

INFORMATION BOOKLET



Gujarat University

(2024-25)

Bachelor of Arts

(B. A.)

**GUJARAT UNIVERSITY
ADMISSION COMMITTEE
(GUAC)**

Behind GU Library, Near GU information
Center, Gujarat University Campus,
Navrangpura, Ahmadabad- 3 8 0 0 0 9

Visit us: www.gujaratuniversity.ac.in

<https://gcas.gujgov.edu.in>



GUJARATUNIVERSITY

Gujarat University Admission Committee (GUAC)

INFORMATION BOOKLET **(2024-25)** **Bachelor of Arts (B.A.)**



For the Academic Year 2024-25

GUJARAT UNIVERSITY ADMISSION COMMITTEE

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ગુજરાત યુનિવર્સિટી પ્રવેશ સમિતિ

ગુજરાત યુનિવર્સિટી ઇન્ફોર્મેશન સેન્ટર ની બાજુ માં ગુજરાત યુનિવર્સિટી કેમ્પસ , નવરંગપુરા ,અમદાવાદ - 380009

Website: www.gujaratuniversity.ac.in

<https://gcas.gujgov.edu.in/>

(Contact hours: 11.00 a.m. to 5.00 p.m.)Except Sunday & Holidays

ONLY FOR ARTS

E-mail ID For Student Support

B.A. Honours

help.guacbahon@gmail.com



Students' Online Counseling Program for Students & Parents

GUAC-BA will organize Offline/Online counseling session for the eligible students willing to take admission in B.A. Honours (Bachelor of Arts Honours). In this counseling session the GUAC-BA team will explain the students regarding the entire flow of admission process and will also counsel the students about difficulties faced by them during the complete admission process. The team will also discuss the FAQ's related to the Registration, Choice filling, Merit, payment of fees for allotted Admissions and process after Admission allotment.

NOTE: The schedule for the online/offline counselling session will be announced separately on website



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- 3.12 SEBC – Socially and Educationally Backward Class
 - 3.13 ST – Scheduled Tribe
 - 3.14 UGC – University Grants Commission
 - 3.15 NEP - 2020 National Education Policy 2020

4. Admission to Various Programs

Admission to the first year of the programs mentioned in 1.2 shall be given on all the government, grant-in-aid and unaided seats on the basis of merit list prepared by the admission committee.

5. Seats Available for Admission

For the purpose of admission to the first year of the programs, available seats shall include –

5.1 Government, Grant-In-Aid or Un-Aided Seats

- 5.1.1 All the sanctioned government, grant-in-aid or un-aided seats of the programs mentioned in 1.2 in the government, grant-in-aid or un-aided university school, department, government college or institution,
- 5.1.2 All supernumerary seats of the programs mentioned in 1.2 in the government, grant-in-aid or unaided university school, department, college or institution.

6. Eligibility for Admission

6.1 For the purpose of admission, a student shall have passed the qualifying examination in the subjects prescribed by Gujarat University from time to time from –

- 6.1.1 The Gujarat Board;
- 6.1.2 The Central Board of Secondary Education;
- 6.1.3 The Council of Indian School Certificate Examination, New Delhi;
- 6.1.4 The International Baccalaureate;
- 6.1.5 National Institute of Open Schooling
- 6.1.6 A student who has passed the qualifying examination from any State other than Gujarat;



- 6.2 A student who has passed the qualifying examination after appearing in the supplementary examination conducted by the Board shall be eligible for admission in the current academic year on vacant seats declared under the Gujarat University Admission Rules, 2024 (Arts). A student who has passed the qualifying examination from other than Gujarat Board and other than CBSE school of Gujarat State shall be required to obtain **Provisional Eligibility Certificate (PEC)** from Gujarat University before registration from Room No. 14 - Eligibility Section, Ground floor, Gujarat University Tower. The Link is <https://fees.gujaratuniversity.ac.in>
- 6.3 Following shall be eligibility criteria for admission in first year of the programme mentioned in 1.2,
- 6.4.1 **All Students who have English as one of the subject or English as medium of Instruction are eligible for admission.** The Student who has studied in English Medium and English was not the subject in 12th standard, then he/she has to produce a Certificate from school that he/she has studied in English Medium.

