



**Pandit Deendayal Petroleum University**

**NAAC Accredited with 'A' grade with CGPA of 3.39 out of 4.00**

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## **B. Tech. Admission Rules 2017**

**\*\*Revised Policy & Procedures**

May 25, 2017

**Pandit Deendayal Petroleum University**

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ISO 9001:2008

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# 1. ADMISSION RULES

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In exercise of the powers conferred, the Director General, PDPU, in suppression of all the rules made in this behalf, hereby makes the following rules to regulate admission to the Bachelor of Technology Programs and Payment of Fees, as follows, namely:

## 1.1. SHORT TITLE AND COMMENCEMENT:

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1.1.1. These rules may be called the PDPU Bachelor of Technology Admission Rules, 2017.

1.1.2. They shall come into force from April 13, 2017.

## 1.2. DEFINITIONS:

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1.2.1. In these rules, unless the context otherwise requires,

1.2.1.1. **“Admission”** means admission of candidates in the Bachelor of Technology program at PDPU;

1.2.1.2. **“JEE (Main)”** means ‘Joint Entrance Examination’ conducted by JEE Apex Board (JAB) New Delhi for the purpose of admissions to the four year professional courses (Undergraduate Engineering Programs);

1.2.1.3. **“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.

1.2.1.4. **“BAC-PDPU”** means “The B. Tech. Admission Committee” constituted by Director General, Pandit Deendayal Petroleum University as per the powers conferred to the Director General, PDPU.

1.2.1.5. **NRI** means person from any of the following categories:

- (a) Overseas Citizen of India (OCI) card holders;
- (b) Persons of Indian Origin (PIO) card holders
- (c) Certificates of Non Resident Indian issued by the Indian Embassy/Indian Consulate of the Country where the Non Resident Indian is residing;
- (d) Passport of an applicant indicating his status as 'Non Resident Indian'.
- (e) Persons who have studied outside India and have passed either 10th or 12th standard (or must be appearing for in 2017) or equivalent from any system of education subject to the stipulated below.
- (f) Either of the parent of the applicant residing abroad and submits documentary proof that he/she is a Non Resident Indian (e.g. NRI bank account in India). The NRI status should be valid until August 1st, 2017.

1.2.1.6. **“Qualifying Examination”**

**For All India & NRI Sponsored Candidates:**

means the Higher Secondary School Certificate Examination, (Standard XII, 10+2 Science stream pattern) of examination of any recognized Central/State Board of Secondary Education, including Central Board of Secondary Education, New Delhi, and Council for Indian School Certificate Examination, New Delhi.

**OR**

Intermediate Science or Two-year Pre-University Examination conducted by a recognized Board/University

**OR**

Final Examination of the Two-year course of the Joint Services Wing of the National Defence Academy

**OR**

Any Public School/Board/University Examination in India recognized by the Association of Indian Universities as equivalent to the 10+2 system, science stream

**OR**

H.S.C. Vocational Examination

**OR**

Senior Secondary School Examination conducted by the National Open School with a minimum of five subjects.

**OR**

Three or four-year diploma recognized by AICTE or a State Board of Technical Education

**For NRI Candidates:**

Means Senior Secondary (10 + 2) or equivalent with Science subjects from an academic Institutions located outside India and as recognized by the Government of India/ Association of Indian Universities (AIU) , New Delhi

1.2.1.7. **“Website”** means the official website of the PDPU;

1.2.1.8. **“Supernumerary Seats”** shall have the meaning assigned to it in clause 1.7 of section 1 of these rules.

### **1.3. ADMISSION TO ENGINEERING PROGRAMS**

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Admission to the First Year of the Bachelor of Technology shall be given as under, namely:

**1.3.1. Gujarat Seats (50%)**

For the purpose of admission on Gujarat Seats, a candidate has to apply at ACPC and fulfill the criteria as per ACPC norms.

**1.3.2. All India Seats (35%)**

A candidate seeking admission on All India Seats shall apply on-line, for the registration of his candidature, on the PDPU website, within the time limit specified by PDPU.

Thirty five percent seats shall be reserved by PDPU, for those candidates who have passed the Qualifying Examination from the schools located in India and have appeared in JEE (Main) 2017. For the latest update visit [www.pdpu.ac.in](http://www.pdpu.ac.in)

**1.3.3. NRI/NRI Sponsored Seats (15%)\***

There is a common form for All India applicants and NRI applicants. The Indian applicant will have to specify whether his application should be considered also as NRI Sponsored application or not.

