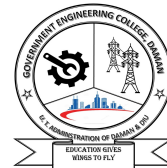


FORM No. _____



GOVERNMENT ENGINEERING COLLEGE DAMAN

(Approved by AICTE, New Delhi and Affiliated with Gujarat Technological University Ahmedabad)

ADMISSION BROCHURE

**FOR ADMISSION TO
BACHELOR OF ENGINEERING COURSES IN
CIVIL ENGINEERING / MECHANICAL ENGINEERING
AND ELECTRICAL ENGINEERING FOR THE
ACADEMIC YEAR: 2018 –2019**



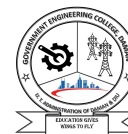
*U.T. Administration of Daman & Diu
Department of Technical Education, Daman & Diu,
Varkund, Nani-Daman.*

Phone: 0260-2242800, Email-Id: gecdaman@gmail.com

Visit us: www.daman.nic.in and www.dnh.nic.in

LAST DATE OF SUBMISSION:

- 2018 by 05:00 p.m.



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1. INTRODUCTION:

Government Engineering College Daman holds the privilege of being first College in the UT of Daman & Diu and Dadra Nagar Haveli. The Honorable Prime Minister laid the foundation stone of this college on 24th February, 2018. The college is acting as a pedestal to explore the hidden talent for technical and managerial excellence among the students. The institute is initially situated in a separate building in the campus of Government Polytechnic Daman at Varkund on Daman - Vapi Main Road. The institute is started with the main objective that it would act as a link between the industries and technical institutions so as to benefit society through their mutual interactions. The Government Engineering College, Daman is approved by the All India Council for Technical Education (AICTE), New Delhi and affiliated with Gujarat Technological University, Gujarat State.

2. AIMS AND OBJECTIVES OF THE INSTITUTE:

The institute is established with an objective of imparting higher education in various fields of engineering and technology also to gain the technical knowledge in Engineering subjects in Daman, Diu and Dadra Nagar Haveli district having several industries in the manufacturing sector. This institute will be immense help in providing highly qualified and skilled man power to fulfill the present demand of industrial sector of nearby area. The institute will provide training in the Entrepreneurship as well to enable them to start own Industries and Business Organizations.

3. COURSES AND SEATS AVAILABLE ARE AS UNDER:

Sr. No.	Name of the Course	Code Pattern	Intake capacity	Duration of Course
1.	Bachelor Degree in Civil Engg.	CE Semester	60	4 -Years
2.	Bachelor Degree in Mechanical Engg.	ME Semester	60	4 -Years
3.	Bachelor Degree in Electrical Engg.	EE Semester	60	4 -Years

4. ELIGIBILITY CRITERIA:

- (A) For the purpose of admission, a candidate shall have passed the Qualifying Examination (i.e. 10+2/HSC) with [Physics, Chemistry and Mathematics (including practical marks) with 45% marks for General category candidate and 40% marks for SC/ST/OBC category Candidates] from any of the following;
- (i) The Gujarat Board
 - (ii) The Central Board of Secondary Education;
 - (iii) Maharashtra State Board Maharashtra;
 - (iv) The Council of Indian School Certificate Examination, New Delhi;
 - (v) The National Institute of Open Schooling;
 - (vi) Any Government Recognized State Board;
- (B) Along with the above (A) Candidate must have appeared the Joint Entrance Examination (JEE) Main conducted by CBSE Board.



5. RESERVATION OF SEAT:

- (i) The Percentage of Seats shall be reserved for the candidates who are Domicile of Daman & Diu and Dadra & Nagar Haveli falling under the following categories as under: -

Sr. No.	Name of Reserved Category	U.T of Daman & Diu	U.T of Dadra & Nagar Haveli
01	Scheduled Castes	7.5 %	2.0 %
02	Scheduled Tribes	15 %	43.0%
03	Other Backward Classes. including widows and orphan of any caste	27 %	5 %

- (ii) A candidate seeking admission on reserved seat shall be required to produce a Certificate of inclusion in the concerned category, provided that the candidate belonging to Other Backward Classes shall be required to produce a certificate to the effect of non-inclusion in Creamy Layer in addition to the caste certificate from competent authority.
- (iii) No caste certificate shall be valid unless it is duly stamped, signed and issued by the authority empowered by the U.T. Administration of Daman & Diu / Dadra Nagar Haveli as the case may be.
- (iv) No certificate to the effect of non-inclusion in Creamy Layer shall be valid, unless it is duly stamped, signed and issued by the authority empowered by the U.T. Administration of Daman & Diu / Dadra Nagar Haveli as the case may be. Such certificate should have validity as per prevailing Rules & Regulations of UTs.
- (v) If a candidate fails to submit the certificate as required by Rule and Regulation within the stipulated time, his/her candidature shall be considered for admission under unreserved category.
- (vi) If a candidate of reserved category gets admission on unreserved seat on merit basis in common / unreserved category, he/she may be given admission on the unreserved seat according to his/her preference.
- (vii) The admission of a candidate of a reserved category on a reserved seat shall be valid subject to the verification of caste certificate issued to him/her by the authority empowered by U.T. Administration of Daman & Diu and Dadra & Nagar Haveli in this behalf. In case the caste certificate is found to be invalid on verification, he/she shall not have right to claim his/her admission on reserved seat and if he/she has already been granted admission, such admission shall be cancelled. Admission of such candidate may be continued in case of availability of vacant unreserved seats, subject to the condition of eligibility of merit.
- (viii) After granting admission to all the candidates of reserved categories on respective reserved seats, the reserved category seats remaining vacant shall be transferred to the unreserved category seats.
- (ix) If sufficient number of candidates is not available to fill up the seats reserved for SC, the same seats will be filled-up by ST candidates. Similarly, if the sufficient number of candidates is not available to fill-up



