



**GAUHATI UNIVERSITY**  
**OFFICE OF THE PRINCIPAL : UNIVERSITY LAW COLLEGE**

Gopinath Bordoloi Nagar, Guwahati-781014:: Assam:: India

Ref. ULC/PGDL-BL/2019/01/

Date: 2-07-2019

**ADMISSION NOTIFICATION : 2-07-2019**

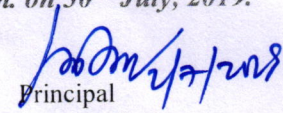
***PG Diploma in***  
**Basics of Law**

Applications are invited from eligible candidates for admission into P.G Diploma course in Basics of Law. Application Forms and necessary information are downloadable from the Gauhati University website : [www.gauhati.ac.in](http://www.gauhati.ac.in) from **5<sup>th</sup> July, 2019 onwards**. Duly filled-in Application Form along with Application Pay-in-slip for Fee of Rs. 300/- is to be submitted at the Office of the Principal, University Law College, Gauhati University, on or before **30<sup>th</sup> July, 2019** up to 1.00 p.m. Applicants are to pay the Application Fee Online through SBI Collect payment gateway accessible from [www.gauhati.ac.in](http://www.gauhati.ac.in). **Alternatively, the Application can be mailed to [ulcgu.ghy@gmail.com](mailto:ulcgu.ghy@gmail.com) as per the guideline given below.** Selection List will be published on **30<sup>th</sup> July, 2019** after 4 p.m. Preference in admission will be given to the Government / Semi-Government employees, Public / Private Sector employees, officials in Banking / Health / Insurance / Industry Sector etc., Research Scholars / P.G. Students or any other Graduate in any discipline may also apply. Details are as follows:

Duration of Course	12 months (two semester)
Design of the Course	Course will be Conducted according to following manner : 3 months Class Room Lectures 3months Online Instructions 3 months Class Room Lectures including Seminar, Workshop, interactive sessions etc. 3months Online Instructions
Course Timing	4 p.m. to 8 p.m. [adjustable]
Commencement of the Course	1 <sup>st</sup> August, 2019
Eligibility	Graduate in any discipline from any recognized University
Objectives of the course	To impart knowledge of functional aspects of law associated with administrative, social, personal and other relevant areas including Human Rights to ensure legal capacity building.
Intake	30 seats (maximum 5 seats are reserved for the employee of Gauhati University)
Admission Fee	Rs. 1000/-
Course Fee	Rs. 18,000/- per semester payable in two instalments
Date of Admission	31 <sup>st</sup> July, 2019 at 11 a.m. onwards

**NOTE:**

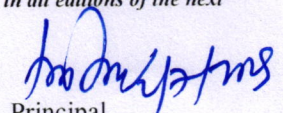
- a. *After successful completion of six months of the course one will have the option to EXIT the Course with a Certificate in Basics of Law.*
- b. *SBI Payment gateway will be opened from 5<sup>th</sup> of July, 2019 till 1.00 p.m. on 30<sup>th</sup> July, 2019.*

  
Principal  
University Law College,  
Gauhati University  
Date: 1-07-2019

Memo No. ULC/PGDL-BL/2019/01/

**Copy Forwarded for information and necessary action to:**

1. The Registrar, G.U.
2. The Finance officer, G.U.
3. Secretary, University Classes, G.U.
4. The Controller of Examinations, G.U.
5. The Academic Registrar, G.U.
6. The Director i/s, GU Press
7. System Admin., G.U. with a request to upload in the G.U. website
8. Secretary to the Vice-Chancellor, G.U.
9. Sri Aroop Goswami, System Administrator, G.U., - *for necessary action*
10. The Chief Branch Manager, SBI-Gauhati University Branch, Gopinath Bardoloi Nagar, Guwahati-14 - *for necessary action*
11. M/S Campaign Advertising Services Private Limited, 2<sup>nd</sup> Floor, Dr. Tarini Bose Commercial Complex, Maligaon Chariali, Maligaon, Guwahati-781011- *with a request to get the above notification published in abridge form in the inside page in all editions of the next immediate issue of daily news papers viz. 'the Assam Tribune', 'Dainik Asom' & 'Danik Janambhumi'.*
12. Notice Board.