**\* Subject to the state government approval**

## 1.4. SEATS AVAILABLE FOR ADMISSION (ALL INDIA)

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**TABLE 1 : SEAT MATRIX\*\***

<b>Sr. No.</b>	<b>Branch Name</b>	<b>Corrected Intake As per Govt. direction</b>
1	Chemical Engineering	24
2	Civil Engineering	59
3	Electrical Engineering	57
4	Mechanical Engineering	48
5	Petroleum Engineering	50
6	Computer Engineering	23
7	Information & Communication Technology	22
<b>Total Seats</b>		<b>283</b>

Seats remaining vacant on NRI Seats, if any, will be added in Open category of respective branch in All India Seats.

## 1.5. ELIGIBILITY FOR ADMISSION

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1.5.1. For the purpose of admission on All India Seats and NRI Sponsored Seats, a candidate should apply at PDPU and fulfill criteria as mentioned below:

1.5.1.1. A candidate should have secured a rank in Paper – 1 of JEE (Main) 2017

**AND**

1.5.1.2. A candidate should have passed the Qualifying Examination with minimum 45% marks (40% in case of SC / ST) in aggregate in theory and practical of Physics, Chemistry, and Mathematics.

1.5.2. For NRI Candidates:

1.5.2.1. Candidate must have passed the qualifying examination abroad and is exempted from appearing in JEE (Main)-2017.

1.5.2.2. In case, Letter Grade / Performance Index or Graded Point Average is awarded instead of percentage marks in qualifying examination, equivalence certificate is required from the school authority.

1.5.2.3. Such candidate will have to produce equivalence certificate of qualifying examination from Association of Indian Universities (AIU), New Delhi.

## 1.6. RESERVATION OF SEATS

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1.6.1. For the purpose of admission, the seats shall be reserved for the candidates of All India Seats under the following categories:

1.6.1.1. Scheduled Caste (SC):15 %

1.6.1.2. Scheduled Tribe (ST): 7.5%

1.6.1.3. Physically Handicapped (PH): 3%

1.6.2. 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.

- 1.6.3. No caste certificate shall be valid unless it is duly stamped, signed and issued by the authority empowered by the State Government, from where the candidate has passed the qualifying examination.
- 1.6.4. If a candidate fails to submit the caste certificate as required under sub-rule 1.6.2 within the stipulated time, his candidature shall be considered for admission under unreserved category as per merit.
- 1.6.5. 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.
- 1.6.6. 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 by the authority empowered by the PDPU 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 shall not have the right to claim his admission on reserved seat and if he has already been granted admission then such admission stands cancelled.
- 1.6.7. Reserved seats remaining vacant in any category shall be converted to Open category seats.
- 1.6.8. Three 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 branches. Such candidates shall have to submit certificate of disability issued and duly signed by the Civil Surgeon in either English or Hindi. 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 year study programme at PDPU.
- Explanation** - “Physically Handicapped (PH)” means a person suffering from not less than forty percent of any disability as certified by a competent medical authority.
- 1.6.9. The candidate of PH category shall be entitled for admission on the SC / ST category seat according to his / her preference subject to fulfillment of respective category eligibility criteria and as per merit order of respective category merit list.

## 1.7. SUPERNUMERARY SEATS

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- 1.7.1. The University has taken a unique initiative to promote professional and technical education for girls with the provision of “Girls Variable Supernumerary Seats (GVSS)” combined for All India Seats & NRI Seats admission through BAC-PDPU. The procedure and policy for the same will be as follows:
- 1.7.1.1. The GVSS will be created to maintain minimum 10% girls on All India Seats and NRI Seats together in each branch.
- 1.7.1.2. If at least 10% girl candidates have already secured admission on merit in each branch, there shall be no supernumerary seat for that particular branch.
- 1.7.1.3. In a case wherein girl candidates have secured less than 10% of All India Seats and NRI Seats in a branch, the remaining number of seats will be created as supernumerary seats. These seats will be offered to only girl candidates from All India Seats so as to maintain minimum 10% girl students in each branch. That is, if 7% of All India Seats and NRI Seats together are dully filled in by girl students

in a particular branch inclusive of all categories, only 3% of All India Seats for that particular branch will be supernumerary.