the seats reserved for ST, the same seats will be filled-up by SC candidates. Thereafter, in case of non-availability of suitable candidates of SC / ST, the same seats will be filled-up from merit list of General category. Similarly, if sufficient candidates are not available to fill the seats reserved for OBC, then said seats will be filled in by merit list of General Category.

5 a. Reservation for ST/SC/OBC Candidates

- (i) The Reserved Policy for ST/SC/OBC as decided by the U.T. Administration of Daman & Diu and Dadra Nagar Haveli shall be eligible for their claim on the reserved seats as per Reservation Roster prepared by the Administration.
- (ii) Reserved Category applicants who are migrants to this Union Territory of Daman & Diu and Dadra Nagar Haveli shall not be eligible for their claim on the seats reserved for ST/SC/OBC.
- (iii) The pattern of the Reservation for Daman & Diu as mentioned in Reservation Roster is as per the instructions issued by Government of India, Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training, New Delhi vide O.M. No. 36012/2/96-Estt(Res.) dated 02/07/1997. The above reservation will be given as per the Reservation Roster prepared by this U.T. Administration.
- (iv) The pattern of the Reservation for Dadra & Nagar Haveli as mentioned in Reservation Roster is as per the Regional Reservation policy followed in the U.T. Dadra & Nagar Haveli. The above reservation will be given as per the Roster prepared by this U.T. Administration.

5b. Reservation seats for Physically Disabled Candidates:

Five percent of total seats shall be reserved for Physically Disabled Candidates, in accordance with the provisions of the Persons with Disabilities (THE RIGHTS OF PERSONS WITH DISABILITIES) ACT, 2016. A candidate with disability shall have to submit certificate of disability issued and duly signed by the Civil Surgeon. (Explanation- “person with disability” means a person suffering from not less than forty percent of any disability as certified by a competent medical authority.)

5c. Reservation for the Children of Defence Personnel and Ex-Servicemen.

- (i) One percent of total seats shall be reserved for the children of Defence personnel and Ex-Servicemen, for admission to degree engineering course.
- (ii) A candidate claiming admission against the Ex-Serviceman category shall be required to submit a certificate to that effect duly issued by the Director, Sainik welfare board, Ministry of Defense.(In - Service Defence Persons / retired defence persons notified by the Ministry of Home Affairs, Police Division-II, Government of India shall required to submit certificate to that effect duly issued by the commanding officer of the respective unit in which they are serving or were serving just before the retirement respectively.)
- (iii) The seats remaining vacant against the category of Defence Personnel and Ex-Servicemen shall be filled up from the merit list of unreserved category candidates in respective U.T.
- (iv) The children of Defence Personnel and Ex-Servicemen Domicile of UTs shall be included under the reserved category specified in this rule, if they have passed the qualifying examination from the schools located outside the UTs and have appeared in the JEE conducted in the corresponding academic year.



- (v) The admission on such reserved seat shall be valid subject to the veracity of certificate being confirmed by the authority by whom the certificate is issued.

5d. Reservation for Kashmir migrant

One percent of total seats for each of UT shall be reserved for Kashmiri Migrant Students for admission to degree engineering course. A candidate claiming admission against Kashmiri Migrant Students category shall require to submit a documentary evidence regarding student being Kashmir Migrant from competent Authority.

6. APPLICATION PROCEDURE:

- (i) The candidate seeking admission to Engineering courses during academic year 2018-19 are required to apply on the prescribed form **ONLINE** and upload the required documents. Applicant, who has applied **ONLINE** before the last date and satisfy criteria, will be considered with physical verification of Original Certificates on given date at respective centers.
- (ii) Before filling the application form applicants are advised to read the instructions carefully and follow them strictly, incomplete online application forms and print-outs (PDF) received after the due date will be rejected. No correspondence in this regard shall be entertained. Official website of both UTS www.daman.nic.in and www.dnh.nic.in contains Admission Brochure / prospectus which have all the necessary information and instructions.
- (iii) Payment of Application Fees of Rs.200/- (Rupees Two Hundred only), which is non-refundable shall be paid on line.
- (iv) For filling the **ONLINE** application if any difficulties arises contact to respective help centre which is mention below in 6(a).