  
Principal,  
University Law College, G.U.



**Guideline for submission of the Application form through E-mail : [ulcgu.ghy@gmail.com](mailto:ulcgu.ghy@gmail.com)**

**Steps:**

1. Fill in all relevant sections of the Application and paste a recent passport size photograph in the space provided for the purpose.
2. Make necessary payment of the Application fee as instructed in the Notification and take a print of the pay-in-slip.
3. Scan both the Application and the pay-in-slip and mail it to [ulcgu.ghy@gmail.com](mailto:ulcgu.ghy@gmail.com) as an attachment within the stipulated time and date mentioned in the Notification.

No other documents are to be sent along with the Application Form, if sent through email. However, if selected, the applicant has to submit a set of all supporting documents at the time of Admission for verifications.

**2019**

**Gauhati University**

**University Law College**

**12 MONTH : DIPLOMA COURSE**

## **BASICS OF LAW**

[To impart knowledge of fundamental and functional aspects of law associated with administrative, social, personal and other relevant areas including Human Rights to ensure legal capacity building ]

**[INFORMATION BOOKLET]**



# BASICS OF LAW

Post Graduate Diploma Course offered by **GAUHATI UNIVERSITY**  
Conducted by University Law College, Gauhati University

## Objective

The objective of the Course is to impart knowledge about functional aspects of law associated with administrative, social, personal and other relevant areas including Human Rights to ensure legal capacity building

## Scope & Coverage

**Scope:** Course seeks to empower

- Government / Semi-Government / Public / Private Sector employees
- Officials in Banking /Health /Insurance Industry sector
- Research Scholars, P.G. Students and or Graduates in any discipline.

**Coverage :**

Course covers matters relating to

- awareness of the rights and duties of an individual
- statutory provisions contained in various legislations applicable in the day to day life of an individual
- specific regulations relating to Human Rights
- Laws regarding service matters
- In-depth learning of the various compliance/requirements.

## Salient Features of Course

**Eligibility :**

**Educational Qualification:**

An applicant who has **graduated in any discipline** of knowledge from a university established by an Act of Parliament or by a state legislature or from an equivalent national institution recognized as a deemed University or from a foreign university recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence, may apply for the Diploma Course in Basics of Law on successful completion of the regular course.

Provided that applicants who have obtained First Degree Certificate after prosecuting studies in distance or correspondence method from a duly recognized University shall also be considered eligible for admission in the Diploma Course in Basics of Law.

**Age on Admission:**

There is no upper age limit for admission into Diploma Course in Basics of Law.



**Intake :** 30 seats [ Maximum 5 (five) seats are reserved for employees of Gauhati University. However, their applications will have to be submitted through proper channel.]

**Admission & Selection Criteria:**

Preference in admission will be given to the candidates in the following order:

1. Government / Semi-Government employee
2. Public / Private Sector employee
3. Official in Banking Sector
4. Official in Health Sector
5. Official in Insurance Sector
6. Official in Industry Sector
7. Research Scholar
8. P.G. Students or Graduate in any discipline

**Academic schedule:**

Date of Admission: 31<sup>st</sup> July, 2019

Commencement of Class 1<sup>st</sup> August, 2019

Timing of Class: 4 p.m. to 8 p.m. [ adjustable ]

Venue : University Law College, G.U. [ Room no. 23 ]

**Admission Fees & Course Fess Payment: ( to be paid online )**

The fees are to be paid at the time of admission.

Admission Fee Rs. 1,000/-

Course Fee Rs. 18,000/- per semester payable in two instalments.

**Refund Policy:**

*THERE WILL BE NO REFUND OF THE COURSE FEES.*

**Class Timing:**

2- 4 hours between 4 p.m. to 8 p.m. However, the day and time schedule of the class hours are adjustable.

**Facilities Available:**

Identity Card : To be applied in prescribed format to the Director of Students' Welfare,

G.U. Library Access to both Central and University Law College Library  
Borrowing of books not allowed.

