completion of online admission process and before declaration of schedule of admission on vacant seats, if any candidate who has withdrawn his candidature by applying online cancellation as per ACPC guidelines.	The fees paid by candidate shall be refunded, subject to the condition of such vacated seat being filled up by the institution, as per directions of Admission Committee and prevailing rules of AICTE.	
3.	A candidate desirous to withdraw his / her candidature after completion of admission on vacant seats, for any reason whatsoever, shall have to request in writing in person to the respective School / University in which he is granted admission.	The candidate shall not be entitled to get refund of the fees paid by him/her for getting admission. In that case only the deposit amount shall be refunded.	

13 WARNING

Ragging is completely banned in GSFC University. The students are instructed to follow and maintain discipline in the campus. He/she shall not be indulged in any kind of ragging related activities inside or outside campus, any kind of remarks or action in respect to its Caste, Creed Religion, and Gender etc. All are punishable offences and appropriate actions shall be taken against the indulged student.

The students on their commencement of classes shall have to submit an Affidavit in the prescribed proforma as mentioned in the University website along with the signature of their parent/guardian to the effect that they are aware of the severity of the offences related to the Ragging or any illegal activities against any students at GSFC University.

<https://storage.googleapis.com/gsfuni/Notice/Anti-Ragging-Affidavit.pdf>

14 COMMUNICATIONS

All communications by the University for the Admission Process will be made through the website www.gsfconiversity.ac.in . Candidates are advised to go through the University's website on regular basis for admission updates. The University will not be responsible for non-receipt of any communication. No individual communication will be entertained.

The aspiring candidates, their parents and well-wishers are advised to check the website of University from time to time for all the latest information updates on the admission process.

These rules are subject to change due to several reasons. The change(s) in any of these rules including modalities of admission process shall be announced and made available on the official website of the University i.e. www.gsfconiversity.ac.in .

Candidates are advised and are responsible for checking and verifying the latest information on the modalities and specifics of the admission including, but limited to rules, processes criterion, schedule, fee etc.



15 KEY DATES (SCHEDULES) FOR ALL INDIA SEATS

Particulars	Tentative Dates
Online Registration Start Date	20 th April, 2020
Last date for Online Registration and Submission of Online Applications with all required details	15 th July, 2020
Starting of Online Counseling Rounds (All India Seats)	18 th July, 2020 – 22 nd July, 2020
Display of Merit List	23 rd July, 2020
Last Date of Fee Submission	29 th July, 2020
Operating Final Waitlist / Vacant Quota Seats	30 th July, 2020
Commencement of Academic Year	06 th August, 2020

*All the above dates are indicative of sequence and the Milestone activity.

16 INTERPRETATION

In implementation of these rules, if any difficulty or question arises as to the interpretation or any provision, the decision of the GSFC University Management shall be final.

The candidates will be bound by the rules and regulations of the University as applicable during their course of study at GSFC University. Disputes, if any, shall be subject to Vadodara jurisdiction only.

GSFC University management reserves the right to change any of the above stipulations pertaining to All India seats at their sole discretion without assigning any reason.
