



GOVERNMENT OF GOA

# **DIRECTORATE OF TECHNICAL EDUCATION**

DTE BUILDING, ALTO-PORVORIM, BARDEZ, GOA, 403521

## **COMMON PROSPECTUS**

**FOR ADMISSION  
TO  
DIRECT SECOND YEAR OF PROFESSIONAL  
DEGREE COURSES  
SESSION 2013-14**

IN

ENGINEERING (B.E.)  
PHARMACY (B. PHARM.)

**PRICE: - Rs. 800/-**

## **SCHEDULE OF ADMISSION PROCESS**

**WORKING TIME: 10:00 Hrs. TO 13:00 Hrs. and 14:00 TO 17:00 Hrs.**

**ALL DATES PERTAIN TO YEAR 2013**

**Lists shall be displayed at 5.00 pm on the designated dates**

<b>No.</b>	<b>EVENT</b>	<b>DATE</b>
1.	Sale of Prospectus with Admission Forms	<b>02-05-13(Thu)</b>
2.	Receiving application form at Admission Centre at Porvorim	<b>24-06-13 (Mon) to 28-06-13 (Fri)</b>
3.	Display of Eligibility List at Admission Centre	<b>03-07-13 (Wed)</b>
4.	Last date for compliance with deficiencies in eligibility	<b>04-07-13 (Thu)</b>
5.	Display of <b>Provisional Merit</b> List at Admission Centre	<b>05-07-13 (Fri)</b>
6.	Display of <b>Final Merit List</b> at Admission Centre	<b>06-07-13 (Sat)</b>
7.	First Round of Admission	<b>08-07-13 (Mon)</b>
8.	Second Round of Admission	<b>22-07-13 (Mon)</b>
9.	Extra Round of Admission due to unexpected circumstances (if required)	As notified in news papers

**Note:** -1. Directorate of Technical Education reserves the right to modify the schedule of admission depending upon the exigency of the situations.

2. Admission process will start at 10.00 a.m.
3. Admissions shall be done in the following order:
  - a) B. Pharm. admissions for Diploma holders in Pharmacy.
  - b) B.E. admissions for eligible Diploma holders in Engineering in the following order of branches: Mining, Civil, Mechanical and Comp /ELE/ETC/INFOTECH.
  - c) B.E. admissions for B.Sc. Graduates.

### **ADMISSION COMMITTEE**

**(FOR ADMISSION TO PROFESSIONAL DEGREE COURSES IN GOA)**

Admission Committee constituted for admissions to First Year of Professional Degree Courses shall also carry out admissions to the Second Year of Professional Degree Courses in Engineering & Pharmacy.

#### **Address for communication:**

Chairman, Admission Committee  
Directorate of Technical Education  
Alto-Porvorim, Bardez, Goa. 403 521  
Phone : (0832) 2416370  
Website: [www.dtegoa.gov.in](http://www.dtegoa.gov.in)

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## 1. INTRODUCTION

### 1.1 PROLOGUE

The Directorate of Technical Education, Government of Goa, has prepared this prospectus for admissions to the Second Year of Professional Degree Courses in Engineering & Pharmacy in the State of Goa. The information given herein pertains to admission procedure applicable to the Government, and un-aided Colleges in Goa offering Bachelor's Degree in the fields of Engineering and Pharmacy.

The Directorate of Technical Education is also authorised to process admissions for following seats, for which separate prospectus are issued.

1. Admissions to First Year of Professional Degree courses.
2. Diploma Programmes in the Polytechnics in the State of Goa.

### 1.2 DEFINITIONS

The terms used in this document shall be interpreted as follows unless specifically mentioned otherwise:

Admission Centre	Office/place designated for processing admission i.e. Directorate of Technical Education, Alto-Porvorim, Goa
Candidate	Applicant who desires to seek admission through this prospectus
Colleges/Institutions	Professional colleges listed in this prospectus
Competent Authority	Government of Goa, Secretary (Tech. Edn/Education), and Director of Technical Education
Director	Director of Technical Education, Government of Goa
Government	Government of Goa
Govt. Colleges	GEC, GCP
Sanctioned Intake	Intake capacity sanctioned by AICTE and Govt.
Un-aided Colleges	Colleges not receiving grants from the Government
University	Goa University

### 1.3 ABBREVIATIONS

AICTE	All India Council for Technical Education, New Delhi
<b>AITD</b>	<b>Agnel Institute of Technology &amp; Design, Assagao</b>
APV	Agnel Polytechnic, Verna
B. Pharm.	Bachelor of Pharmacy
B.Sc	Bachelor in Science
CET	Common Entrance Test
COMP	Computer Engineering
CVL	Civil Engineering
DBE	Don Bosco College of Engineering, Fatorda
DTE	Directorate of Technical Education
ELE	Electrical & Electronics
ETC	Electronics & Telecommunication Engineering
EWS	Economically Weaker Section, annual income less than Rs. 2,00,000/-
GCP	Goa College of Pharmacy, Panaji
GEC	Goa College of Engineering, Farmagudi
GEN	General Category
Govt.	Government (of Goa)
GPB	Government Polytechnic, Bicholim
GPC	Government Polytechnic, Curchorem
GPP	Government Polytechnic, Panaji
GU	Goa University
HSSC	Higher Secondary School Certificate
ISBT	Institute of Shipbuilding Technology
IT	Information Technology
MCL	Mechanical Engineering
OBC	Other Backward Class, Reserved Category for
PCC	Padre Conceicao College of Engineering, Verna
PES	P.E.S.'s Rajaram and Tarabai Bandekar College of Pharmacy, Farmagudi
RIT	Rayeshwar Institute of Engineering & Information Technology, Shiroda
SC	Scheduled Castes, Reserved Category for
SCI	Supreme Court of India
SSC	Secondary School Certificate
ST	Scheduled Tribes, Reserved Category for



### INSTITUTIONAL DETAILS

<u>S.No.</u>	<u>College</u>	<u>Address</u>	<u>Name of the Dean/Principal</u>	<u>Phone No.</u>	<u>Fax No.</u>	<u>Website</u>	<u>E-mail ID</u>
1.	Goa College of Engineering	Goa College of Engineering Farmagudi Ponda Goa 403401	Dr. Rajesh B. Lohani	0832-2336301	0832-2336401 2335021	<a href="http://www.gec.ac.in">www.gec.ac.in</a>	<a href="mailto:ppl@gec.ac.in">ppl@gec.ac.in</a>
2.	Padre Conceicao College of Engineering	Agnel Technical Education Complex Verna, Goa 403722	Dr. Luis C. Mesquita	0832-2791266/67	0832-2791268	<a href="http://www.pcegoa.org">www.pcegoa.org</a>	<a href="mailto:agnelgoa@sancharnet.in">agnelgoa@sancharnet.in</a>
3.	Shree Rayeshwar Institute of Engg. & Info Tech.	Shiv-Shail Karai Shiroda Goa 403103	Dr. B.N. Shanthapriya	0832-2307001, 2307032	0832-2307001	<a href="http://www.ritgoa.com">www.ritgoa.com</a>	<a href="mailto:principal@ritgoa.com">principal@ritgoa.com</a>
4.	Don Bosco College of Engineering	Fatorda, Margao- Goa. 403 602	Dr. C.S.Gokhale	0832-2741045, 2743944	0832- 2742648	<a href="http://www.dbcegoa.com">www.dbcegoa.com</a>	<a href="mailto:dbcefatorda@gmail.com">dbcefatorda@gmail.com</a>
5.	Agnel Institute of Technology and Design	Assagao, Bardez, Goa.	Dr. V. Mariappan	0832-2268642	0832- 2268642	<a href="http://www.aitdgoa.edu.in">www.aitdgoa.edu.in</a> .	<a href="mailto:aitdgoa@gmail.com">aitdgoa@gmail.com</a> .
6.	Goa College of Pharmacy	18 <sup>th</sup> June Road, Panaji Goa 403001	Dr. Gopal Krishna Rao	0832-2226882/83	0832-2226883	<a href="http://www.gcp.goa.gov.in">www.gcp.goa.gov.in</a>	<a href="mailto:gcprincipal@yahoo.com">gcprincipal@yahoo.com</a>
7.	P.E. S.'s Rajaram & Tarabai Bandekar College of Pharmacy	Post Box no. 73, Farmagudi Ponda Goa 403401	Dr. R.V. Gaitonde	0832-2980501/ 2335020	0832-2335020	<a href="http://www.pespharma.edu.in">www.pespharma.edu.in</a>	<a href="mailto:principal@pespharma.edu.in">principal@pespharma.edu.in</a>