1.7.1.4. The supernumerary seats which remain vacant shall not be filled by any other category.

1.7.1.5. Admission to the supernumerary seat shall fulfill the eligibility criteria of open category seats of All India Seats only.

## 1.8. PREPARATION OF MERIT LIST

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1.8.1. For the purpose of admission on All India Seats and NRI Sponsored Seats, BAC – PDPU will prepare the inter- se merit list of the candidates who have applied for admission on All India Seats at PDPU in the manner prescribed by the BAC –PDPU, within the prescribed time limit and who are found eligible (subject to verification) at the time of counseling for admission under these rules. It shall be prepared on the basis of ***All India Rank*** (CRL Rank) obtained in JEE (Main) 2017 examination, as per the direction of the ACPC (Gujarat State).

1.8.2. For the purpose of admission on NRI Seats, BAC – PDPU will prepare the merit list of the candidates who have applied for admission on NRI Seats at PDPU in the manner prescribed by the BAC –PDPU, within the prescribed time limit and who are found eligible (subject to verification) at the time of counseling for admission under these rules. The first allotment of NRI Seats will be made to eligible NRI candidates.

### **For NRI Candidates:**

Admission will be granted based on the:

1. SAT Subject Tests (formerly SAT II) of Physics, Mathematics, & Chemistry

**OR**

AP tests at A-levels in Physics, Mathematics & Chemistry

**OR**

Equivalent standard examination of United Kingdom (UK) education system in  
Physics, Mathematics, & Chemistry

**OR**

JEE- Main 2017 ***All India Rank***

2. Performance in the 12th standard or equivalent examination.

## 1.9. REGISTRATION FOR ADMISSION

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1.9.1. For the purpose of admission, a candidate shall apply on-line, for the registration of his candidature, on the PDPU website, within the time limit specified by the BAC - PDPU. (Please visit the PDPU website for the online application procedure.)

1.9.1.1. The BAC-PDPU 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 registration, last date for submission of registration form, programs offered and such other information as may be necessary in this regard.

1.9.1.2. For the purpose of registration, a candidate shall be required to make online payment of ` 350/- through internet banking / debit card / credit card towards the Registration fee.

1.9.1.3. A candidate shall be required to upload a scan copy of the requisite certificates and testimonials as specified in the registration form.

1.9.1.4. The candidate shall be required to indicate online his order of preferences of branches at the time of registration.

## 1.10. ADMISSION PROCEDURE

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1.10.1. The admission procedure shall be in the following manner, namely:

1.10.1.1. BAC - PDPU shall prepare merit list of the eligible candidates who have applied under sub-rule 1.8 of these rules.

1.10.1.2. The Candidates will have to check their inter-se merit number on the PDPU website.

1.10.1.3. BAC – PDPU will carry out the first round of admission through online mode. Applicant will have to pay fees in order to secure the seat. For any subsequent vacant seats, the admission shall be offered through On Campus counseling as per the schedule to be published separately on the website and no individual communication will be made in this regard.

1.10.1.4. The candidates shall be required to appear in person and have to register at least one hour before the prescribed schedule at the registration desk of B. Tech. Admission 2017 on campus counseling process. The candidates shall make their own arrangements for reaching the PDPU campus.

If a candidate is unable to appear for the counseling due to serious illness/accident or other unavoidable circumstances, his guardian may remain present on his behalf with a request-cum-authority letter from candidate with all the required original documents.

A candidate who remains absent at the On Campus Counseling Process as per the schedule will not be considered for that round of B. Tech. Admission process 2017.

1.10.1.5. Allotment of seats shall be made on the basis of merit, category of the candidate and availability of the seats at the time of counseling.

1.10.1.6. Counseling will include verification of the original documents, personal and academic credentials of candidates viz. identity, age, academic qualifications and reservation category, and thereafter the offer of provisional admission or waitlist will be made to eligible candidates, as the case may be. The candidates are required to produce any other certificates as the Admission Committee deems necessary.

1.10.1.7. The candidate who has been offered admission shall be required to pay the fees immediately, as prescribed in the sub rule 1.11.1 to secure his admission at the time of on campus counseling process.

