



**GUJARAT TECHNOLOGICAL UNIVERSITY**  
**(Established under Gujarat Act No. 20 of 2007)**

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી  
(ગુજરાત અધિનિયમ ક્રમાંક: ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

**Institute transfer rules**

1. The institute transfer can be effected only at the end of the academic term of even semester and before the commencement of next academic semester. The last date for receipt of the transfer application will be announced by the University through circular on the website.
2. The institute transfer cannot be availed before the end of the first year of admission.
3. The institute transfer cannot be granted after 10 days of commencement of the academic term.
4. The institute transfer cannot be granted to the students admitted on TFW seat, under detention, as well as penalized under UFM Rules.
5. The institute transfer cannot be granted to the students who have availed Branch transfer in the said academic term.

**Guidelines for Students & Colleges**

1. The issuance of NOC by the institute (obtaining of NOC by the student) neither means cancelation of admission nor does it deprive the student of continuing the admission at the parent institute under any circumstances.
2. The prospective receiving institute shall issue the 'No objection Certificate' to the student only if the seats are vacant at the respective institute.

The head of the institute willing to admit the student by transfer should issue the 'undertaking' in the following format and submit to the university:

**Undertaking:**

This is to certify and assure that after due verification, the total no. of students is not exceeding the total sanctioned intake inclusive of students for which the NOC is issued by our college regarding institute transfer for the DE/BE/MBA/MCA/BPHARM/MAM/B.ARCH/BPLAN  
Sem: \_\_\_\_\_, Branch: \_\_\_\_\_.