7. Reservation of Seats

- 7.1 For the purpose of admission, the seats shall be reserved for the students who are of Gujarat origin and falling under the respected categories and in the following proportion, namely-
- Scheduled Caste: 7 %
 - 7.1.1 Scheduled Tribe: 15 %
 - 7.1.2 Socially and Educationally Backward Classes, including Widows and Orphan of any caste: 27%
 - 7.1.3 Economically Weaker Sections 10 % (Out of 33% for Girls) (As per the resolution of Gujarat Government)
 - 7.1.5 Sports / NSS / NCC / Cultural Quota: 2% Super Numeric Seats
 - 7.1.6 Physically Disabled Candidate: 3%
 - 7.1.7Ex. Serviceman and Defense: 1%
- 7.2 A student seeking admission on reserved seat shall be required to produce a Certificate of Caste;
- Provided that the student belonging to SEBC shall be required to produce a certificate to the effect of non-inclusion in creamy layer in addition to the caste certificate.
- Provided that the student belonging to EWS shall be required to



- produce a certificate
- 7.3 No caste certificate / a certificate to the effect of non-inclusion in creamy layer / EWS certificate shall be valid unless it is duly stamped, signed and issued by the authority empowered by the Government of Gujarat.
- 7.4 A certificate to the effect of non-inclusion in creamy layer issued by the competent authority shall be valid for the period of 3 years from the date of issue.
- 7.5 If a student fails to submit the certificates as required within the stipulated time, his/her candidature shall be considered for admission under unreserved category.
- 7.6 If a student of reserved category gets admission on unreserved seat in order of merits, he/she may be given admission on the unreserved seat according to his/her preference.
- 7.7 The admission of a student from a reserved category on a reserved seat shall be valid on the subject to the verification of caste certificate by the authority empowered by the State Government on this behalf. In case the caste certificate is found invalid on verification, he/she shall not have right to claim his/her admission on reserved seat and if he/she has already been granted admission, such admission shall be cancelled. Admission of such student may be continued in case of availability of vacant unreserved seats, subject to the condition of eligibility of merit.
- 7.8 A) After granting admission to all the students of reserved categories on respective reserved seats, the remaining vacant reserved category seats of Scheduled Caste (SC) shall be transferred to Scheduled Tribe (ST) and similarly the remaining vacant seat of Scheduled Tribe (ST) shall be transferred to Scheduled Caste (SC) by the Admission Committee after having obtained sanction from the competent authority of the Gujarat University.
- B) After granting admission to all the students of EWS categories on respective reserved seats, the remaining vacant reserved category seats of female students (of EWS category) shall be transferred to male students (of EWS category) and similarly the remaining vacant seats of male students (of EWS category) shall be transferred to female students (of EWS category) by the admission committee after having



obtained sanction from the competent authority of the Gujarat University.

7.9 After granting admission to all the students as mentioned in 7.8 above, the remaining reserved category vacant seats (if any) shall be transferred to the unreserved category seats by the Admission Committee after having obtained sanction from the competent authority of the Gujarat University.

7.10 Dr. APJ Abdul Kalam Government College, Silvassa reservation quota of Seats will be as per Union Territory.

8. Reservation for Physically Disabled Students

5% (Five percent) of the available seats in each category shall be reserved, in accordance with the provisions of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), for the persons with disability who can perform the academic activities in the respective programme.

A student with disability shall have to submit certificate of disability issued and duly signed by the Civil Surgeon.

Explanation: “Person with Disability” means a person suffering from not less than 40 % (forty percent) of any disability as certified by a competent medical authority.

9. Reservation for the Children of Defense Personnel and Ex-Servicemen

9.1 One percent of available seats shall be reserved for the children of Defense personnel and Ex-Servicemen, for admission.

9.2 A student claiming admission against Ex-Servicemen category shall be required to submit a certificate to that effect duly issued by the Director, Sainik Welfare Board or by the District Sainik Welfare Officer. In-Service Defense personnel shall be required to submit certificate to that effect duly issued by the Commanding Officer of the respective unit in which they are serving.

9.3 The seats remaining vacant against the category of Defense personnel and Ex-Servicemen shall be filled up from the merit list of unreserved category students.