6 (a) HELP CENTER & REPORTING CENTRE:

The following officials will be In-charge of the respective UT are as under: -

For Daman Territory	For Diu Territory	For Dadra & Nagar Haveli Territory
1. Assistant Director (Tech. Education), Daman & Diu. 2. Principal, Government Engineering College Daman	Vice Principal, Technical Training Institute, Diu	Principal, Dr. B.B. A. Polytechnic, Karad, Dadra & Nagar Haveli

7. CERTIFICATE TO BE UPLOADED:

- (a) Self-Attested copies of the following certificates will have to be uploaded in **PDF or JPEG format only (as per category applicable): -**
- (i) A School/College Leaving Certificate, signed by the Head Master/Principal of the Institution in which the student was last enrolled.
 - (ii) H.S.C. mark-sheet and H.S.C. Passing Certificates from the H.S.C.E. Board or its equivalent as specified in Rule 4.
 - (iii) Copy of JEE (Main) Examination Mark sheet.
 - (iv) Attempt Certificate at H.S.C. signed by the Head Master/Principal of the Institution in which the student was last enrolled.



- (v) Certificate showing last preceding 5 years of Schooling from qualifying Examination in the U.T. of Daman & Diu and Dadra & Nagar Haveli.
 - (vi) Domicile Certificate of Parents/Guardians (Appendix 'A') as per clause No.10 from the District Magistrate / Mamlatdar of the concerned District residence of the applicant in the U.T. of Daman & Diu /or Dadra & Nagar Haveli.
 - (vii) In the case of Physically Handicapped or Disability candidates a Certificates from the duly constituted Medical Board at District level regarding the nature of handicap and the extent to which the candidate is fit for pursuing the Degree course.
 - (viii) In case of children of Kashmiri Migrants, Certificate from the concerned Sub Divisional Magistrate or Mamlatdar concerned that parents are Kashmiri Migrants.
 - (ix) In the case of candidates belonging to SC/ST/OBC a Certificate from the ate / Mamlatdar concerned to that effect and OBC candidate will also have to submit a caste certificate in prescribed format from the Mamlatdar Daman / Diu and Dadra & Nagar Haveli only.
 - (x) Copy of Non-Creamy Layer Certificate (For OBC applicant) issued prior to 1st April, 2018 shall not be accepted.
 - (xi) In case of the employees falling in the categories of clause No.10 Service Certificate of Parents from the Head of the Office is necessary.
- (b) Self-Attested copies of the following certificates to produce at the time of Counselling with original document
- (i) S.S.C. mark-sheet and S.S.C. Passing Certificates from the S.S.C.E. Board or its equivalent.
 - (ii) The candidate selected for admission will have to produce a Medical Certificate at the time of admission to the effect that he/she is fit to undergo the Engineering Course.
 - (iii) In case of Children of Central Para Military Forces Personnel, Certificates (i) From the concerned Central Para Military Forces Authority regarding the death/injury OR present service of the parents, (ii) Certificate from the concerned Sub Divisional Magistrate OR Mamlatdar concerned that the parent's hails from the U.T. of Daman & Diu and Dadra & Nagar Haveli.
 - (iv) Copy of Aadhar Card issued by the Competent Authority of India.
 - (v) Self-Attested copy of Aadhar seeded Bank Account details in case of Girl Candidate.
- (c) Attested copies of the Certificates of the applicant shall not be returned to the candidates even if he/she is not selected for admission.

8. PREPARATION OF MERIT LIST-

The merit list of the candidates who have applied for admission in the manner prescribed by the Scrutiny Committee, within the prescribed time limit and who are found to be eligible for admission under admission rules from time to time shall be prepared in the following manner, namely:

- (a) The merit list shall be prepared on the basis of performance in Joint Entrance Examination (JEE) Main conducted by CBSE Board and a merit list would



- be decided accordingly for Selection of candidates for Degree courses in Engineering. &
- (b) A candidate must have passed qualifying examination with Physics, Chemistry and Mathematics (including practical marks) for admission to Degree Engineering courses with 45% marks for General category candidate and 40% marks for SC/ST/OBC category Candidates.
 - (c) The Merit list (Provisional) will be prepared and displayed on the official website of this U.T. i.e. www.daman.nic.in and the intimation will be made by SMS or E-mail etc.
 - (d) The Merit list will be subject to change due to any correction that may arise due to any unforeseen reasons etc.
 - (e) The Allotted & Waiting list will be displayed / updated after respective counseling on the above mentioned website.