## 2. COURSES, INSTITUTIONS AND SEATS

### 2.1 COURSES OF STUDY AND INTAKE IN ENGINEERING

Sr. No.	Name of Discipline	College	No. of Seats
1.	Civil Engineering	GEC	12
		DBE	9+3*
2.	Mechanical Engineering	GEC	12
		PCC	9+3*
		DBE	9+3*
		<b>AITD</b>	<b>9+3*</b>
3.	Electrical & Electronics Engineering	GEC	12
4.	Electronics & Telecommunication	GEC	12
		PCC	9+3*
		RIT	9+3*
		DBE	9+3*
		<b>AITD</b>	<b>9+3*</b>
5.	Computer Engineering	GEC	12
		PCC	9+3*
		RIT	9+3*
		DBE	9+3*
		<b>AITD</b>	<b>9+3*</b>
6.	Information Technology	GEC	12
		PCC	9+3*
		RIT	9+3*
7.	<sup>#</sup> Mining Engineering	GEC	6
<b>TOTAL</b>			<b>204+42*</b>

\* Management Quota seats at PCC, RIT, DBE & AITD (Subject to review)

#### 2.1.1 DISTRIBUTION OF SEATS IN ENGINEERING

As per guidelines of AICTE and Goa University, following table provides details on allotment of seats to various Degree Courses in Engineering to which Diploma & B.Sc. Degree holders are eligible.

##### A. For Diploma holders in Engineering:

Eligibility to Degree in		From Diploma	Seat Allotment
Branch	Total Seats Available	Branch	
CIVIL ENGG.	21+3**	Civil Engg (GPP, GPB), Construction Engineering, Civil Engg (CT)(APV), Structural Fabrication and Erection Engineering (GPP).	21
MECH. ENGG.	39+9**	Mechanical (GPB, GPC, ISBT, GPC, RAC, GPP), Automobile (APV), Production (APV), Shipbuilding (ISBT), Fabrication Technology and Erection Engineering (GPP), Tool & Die Making (TR&TC)*.	39 ( 12-GEC, 9- PCC, 9- DBE <b>9- AITD)</b>
ELECTRICAL & ELECTRONICS, COMPUTER, ELECTRONICS & TELECOMMUNICATION, INFORMATION TECHNOLOGY	138 +30**	Computer Engg (APV), Electronics Engg(GPP), Industrial Electronics <sup>#</sup> (GPP), Electronics Engg (APV), Electronics & Comm (ISBT), Electronics & Comm (GPB), Electronics & Comm (APV), Instrumentation***, Instrumentation & Control (GPP), Medical Electronics (APV)***, Electronics & Telecommunication <sup>#</sup> , Electrical Engineering (GPP), Electrical and Electronics (GPC), Electronics & Instrumentation (GPP).	120
MINING ENGINEERING	6	Mining Engg. (GPB)/followed by other Diploma courses approved by Goa University. (Civil/Mechanical/Electrical)	6

\*Students passing Diploma in Tool & Die Making from year 2004 onwards are only eligible (subject to eligibility provisions of Goa University).

\*\*Management quota at PCC, RIT, DBE & AITD (Subject to review)



# Eligible for Degree in Electronics & Telecommunications only.

\*\*\*Not eligible for Degree in Electrical & Electronics.

**B. For B. Sc. Degree holders:(Subject to eligibility provisions to be notified by Goa University).**

B.Sc. Degree holders shall be considered for admission to vacant seats, if any, under Direct Lateral entry into Second Year of Degree Course in Engineering, only after filling the seats with eligible students from Diploma Stream.

They shall be eligible for admissions to the following B.E. Degree Courses (as per Goa University norms.).

1. Electrical & Electronics Engineering
2. Electronics & Telecommunication
3. Computer Engineering
4. Information Technology

**2.2 COURSES OF STUDY AND INTAKE IN PHARMACY**

Sr. No.	Name of Discipline	College	No. of Seats
1	B. Pharm.	Goa College of Pharmacy	12
2	B. Pharm.	P.E.S.'s Rajaram and Tarabai Bandekar College of Pharmacy	9+3*

\* Management Quota at PES(*subject to review*).

In addition to the above seats, any vacant seats from the previous year's admission, within the sanctioned intake shall be available to eligible Diploma holders. Details regarding the same will be informed at the time of admission.

NB:

1. All Seats indicated in table above are subject to grant/continuation of approval by respective Regulatory bodies for year 2013-14.
2. In case of increase in intake/starting of new courses/institutions, the number of seats approved at the time of admission, by relevant regulatory body shall be offered for admission, with applicable reservations, during admission rounds.

### 3. RULES OF ADMISSION

All notifications related to admission shall be notified in five news papers of the State of Goa, viz Navhind Times, Herald (English), Gomantak, Tarun Bharat (Marathi) and Sunaparant (Konkani). Director of Technical Education is empowered to release notifications related to admissions in the newspapers.

#### A. For Candidates

**3.01 All applicants seeking admission must comply with provisions of this prospectus.**

This prospectus shall be available at notified places, on payment of Rs. 800/- in cash.

*Outstation candidates can obtain the prospectus containing application form by sending request to “Directorate of Technical Education, Panaji, Goa” along with a DD for Rs. 800/- drawn in favour of “Director of Technical Education,” payable at Panaji, Goa. Applicants shall ensure that the validity of the Demand Draft is atleast 3 months from the date of issue.*

3.02 Application Form for admission is included in the Common Prospectus. This form shall be accepted at the Admission Centre, located in the premises of Directorate of Technical Education, Porvorim, Goa, as per schedule given.

3.03 **All candidates desirous of seeking admissions to Second Year Degree courses in Engineering and Pharmacy in the colleges within the State of Goa, during the academic session 2013-14, should fulfil eligibility criteria for admission as given in this prospectus. Candidates who have already passed/have appeared, or are appearing at Diploma/Degree or equivalent examination, before the start of the academic session, are also eligible to apply.** Mere submission of Application Form according to this prospectus does not confer any right/claim to the applicant, for admission to any course in professional colleges.

3.04 Application Form should be filled in accordance with the rules given in this chapter, by the applicant, in his/her own handwriting, and duly signed by him/her.

