



# 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)

## **FILE DOCUMENTS TO BE SUBMITTED FOR MQ/NRI SEATS**

### **ADMISSION ENDORSEMENT 2022-23**

### **For Pharm D. and Pharm D.(PB) Courses**

1. **Forwarding letter** requesting To Registrar, GTU for Endorsement.
2. **Admitted student list** (to be endorsed by GTU) on Institute's Letter Head strictly as per format, **Two copy**(Copy of format Attached here **Annexure-1**)
3. Filled **MQ (including NRI seats) STATUS detail IN FORMAT SIGNED** by Head of Institute (Copy of format Attached here **Annexure-2**)
4. **Information of Nodal officer** at institute level, Name- Mobile No.- E-mail-ID (Copy of format Attached here **Annexure-3**)
5. **Advertisement for admission**
  - a) Publish Advertisement should be displayed on the institute website.
6. **Copy of Issue and Receive register** of Application forms. (Copy of format Attached here **Annexure-4**)
7. **Inter-se Merit list** on Institute's Letter Head strictly as per format.(**Annexure-5**)
8. **Copy of call letter** Sent through **speed post or registered post or email** (all candidates)
9. **Attendance Register of counseling (Annexure-6)**  
(Attended students must sign the register, in case of absentia authorized person should mark absent in register.)
10. **Copy of Application form of all admitted candidates** along with self-attested below mentioned documents:
  1. 12th standard Mark-sheet
  2. Leaving certificate/Transfer certificate

*Winners of : ICT Enabled 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  
**Ahmedabad** : 2nd Floor, ACPC Building, L. D. College of Engineering Campus, Navrangpura, Ahmedabad, (Gujarat) India - 380 015. Phone : + 91 - 79 - 26 300 499 / 599 Fax : + 91 - 79 - 26 30 1500  
**Gandhinagar** : K-6 Circle, E-4 Electronic Estate G.I.D.C., Nr. Government Polytechnic, Sector-26, Gandhinagar - 382 028 Gujarat. e-mail : info@gtu.ac.in URL : www.gtu.ac.in



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**Additional documents for candidates admitted on NRI/ NRI sponsored candidates along with admission form: - (as applicable)**

**In case of NRI:-**

- 1) Copy of 12th standard Mark-sheet/Grade Card.
- 2) Copy of passport of admitted student and copy of passport of his/her mother and/or father proving NRI status.
- 3) Certificate of equivalence from Association of Indian University, Delhi, if NRI candidate passed qualified exam from other countries.
- 4) Affidavit of father/mother of NRI candidate undertaking responsibilities of tuition fee, other fees and other responsibilities till completion of course.

**In case of NRI Sponsored:-**

- 1) Copy of 12th standard Mark-sheet
- 2) Leaving certificate/Transfer certificate
- 3) Proof of sponsorer's NRI detail.
- 4) Copy of passport of sponsorer NRI (sponsorer's signature should be clearly visible)
- 5) NOTARISED Affidavit of sponsorer NRI which indicates relation with student and undertaking responsibilities of tuition fee, other fees and other responsibilities till completion of course. (Signature of affidavit should match with signature in passport)

**NOTE: Important points for Institute**

1. **Institute needs to collect all the educational documents (only photocopies) from candidates.**
2. **Institute should maintain following records :**
  - Issue & receive registered for application forms for MQ(including NRI seats) (**Annexure-4**)
  - **copy of call letter** Sent through **speed post or registered post or email** (all candidates) Merit list of eligible candidates
  - Attendance Register of counseling (**Annexure-6**)  
(Attended students must sign the register, in case of absentia authorized person should mark absent in register.)
  - **Merit list of Eligible Candidate**
  - Admitted Student list



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**Annexure-1**

This Form is to be given on Institute Letter head

**Admitted Student List for MQ/NRI Seats for (Course Name)**

**Admission Endorsement 2022-23**

Date:


Sr. No.	GTU Merit No. (if applicable)	Name	GTU Application No. (if applicable)	MQ/NRI	Remark
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GTU INSTITUTE ID:

NAME OF INSTITUTE:

NAME OF NODAL OFFICER:

SIGN OF NODAL OFFICER:

 <p>Round Seal of Institute</p>	<p>Signature of Principal/Director/Dean with Rubber Stamp</p>
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## Annexure-2

On Institute Letter Head

### Filled MQ-NRI Status for (Courses Name) Admission Endorsement 2022-23

This Association / Institution has Conducted the admission process on \_\_\_\_\_ % of sanctioned intake as Management Quota (Including NRI Quota) Seats

Course Name	Sanction MQ Seats	Management Quota Seats		
		Filled Seats	Filled NRI seats (if any )	Filled Other state quota seats in MQ category (if any )

**NAME OF NODAL OFFICER:**

**SIGN OF NODAL OFFICER:**

**SEAL OF INSTITUTE  
INSTITUTE**

**SIGNATURE OF HEAD OF**



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### Annexure-3

This Undertaking is to be given on Institute Letter head

#### **INFORMATION OF NODAL OFFICER MQ ADMISSION 2022-23**


GTU INSTITUTE ID: \_\_\_\_\_

NAME OF INSTITUTE: \_\_\_\_\_

NAME OF NODAL OFFICER: \_\_\_\_\_

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

E-MAIL: \_\_\_\_\_

 <p>Round Seal of Institute</p>	<p>Signature of Principal/Director/Dean with Rubber Stamp</p>
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## UNDERTAKING

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

This institute further undertakes 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 Guidelines for Admission 2022-23 issued by the GTU on GTU website.

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

This institute further undertakes 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.

<p>Round Seal of Institute</p>	<p>Signature of Principal/Director/Dean with Rubber Stamp</p>
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**UNDERTAKING OF STUDENT FOR ADMISSION ON MULTIPLE SEATS**

Date: / /20

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 to the condition of Government of Gujarat Notification Regarding admission process and 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)**