9. ALLOCATION OF SEATS:

The total number of seats in Government Engineering College, Daman is 180 as described in the table below:

Sr. No	U.T. of Daman & Diu					U.T. of Dadra & Nagar Haveli				
	Category wise Description	CE	ME	EE	Total	Category wise Description of	CE	ME	EE	Total
1	General Category: (As per Rules No.10)	13	15	14	42	General Category: (As per Rules No.10)	13	13	13	39
2	Scheduled Caste category: (15%) (As per Rules No.5a)	4	4	4	12	Scheduled Caste category: (2.0%) (As per Rules No. 5a)	1	0	1	2
3	Scheduled Tribes category: (7.5%) (As per Rules No. 5a)	2	2	2	6	Scheduled Tribes category: (43%) (As per Rules No. 5a)	13	13	13	39
4	Other Backward classes: (27 %) (As per Rules No. 5a)	8	8	8	24	Other Backward classes: (5 %) (As per Rules No. 5a)	1	1	2	4
5	Physical Disability candidate (5%) (As per Rules No. 5b)	2	1	1	4	Physical Disability candidate (5%) (As per Rules No. 5b)	1	2	1	4
6.	Children of Central Para Military Forces Personnel Killed / disabled during the course of duty / Children of Ex-Servicemen (1%) (As per Rules No. 5c)	1	0	0	1	Children of Central Para Military Forces Personnel Killed / disabled during the course of duty / Children of Ex-Servicemen (1%) (As per Rules No. 5c)	0	1	0	1
7	Seat for Kashmiri Migrant Students (1%): (As per Rules No.5d)	0	0	1	1	Seat for Kashmiri Migrant Students (1%): (As per Rules No. 5d)	1	0	0	1
TOTAL SEATS		30	30	30	90	TOTAL SEATS	30	30	30	90



10. METHOD OF SELECTION:

The allotment of degree Engineering seats will be made in the following order of priority:

(A) First Priority:

Applicant(s) whose parent/guardian (in case Father and/or Mother is not alive) have Domicile Certificate of U.T. of Daman & Diu /or Dadra & Nagar Haveli issued by the Mamlatdar, Daman/Diu/ Dadra & Nagar Haveli. The applicant(s) should have continuously studied for at least 5 years i.e. from Class 8th to 12th in any of the recognized schools of U.T. of Daman & Diu /or Dadra & Nagar Haveli.

(B) Second Priority:

If the seats remain vacant after allotment to the first priority applicants, then the applicant(s) falling in the following category will be considered in Second Priority: -

Applicant(s) whose parents / guardian (in case Father and/or Mother is not alive) have Domicile Certificate of U.T. of Daman & Diu /or Dadra & Nagar Haveli issued by the Mamlatdar, Daman / Diu / Dadra & Nagar Haveli and the applicant(s) have studied from any of the institution.

(C) Third Priority:

If the seats remain vacant even after allotment to the first and Second priority applicants, then the applicant(s) falling in the following category will be considered in Third Priority: -

Applicants whose parents/guardian (in case Father and/or Mother is not alive) are employees (regular/deputation/transfer) of this U.T. Administration of Daman & Diu/or Dadra & Nagar Haveli (Govt. Servant/ Central Government/ State Government/ Nationalized Bank/Cooperative Bank), who has continuously served in this Administration for minimum 5 years at the time of application and the applicant should have continuously studied for at least 3 years i.e. in Class 10th & 12th in any of the recognized Schools of U.T. of Daman & Diu/or Dadra & Nagar Haveli. **In case of Bank employee their Headquarter shall be Daman/Diu/or Dadra & Nagar Haveli.**

(D) Fourth priority

If the seats remain vacant even after allotment to the First, Second & Third priority applicants, then the applicant(s) falling in the following category will be considered in Fourth Priority: -

Non-resident Indian applicants holding Indian passport provided he/she has studied and passed qualifying examination from school/colleges located outside India, in the country of his/her residence. NRI candidate must produce a certificate issued by Indian Diplomatic Mission or Chancellery or Commission abroad under their seal stating that the father /parent of the applicant is an Indian resident in that country. Overseas Citizens of India (OCI) cardholders are considered eligible for admissions to seats under NRI Category.

(E) Fifth priority

If the seats remain vacant even after allotment to the First, Second & Third and fourth priority applicants, then all the other eligible applicant(s) will be considered in Fifth Priority.



NOTE: “Domicile” mean those Parents (in case Father or Mother is not alive) and Guardian of the applicants who are staying continuously in this Union Territory of Daman & Diu for a period of more than 10-years. The Domicile Certificate of Grand Father / Grand Mother / Uncle / Aunty etc. is not considered as Parents’ Domicile Certificate.