1.10.1.8. A candidate reporting late for On Campus Counseling Process must contact the Convener, BAC-PDPU who may try to accommodate him in any of the remaining sessions as per the on-going merit, if possible. However, this is not an obligation on the part of the University. The Admission Committee's decision shall be final and binding in this regard.

1.10.1.9. A candidate who fails to make payment at the time of counseling shall not be considered for that round of B. Tech. Admission process 2017.

## 1.11. ACADEMIC FEES

1.11.1. A candidate who gets admission on Gujarat Seats through ACPC, he is required to follow ACPC norms for the policy and procedure and required to pay the fees as mentioned in sub section 1.11.3 of these rules.

1.11.2. A candidate, who has been offered admission on All India Seats through BAC-PDPU during on campus counseling, shall have to pay such fees, as mentioned in sub section 1.11.3 of these rules.

At the time of counseling total fee (an amount equivalent to Serial no. 8 in Table 2 : Fee Structure) has to be paid through a Demand Draft drawn in favor of '**Pandit Deendayal Petroleum University**', payable at Ahmedabad.

Subsequently, fees are charged semester-wise, at the registration of each semester.

A candidate has to pay the required fees, at the time of on campus counseling to secure his admission. No extension of time shall be granted for paying such fees.

Failure to pay the fees shall be considered as non-acceptance of offer of the admission to B. Tech. Program.

### 1.11.3. Fee Structure

**TABLE 2 : FEE STRUCTURE\***

Sr. No	Particulars	For All India & Gujarat Seats In Rupees	For NRI/NRI Sponsored
1	Tuition Fee (Per Semester)	1,02,000	\$4,000
2	University Enrolment Fee (Per Semester)	3,000	
3	Training & Placement Facility Charges (Per semester)	1,000	
4	Student Welfare Fund ( Per Semester)	3,000	
5	Insurance Charges (Per Year)	2,000	
6	Library Deposit (Refundable)	3,000	`3,000
7	Security Deposit (Refundable)	10,000	`10,000
8	<b>Total ( inclusive of `13,000 as refundable deposits)</b>	<b>1,24,000</b>	<b>** \$4000 + ` 13,000</b>
Rural/Civic & Social Service Internship Expenses `2000/- (in 2 <sup>nd</sup> Semester) and Industrial Orientation Expenses `7,500/- (in 4 <sup>th</sup> Semester) to be paid separately.			
* Under revision by FRC, GoG.			



## 1.12. HOSTEL & MESS FACILITIES

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- 1.12.1. A candidate who has been offered admission to PDPU under this rule and is keen to avail the Hostel and /or Mess Facilities should report at Hostel Desk / Mess Desk at PDPU Campus.
- 1.12.2. Hostel facility is available on PDPU Campus. For the first year B. Tech. Candidates enrolled in 2017-18, hostel facilities will be provided on first come first basis, subject to availability.
- 1.12.3. To secure the Hostel facilities, following fees are required to be paid for the academic year 2017-18. These fees are non-refundable & subject to revision from time to time.

Sr. No.	Occupancy/Sharing	Non AC Room Charges per Annum	AC Room Charges per Annum
A)	Single	1,62,000/-	1,72,000/-
B)	Double	89,500/-	1,01,000/-
C)	Triple	67,000/-	72,000/-

Hostel Deposit (Refundable):                      ` 5,000/-

Electricity charges would be levied (calculated) extra on actual consumption basis.

- 1.12.4. Mess Charges are as follows for academic year 2017-18. (Subject to revision from time to time)

1.12.4.1. Mess charges of ` 39,000/- per year for breakfast, lunch, dinner and snacks as per canteen schedule. This is compulsory for candidate opting for PDPU Hostel Facility.

1.12.4.2. Mess Bill of ` 26,000/- per year for breakfast, lunch and snacks for day scholars as per the canteen schedule. (Monday to Friday)

- 1.12.5. The above mentioned Hostel Fees / Mess Charges have to be paid through a Demand Draft drawn in favor of 'Pandit Deendayal Petroleum University', payable at Ahmedabad.