10. Distribution of Seats between Students of Gujarat Board and Other Boards

For the purpose of admission, all seats shall be distributed based on the



merit list prepared in 12.1:

10% seats, of all seats for admission shall be reserved for student who has passed qualifying examination other than Gujarat State. (CBSE, ICSE, NIOS, Diploma, ITI and other equivalent board)

11. Supernumerary Seats

11.12 % Supernumerary seats will be allotted to the student of NSS, NCC, Sports and having cultural achievements. The criteria and verification will be done by competent committee constituted by Gujarat University. (Copies of supporting documents along with print of registration forms must be submitted to admission committee before the date specified on GUAC website).

12. Preparation of Merit List

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

12.1 For the students who have passed the qualifying examination from any of the Boards mentioned in the 6.1, Grand total (Both Theory and Practical) marks shall be the merit marks.

12.2 The criteria for deciding merit order in case of students having equal merit marks shall be based on the following sequence, namely –

12.2.1 Aggregate marks obtained in Theory examination

12.2.2 Aggregate marks of SSC Examination or equivalent examination

12.2.3 Date of Birth (Age)

12.2.4 The Boards / Universities who have the mark sheet with theory and practical marks must produce certificates issued by School / Board / University which clearly indicate classification of theory and practical marks otherwise their registration form will not be accepted. The merit list will be strictly on external theory marks only.

For students other than Gujarat Secondary & Higher Secondary Education Board, Gandhinagar and Gujarat University, Ahmedabad

12.2.5 Those students whose mark sheet include CGPA / Grade only and does not produce marks / percentage have to produce equivalent certificate issued by the School / Board / University showing the



conversion of Grade / CGPA into marks or percentage otherwise their registration form will not be accepted.

- i. In subject of statistics 40 marks are for theory and 22 marks are for practical should indicate in the following manner. Statistics: 40 / 70 (Theory) 22 / 30 (Practical) 62 / 100 (Total) 14
- ii. If there is inclusion of theory / practical as well as external / internal will be classified as follows: 40 Marks (out of 70) External Marks : 25 (out of 50) 22 Marks (out of 30) External Marks : 15 (out of 20) Internal Marks : 15 (out of 20) Internal Marks : 07 (out of 10)

13. Correction of Marks

- 13.1 In case of change in marks of a student in the qualifying examination, such student shall produce a letter to that effect by the competent authority or the corrected mark sheet issued by the Board, before the Admission Committee at least one day before the commencement of admission process (counseling programme) but not later than seven days from the receipt of letter, or as the case may be, corrected mark-sheet. In such case he/she shall be placed at an appropriate order in the merit list.
- 13.2 The student who was declared failed initially in the qualifying examination, but later on declared passed after rechecking of marks by the Board, such student shall, not withstand any time limit prescribed, be allowed to apply for the admission, provided he/she produces a letter to that effect by the competent authority of the corrected mark sheet issued by the Board, within seven days of the receipt of letter, or as the case may be corrected mark-sheet. In such he/she shall be placed at an appropriate order in the merit list.
- 13.3 If the mark sheet indicates the combined marks of theory and practical then student has to produce a certificate from the school Principal indicating bifurcation of practical and theory marks separately. Otherwise form cannot be verified.
- 13.4 If the mark sheet indicates grade or GPA instead of marks / percentage than student has to produce equivalent certificate indicating percentage of marks.



14. Registration for Admission

- 14.1 The Admission Committee shall, by advertisement in the prominent newspapers widely circulated in the State, by web-site or 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, programs offered and such other information as may be necessary in this regard.
- 14.2 A student seeking admission shall **apply on-line**, for the registration of his/her candidature, on the web-site, within the time limit specified by the Admission Committee.
- 14.3 For the purpose of registration, a student shall be required to make payment of such sum total towards the Registration fee, etc. as determined by the Admission Committee.
- 14.4 After having successful registration, a student shall be required to make payment of Rs. 125/- at the time of submission of admission form.
- Only after successful payment student, will enter in the admission process and he/she can take print out and save the admission form.**
- 14.5 Where a student 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.
- 14.6 A repeater, reserved category or other board student shall be required to obtain the print out of the registration form and shall sign and submit the same, along with the self-attested copies of the requisite certificates and testimonials as specified in the registration form, at the Help Center/Allotted College. An acknowledgement receipt for the same shall be given from the college which is authorized by the Admission Committee.