- a) The Mamlatdar, Daman /Diu and Dadra & Nagar Haveli will issue the necessary Domicile Certificate of Parents / Guardian to this effect based on Ration Card, Parliamentary Constituency Electoral Rolls, Election Photo Identity card and other such proof supported by Affidavit to the effect strictly.
- b) The Dependence Certificate issued by the Mamlatdar, Daman / Diu /or Dadra & Nagar Haveli will have to be attached with application in case of those who are claiming guardianship of the applicants, in that case, Domicile Certificate of the Guardian will also have to be produced. The dependence certificate will be issued by the Mamlatdar, Daman/Diu /or Dadra & Nagar Haveli (in case of Father or Mother is not alive) and applicant is fully dependent and living with Guardian.
- c) The applicant Caste Certificate for SC/ST/OBC should be obtained from the Mamlatdar Daman / Diu /or Dadra & Nagar Haveli. Caste Certificate of the applicant will be issued on the basis of Notification issued by the U.T. Administration of Daman & Diu/or Dadra & Nagar Haveli from time to time in prescribed Performa only (Appendix-2 for SC/ST and Appendix-3 for OBC).
- d) The benefits of reservation for SC/ST/OBC shall be given to only those applicants whose parents are Domicile of this U.T. of Daman & Diu /or Dadra & Nagar Haveli However, the above benefits shall not be given to the applicants whose parents have migrated from other States / U.T.’s.
- (e) If sufficient numbers of applicants are not available to fill up the seats reserved for SC within the UT, the same seats will be filled-up by ST applicants. Similarly, if the sufficient numbers of applicants are not available to fill-up the seats reserved for ST within the UT, the same seats will be filled-up by SC applicants. Thereafter, in case of non-availability of eligible applicants of SC / ST within the UT, the same seats will be filled-up from merit list of General category.
- (f) Similarly, if sufficient applicants are not available to fill the seats reserved for OBC, then said seats will be filled in by merit list of General Category.
- (g) Further after completing of all the allotment of seats within Daman & Diu if seats are vacant then it transfers to Dadra & Nagar Haveli or vice versa.

11. COUNSELING COMMITTEE

a) The Counseling Committee for degree Engineering courses comprises of:

- | | | |
|--|-------|------------------|
| 1. Director (Education), Daman & Diu | ----- | Chairman. |
| 2. Director (Education), Dadra & Nagar Haveli | ----- | Member |
| 3. Asstt. Director (Tech.Edu.), Daman & Diu. | ----- | Member |
| 4. Asstt. Director (Edu.), Daman & Diu. | ----- | Member |
| 5. Asstt. Director(Edu.), Dadra & Nagar Haveli | ----- | Member |
| 6. Principal, Govt. Engineering College, Daman | ----- | Member Secretary |



- b) The committee will finalize the selection of applicants against the seats for Engineering courses by counseling in the presence of the applicants.
- c) After selection of the applicant by Counseling Committee for the course as per his / her choice, the applicant shall have to accept or reject the same before the Committee and in case of acceptance, he / she will have to pay a fees and thereafter have to submit the affidavit by the student and by the parents in prescribed Form (Appendix 'B' & 'C') to the Principal Government Engineering College Daman.

12. TERMS AND CONDITION OF ADMISSION

A) Cancellation of Admission:

- (i) If any candidate who is offered admission does not pay the prescribed fees, after confirmation in the counseling, will be treated as cancelled and the seat will be offered to the next eligible candidate in the merit list of that group.
- (ii) The admission offered to the candidate shall be cancelled if, later the Gujarat Technological University declares that the candidate is not eligible for admission.
- (iii) Even if a candidate pays the tuition fees but fails to join the Institute within fifteen days from the date of payment of tuition fees or remains absent for more than fifteen days without intimation or prior permission, the Principal may at his discretion cancel the admission of such candidates.
- (iv) If any information supplied by the Candidate in connection with his/her admission is later at any time found to be incorrect the candidate shall be liable to be dismissed from the Institute and the fees paid by the candidate shall be forfeited.

B) Refund of Fees:

- (i) Students desirous of leaving the Institute under any of the circumstances given below, He / She will be entitled to get refund of the fees on submission of written application to the Principal stating reasons thereof:
 - (a) The full amount of fees will not be refundable for those students who had paid and provisionally admitted with the pending issue of certificates of eligibility and thereafter declared not eligible for admission by the Gujarat Technological University, Gujarat State.
 - (b) 100% of the full fees actually paid by the students, if he/she leaves the Institute within 15 days from the date of payment of fees. Provided the candidate must inform to the Principal that he/she is leaving the Institute within the above stated period. Thereafter the fees will not be refundable.
- (ii) The fees shall be refunded to the student who leaves the Institute within One month of the start of the academic session to join a Degree Course in Architecture, Engineering, Technology, Science or other similar Professional Courses of study, if Enrollment in the University has not been completed, and provided.
 - a) At the time of applying for admission he/she intimates that he/she also has applied for admission to one of the Professional / Science Colleges, and
 - b) Submits a written application for refund of fees through the Principal of the Concerned College he/she has joined within Two weeks of his / her joining the new Institutions.



- (iii) The whole amount of fees paid by the student shall be forfeited if the student leaves the Institution after the confirmation of the admission (Enrollment number allotted by University).