## 1.13. SCHOLARSHIPS

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### 1.13.1. Full Tuition Fee Waiver

<b><i>Full Tuition Fee Waiver</i></b>				
Branch	Admission on All India Seats		Admission on ACPC Seats	
	Nos. of beneficiary**	JEE Main Rank	Nos. of beneficiary	ACPC Merit No.
Computer Engineering	3	1-25,000	To all Students	1-400
Information & Communication Technology	3	1-25,000		1-400
Civil Engineering	6	1-30,000		1-700
Mechanical Engineering	6	1-30,000		1-700
Electrical Engineering	6	1-30,000		1-700
Chemical Engineering	3	1-30,000		1-700
Petroleum Engineering	6	1-30,000		1-700

\*\* On merit basis.

1.13.1.1. To become eligible for the continuance of the scholarship in subsequent years, the students are required:

- (a) To have earned Minimum SPI of 8 in the 1<sup>st</sup> Semester, and also of 8.5 in every subsequent semester.
- (b) To have passed every semester examination at the first attempt besides regular attendance, disciplined and exemplary behavior and compliance with all other norms, as prescribed by the University from time to time.

### **1.13.2. Merit cum Means Scholarship**

Scheme and the key eligibility criteria for the same are as follows:

1.13.2.1. The scholarship is based on the Merit cum Means.

1.13.2.2. The scheme is applicable to B. Tech. Students securing admission in Academic Year 2017-18, with effect from their third semester.

1.13.2.3. The basic eligibility criteria may be the Total Annual Income (from all Sources) of the student's family should not be exceeding Rs. 6.00 Lacs.

1.13.2.4. Students seeking such scholarships will have to apply after their 1st Year's results in a Prescribed Form wherein authentic information about the family income and other relevant information shall have to be furnished. The merit list may be based on the result of 1<sup>st</sup> year and further the continuation of the scholarship in subsequent 3<sup>rd</sup> and 4<sup>th</sup> year shall subject to minimum 6.5 CPI at the first attempt in the previous year, besides fulfillment of other norms e.g. regular attendance, disciplined and exemplary behavior.

1.13.2.5. The scholarship will be 50% of the total Tuition Fees from the 2nd Academic Year.

1.13.2.6. A list of qualifying applicants shall be arranged in the ascending order of their merit. The Scholarship Committee, keeping in view relative merits, will decide award of scholarships to top SEVEN (7) meritorious students in each branch of B.Tech..

## **1.14. REQUIREMENT OF DOCUMENTS**

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1.14.1. The candidate applying for admission on **All India Seats/NRI Sponsored Seats** through BAC- PDPU should submit the following documents. Copies of these documents are to be uploaded at the time of Online Registration at PDPU Website.

### **For All India Seats/NRI Sponsored Seats:**

1.14.1.1. JEE (Main) Admit Card

1.14.1.2. Caste certificate for a candidate belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) issued by the authority empowered by the State Government in this behalf

1.14.1.3. Certificate of Physical Disability, issued and duly signed by the Civil Surgeon/competent Medical Authority, in case the candidate belongs to a PH Category.

1.14.1.4. Latest passport size photograph of the candidate

1.14.2. The candidate applying for admission on **NRI Seats** through BAC- PDPU should submit the following documents. Copies of these documents are to be uploaded at the time of Online Registration at PDPU Website.

**For NRI Candidates:**

- 1.14.2.1. Latest passport size photograph
- 1.14.2.2. H.S.C. Examination (10 + 2 or equivalent ) Mark-sheet
- 1.14.2.3. SAT scorecard ( if appeared)
- 1.14.2.4. JEE (Main) 2017 Admit Card (if appeared)

1.14.3. The following documents are to be produced along with the self-attested photocopy (two sets) of each of them at the time of admission counseling at PDPU:

**For NRI Candidates:**

- (a) H.S.C. Examination (10 + 2 or equivalent ) Mark-sheet
- (b) SAT scorecard ( if appeared)
- (c) JEE (Main) 2017 Admit Card (if appeared)
- (d) JEE (Main) 2017 Score Card (if appeared)
- (e) School Leaving Certificate / Transfer Certificate
- (f) Passport of Self and his/her mother &/or father (signature needs to be clearly visible)
- (g) Equivalent certificate from AIU, New Delhi for his qualifying examination passed from outside India.
- (h) Equivalent certificate from school authority ( where letter grades/ performance Index/ Grade Point Average is awarded at the qualifying examination)

**For NRI Sponsored Candidates:**

- (a) H.S.C. Examination (10 + 2 or equivalent ) Mark-sheet
- (b) JEE (Main) 2017 Admit Card
- (c) JEE (Main) 2017 Score Card
- (d) Proof of Residence of NRI Sponsor;
- (e) Copy of passport of NRI Sponsor (Sponsor's signature needs to be clearly visible);
- (f) Notarized affidavit of NRI Sponsor in prescribed format (available separately on PDPU website.) on Rs. 100/- judicial stamp paper. Sign made in affidavit needs matching with the sign in passport of NRI Sponsor.
- (g) If the affidavit is being prepared in foreign country, the sponsor has to follow the affidavit/notarization of respective country.
- (h) If provision of notarization is not available in a particular country, the sponsor has to get endorsed affidavit from Indian Embassy/Indian Consulate situated in the respective country.