3.05 Name of the candidate shall be entered as it appears on the SSC Marksheet/Passing Certificate. **Two recent passport size photographs (taken not earlier than 3 months from the date of application) are required, one of which should be affixed to the Application Form in the space provided and the other photograph should be affixed to the Acknowledgement Card.**

- 3.06 The applicant is advised to personally submit the Application Form complete in all respects, before the due date, at the Admission Centre and obtain the Acknowledgement Card, with registration number, duly signed as proof of submission of the form.
- 3.07 Incomplete applications shall not be accepted. Incomplete applications however may be accepted, only on the last date of submission of forms, for genuine reasons subject to condition that the Acknowledgement Card shall be issued only after complying with deficiencies within time limit specified by the Admission Committee. The decision of the Admission Committee shall be final, in this regard. ***For important dates in the schedule of Admission refer inner side of rear cover of this prospectus.***
- 3.08 Applications received after expiry of the last date shall be summarily rejected. The Admission Committee shall not be responsible for loss in transit or postal delay in receiving the application. Any correspondence in this regard shall not be entertained. Any request for granting extension of time for submission of form or admission shall not be entertained.
- 3.09 The eligibility will be finalised as per the provisions of this prospectus, irrespective of whether or not verification of marks has been completed by the examining authority.
- 3.10 Only those applicants who have applied in response to prospectus of 2013-14 and submitted their applications, duly completed in all respects, at the Admission Centre, on or before the prescribed date and time (refer to Schedule of Admission process), and satisfy the eligibility criteria laid down, will be considered for admission to professional courses.
- 3.11 Separate merit lists shall be prepared and displayed as under:
- Engineering courses for all eligible B.Sc. Degree holders.
  - Engineering courses (Branch wise) for eligible Diploma holders in Engineering.
  - Pharmacy for all eligible candidates.
- 3.12 All seats will be considered only as General seats. No seats shall be reserved for any category.
- 3.13 Provisional merit lists of courses will be displayed on the Notice Board at the Admission Centre as per the time and date mentioned in the Schedule of Admission.
- 3.14 All applicants should verify the correctness of their marks & merit position in the provisional merit list. In case of any detected errors, they should immediately (within 24 hours) inform the Chairman, Admission Committee, in writing, failing which, the Admission Committee shall not be held responsible for the consequences of such errors.
- 3.15 Merit lists will be displayed at the Admission Centre as per the schedule given in the prospectus. Applicants shall ensure that they fulfil all the eligibility criteria specified in this prospectus, failing which they will not be granted Admission.

All applicants are advised to submit required documents and confirm/verify their eligibility as per the provisions of this prospectus, on or before prescribed date.

- 3.16 Every eligible candidate who is desirous of seeking admission shall remain present personally at the admission rounds as per specified schedule along with **Acknowledgement Card, documents in original & fees.** Admitted Candidates permitted to withdraw submitted original documents for any purpose, shall have to submit the same to the Admission Committee before the subsequent round of admission. Candidates reporting for admission rounds without Acknowledgement Card shall not be entertained. *Chairman, Admission Committee may relax the above provision in genuine cases, with reasons recorded.*
- 3.17 Applicants present/ reporting for admission shall be provided an opportunity to select a seat of choice from the seats available at the point of his/her order of merit (merit number). The admission shall be treated to have been completed only after deposit of original documents and payment of fees.
- 3.18 If the applicant fails to turn up for admission rounds as specified in the admission schedule, or does not accept admission offered, he/she shall forfeit the claim of seat as per his/her turn in merit position for that round, and the seat will be offered to the next candidate in the merit list.
- 3.19 In case the applicant reports late for admission (during any round of admission), his/her candidature shall be considered only for the seats available, at that point of time. The list of applicants already admitted shall remain unchanged, and under no circumstances, such candidate shall replace the candidates already admitted.
- 3.20 List of provisionally admitted candidates indicating the branch, institution and marks will be displayed at the Admission Centre, Porvorim, only at the end of admission round.
- 3.21 Seats remaining vacant, for whatsoever reasons, shall be filled up in the subsequent round, by following the same procedure as in the first round, and as per the given schedule. Candidates shall not approach for admissions in between the rounds.
- 3.22 An applicant listed in the merit list shall be eligible for all rounds of admission, irrespective of whether he/she has attended / availed admission in the earlier rounds or not. **If the candidate has taken admission and cancelled the same for whatsoever reasons, he/she shall forfeit his/her claim for that allotted seat (i.e course and institution) in same/further rounds of admission.**
- 3.23 The fees for admission to specific institutions shall be accepted only in the form of Demand Draft, as mentioned in the Chapter on fees. Candidate must write his/her name,

registration number, college and course to which admitted, on the back of demand draft, before submitting the same to the institution.

- 3.24 All the applicants selected for admission to Engineering and Pharmacy courses shall be given provisional admission, subject to being found medically fit. The admission of the applicant stands cancelled in case he/she is found medically unfit.
- 3.25 In case the candidate is admitted to any course, he/she will be required to submit the Leaving Certificate or Transfer Certificate, as the case may be, within 15 days from the date of admission, to the Head of the Institution, failing which the admission may be cancelled. Applicants, who have passed the qualifying examination from Universities/ Boards other than the Goa University/Goa Board of Technical Education shall be required to produce Eligibility Certificate from Registrar, Goa University, within 15 days of securing the admissions, to the Head of the institution, failing which the admission shall not be confirmed.
- 3.26 Change in the applicant's contact details should be intimated to the Admission Centre.
- 3.27 Applications sent by post should only be addressed to the '**Chairman**', Admission Committee, Directorate of Technical Education, Porvorim, Goa 403521". Admission Committee shall not be responsible for postal delay or for applications sent to the Director of Technical Education. Last date shall also be applicable to the applications received by post.
- 3.28 The decision of the Admission Committee & Director of Technical Education will be final in interpreting the rules of admission.

**All admitted candidates shall be required to strictly abide by the provisions of rules and regulations prescribed by Government/ Institute, as regards their conduct and discipline. Ragging in any form is strictly prohibited and in case any applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission may be refused or he/she shall be expelled from the educational Institution, if his explanation is not found satisfactory.**

**Attention of all applicants is drawn towards Annexure III containing UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and provisions of Goa Prohibition of Ragging Act, 2008 (Goa Act 9 of 2009) published in official Extra Ordinary Gazette series I, No. 26 dtd 17/07/09.**

**B. For Institutes**

- 3.29 All the institutes shall depute at least one faculty member as a member of the Admission Committee, who shall also act as the link officer between DTE, Admission Committee, and the institute. Institution nominated member shall be responsible for application forms, original documents of the applicants, and fees collected for that institute.
- 3.30 All Heads of the institutes covered under centralised admission are hereby empowered to admit candidates against the seats remaining vacant at their end, in any branch, after the last round of admission with prior approval of this Directorate. The admissions shall be given strictly in order of merit. The institutes shall follow the merit list prepared by the Admission Committee. However, if only up to five seats are vacant, and more than 5 candidates are available in the merit list, they shall be called by recorded communication in ratio of 1:3 (i.e. 3 candidates per vacant seat).
- 3.31 In case the Merit List of Centralised Admission is exhausted, fresh Merit list of new applicants shall be prepared on the same basis by the institute. All the admissions shall be done after public notification in the specified newspapers. The admission shall be granted in presence of all the candidates as done by Admission Committee.
- 3.32 The institutions shall not change any of the provisions of the prospectus including eligibility, fees or rules for refund, while granting above admissions.
- 3.33 The Head of the institution (and the Management in case of non Government institutes) shall be solely responsible for the settlement of any dispute, court case, etc. arising out of such admissions.
- 3.34 The institutes shall not admit Foreign Nationals without permission of the Ministry of External Affairs, Govt. of India. Such candidates should as far as possible be admitted on nomination by ICCR (Indian Council for Cultural Relations) or GOI.
- 3.35 The institutions shall not encash/deposit the bank drafts of fees until end of last round of admission, to facilitate immediate refund of fee during change of course/institute.
- 3.36 In the event, seats remain vacant after conducting the specified rounds, Directorate of Technical Education is authorised to formulate and notify additional rounds of admission. as per schedule to be drawn up in consultation with University/Admission Committee, after taking into consideration all relevant aspects.