13. ACADEMIC INFORMATION:

i) Term / Semester

Degree Course in the discipline of Civil, Mechanical and Electrical Engineering at Government Engineering College, Daman will run under Semester pattern and each term will be start as per the dates prescribed by the Gujarat Technological University, Gujarat State. The Final certificate will be awarded based on Cumulative Grade Point Average (C.G.P.A).

iii) Examination:

The curriculum of the Institute meets the standards prescribed by All India Council for Technical Education. The medium of instructions and examination is English only. For the purpose of examination, academic control and award of Bachelor Degree Certificate, the Institute will be governed by the Rules and Regulations of Gujarat Technological University, Ahmedabad, Gujarat State.

14. FEES:

(i) Fees will be charged at the following rates (Non Refundable):

Sr. No.	Description	Amount (Rs.)	Remarks
1.	Admission fee*	5000.00	
2.	Tuition fee at the beginning of each Term / Semester	2000.00	
3.	Identity Card at the time of admission	100.00	
4.	University Affiliation fee at the time of Admission	900.00	
5.	Sports & Cultural activity fee at the time of admission	1000.00	
6.	Student Group Insurance Fees	200.00	
7.	Hostel fee at the beginning of each Term / Semester a. Boys b. Girls	2000.00	Applicable, only to students who avails Hostel facility
	*For NRI/OCI Students	100000.00	

Note: A. In case of Hostel opted and mess facilities are availed then the mess bill will have to be separately paid by the student.

B. Student Uniform will be purchased from the market (two pair of Pants, Shirts, Tie, Belt, Shoes, Socks, Koty /Jacket etc.) as per the prescribed dress.

(ii) Examination fees:

The Examination fees as prescribed by the Gujarat Technological University, Gujarat State shall have to be paid at the time of filling the Examination Form/ Registration (Beginning of each term).



15. CONDUCT & DISCIPLINE:

Students after taking the admission in the institute must abide by the rules and regulations of the institute. Students are advised to adhere to the rules and Regulations of the institute and discharge their responsibilities as a student with diligence, fidelity and honour. The rules and regulations are as mentioned below:

I) Institute Rules and Regulations

- a) Student must punctually attend all lectures, practicals, tutorials, assignments, tests, examinations etc. A student whose attendance and/or progress in the midterm and final university Examinations are not satisfactory and who does not perform the required number of assignments, tutorials and/or practical's are likely to lose their terms. Defaulters will not be allowed to appear for the final University Examination
- b) Students shall behave with dignity and courtesy inside and outside the college and should wear identity cards inside the campus and also when attending any meetings outside the campus. Any violation of these orders will lead to disciplinary action.
- c) Possession of mobile phones during the college hours in the campus is strictly prohibited. Students shall not entertain visitors without prior permission in the campus. Students are expected to read notices/circulars displayed on the college notice board and also on institute Web Site. Ignorance of not reading any notice/circular displayed shall not be accepted as an excuse for failing to comply with the directions contained in it.
- d) Spitting, smoking and throwing bits of paper inside the institute campus are harmful and must be avoided. Refrain from possessing, consuming or distributing alcohol, harmful drugs, narcotics, ghutkas, chewing gums and smoking cigarettes. Any violation of these orders will lead to disciplinary action.
- e) Do not possess firecrackers of any kind in the hostel and college campus. Do not smear colored powder and splash color water in the guise of festivals and functions on or during any other occasion in the hostel or college campus.
- f) Respect the institute property. Destroying or damaging the institute property is punishable. Students should not destroy/ damage/ deface, remove the institute property, disturb or injure a person under the pretext of celebrating / inducting / pledging or for any other reason like rivalry etc. The cost of any damage so caused will be recovered from the students collectively if the responsibility for it cannot be fixed on any individual or group of individuals.
- g) Students are not allowed to convene any kind of meeting in the campus or any sort of fund collected without the permission of the HOD / Principal or to circulate / display any kind of notice among students or on black boards or on notice board without the written permission of the HOD/ Principal. No information or report should be sent to press or board-casting agencies and placement companies without the permission and approval of the HOD / Principal.
- h) Do not be a part of any union or group or organization. Any move to form unions or groups of any type unauthorized groups etc. banned by the UT



Administration is an offense. Students are strictly forbidden from engaging themselves in any political or other activities. Gathering in groups at roads, entrance, exit, pathways, gardens etc, is strictly prohibited.

- i) Students are expected not to interact, on behalf of the Institute, with media representatives or invite media persons on to the campus without the permission of the Institute authorities.