- 1.14.3.1. If affidavit procedure is being carried out in India by NRI Sponsorer, in that case proof of his/her presence in India at the time of affidavit must be enclosed which may be in the form of a photocopy of those pages of passport having immigration stamp.
- 1.14.4. The candidate shall produce for verification, the original certificates and testimonials of the documents uploaded with the registration form, at the On Campus Counseling Process, within time-limit as specified by the BAC – PDPU.
- 1.14.5. The following documents must be uploaded soon after they become available:
- 1.14.5.1. H.S.C. Examination (Std. XII) Mark-sheet, if available
- 1.14.5.2. JEE (Main) Rank Card (also feed the data in admission form)
- 1.14.6. The University may retain any original certificate or testimonial, which it considers necessary until the admission process is completed. The University shall return the original certificate or testimonial to the candidate after completion of the admission process of that candidate.
- 1.14.7. The candidate who is unable to produce original certificates and testimonials necessary for the purpose of admission at the time of On Campus Counseling as prescribed in sub-rule 1.14.1, may be granted provisional admission, subject to following conditions, namely:
- 1.14.7.1. On payment of additional ` 10,000/- (Rupees Ten thousand only) to the BAC - PDPU as security deposit by the candidate. If the candidate submits the required documents within one week, the remaining amount of the security deposit shall, after deducting ` 500.00 (Rupees Five hundred only) towards the administrative expenditure, be refunded.
- 1.14.7.2. In the event of failure to submit original certificates and testimonials within the time limit as aforesaid,
- (a) The provisional admission shall be treated as cancelled without giving any notice and the security deposit as mentioned in 1.14.7.1 along with the academic fees paid as per 1.11 will be forfeited.
- (b) Only the deposit amount paid as per 1.11 shall be refunded by 15<sup>th</sup> December 2017.

## 1.15. INELIGIBILITY FOR ADMISSION ON PRODUCTION OF FALSE DOCUMENTS

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During verification of documents or subsequently, if the University finds that any certificate or testimonial or information submitted by any candidate is incorrect or false, the admission of such candidate shall be cancelled and he/she shall be permanently disqualified for admission in all the branches of the University.

All the fees paid by such candidates will be forfeited, and only the deposit may be refunded by 15<sup>th</sup> December, 2017.

## 1.16. CANCELLATION OF ADMISSION AND REFUND OF FEE

1.16.1. For a candidate who has secured admission on All India Seats through BAC-PDPU, following norms will apply.

1.16.1.1. Cancellation by the University

**TABLE 3 : CANCELLATION BY THE UNIVERSITY**

Sr. No.	Cancellation by University	Amount of Refund	Date of Refund
1	In case the candidate fails to produce original documents Ref Clause No. 1.14.7.2(a)	Only Deposit	15 <sup>th</sup> December 2017
2	In case the information provided by a candidate is found to be false Ref Clause No. 1.15	Only Deposit	15 <sup>th</sup> December 2017
3	If the University is satisfied that a certain candidate on no fault of his has been wrongly admitted.	Fees & Deposit, paid if any, for the ongoing semester	Within 5 working days of cancellation of admission

1.16.1.2. Cancellation by Candidate or his guardian or authorized representative

**TABLE 4 : CANCELLATION BY CANDIDATE**

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 before the formally-notified last date of admission
2.	80%	Not more than 15 days after the formally-notified last date of admission
3.	50%	More than 15 days but less than 30 days after formally-notified last date of admission
4.	00%	More than 30 days after formally notified last date of admission

The refund will be made within 15 days from the date of receiving all required documents from the candidate in this regard.

