



THE ADMISSION COMMITTEE FOR PROFESSIONAL COURSES
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Important circular for aspiring candidates

Instructions/Steps to be followed for taking part in vacant seats in Govt. / Grant-in-Aid/ University managed Government (Unaided) and Self finance Institutes (SFI) for M.E, / M. Pharm. courses for 2018-19

In continuation to the advertisement published by this committee regarding modalities for vacant seats admission process. The institute wise vacant seats are displayed on committee website which includes vacant seats in Govt./GIA/University Managed Government (Un-aided) institutes and SFI institutes. The detail process for participating in both type of institute is as follows.

For Vacant seats in Gov/GIA /University managed Government (Unaided) institutes (Including GTU, School of Engineering & Technology):

The candidate willing to take part in vacant seats in Gov/GIA/University managed Government (Unaided) institutes including GTU, School of Engineering & Technology have to give online consent from their login ID on website www.gujacpcadm.nic.in between **13/8/2018 and 14/8/2018**. To give online consent, the candidate have to click **RESHUFFLING** tab from their login ID and proceed for choice filling in their login ID between **13/8/2018 and 14/8/2018**. **It is compulsory to give consent and fill choices again to become eligible for this round of vacant seats in Govt./GIA/University managed Government (Unaided) institutes.**

As per schedule already announced, the allotment for this will be declared on **20/8/2018** and candidates who have to pay fee, can pay the same in designated branches/Online payment between **20/8/2018 and 21/8/2018**. **Candidates who are already in merit list of ACPC shall only be allowed to take part in this vacant seats in GOV/GIA/University managed Government (Unaided) institutes.** Moreover, candidates who do not give consent and not fill choices, shall not be considered during this online round of admission process.

For Vacant seats in Self Financed Institutes:

The vacant seats in SFI shall be filled strictly as per provisions of rule 20 of prevailing notification. Accordingly candidates willing to participate in vacant seats shall have to follow the below mentioned steps.

- **For candidates who are already in merit list of ACPC:**

Candidates who are already in the merit list of the Admission Committee shall have to take print of registration form from their login ID to participate for the vacant seats round.

After taking print of registration form, the candidate can approach the self-finance college or institution of his choice for admission on the vacant seats between **16/08/2018 to 23/08/2018**. An acknowledgement shall be given to the candidate by the concerned self-finance college or institution. The candidate can approach any number of institute of his choice, but at each institute he has to submit the said registration form.

- **For candidates who have not registered earlier, and have not appeared in Common entrance test conducted by this committee and are not in merit list of ACPC:**

For eligible candidate who have not registered earlier or if he has registered earlier but not appeared in Common Entrance Test of current year, conducted by the Admission Committee shall have to register online on website **www.gujacpcadm.nic.in** between **16/08/2018 to 22/08/2018** after purchasing PIN cover from designated branches of Kotak Mahindra Bank by paying a fee of Rs. 500/- (Non-refundable) (List of designated branches available on committee's website) (PIN cover can be purchased between **16/08/2018 to 21/08/2018 during normal banking hours except public holidays**) to participate in vacant seats admission for SFI institutes at institute level. The candidate has to register online on website **www.gujacpcadm.nic.in** link **New Users**. After filling all the required details and confirming the registration, a print out of registration form is to be obtained. There is no need to report at help center for documents verification.

A candidate who has newly registered as above shall have to approach the self-finance college or institution of his choice for admission on the vacant seats between **16/08/2018 to 23/08/2018** and submit print of registration form along with requisite documents. An acknowledgement shall be given to the candidate by the concerned self-finance college or institution. The candidate can approach any number of institute of his choice, but each institute he has to submit the said registration form.

Procedure at Self Financed Institutes for Vacant seats admission:

A candidate who has submitted the copy of registration form along with requisite documents as above shall only be allowed to participate in admission procedure for the vacant seats. The concerned self-finance college or institution shall process the filling up of vacant seats among such eligible candidates who have submitted the registration form by displaying vacant seats on website, counseling schedule, preparing common intra-se merit list in the following order between **24/8/2018 to 29/8/2018** and complete the whole process latest by **29/8/2018**.

Order of preparation of merit list for vacant seats:

- (i) the names of the candidates whose name appear in the merit list of the Admission Committee;
- (ii) after allotting the seats to candidates mentioned in Para (i) above, if seats remain vacant, the college or institution shall fill such seats from the candidates who have cleared the qualifying examination with minimum eligibility criteria prescribed in rule 5 and who have newly registered for the vacant seat admission. Such candidates shall be eligible for admission though they have neither qualified in GATE/GPAT nor appeared in the Common Entrance Test of the current year, conducted by the Admission Committee. The merit list of such candidates shall be prepared based on percentage of marks obtained at qualifying examination.

Note: The candidates are advised to carry all original documents for verification at the time of counseling at SFI institute level.

Member Secretary