II) Hostel Rules and Regulations:

- i. Student seeking to avail hostel facility has to note that hostel accommodation will only be allotted to studious students who believe leading a Spartan life and remain disciplined. Every student before room allotment in hostel shall give an undertaking with respect to the acceptance of rules and regulations, along with duly filled General Information form and Immunization Record.
- ii. Rooms are allotted on the basis of the criteria & procedure laid down by the authorities and the Sole Discretion of warden from time to time. No change in room will be permitted during the session. Hostellers must always keep their Hostel Identity Card in their possession.
- iii. Hostel Fee once paid will not be refunded except for the security amount. No hostel fee will be refunded in case of expulsion of any students from the hostel involved in any kind of indiscipline activities.
- iv. Hostel Rooms are furnished with Bed, Mattress, Ceiling Fan, Study Table & Chair, Tube light set (complete) and a Ward robe. Students are required to check all these items while taking charge of the room. Once a room is handed over, no item will be replaced then after.
- v. Boarder should not keep expensive article in their room. Authorities will not be responsible for any loss or theft of such items. Boarders will be held fully responsible for any loss or damage to the electric fitting, furniture of any other property in their room and hostel premises.
- vi. It is the responsibility of the inmates to do their best for maintaining discipline, peace and harmony in the hostel. The senior students are advised to set good examples to their juniors. Creating noisy or unruly scenes in Hostel or destroying academic ambience in any manner will also mean instant vacation of hostel accommodation.
- vii. Misuse of electricity, water and other facilities will be liable for penalty. Students are advised to switch off all electrical gadgets before leaving their rooms and create an example of good hostlers. Use of Room Heater, Water heater, Immersion Rod, Electric iron, Room coolers of any other electric application in room is STRICLYBANNED.
- viii. Smoking, chewing tobacco, consuming alcoholic drinks or any other intoxicating drugs etc. are strictly prohibited. Any inmates, if found indulging in such practices, shall be asked to vacate the hostel without any notice.
- ix. During college hours no student allowed to remain in the hostel without the permission of Hostel Warden. No Backup electricity will be provided in the hostel when classes are running



III) MISCELLANEOUS RULES:

(i) Tools and Instruments (Engineering Courses):

Each candidate, immediately on admission has to equip himself/herself with the necessary tools, instruments for Drawing, Workshop and Laboratory Practice.

(ii) Industrial Visits and Educational Tours:

Industrial visits and Education Tours as and when arranged for the students by the Institute are compulsory. The students shall have to bear full cost on such tours/visits.

16. RAGGING & PUNISHMENT AT THE INSTITUTIONAL LEVEL:

At the institution level: Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- (i) Cancellation of admission and Suspension from attending classes.
- (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) Rustication from the institution for period ranging from 1 to 8 semesters.
- (viii) Expulsion from the institution and consequent debarring from admission to any other institution of Daman & Diu and Dadra Nagar Haveli.
- (ix) Fine and punishment as per the norms of Jurisdictions.
- (x) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential riggers.

The decision of the Principal in this matter shall be final.

17. ANTI-RAGGING COMMITTEE AT THE INSTITUTIONAL LEVEL:

- | | |
|--|--------------------|
| 1. Principal, Govt. Engineering College, Daman | - Chairman. |
| 2. Asstt. Professor in Civil Engineering | - Member |
| 3. Asstt. Professor in Mechanical Engineering | - Member |
| 4. Asstt. Professor in Electrical Engineering | - Member |
| 5. Asstt. Professor in Computer Engineering | - Member |
| 6. Asstt. Professor in Physics | - Member Secretary |



APPLICATION FORM
FOR ADMISSION TO DEGREE COURSES AT
GOVERNMENT ENGINEERING COLLEGE, DAMAN.

Form No. :

APP. REG. No. _____.

YEAR : 2018-19

FILL-UP APPLICATION FORM WITH CAPITAL LETTERS AS
PER H.S.S.C.E. LEAVING CERTIFICATE / MARKSHEET

Affix a Passport
size photo of the
Applicant, duly
Self attested

1.	NAME OF CANDIDATE	
2.	FATHER'S NAME	
3.	MOTHER'S NAME	

4.	Category Applied for (✓) Tick	GEN	SC	ST	OBC	PH	Others
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5.	Date of Birth : (DD / MM / YYYY) as per Leaving Certificate			
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6.	Place of Birth (as per Leaving Certificate)	
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7.	Full Address with Pin code & Phone / Mobile No. (for Correspondence) :
----	--

House No. / Flat No. _____

Building / House Name _____

Street / Sheri / Lane _____

Village _____

District _____

State _____

Phone No. _____

Pin
Code _____

Mobile No. _____

Compulsory :

E-Mail : **Parents** _____

Mobile No. _____

Parents (Aadhar linked) _____



8.	Father / Guardian : (Name, Occupation and Address)
----	---

Name

Occupation

Address

9.	Parents Annual Income from all sources	
----	--	--

10.	Relationship with Guardian	
-----	----------------------------	--

11.	Do You belong to Scheduled Caste / Tribe or OBC?	Yes / No
-----	--	----------

12.	Marks obtained in H.S.C. Examination or it's Equivalent :
-----	---

Sr. No.	Name of the Subject	Marks out of	Marks Obtained
i.	Mathematics		
ii.	Physics		
iii.	Chemistry		
iv.	English		
v.	Language		
	TOTAL		

