

## Admission Committee for Professional Courses (ACPC) Ahmedabad

### Guidelines for filling Vacant Seats

#### MASTER OF PLANNING M. PLAN. - 2021

In the unaided colleges or institutions, after offering admission to all the candidates whose names appear in the merit list or after completion of the offline admission process, if the seats remain vacant, such vacant seats shall be filled by the unaided college or institution as Vacant seat.

- The institute can do publicity as per their perusal for filling the vacant seat.
- Such vacant seats shall be filled by college or institution by inviting application from the eligible candidates after preparing merit-list as per the eligibility criteria as per the admission rules.
- The admission process will be strictly on merit based and availability of vacant seats.
- For filling vacant seats each institute cannot deny in any case to any candidate whose names are in previously prepared merit list by ACPC.
- The institute is requested to follow fair and transparent procedure for admitting candidates on vacant seats.
- The institute shall submit the necessary documents of admitted students against vacant seats as per the format and guideline of vacant seat submission for endorsement from the ACPC. Such documents must be submitted at the ACPC for endorsement within three days after the vacant admission process overs.
- The institute is requested to follow fair and transparent procedure for admitting candidates on vacant seats.
- The institute is requested to refund the fees paid by the candidates cancelling the admission as per the admission rules.

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