## 4. ELIGIBILITY

### 4.1. ENGINEERING

For being eligible to seek admission to Engineering Degree programmes at Second Year/Third Semester Level included in this prospectus, an applicant must fulfil the following criteria:

1. The candidate must be an Indian National.
2. The candidate must have passed from Polytechnics or colleges in the State of Goa, or as a Goa State nominee, under GOI seats or reciprocal arrangement, if passed Diploma from other States.
3. (i) The candidate must have passed the Diploma in Engineering in the relevant branch with minimum of **45%\*** (**40%\*** in case of SC/ST/OBC<sup>#</sup>) aggregate marks at the Diploma course examination conducted by the Goa Board of Technical Education or an equivalent examination, conducted by a recognised Board of Technical Education in India or abroad.

Note:- In case of candidates passing Diploma course examination conducted by recognized Boards of Technical Education, other than Goa Board of Technical Education(BTE), aggregate marks at Diploma course examination would be computed on the same basis as computed by BTE, Goa. Presently, in case of semester pattern, aggregate marks obtained at final two semester examination (excluding training marks) are considered for computing aggregate Diploma marks by BTE, Goa.

OR

- (ii) a) Candidates must have passed Bachelor of Science Degree with Mathematics as a subject at Std. XIIth and with minimum of **45%\*** (**40%\*** in case of SC/ST/OBC<sup>#</sup>) marks in the aggregate (Final Year) from Goa University.
  - b) B.Sc. Degree holders are required to pass in the subjects of Engineering Graphics/Drawing and Engineering Mechanics of First Year of Engineering Programme along with Second Year subjects.
  - c) Vacant seats if any under Lateral Entry in Direct Second Year of Engineering Courses shall be available for admissions to eligible B.Sc. Degree holders, only after all seats are offered first to eligible Diploma holders.
4. Seats remaining vacant, if any, after admitting all the candidates from the merit list of students passing Diploma/Degree from the State of Goa shall be available to the

candidates who have passed Diploma/Degree from other States, in order of merit, provided that they fulfil other eligibility criteria as given in this prospectus.

#### **4.2. PHARMACY**

1. Candidate must be an Indian National.
2. Candidate must have passed the Diploma in Pharmacy with minimum **45%\*** (**40%\*** in case of SC/ST/OBC<sup>#</sup>) aggregate marks (Second Year) from Board of Technical Education, Goa, including specified practical training.
3. Candidate must have passed the Diploma course from Goa College of Pharmacy, Panaji, Goa.
4. The D. Pharm. Students admitted under above provision to Second Year B. Pharm Science course will have to appear and pass in subjects, as specified by Goa University.
5. Candidate who has passed Diploma from other States shall be eligible only for the seats remaining vacant after admitting all the candidates from Goa, only if he/she fulfils other eligibility criteria.

#### **4.3. Admission of Eligible Diploma/B.Sc. Degree holders to vacant First Year Seats in Engineering/Pharmacy**

Candidates who have passed Diploma in Engineering /B.Sc Degree with Mathematics as a subject at Std XIIth, with at least **45%\*** marks (**40%\*** marks in case of candidates belonging to SC/ST/OBC<sup>#</sup>), shall be eligible for admission to First Year of Engineering Degree Courses subject to vacancies in First Year, after vacancies at Lateral Entry are exhausted. *Diploma holders in Pharmacy are eligible for admissions to First Year of Pharmacy Degree Course under this provision. Merit list of such candidates shall be prepared as per provision under 'Guidelines for merit list'. Vacant seats under this provision shall first be offered to eligible Diploma holders and then to B.Sc. Degree holders.*

**\*Subject to approval of Goa University.**

#### **Changes in Eligibility**

In case AICTE, Pharmacy Council, any Court or any other Competent Authority changes the eligibility conditions/selection procedures and makes it specifically applicable to the admissions of this year, the provisions of the prospectus may be modified accordingly, subject to approval of Government.

**# Refer Annexure I for SC/ST/OBC definition & proforma of certificates.**



## 5. CERTIFICATES AND TESTIMONIALS

Self attested photocopies of the following documents should be attached to the Application Form, failing which the application form shall not be accepted. The documents should be attached in the following order:

1. Certificate of date of Birth from Registrar of Births & Deaths, or in its absence, certificate of passing SSC or its equivalent examination from the Board.
2. Diploma/Degree certificate from the Institute/Board/University attended.
3. Mark sheet/s covering all the courses studied for the Diploma/Degree programme.
4. Leaving certificate from Institute attended last, signed by the Principal of the Institute.
5. SSC/HSSC certificate and mark sheets.
6. Four recent, identical passport size photographs, one of which should be affixed on the application form, the other one to be affixed on acknowledgement cum registration card duly filled, and third and fourth one to be affixed on the Admit card. (Attestation of photograph is not required).
7. Income certificate in prescribed proforma for all those claiming concession in tuition fees.
8. SC/ST/OBC certificate, wherever applicable.

**Note: In case the above documents are not submitted together with the application form, the same must be produced on or before prescribed date. Candidates must submit required documents in original, at the time of admission rounds.**

## 6. GUIDELINES FOR MERIT LIST

Admission will be made based on Merit List of the eligible candidates (as per the provisions of the prospectus) as per following guidelines.

### A) Engineering Courses (For Diploma holders):

- a. **Merit list shall be based on aggregate of marks obtained at Final Year Diploma/Degree examination (last two semesters, excluding training marks).  
Note:- 1. In case of 4 year Diploma courses, aggregate marks obtained at Semester VI & Semester VII will be considered while, for 3 year Diploma Courses, aggregate marks obtained at Semester V & Semester VI will be considered for preparing merit list.  
2. In case of candidates under MPEECS, aggregate marks indicated on Diploma Transcript, will be considered for preparing merit list.**
- b. **Applicant with higher aggregate percentage marks at Diploma level examination, as awarded by the Board of Technical Education, shall be placed higher in the merit list. Further provided, that when an applicant has taken more time than minimum prescribed period for passing particular diploma course, a deduction of 2% per additional term taken shall be made, from percentage aggregate of diploma marks, for purpose of determining merit, (For example, applicant with 60% aggregate marks at Diploma, taking additional 2 terms to pass his/her Diploma, shall qualify for admission, but for preparation of merit list, his/her percentage of marks shall be 56%).**
- c. If two or more applicants secure equal marks in above, then applicant with higher aggregate percentage marks at SSC shall be placed higher in the merit list.
- d. If all the above are also equal, then applicant with earlier date of birth, will be placed higher in the merit list.

**B) Engineering Courses (for B.Sc. graduates)**

- a) Merit list shall be based on aggregate Final Year B.Sc. Degree Exam marks.
- b) In case B.Sc. (**Final Year**) aggregate percentage marks of two or more applicants are equal, applicant with higher aggregate percentage marks at HSSC, shall be placed higher in the merit list.
- c) If the above are also equal, then applicant with earlier date of birth, will be placed higher in the merit list.

**C) For Pharmacy Courses**

- a) Merit list shall be based on aggregate **Second Year Diploma** marks.
- b) In case above marks of two or more applicants are equal, applicant with higher aggregate percentage marks at First year Diploma level exam shall be placed higher in the merit list.
- c) In case Diploma level (I<sup>st</sup> Year) aggregate percentage marks of two or more applicants are equal, applicant with higher aggregate percentage of marks at HSSC examination shall be placed higher in the merit list.
- d) If all the above are also equal, then applicant with earlier date of birth, will be placed higher in the merit list.