Note: No admission will be granted without online registration



15. Admission Procedure:

The admission procedure shall be off campus and will be conducted online in the following manner:

- 15.1 The Admission Committee shall prepare merit list of the eligible students who have applied under 14.2, after verification of the documents submitted under 14.5.
- 15.2 The merit lists shall be displayed on the web-site of the Admission Committee and by such other means, as the Committee may consider convenient.
- 15.3 The Admission Committee shall publish the schedule of online counseling programme on its web-site or by advertisement in the prominent newspapers widely circulated in the State, by web-site or by such other means, as it may consider convenient.
- 15.4 The student shall be required to indicate **at least 05 college** in his/her order of choices of programs and university schools, departments, colleges or institutions, online. Allotment of seats shall be made on the basis of merit, category of the student and availability of seats. The allotment of seats shall be published on the web-site of the Gujarat University. The students are required to obtain the print out of the allotment letter and bank fee receipt copies from the website.
- 15.5 The student shall be required to pay such fees, as may be determined by the Gujarat University.
- 15.6 The student, for securing his/her admission, shall produce at the Help Centre (Allotted college), the allotment letter, receipt of fee, all original documents and testimonials, for verification, within the specified time limit. Such student shall be eligible to participate in the successive rounds of counseling provided he/she has given option for the same. In case, the student fails to produce the aforesaid required documents within prescribed time limit, the admission offered to him/her shall be treated as cancelled. Once the students have reported to their respective college, cannot take part in the subsequent rounds.
- 15.7 Where considerable numbers of seats fall vacant and it appears to the Committee to fill the vacant seats, it may conduct the on-line admission process for readjustment (reshuffling) of seats. The student, who opts to take part in reshuffling process, shall be considered for such admission. The student may either give option for up gradation



of choices already given or submit new choices. If the student gets the admission on the basis of up-gradation or new choices, then his/her earlier admission shall be treated as cancelled, if round is done by the GUAC.

15.8 After completion of second round of admission by the colleges, the vacant seats of reserved categories will be transferred to open category.

16. Fees

16.1 A student who gets admission in the government, aided or unaided university school, department, college or institution shall have to pay such fees, as may be determined by the Gujarat University.

16.2 If a student, who has paid the fees after getting admission, gets his/her admission cancelled, his/her fees shall be refunded after completion of the admission process after deducting 10 % of the fees paid, if permitted by GUAC to do so.

16.3 In case of admission, benefits of Free ship card will be availed to only un-aided (i.e. – self- financed) /higher payment programs.

16.4 If a student who has paid the fees in first round after getting admission and does not report to the respective college, his/her admission is liable to be cancelled.

17. Documents to be Attached with the Application

17.1 The student shall carry original documents and submit the self-attested copies of the following documents along with the print out of the registration form at the respective allotted College. namely –

17.1.1 SSC Examination (Std.X) Mark-sheet.

17.1.2 HSC Examination (Std. XII) Mark-sheet.

17.1.3 School Leaving Certificate or Transfer Certificate or Migration Certificate

17.1.4 Caste certificate for a student belonging to Scheduled Caste (SC), Scheduled Tribes (ST), Socially and Educationally Backward Classes (SEBC) issued by the authority empowered by the State Government in this behalf. (if applicable)

17.1.5 Economically Weaker Sections (EWS) issued by the authority empowered by the State Government in this behalf. (if applicable)



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- 17.1.6 A certificate to the effect of non-inclusion in creamy layer issued by the competent authority having validity for the period of 3 years from the date of issuance or as per the latest amendment made by Government of Gujarat with this regard.(if applicable)
- 17.1.7 Certificate of Physical Disability, issued and duly signed by the Civil Surgeon/competent Medical Authority, in case of a Physically Handicapped student.(if applicable)
- 17.1.8 Certificate of Ex-Serviceman, duly issued by the Director, Sainik Welfare Board by the District Sainik Welfare Officer. (if applicable)
- 17.1.9 A copy of certificate of In-Serviceman duly issued by the Commanding Officer of the respective unit in which he/she is serving. (if applicable)
- 17.1.10 A copy of Provisional Eligibility certificate for student of other than Gujarat Board (including CBSE school situated in Gujarat). (if applicable)
- 17.1.11 Such other certificates as the Admission Committee deems necessary.
- 17.2 After getting the allotment letter, the student shall have to produce registration form, original certificates and testimonials/documents along with the allotment letter for verification, at the respective allotted college, within time-limit as may be specified by the Admission Committee.
- 17.3 The colleges may retain any original certificate or testimonial, which it considers necessary until the admission process is completed. Such college shall return the original certificate or testimonial to the student after completion of the admission process.
- 17.4 The student who is unable to submit original certificates and testimonials necessary for the purpose of admission within the time-limit prescribed in 17.1.2, may be granted provisional admission, subject to the following conditions:
- 17.4.1 On payment of Rs. 5000/- (Rupees Five Thousand) to the Admission Committee as security deposit by the student. If the student submits the required documents within a period of



