

**GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
BORDA-MARGAO, GOA**

Affiliated to the Goa University

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Website: gccem.ac.in



COLLEGE STUDENT ADMISSION POLICY

The College strives to provide quality education and equal opportunities to heterogeneous student community from diverse backgrounds. The College admission policy is drawn on this vision.

Degrees to be awarded:

Bachelor of Commerce (Honours) in Accounting.

Bachelor of Commerce (Honours) in Cost Accounting.

Bachelor of Commerce (Honours) in Business Management.

Admission Committee:

The College shall constitute an Admission Committee with the aim to facilitate smooth execution of the admission related procedures levied by the Directorate of Higher Education, Government of Goa. The Committee shall provide necessary guidance to ensure that the interests and rights of the students seeking admission are attended.

Eligibility Criteria

Eligibility for admission leading to the Degree of Bachelor of Commerce (Honours)/ shall be as follows:

To be eligible for admission to the Semester I of the Three Years Programme leading to the Degree of Bachelor of Commerce (Hon) the candidate should have passed:

(i) The Higher Secondary School Certificate (Std.XII) Examination conducted by the Goa Board of Secondary and Higher Secondary Education in any Stream, including Vocational stream in the subject notified by the University from time to time.

Government College of Commerce and Economics, Borda-Margao, Goa.

OR

(ii) Std XII Arts/Science/Commerce or similar Examination of another body, equivalent to Goa Board of Secondary and Higher Secondary Education, Goa, and recognized as such by Goa University.

A candidate not covered under any of the above categories but desirous of seeking admission to the said course may apply to the College. However, the Registrar along with the Dean of concerned Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.

Ordinarily, no admission for the Second/Third year will be granted to any student who has not completed First/Second Year in this College, and there will be no re-admissions to the same class or course.

A Transference Certificate, with three photo copies (mentioning therein the Enrolment No. and the letter No. under which their enrollment was confirmed by the Goa University) is necessary for a student seeking admission from any other College from Goa State, in this College to a higher class.

Admission Process:

Students are advised to refer the college website at <https://www.gccem.ac.in> for the detailed stepwise procedure for applying for online admission in the College.

Online admissions for the first year classes will begin as per instructions received from Directorate of Higher Education, Government of Goa. The admissions will continue for the specific time period only. Since the number of seats are limited based on University directives the admissions will be on First Come First Serve basis and on the following criteria:

- i. Percentage of marks.
- ii. Application for admission within the specific time.
- iii. Leaving Certificate.

While applying for online admissions to the B.Com Course, the students should upload the following documents on the admission portal:

1. Passport size photograph and clearly scanned signature.
2. SSC Statement of Marks.
3. HSSCE/Equivalent Examination's Statement of Marks.
4. Higher Secondary School Leaving Certificate.
5. Caste certificate (if applicable)

After the initial screening of the Admission Form, the student will have to present himself/herself for online counseling with the Admissions Committee accompanied by a parent or a guardian.

A student seeking admission will have to sign an undertaking that he/she will abide by the rules of discipline and proper conduct of this College. This undertaking will have to be countersigned by the parent/guardian as well. Thereafter the student will have to submit the self attested photocopies of the following documents along with the admission form in the College:

1. HSSCE/Equivalent Examination's Statement of Marks.
2. Higher Secondary School Leaving Certificate.
3. Caste certificate (if applicable).
4. Eligibility certificate from Goa University (students who have passed an equivalent Examination through any other recognized Board).

On successful scrutinisation of the admission form and documents the student will have to pay online the requisite admission fees.

All admissions are valid for one year only and therefore have to be renewed for the subsequent year(s). The Principal of the College has full authority to refuse admission to a student for the Second Year or the Third Year, depending upon the character and general conduct of the student during the previous year(s). The decision of the Principal in this regard will be final and abiding. Admission formalities to the Second and Third Year Students have to be completed within the period notified on the Notice Board. Delay beyond due date will not be entertained.

Selection Criteria:

The criteria for admission to any course in the College shall be based on first come first serve basis. The College shall however follow the reservation norms of the Government of India in admission of students.