## 7. DETAILS OF FEES & PAYMENT

**(All fees are subject to revision, as approved by the Government)**

### 7.1 FEES FOR COURSES.

(Indian Rupees)

#### A. Government Institutions

Disciplines	Engineering/ Pharmacy
1. Admission Fee (one time only)	<b>900</b>
2. Tuition Fee (Per Semester)	<b>12000</b>
3. Institutional Fee (including deposits)	<b>2000</b>
4. Development Fee (Per Semester)	<b>3000</b>
Total	<b>17900</b>

#### B. Self financed Institutions.

(Fees given below are in respect of students admitted in 2012-13. Fees for students admitted in 2013-14 shall be as recommended by State Level Fee Structure Committee and approved by the Government.)

##### 1. Padre Conceicao College of Engineering, Verna, Tuition & Development Fees ( in Rupees)

Fees	Second Year	Third Year	Fourth Year
Tuition fees (Per semester)	Rs.43,000/-	Rs.47,000/-	Rs.51,000/-
Development fees (Per semester)	Rs.5,000/-	Rs.5,000/-	Rs.5,000/-
Institutional fees	Rs.1050/-	Rs.1050/-	Rs.1050/-

##### 2. Shree Rayeshwar Institute of Engineering and Information Technology, Shiroda – Goa.

##### 3. Fatorda Salesian Society's Don Bosco College of Engineering, Fatorda.

##### 4. Agnel Institute of Technology and Design, Assagao.

#### Tuition & Development Fees ( in Rupees)

Fees	Second Year	Third Year	Fourth Year
Tuition fees (Per semester)	Rs.32,000/-	Rs.35,000/-	Rs.38,000/-
Development fees (Per semester)	Rs.5,000/-	Rs.5,000/-	Rs.5,000/-
Institutional fees	Rs.1450/-	Rs.1450/-	Rs.1450/-

##### 5. P.E.S.'s Rajaram and Tarabai Bandekar College of Pharmacy, Ponda – Goa

#### Tuition & Development Fees (in Rupees)

Fees	Second Year	Third Year	Fourth Year
Tuition fees( Per semester )	30,000/-	32,500/-	35,000/-
Development fees(Per Semester)	5,000/-	5,000/-	5,000/-
Institutional fees	1,450/-	1,450/-	1,450/-

**DETAILS OF INSTITUTIONAL FEES (GOVERNMENT INSTITUTIONS)**

<b>Heads of Institutional Fees</b>	<b>Engineering</b>	<b>Pharmacy</b>
1. Gymkhana Fees (Per Term)	100	100
2. Annual Social Gathering (Yearly)	100	100
3. Student Aid Fund (Yearly)	50	50
4. Magazine Fee (Yearly)	100	100
5. Dissection charges (One time)	---	----
6. Identity Card (One Time)	50	50
7. Microscope charges (One time)	---	100
8. Student Association (One time)	----	----
9. Library Deposit (Refundable)	750	700
10. Caution money (Refundable)	750	700
11. Insurance Fee	100	100
<b>Total Institutional Fees</b>	<b>2000</b>	<b>2000</b>

NOTE: All the seats in PCC, RIT, DBE and PES are self -financing seats for the purpose of fees.

**HOSTEL FEES (Government institutions)**

To be paid per term at the Institution towards hostel accommodation, if provided.

<b>Heads of Hostel Fees (in Rs)</b>	<b>Engineering/ Pharmacy</b>
1. Hostel Rent (Per Term)	1000
2. Hostel Deposit (Refundable)	1000
3. Hostel Maintenance Fee (Per Term)	900
<b>Total Hostel Fees</b>	<b>2900</b>

**7.2 CONCESSIONS IN TUITION FEES****FOR EWS IN GOVERNMENT COLLEGES ONLY**

Govt. of Goa offers concession in the **Tuition Fee** (only) to the students pursuing professional education, having continuous residence in Goa for 10 yrs. or more, preceding the date of application, and admitted in the Government Institutions as follows:

1. Candidates shall be eligible for concession of 50% in tuition fees for a minimum period of course of study, provided the income of both the parents from all the sources does not exceed Rs. 2,00,000/- per annum.
2. There shall be no concession in unaided colleges for any category, or for the students of States other than State of Goa.

**MODE OF AVAILING CONCESSION**

To avail concession as above, an applicant shall follow procedure as under:

1. All applicants shall have to produce an income certificate in original as per proforma in Annexure I.
2. Applicant who is unable to produce the required income certificate shall pay the full fee at the time of admission. He may submit the same within 60 days from the date of admission and claim refund/ adjustment from the institute.

### 7.3 MODES OF PAYMENT OF FEES

Following fees are payable through separate bank drafts of any Nationalised or Scheduled bank to the authority mentioned against the payment.

#### ADMISSION FEES

Common to all: **Rs. 900/-** In favour of "Director of Technical Education" payable at Panaji

#### A. FEES AT FULL RATE (Tuition, Institutional & Development)

Course	Institute	Amount	Bank Draft payable to
1. B.E.	GEC	<b>17,000</b>	Principal, Goa Engineering College, at Ponda
2. B.E. Self Finance	PCC	<b>49,050</b>	Director, PCCE, Verna at Margao
	RIT	<b>38,450</b>	Principal, R. Institute of E. & I. T. at Ponda
	DBE	<b>38,450</b>	Principal, Don Bosco College of Engineering, Margao
	AITD	<b>38,450</b>	Principal, Agnel Institute of Technology and Design, Assagao
3. Pharmacy	GCP	<b>17,000</b>	Principal, Goa College of Pharmacy, at Panaji
4. Pharmacy Self Finance	PES	<b>36,450</b>	P.E.S.'s Rajaram and Tarabai Bandekar College of Pharmacy, Ponda

#### B. FEES AT CONCESSIONAL RATES (for Govt. Institutes only)

Course	Institute	@ 50%	Bank draft payable to
Engineering	GEC	11,000	Principal, Goa Engg. College, Farmagudi
Pharmacy	GCP	11,000	Principal, Goa College of Pharmacy, Panaji

In addition to the above fees of Rs.50.00 per term, will be payable at the beginning of each term, for facilities of locker (where available).

### 7.4 CANCELLATION OF ADMISSION & REFUND OF FEES

All institutes and admissions covered in this prospectus are bound by these rules for the refund of fees. Institutions are not permitted to impose any other additional clause. Directorate shall not entertain any complaint by the students, for refund from any institution or course not included in this prospectus, when they cancel their admission from other institution to join courses included in the purview of this prospectus.

#### 7.4.1 Cancellation of Admission by Admitting Authority or Heads of the Institute.

1. An applicant who has paid the admission fees at the Admission Centre but fails to report at the college as per the date given on the Admission card may forfeit the claim for admission and his/her entire admission fee paid shall be forfeited.
2. Any information/certificate submitted by the applicant in connection with his/her admission, if found to be incorrect later on at any time, his/her admission shall be cancelled forthwith and the entire fees shall be forfeited.
3. Admission offered to the applicants shall be cancelled, if at a later stage, the Goa University declares that the applicant is not eligible for admission. In this case, the entire fees except admission fees (**Rs. 900/-**) will be refunded.

4. If the candidate expires or becomes invalid within 90 (Ninety) days of the date of final round of admission, the entire fee including admission fee shall be refunded.