three working days, (before last date of fee payment) the remaining amount of the security deposit shall, after deducting Rs. 500/- (Rupees Five Hundred) towards the administrative expenditure, be refunded;

17.4.2 In the event of failure to submit original certificates and testimonials within the time limit as aforesaid, the provisional admission may be cancelled and security deposit may be forfeited.

18. Ineligibility for Admission on Production of False Documents

During verification of documents or subsequently, if the Admission Committee or Help Center finds, any certificate or testimonial or information submitted by any student, incorrect or false, the studentship of such student shall be **cancelled** for that year and he/she shall be disqualified for admission for the period of next two years.

19. Cancellation of Admission and Refund of Fees

19.1 In case of cancellation of admission or transfer of student by the Admission Committee, due to administrative reasons, the university school, department, college or institution in which the student was granted admissions shall refund the fees collected by it, (after deducting 10 %) to such student. He /she is not permitted to take admission in any college included in admission process after cancellation by GUAC.

19.2 In case of cancellation of admission due to failure of student to get himself/herself reported at the allotted college before due date, such student shall be refunded after completion of the admission process after deducting 10 % of the fees paid.

20. Vacant Seats

20.1 After offering admission to all the students whose name appear in the merit list or after completion of the admission process, if the seats remain vacant, such vacant seats shall be filled by the university school, department, college or institution, in accordance with one directions of the Admission Committee, in the manner prescribed in 20.2.

20.2 Such university school, department college or institution shall, invite application from the eligible students and prepare an inter-se merit-list.

								Gujarati	Scociology	75
5	Umiya Umiya Arts &Comm.College for Girls Umiya Campus Near Bhagavat Vidhyapith, Opp. Agrawal Mall, S.G. Highway, Sola, Ahmedabad-380060 Phone : 079-27662424 email : principal.umiyacollege@gmail.com website : www.umiyacollege.org Umiya Arts &Comm.College for Girls	232	2	240	Grant-in- Aid	Girls Only	Morning	Gujarati	Sociology	55
								Gujarati	Gujarati	55
								Gujarati	English	60
								Gujarati	Psychology	70
6	Ahmedabad Arts &Comm.College Near Telephone Exchange,Vasna, Ahmedabad-380007 Phone : 079-26605559 email : aaMAJOR065@gmail.com website :	65	2	240	Grant-in- Aid	Co- Education	Morning	Gujarati	Gujarati	80
								Gujarati	Psychology	80
								Gujarati	English	80
7	Arts & Commerce College Smt. A.P. Patel Arts & Late Shree N.P. Patel Commerce College, Naroda, Ahmedabad-382330 Phone : 079-22816582	204	4	480	Grant-in- Aid	Co- Education	Morning	Gujarati	Hindi	60
								Gujarati	English	120
								Gujarati	Gujarati	240
								Gujarati	Sanskrit	60
8	Bhavan's R A College of Arts &Commerc Khanpur, Ahmedabad. 380001 Phone : 079-25600312 email : 085bhavans@gmail.comwebsite : www.bhavancollege.org	085	2	240	Grant-in- Aid	Co- Education	Morning	English	Psychology	15
								Gujarati	Sociology	40
								Gujarati	Psychology	35
								English	Economics	25
								English	English	50
								Gujarati	Economics	35
								Gujarati	Gujarati	40
9	BVD Arts & Commerce College Surjit Society, Thakkaerbapa Nagar Road, Near VidhyanagarHighachool, India Colony ,Bapunagar, Ahmedabad-382350	71	2	150	Grant-in- Aid	Co- Education	Morning	Gujarati	Economics	75



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Email: help.guacba@gmail.com