

## **GUIDELINES FOR ADMISSIONS TO THE MANAGEMENT/NRI SEATS FOR ARCHITECTURE ADMISSIONS 2010-11**

### **Guide Lines for Management Seats:**

- (1) Each institute/college shall carry out the process of admission in Fair, Transparent, and Non-Exploitative manner and shall not refuse to give admission form to any eligible candidate.
- (2) Each institute shall appoint one Nodal Officer to look after the admission process of management seats and will inform his/her name and telephone number to the Admission Committee of Architecture. Nodal Officer is should attend any complaint regarding management seats admissions and solve the same within time limit.
- (3) Each institute will prepare the time schedule of the admission process as per their convenience but within time duration fixed by the Admission Committee of Architecture, and carry out the admission process during that period. **Admission process is to be started from date 10-06-2010 and to be completed latest by 30-06-2010.**The institute shall submit the list of admitted candidates and get endorsed from the Admission Committee of Architecture, within the stipulated time period.
- (4) The management quota admission can be carry out by institute itself or by forming consortium (group of institutes). All the information regarding admission process shall be advertised at least in any one leading newspaper having circulation of 50000 (fifty thousand) or more copies, as well as displayed on web site of the institute. Minimum seven working days time shall be given for the filling up forms and submitting to the institute. Time schedule of management seats admission and the place of the admission shall be clearly mentioned in the advertisement as well as on web site and all above information shall be submitted to the Admission Committee of Architecture.
- (5) Institute shall maintain a separate register for the sale and receipt of application forms. The institute shall prepare the **Inter-se Merit** list of eligible candidates having merit number of Admission Committee of Architecture. The institute shall display the Inter-se Merit list on institute notice board as well as on web site and submit the copy of the same to the Admission Committee of Architecture. Each candidate of Inter–se Merit shall be informed individually, to remain present for the counseling through U.P.C or registered post, minimum seven days before the date of counseling.
- (6) Institute shall not charge more than Rs. 300 as application form fee for the Management Seats.

### **Guideline for NRI Seats**

For admission on NRI seats, following are the guidelines in addition to the guidelines prescribed for admissions to the management seats

- (1) NRI students or NRI sponsored students shall be given admission on NRI seats.
- (2) The student, who has passed the qualifying examination from countries other than India shall have to obtain equivalency certificate from the Association of Indian Universities, New Delhi.

- (3) The NRI student seeking admission on NRI seats shall have to submit copy of his/her passport along with a copy of passport of his/her mother and/or father. NRI sponsored student seeking admission on NRI seats shall have to submit copy of a passport (having signature of sponsorer) of sponsoring NRI person and the affidavit stating relation of student with sponsoring NRI person, responsibilities of paying tuition fee and other fees and taking all responsibilities of education of sponsored student.
- (4) Sponsored NRI student shall be included in the merit list of NRI seats as well as management seats.
- (5) If the student has applied for the NRI category, and not able to produce necessary proofs of being NRI or NRI sponsored student at the time of counseling, such student shall be granted admission in the management seats on the basis of merit of the same.

Following officer shall work as officers of the “Grievances cell” constituted by Admission Committee of Architecture. They shall draw the attention of the Government in writing, regarding non compliance of the rules.

- (1) Prof. M. B. Dholakia – ACPC (Mobile No. 9909980017)  
 (2) Prof. Nilkanth Chhaya – CEPT

**Key Dates  
 Management/NRI seats Admission**

Sr. No.	Activity Details	Key Dates
1	Application form – selling & receiving from the institutes.	10-06-2010 to 20-06-2010
2	Submission of the form at Admission Committee for Architecture with affidavit in case when particular institute refuses to receive the form	21-06-2010
3	Display of merit list on a notice board and website of an institute.	Latest by 23-06-2010
4	To carry out admission process and Submission of a list of admitted candidates to Architecture committee for endorsement.	26-06-2010 to 30-06-2010