#### **7.4.2 Cancellation by Candidate**

1. Vertical Mobility or transfer from one course/ institute to another; from one category to another or from one branch to another in the same institute, during the rounds of admission for the courses included within this prospectus shall not be treated as cancellation of admission. There shall be no deduction on this account. In such cases, the bank draft submitted by the student shall be returned to him and a new bank draft shall be accepted.
2. Admission fee of **Rs. 900/-** shall not be refunded under any circumstances except clause 4 above.
3. An applicant desiring to cancel his/her admission for any reason whatsoever, during the centralised admission process, but before the start of the academic session (the date decided by Goa University), shall be allowed to do so. It shall be presumed that the admission is cancelled at that stage and he/she shall forfeit the admission fee. The other fees shall be returned to him/her.
4. If an applicant cancels the admission after the start of the academic session, he/she shall be entitled for refund of fees, provided the refund is sought within 10 days from the date of first admission /date of start of academic session, which ever is later, Rs.1000/- shall be deducted towards cancellation charges by the institution from which the admission is cancelled.
5. If an applicant cancels the admission after the start of the academic session but within 15 days from the date of first Admission/Date of start of academic session, which ever is later, he/she shall be entitled for refund of fees, after deducting, Rs.2000/- towards cancellation charges by the institution, from which the admission is cancelled.
6. If an applicant cancels the admission beyond 15 days after the start of the academic session/date of first admission, which ever is later, he/she shall be entitled for refund of fees, after deducting, Rs.2000/- towards cancellation charges by the institution, from which the admission is cancelled, provided the vacancy created due to his/her cancellation is filled up in subsequent rounds of admission. Such applicants shall apply for refund from the Institution, within 10 days of his/her cancellation.

#### **7.4.3 OTHER INSTRUCTIONS**

1. The application forms, original documents, and the bank drafts of the fee paid shall remain in the custody of the Admission Committee through the representative of the respective institutions until the last Round of admission. The bank drafts shall not be

encashed till this time to facilitate on the spot refund of the fee, during vertical mobility. Heads of Institutions shall be solely responsible for the refund of fees.

2. After the **Second, and any subsequent round of admission (if any)**, of admission the refund of fees shall be sought from the Principal of the Institutions. The Principals of the institute should ensure that the refund is made within 15 days from the date of cancellation and valid request for refund. Fee receipt shall be issued by respective institutions.
3. The Admission Committee shall be responsible for transfer of application form and original documents of the applicants from one institute to other, on account of vertical mobility, during the process of admission only.
4. All fees and deposits pertaining to hostel shall be paid to and refunded by the Heads of respective institutes only and no correspondence should be made to the DTE.
5. In case of any legal dispute on refund of fees, Directorate of Technical Education or Admission Committee shall not be the party to the dispute, except for the purpose of clarification of the rules.



**ANNEXURE-I: PROFORMA FOR CERTIFICATE**

**NOTE:** Diploma Candidates belonging to the following categories are eligible to apply for Degree admissions with minimum 40% aggregate marks at qualifying examination provided they fulfil other conditions given in this prospectus:

**a) SC:**

Applicants belonging to any of the following five castes (included in the list of Scheduled Castes in the State of Goa) on production of caste certificate in prescribed proforma and provided he/she or his/her forefathers belong to Goa or migrated to Goa before 16<sup>th</sup> February 1968.

1) Bhangui,	3) Mahar,	5) Mang.
2)Chambhar (Hadi)	4) Mahyavanshi (Vankar),	

**b) ST :**

Applicants belonging to any of the following eight castes included in the list of Scheduled Tribes in the State of Goa (Notification No. 13/14/90-SWD (Vol.II) dated 22-04-2003) on production of caste certificate in prescribed proforma and provided, he/she or his/her forefathers either belong to Goa or migrated to Goa before 16th February 1968,

(1) Dhodia (Halpati)	(3) Naikda (Nayaka)	(5) Varli	(7) Gawada
(2) Dubla (Talavia)	(4) Siddi	(6) Kunbi	(8) Velip

**c) OBC:**

Applicants belonging to any of the following castes (included in the list of Other Backward Communities in the State of Goa) on production of caste certificate in prescribed proforma, provided he/she belongs to non-creamy layer of OBC community as defined by the State/Central Government, and he/she or his/her forefathers belong to Goa or migrated to Goa before 16<sup>th</sup> February 1968.

1. Bhandari Naik	10. Kalaikar/Black Smith/Tin Smith	19. Pagui/Gabit
2. Christian Barber	11. Kumbhar (I/c Christian Kumbhar)	20. Rajak
3. Christian Mahar	12. Mahalo	21. Satarkar
4. Vishwakarma /Chari/ Mesta	13. Madval (I/c Christian Dhobi)	22. Shimpi
5. Dhangar	14. Nabhik	23. Thakar
6. Dhobi	15. Nai	24. Teli
7. Gosavi	16. Napit	25. Komarpant
8. Koli	17. Nathjogi	26. Christian Renders
9. Kharvi (I/c Christian Kharvi)	18. Nhavi	

**\*By Presidential Order dated 19th February 1968, the area comprising the Union Territory of Goa was recognised as State of Goa under the Goa, Daman and Diu Re-Organisation Act, 1987. Any person or his forefathers, who have migrated to Goa after the issue of the Presidential Order dated 19th February 1968, shall not be entitled to any benefit of reservation as Schedule Caste/Schedule-Tribe or Other Backward class for admission to the Professional Colleges in Goa, even if their caste is specified as Schedule Caste/Schedule Tribe or Other Backward Class in relation to the State of Goa.**

## 1. INCOME CERTIFICATE

This is to certify that total annual income from all sources (including agricultural income) of Shri/Smt \_\_\_\_\_ and his/her spouse Shri/Smt \_\_\_\_\_ resident of \_\_\_\_\_

and parents of Miss / Master \_\_\_\_\_  
for the year \_\_\_\_\_ is Rs. \_\_\_\_\_ Rupees \_\_\_\_\_

This certificate is issued at the request of

Shri/Smt \_\_\_\_\_ for being produced to Directorate of Technical Education / Professional Colleges for the purpose of claiming concession for their ward in tuition fees available for persons with income less than Rs.2,00,000 /- per annum.

The undersigned is personally satisfied about the correctness of the certificate, which has been issued after making an inquiry through the Village Panchayat / Assistant Municipal Inspector of this council and on the basis of the report number \_\_\_\_\_ and dated \_\_\_\_\_.

Signed by Sarpanch / Secretary of Village Panchayat/AAO of Municipalities  
Countersigned by Block Development Officer / Chief Officer of Municipalities

## 2. CASTE CERTIFICATE (SC / ST) PROFORMA

1. This is to certify that Shri/Kum. \_\_\_\_\_  
Son/Daughter of \_\_\_\_\_ of village / town \_\_\_\_\_  
of the state of Goa belongs to the \_\_\_\_\_  
Caste / Tribe which is recognised as a Scheduled Caste under:

The Constitution (Goa, Daman and Diu) Scheduled Caste order, 1968

The Constitution (Goa, Daman and Diu) Scheduled Tribes order, 1968

2. Shri/Kum. \_\_\_\_\_ and or his/her family ordinarily resides in village/town \_\_\_\_\_ of Goa and is non-migrant / migrant (from the state of \_\_\_\_\_) as per the Presidential Order dated 19<sup>th</sup> February, 1968.

Signature: \_\_\_\_\_

Place: \_\_\_\_\_

Designation: Deputy Collector  
(with seal of Office)

Date: \_\_\_\_\_

**NOTE:** The Term "Ordinarily reside" used here will have the same meaning as in section 20 of the Representation of the Peoples Act, 1950.

**3. CASTE CERTIFICATE (OBC) PROFORMA**  
**FORM OF BACKWARD CLASS CERTIFICATE**  
**OFFICE OF DISTRICT MAGISTRATE /SUB-DIVISIONAL MAGISTRATE/  
 MAMLATDAR**

This is to certify that Shri/Kum. \_\_\_\_\_ Son /Daughter of \_\_\_\_\_ of village / town \_\_\_\_\_ of the State of Goa belongs to the \_\_\_\_\_ caste/community, which is recognised as a backward class under the Government of India, Ministry of Welfare, resolution No. 12011/68/93-BCC (C) dated 10<sup>th</sup> September, 1993 and resolution No. 12011/44/96-BCC (C) dated 6<sup>th</sup> December, 1996, published in Gazette of India, Extraordinary, Part I, Section I, dated 13<sup>th</sup> Sept, 1993 and dated 11<sup>th</sup> December, 1996 respectively, as also mentioned under Govt. of Goa notification No. 13/3/84-LAWD/OBC dated 12.6.1987, No. 13 /25/ 92-SWD-Part dated 4.10.1995, No. 13/1/97-SWD dated 3.3.1997, No. dated 13.5.1997, No. dated 12.12.1997, No. dated 23.9.1998, No. dated 30.6.2000 as amended.

