



## INSTRUCTIONS

1)	<p>Application should be made by the candidate in the prescribed format and should be submitted personally or by post to;</p> <p style="text-align: center;"><b>The Registrar, Ganpat University, Ganpat Vidyanagar- 384012, Mehsana-Gozaria Highway, Mehsana, GUJARAT, INDIA</b></p> <p style="text-align: center;"><b>OR</b></p> <p>The candidate may also send the scan copy of duly filled application form along with supporting documents and prescribed fees with postage charges by email on <b>coe@ganpatuniversity.ac.in</b></p>						
2)	<p>The following document should be enclosed along with the <b><u>application form</u></b>.</p> <table border="1" style="width: 100%;"><tr><td style="width: 5%; text-align: center;">a)</td><td>For Syllabus Equivalence - Attested Copy of Syllabus from last University appeared</td></tr><tr><td style="text-align: center;">b)</td><td>For Percentage /Class Equivalence with CGPA/ Grade - Photocopy of Final Semester / Year marksheet</td></tr></table>	a)	For Syllabus Equivalence - Attested Copy of Syllabus from last University appeared	b)	For Percentage /Class Equivalence with CGPA/ Grade - Photocopy of Final Semester / Year marksheet		
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3)	<p>The fee should be paid in the form of <b>Demand Draft</b> in favour of the <b>“Ganpat University payable at Mehsana”</b> or through <b>RTGS</b> with details as under: (The Cheque of any type shall not be accepted). The fees for Equivalence Certificate is Rs. 500/-</p> <ul style="list-style-type: none"><li>• <b>Online Payment Through</b> :- <a href="https://paytm.com/education?op=Ganpat%20University">https://paytm.com/education?op=Ganpat%20University</a></li><li>• <b>RTGS Details:-</b><ul style="list-style-type: none"><li>- <b>Bank Name: The Mehsana Urban Co-op Bank Ltd.,</b></li><li>- <b>Branch: Ganpat Vidyanagar</b></li><li>- <b>Account Name: Ganpat University</b></li><li>- <b>Account No. 00261001000948</b></li><li>- <b>IFSC Code: MSNU0000026</b></li></ul></li></ul>						
4)	<p>Postage Charges is as follow, if requested through physical mail.</p> <table border="1" style="width: 100%;"><tr><td style="width: 5%; text-align: center;">a)</td><td>Within Gujarat : <b>Rs. 150/- + 18% GST = Rs. 177/-</b></td></tr><tr><td style="text-align: center;">b)</td><td>Within India : <b>Rs. 300/- + 18% GST = Rs. 354/-</b></td></tr><tr><td style="text-align: center;">c)</td><td>Abroad: <b>2000/- + 18% GST = Rs. 2360/- or as Actual on weight whichever is higher.</b></td></tr></table>	a)	Within Gujarat : <b>Rs. 150/- + 18% GST = Rs. 177/-</b>	b)	Within India : <b>Rs. 300/- + 18% GST = Rs. 354/-</b>	c)	Abroad: <b>2000/- + 18% GST = Rs. 2360/- or as Actual on weight whichever is higher.</b>
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5)	<p>Fees not refundable and not adjustable in any case.</p>						