1.16.2. Cancellation of Admission, in case of following:

**TABLE 5 : CANCELLATION OF ADMISSION**

(Applicable to All India Seats admissions other than NRI/NRI Sponsored)

Sr. No.	Reason for Cancellation	Amount of Refund
1	<p>A candidate who has already secured admission on All India Seats through BAC-PDPU and later on secures admission on Gujarat Seats through ACPC in any branch at PDPU, the admission given on All India Seats for such candidate will be cancelled.</p> <p>Thereafter, the candidate will not have any right over admission on All India Seats whatsoever. He will also not be eligible for any further sliding / reshuffling or admission against cancellation on All India Seats.</p>	<p>The fees paid for All India Seats at PDPU will be adjusted in remaining fees payable for admission on Gujarat Seats at PDPU, provided the All India seat vacated by the candidate is filled up by another candidate. Otherwise, conditions as per table 4 will be applicable. No refund in cash will be given.</p>
2	<p>A candidate who has already secured admission on Gujarat Seats at PDPU through ACPC and later on secures admission on All India Seats through BAC-PDPU in any branch.</p> <p>The candidate has to make the payment of full fees as prescribed in 1.11 as per the policy &amp; procedure of BAC-PDPU.</p> <p>A candidate has to give an undertaking to the BAC-PDPU that, he will make sure to follow the procedure of ACPC to cancel his admission within two days of his admission at PDPU on All India Seats.</p> <p>It shall be the responsibility of the candidate to provide proof of the cancellation of admission on Gujarat Seats from ACPC within the time limit.</p> <p>In a case where, the candidate fails to follow the above mentioned procedure, the BAC-PDPU will have the right to cancel his admission. No individual communication will be made in this regard. Such cancellation will be treated at par with the Sr. No. 2 of clause 1.16.1.1</p>	<p>The cancellation norms of ACPC will prevail for Gujarat Seats.</p> <p>BAC-PDPU norms will apply for any further cancellation of admission from All India Seats.</p>

The above referred refund of fees against cancellation of admission is applicable uniformly irrespective of when a candidate has got admission.

The candidate shall be required to **submit the original receipt** of the fees paid for refund in the prescribed form (available separately on the website).

Note: In case of cancellation of admission, no refund will be given in cash.

## 1.17. ADMISSION AGAINST CANCELLATION

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After the first round of online allotment and upon receiving the application for the cancellation of admission, BAC-PDPU will carry out the on campus counseling. BAC-PDPU will call the applicants as per the merit and offer a seat based on the vacancy in each branch ignoring the preferences given at the time of online application.

A student already got admitted in a particular branch, can then obtain his admission in any another branch on merit upon attending subsequent admission counseling round/s as per the schedule/s notified on the website from time to time, in case of which the fees already paid will be adjusted by the University. The seat vacated by the candidate will be offered to the next candidate on merit either in the same counseling or in the next counseling rounds.

## 1.18. WARNING AGAINST RAGGING

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Ragging is completely banned in PDPU. As directed by the UGC also under the instructions of the Supreme Court, students are prohibited from indulging into any kind of ragging inside and outside the University campus. The Anti-Ragging Committee of the University is authorized to take very strict actions against the students indulging into Ragging; including expulsion from the University. The students shall have to submit an undertaking in the prescribed proforma 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.

## 1.19. COMMUNICATIONS

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All communications by the University for the Admission Process will be made through the website [www.pdpu.ac.in](http://www.pdpu.ac.in). Candidates are advised to access the University's website on regular basis for admission updates. The University will not be responsible for non-receipt of any communication, if any made additionally through email/sms. No individual communication will be entertained.

## 1.20. INTERPRETATION

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In implementation of the provisions of these rules, if any difficulty or question arises as to the interpretation of any provision, the decision of the Director General, PDPU shall be final.

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

By order and in the name of the Director General, PDPU

sd/-

Registrar, PDPU

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## 2. LOAN

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The University facilitates for education loan with Oriental Bank of Commerce, Corporation Bank, and State Bank of India. The officials from these banks have consented to provide the Education Loan to the PDPU students, as per prevailing norms of the respective bank.

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### 3. KEY DATES (SCHEDULE)

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A candidate interested for admission on All India Seats should visit PDPU website for updated information and schedule. For the purpose of admission on All India Seats, A candidate shall apply on-line, and make payment of fees through PDPU website. The admission schedule shall be announced on the website later on.