Shri/Kum. \_\_\_\_\_ and or his/her family ordinarily resides at House No. \_\_\_\_\_ in village / town \_\_\_\_\_ Taluka \_\_\_\_\_ of Goa.

It is certified that he/she as on the date of issue of this certificate belongs to persons/sections of non-creamy / creamy layer mentioned in column 3 of the schedule of the Government of India, Department of Personnel & Training O.M. No. 36012/22/93/Est)SCT) of 1993.

Shri/Kum. \_\_\_\_\_ and or his/her family ordinarily resides in village/town \_\_\_\_\_ of Goa and is non-migrant / migrant (from the state of \_\_\_\_\_) as per the presidential order dated 19<sup>th</sup> February, 1968.

Place: \_\_\_\_\_

Signature:

Date: \_\_\_\_\_

Designation:

(with seal of Office)

**NOTE:** The Term “Ordinarily reside” used here will have the same meaning as in section 20 of the Representation of the Peoples Act, 1950.

**ANNEXURE –III**  
**UNIVERSITY GRANTS COMMISSION**  
**BAHADURSHAH ZAFAR MARG**  
**NEW DELHI – 110 002**

**UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN  
HIGHER EDUCATIONAL INSTITUTIONS, 2009.**

(under Section 26 (1)(g) of the University Grants Commission Act, 1956)

**Dated 17th June, 2009.**

**F.1-16/2007(CPP-II)**

**PREAMBLE.**

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

**1. Title, commencement and applicability.-**

1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in

Higher Educational Institutions, 2009".

1.2 They shall come into force from the date of their publication in the Official Gazette.

1.3 They shall apply to all the institutions coming within the definition of an University under sub section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

## 2. Objectives.-

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed, universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

## 3. What constitutes Ragging.- Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student ;
- i. any act that affects the mental health and self-confidence of a fresher or any other student

with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

## 4. Definitions.-

1) In these regulations unless the context otherwise requires,-

- a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956);

- b) “Academic year” means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
- c) “Anti-Ragging Helpline” means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
- d) “Commission” means the University Grants Commission;
- e) “Council” means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
- f) “District Level Anti-Ragging Committee” means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
- g) “Head of the institution” means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
- h) “Fresher” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
- i) “Institution” means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- j) “NAAC” means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
- k) “State Level Monitoring Cell” means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.

(2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

#### **5. Measures for prohibition of ragging at the institution level:-**

- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,

- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

#### **4 Measures for prevention of ragging at the institution level.-**

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

- a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.
- b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus. Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.
- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.
- d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.
- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both



under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.
- h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
- l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
- m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
- n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.

- o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.
- p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.
- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti -ragging committee;(iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members ; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.(v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively

monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.

- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

- p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.
- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely,

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty\ members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti- Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1. Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.
- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution,

at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.

- g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti - Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
- h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of antiragging measures at the level of the institution.

6.4 Every institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the classroom situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
- b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) In order to enable a student or any person to communicate with the Anti- Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

- h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees, of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to antiragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.
- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
- m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
- n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti- Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.
- p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

**7. Action to be taken by the Head of the institution.-** On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is

made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal

provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging". Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

## **8. Duties and Responsibilities of the Commission and the Councils.-**

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.

- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.



## 9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereinunder:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
  - i. Suspension from attending classes and academic privileges.
  - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
  - iii. Debarring from appearing in any test/ examination or other evaluation process.
  - iv. Withholding results.
  - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - vi. Suspension/ expulsion from the hostel.
  - vii. Cancellation of admission.
  - viii. Rustication from the institution for period ranging from one to four semesters.
  - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
  - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
  - ii. in case of an order of a University, to its Chancellor.
  - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University. Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.
- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channelled through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these

Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

**(Dr. R.K. Chauhan)**  
**Secretary**

**To,**  
**The Assistant Controller,**  
**Publication Division, Govt. of India,**  
**Ministry of Urban Development and Poverty Alleviation,**  
**Civil Lines Delhi -110 054**

## ANNEXURE I

## AFFIDAVIT BY THE STUDENT

I, \_\_\_\_\_  
 (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms.  
 \_\_\_\_\_, having been admitted to (name of the  
 institution) \_\_\_\_\_, have received a copy of the UGC  
 Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter  
 called the "Regulations") carefully read and fully understood the provisions contained in the said  
 Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes  
 ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of  
 the penal and administrative action that is liable to be taken against me in case I am found guilty of or  
 abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of  
 the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that  
 may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of  
 the Regulations, without prejudice to any other criminal action that may be taken against me under any  
 penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the  
 country on account of being found guilty of, abetting or being part of a conspiracy to promote,  
 ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my  
 admission is liable to be cancelled.

Declared this \_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
 Signature of deponent  
 Name:

## VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the  
 affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_  
 (place) (day) (month) (year)

\_\_\_\_\_  
 Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ after reading  
 the contents of this affidavit. (day) (month) (year)

OATH COMMISSIONER

## ANNEXURE II

## AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. \_\_\_\_\_ (full name of parent/guardian) father/mother/guardian of \_\_\_\_\_ (full name of student with admission/registration/enrolment number), having been admitted to \_\_\_\_\_ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

## VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent

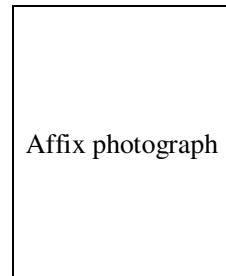
Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ after reading the contents of this affidavit.  
(day) (month) (year)

OATH COMMISSIONER

**ANNEXURE III** **No.**  
**APPLICATION FORM FOR ADMISSION TO SECOND YEAR OF DEGREE  
 COURSES IN ENGG & PHARMACY 2013-14**

**REGISTRATION NO.**

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- INSTRUCTIONS TO CANDIDATE**
- Applicant must fill the form in his/her own handwriting.
  - Read rules of admission & eligibility criterion as given in the prospectus before filling the form
  - B. Sc. Degree holders are eligible for B.E Degree admission, subject to eligibility provisions of Goa University.
  - Tick the appropriate box wherever provided

**1. Degree course Applied for**

ELE/ETC/INFOTECH/COMP	Mechanical	Civil	Pharmacy	Mining
-----------------------	------------	-------	----------	--------

**2. Name of the Candidate** (In Block letters as recorded in the HSSC/SSC/Diploma)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**3. Date of Birth**

					-							-	1	9
--	--	--	--	--	---	--	--	--	--	--	--	---	---	---

**4. Sex**

Male	Female
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**5. Address for Communication**

<b>5. Address for Communication</b>																							
<b>Pin code</b>		<b>Phone</b>		<b>Mobile</b>																			

**6. Academic Performance** (Details of examination passed)

Examination	Branch	Month & Year of admission	Month & year of passing	Examining body	*Marks Obtained In Qualifying Exam	*Maximum Marks In Qualifying Exam	% of qualifying marks
B. Sc.							
Diploma							
HSSC							
SSC	---						

*\*- as per guidelines for preparing Merit List stated in the Prospectus.*

For Office use only	
Form is complete and accepted	Form is incomplete/held up/ rejected on Remarks
Checked by	Checked by
Verified by	Verified by