14. Details of JEE Examination:

Exam. Seat No.	Month & Year of passing	Mark obtained				All India Rank
		Physics	Chemistry	Mathematics	Total	

15. Have you applied for any other Course in other Institute? **Yes / No**

If so, give details :



16. List of attested copies of Certificates attached to this application as per Requirements:

a)	H.S.C.E. Mark sheet (with Attempt Certificate)	Yes / No
b)	Schooling certificate of Five years preceding the year of application from the School (UT of D&D and DNH)	Yes / No
c)	JEE Examination Mark sheet	Yes / No
d)	Domicile Certificate from Mamlatdar, Daman / Diu and Dadra & Nagar Haveli.	Yes / No
e)	Certificate that Candidate's father or mother is Central Govt./Union Territory Govt. Employee.	Yes / No / N.A.

17. List of self attested copies of Certificate to claim reserved seats and /or (as applicable).

a)	Certificate from Mamlatdar Daman / Diu and Dadra /Nagar Haveli in case the applicant belong to SC/ST/OBC.	Yes / No / N. A..
b)	Certificate from District Collector in case of representing this U.T. in any Sports/Games in any National Event.	Yes / No / N. A.
c)	Certificate of Handicap & Disability from Medical Board	Yes / No / N. A.
d)	Certificate of appropriate authority as regards service in para Military Forces/Death during the performance of Duty.	Yes / No / N. A.
e)	Certificate from appropriate authority as regards admission against category 5a to 5d.	Yes / No / N. A.
f)	Self Attested copy of Aadhar Card issued by the Competent Authority of India.	Yes / No / N. A.
g)	Self Attested copy of Bank Account Details in respect of Girl Students.	Yes / No / N. A.

18. Undertaking and declaration

- (a) I hereby undertake, if admitted, to confirm to the Rules and Regulations at present in force or that may thereafter be made for the Govt. Engineering College, and that so long as I am a student of the Government Engineering College, I will do nothing either inside or outside the institute that will interfere with its orderly governance and discipline.
- (b) I hereby declare that I have not been debarred from appearing for any examination held by any Govt. Constituent Statutory Examination Authority in India.



- (c) I promise not to harm any other students in any form and will not in any way be involved in any kind of ragging or illegal / anti-social activities.
- (d) I hereby declare that the Institute (Government Engineering College, Daman) will not in any way be held responsible for accidents/injuries during the Institution Practical's/Training in Industries/Educational Tours.

Place: _____

Date: / /

Signature of the Parent/Guardian

Signature of the Candidate



APPENDIX 'A'

DOMICILE CERTIFICATE

Form of Certificate of Domicile in respect of Father / Mother / Guardian of the applicant.

Certified that Shri / Smt. _____

Father / Mother / Guardian of Shri / Smt. _____

Who is working as _____ is a permanent resident of _____ Daman / Diu / Dadra & Nagar Haveli, and staying in this Union Territory for more than 10-years.

Mamlatdar,
Daman / Diu/ Dadra & Nagar Haveli

Date :

Certificate in respect of Guardian will be accepted only if applicant's Father / Mother is not alive and the applicant is solely dependent on the Guardian. The relationship of the applicant with the guardian should be stated. An affidavit to that effect may also be affirmed before the Mamlatdar, Daman / Diu/ Dadra & Nagar Haveli.

N.B. (i) Domicile mean those Parents and Guardians (in case Father or Mother is not alive), of the applicants who are staying continuously in this Union Territory for more than 10-years.

(a) The Mamlatdar, Daman / Diu / Dadra & Nagar Haveli will issue the necessary Certificate to this effect based on Ration Card, Parliamentary Constituency Electoral Rolls, Election Photo Identity card and other such proof supported by an Affidavit to that effect, and

(b) The dependence Certificate issued by the Mamlatdar, Daman / Diu/ Dadra & Nagar Haveli will have to be attached to the application in case of those who are claiming guardianship of the candidates.



APPENDIX - B:

AFFIDAVIT BY THE STUDENT

I, _____ (full name of student with admission / registration / enrolment number) s/o - d/o Mr _____.

- 1) having been admitted to Government Engineering College Daman have received a copy of the AICTE 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 Regulation 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 behavior 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

_____ (place) on this the _____ (day) of _____ (month) _____ (year)

Signature of Deponent

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

Assistant Director (Tech. Education)
Daman & Diu



APPENDIX -C:

AFFIDAVIT BY PARENT / GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father / mother / guardian of _____ (full name of student) having admission / registration / enrolment number _____.

- 1) Having been admitted to _____ (name of the Institution), have received a copy of the AICTE 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 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 behavior 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 word 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, I am aware that my admission my word 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

_____ (place)
on this the ____ (day) of ____ (month) ____ (year)

Signature of
Deponent

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

Assistant Director (Tech. Education)
Daman & Diu

