

## Matter Related to UGC Guideline for Reservation Policy

Government of Gujarat  
Education Department  
Circular No. UGY/1209/3496/  
Sachivalaya, Gandhinagar  
Date: 24-10-2015

### Taken into consideration:

1. Guideline related to Reservation Policy released by the UGC through Letter No. F.5/2006 (STC)

### Circular:

All the universities, Principals of all the affiliated colleges, Heads of the approved Educational Institutions, Heads of Post Graduate Departments of the Universities, Professor in-charge of the P G Centres run by the universities, and all concerned are hereby informed that it is expected that the procedure for admission to different educational courses be carried out as per the guideline issued by the government and other legislative organizations. Moreover, reservation policies be followed strictly as per the Central and State Government Guidelines for the admission of the students and recruitment of the teachers in the Government, Semi-government and grant-in-aid educational institutions and in the self finance institutions, the reservation policy be followed strictly for the admission of the students. The provisions for reservations in brief are given below so as to help and follow the government guideline for the admission of the students and recruitment of the teachers in all the educational institutions. All concerned are hereby informed to follow strictly the policy.

### Ratio of Reservation:

Sr. No.	Matter	Reservation in %
1.	Schedule Caste	07%
2.	Schedule Tribe	15%
3.	S E B C	27%

### Admission to the Students:

- (1) Admission be given at graduate, post graduate, M Phil and Ph D level in proper proportion.
- (2) The relaxation in the passing standards for educational qualifications, age limit, experience, entrance test passing be given as per the rules made by the government and the UGC.
- (3) In case of the SC and ST students if there is no lower cut out line of the percentage, in case of non-availability of such students, other students be admitted up to the passing marks obtained by those students.
- (4) The admission procedure be made separately for the SC and ST students.
- (5) If the students of the SC and ST categories take admission on the basis of their merit like other students, without availing any relaxations in the payment of the admission fees and term fees, their admission be treated as of the general category. But as against that, other students of SC and ST be in the same proportion be not taken into consideration.



- (6) If the candidates of SC and ST categories are not available in the required proportion, the seats be filled up with mutual arrangements. i. e., the vacant seat of SC is filled up with ST candidate and the vacant seat of ST be filled up with SC candidate.
- (7) If the candidates of the SC and ST are not available in the required proportion, it may please be announced through the newspapers of the national level so as to have more candidates of these categories.
- (8) To prepare the candidates for the admission procedure, short term coaching classes be arranged.
- (9) In the Admission Procedure Committee, there has to be at least one member of the SC / ST.

#### Recruitment of the Staff:

- (1) For the recruitment of the SC and ST candidates, the procedure of the interview be done separately.
- (2) If the candidates of the SC and ST get selected without availing any relaxation applicable to them in the prescribed norms just like application fees, age limit, etc. their recruitment be considered as the recruitment in the open category.
- (3) The interview conducting panel must consist of a member of the SC / ST.
- (4) The panel must also include a representative of the District SC / ST Welfare Officer.
- (5) Deputy Registrar SC / ST Cell has to be a member of the Selection Committee

The guideline released by the UGC is attached herewith for the strict implementation of the reservation policy.

All the universities are hereby instructed to implement this policy by making necessary amendments in the statutes, ordinances, regulations and rules so as to make it applicable

By the Order of the Governor of Gujarat and in his name.

(I/C Registrar)

Copy to:

Principal Secretary of the Hon. Governor, Raj Bhavan, G'nagar Gujarat State  
 Personal Secretary to the Hon C M. Sachivalaya, G'nagar  
 Personal Secretary to the Deputy C M. Sachivalaya, G'nagar  
 Personal Secretary to the Education Minister, Sachivalaya, G'nagar  
 Personal Secretary to the Social Welfare Minister, Higher Education, Sachivalaya, G'nagar  
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