Remarks: \_\_\_\_\_

Additional Remarks, if any: \_\_\_\_\_

## 8. PARTICULARS OF THE PARENT/GUARDIAN OF THE APPLICANT

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_ Occupation \_\_\_\_\_

Total Annual Income: \_\_\_\_\_

## 9. CHECK LIST FOR THE DOCUMENTS TO BE ATTACHED

1. Please attach self- attested xerox copies of the certificates in following order and tick appropriately.
2. No original document should be attached, as the Admission Committee shall not be responsible for loss of original document

No.	Documents	Attached	Checked
1	Photograph on the form		
2	Certificate of date of birth		
3	Certificate/provisional certificate of passing SSC		
4	Statement of marks of HSSC (for B.Pharm. applicants only)		
5	Institution/college leaving certificate		
6	Diploma/Degree Certificate from the Institute/Board/University		
7	Mark sheet/Transcript for MPEECS		
8	Mark sheets of all semester/year for others		
9	Certificate of income of both parents (if fee concession claimed)		
10	Acknowledgement card with photograph		
11	SC/ST/OBC certificate wherever applicable		
12.	Eligibility Certificate from Goa University (for applicants other than Goa Board)		

## 10. DECLARATION OF APPLICANT

Certified that I, \_\_\_\_\_, am an Indian National, and have read and accepted the provisions of the Prospectus, and have enclosed the self-attested copies of all the certificates, in proper order, as required, and submitted the application complete in all respects. In the event of my application found to be deficient or incomplete, and rejected by Admitting Authority, I shall be held responsible for the same. I hereby further declare that the particulars furnished above are true, complete, and correct to the best of my knowledge and belief. I am fully aware that in the event of any information being found false or incorrect, or ineligible, being detected before or after the admission, appropriate action as deemed fit, by the Competent Authority, can be taken against me.

PLACE: \_\_\_\_\_

DATE: \_\_\_\_\_ (Signature and name of the Applicant)

## 11. DECLARATION BY PARENT / GUARDIAN OF THE APPLICANT

I, Shri/Smt. \_\_\_\_\_ aged \_\_\_\_\_ years,

Father/Mother/Guardian of Mr./Miss. \_\_\_\_\_, resident of Village/Town \_\_\_\_\_, District \_\_\_\_\_, in the State of \_\_\_\_\_ hereby declare that I have read and accepted the provisions of the Prospectus, and the Particulars furnished in the application, including total annual income of both parents, are correct to the best of my knowledge and belief. I declare that I shall be held responsible for timely payment all fees, rent, and other charges in respect of my son/daughter/ward during the period of his/her studies in the College. I hereby declare that the Institute will not in any way be held responsible for accidents/injuries caused to my ward during the Classes, Practicals, Inplant Training in Industries, Educational Tours, Sports activity etc.

PLACE: \_\_\_\_\_

DATE: \_\_\_\_\_ (Signature and name of the Parent/Guardian)

GOVERNMENT OF GOA  
**DIRECTORATE OF TECHNICAL EDUCATION**  
**ADMISSION CENTRE 2013-14**

**ACKNOWLEDGEMENT CUM ADMISSION CARD**

Photograph	Registration No					
	Name					
	Eligibility	B.PHARM.	BE CIVIL	BE MECH	BE ELE/ETC/ COMP/INFO TECH	BE MINING
	Order of Merit					
	Concession					

**DETAILS OF ADMISSION (ADMISSION CARD)**

Admission Round	Date	Course	Institute	Sign. of Authority
FIRST				
SECOND				
<b>EXTRA</b> (if applicable)				

1. Acknowledgement card along with the Registration No. is the proof of acceptance of the Application Form by the Admission Committee.
2. Acknowledgement card shall not be issued unless the form is complete in all respects.
3. Acknowledgement card shall therefore be the identity of the applicant for any inquiry, complaint, or correspondence with the admission committee.
4. Admission card, to be submitted to the institute to register the admission with the institute, shall be given at the time of admission.
5. Admission card shall not be handed over to the applicant in case the original documents are not submitted or the total fees payable are not paid at the time of admission.
6. Applicants granted admission during any round shall report to the respective institution within 3 working days of grant of admission, and obtain acknowledgement thereof, failing which their admission is liable to be cancelled, and/or they may not be permitted to attend further admission rounds.

## SCHEDULE OF ADMISSION PROCESS

**WORKING TIME: 10:00 Hrs. TO 13:00 Hrs. and 14:00 TO 17:00 Hrs.**

**ALL DATES PERTAIN TO YEAR 2013**

**Lists shall be displayed at 5.00 pm on the designated dates**

No.	EVENT	DATE
1.	Sale of Prospectus with Admission Forms	<b>02-05-13(Thu)</b>
2.	Receiving application form at Admission Centre at Porvorim	<b>24-06-13 (Mon) to 28-06-13 (Fri)</b>
3.	Display of Eligibility List at Admission Centre	<b>03-07-13 (Wed)</b>
4.	Last date for compliance with deficiencies in eligibility	<b>04-07-13 (Thu)</b>
5.	Display of <b>Provisional Merit</b> List at Admission Centre	<b>05-07-13 (Fri)</b>
6.	Display of <b>Final Merit List</b> at Admission Centre	<b>06-07-13 (Sat)</b>
7.	First Round of Admission	<b>08-07-13 (Mon)</b>
8.	Second Round of Admission	<b>22-07-13 (Mon)</b>
9.	Extra Round of Admission due to unexpected circumstances (if required)	As notified in news papers

**Note: -1.** Directorate of Technical Education reserves the right to modify the schedule of admission depending upon the exigency of the situations.

2. Admission process will start at 10.00 a.m.

3. Admissions shall be done in the following order:

- a) B.Pharm. admissions for Diploma holders in Pharmacy.
- b) B.E. admissions for eligible Diploma holders in Engineering in the following order of branches: Mining, Civil, Mechanical and Comp /ELE/ETC/INFOTECH.
- c) B.E. admissions for B.Sc. Graduates.



## ROUNDS OF ADMISSION (Details)

### FIRST ROUND OF ADMISSION

Date & Day	Course	Group & Merit No.	Reporting Time	
<b>08-07-2013 Monday</b>	B.Pharm.	All Candidates	10.00 a.m.	
	B.E. (Mining)	All Diploma Candidates	10.45 a.m.	
	B.E. (Civil)		11.00 a.m.	
	B.E. (Mechanical)		11.30 a.m.	
	B.E. (Electrical&Electronics/ Electronics &Telecommunication/ Info.Tech./Computer)	Diploma Candidates	Merit No. 1-100	1.30 p.m.
			Merit No. 100 onwards	3.00 p.m.
All eligible B.Sc. Candidates		4.30 p.m.		

### SECOND ROUND OF ADMISSION

Date & Day	Course	Group & Merit No.	Reporting Time	
<b>22-07-2013 Monday</b>	B.Pharm.	All Candidates	10.00 a.m.	
	B.E. (Civil ) and B.E. (Mining)	All Diploma Candidates	10.15 a.m.	
	B.E. (Mechanical)		10.30 a.m.	
	B.E. (Electrical&Electronics/ Electronics &Telecommunication/ Info.Tech. /Computer)	Diploma Candidates	Merit No. 1-50	11.00 a.m.
			Merit No. 51-150	11.30 a.m.
			Merit No. 151 Onwards	12.00 noon.
All eligible B.Sc. Candidates		12.30 p.m.		

1. Additional rounds of admission, if required, shall be duly notified.
2. During second and subsequent round of admissions all vacancies, including vacancies created during the round will be filled up on the same day. All interested and eligible candidates are required to remain present till the end of the round.