Hostel N/A

**Study Materials:** :Prepared by a panel of experts

### Course Structure & Syllabus:

One Year Post Graduate Diploma in Basics of Law.

However *after successful completion of SIX month of the Course one will have the option to EXIT the course with a certificate in Basics of Law.*

### Course Progression:

There will be a **Course Coordinator** who will be responsible for arrangement of classes, time schedule and progression of the course syllabus. The course coordinator will have to submit a report to the Principal, University Law College, regarding the conduct of classes and progression of the course.

### Attendance:

A candidate must attend at least 75 % of the total classes held in order to qualify for appearing in the examination.

**Examination/Award of Certificate :** As per Gauhati University Rules

### Detailed Course Structure

(Duration 12 months )

### Post Graduate Diploma in Basics of Law

Course will be Conducted according to following manner :

3 months Class Room Lectures

3months Online Instructions

3 months Class Room Lectures including Seminar, Workshop, interactive sessions etc.

3months Online Instructions

**Note:1.** In all matters pertaining to the running of the course the decision of the Gauhati University Authority will be final and binding upon all.

**Note:2.** Since the course is designed as a flagship programme, there may be changes / modifications of the instruction, as and when necessary. However, in the event of any such change, proper notification will be uploaded in the Gauhati University Website: [www.gauhati.ac.in](http://www.gauhati.ac.in)

### Help Desk

Hemjit Das : 9864307676 [ 11 a.m. to 4 p.m.]

Dinesh Das: 7002764354 [ 11 a.m. to 4 p.m. ]

**E-mail:** [ulcgu.ghy@gmail.com](mailto:ulcgu.ghy@gmail.com)





গুৱাহাটী বিশ্ববিদ্যালয়  
**Gauhati University**  
Gopinath Bordoloi Nagar, Guwahati-781014, Assam, India

Please affix recent  
passport size  
photograph only

Application Form for Admission, 2019

<b>1</b>	<b>Course applied for:</b>	<b>Post Graduate Diploma in Basics of Law</b>				
<b>2</b>	<b>Name of the Applicant (in Block Letters):</b>					
<b>3</b>	<b>Date of Birth:</b> (as per HSLC or Equivalent Examination)	Day	Month	Year		
<b>4</b>	<b>Sex:</b> (Please tick whichever is applicable)	Male	Female	Trans Gender		
<b>5</b>	<b>Permanent Address</b>	Father's/ Guardian's Name: Mother's Name: Village/Town/Area: District: P.O.: State: Contact No: Email id:				
	<b>Present Address</b>	Guardian's Name: Village/Town/Area: District: P.O.: State: Contact No: Email id:				
<b>6</b>	<b>Academic Qualifications</b>					
<b>a</b>	<b>Name of the Examination</b>	<b>Board/College/University</b>	<b>Year</b>	<b>Division Class</b>	<b>% marks</b>	<b>Aggregate Marks in General Course</b>
	H.S.L.C					
	H.S. (Sc./Arts/Com.)					
<b>b</b>	<b>B.A., B.Sc., B.Com., B.Tech., B.Ed, B.E., etc.</b>	<b>Marks obtained</b>		<b>Marks obtained in Non Major subjects</b>	<b>Total</b>	<b>%</b>
		Major/Honours	Total Marks in Major/Hons.	Percentage		
		<b>Total Marks obtained</b>				
		Major (A)	Non-Major (B)	Major Total Marks	Non Major Total Marks	Grand Total (A+B)
						% (A+B)
<b>c</b>	<b>Other Course</b>					
<b>7</b>	<b>Category/ General reservation seat applied for (please tick wherever applicable):</b>					
	General					
	SC					
	ST (Plains)					
	ST(Hills)					
	OBC/MOBC					
	Son/Daughter of Ex-Defence Personnel					
	Differently abled					
	GU Employee					



<b>8. For Applicants who are employees of any organisation (Govt./ Semi-Govt./Private/NGO etc):</b> a Name of the organisation:			
b Name and Designation of the Employer			
c Office Address of the Employer			
d	Phone. No	Email Id	

**Certificate from the Employer**

Certified that Mr./Mrs./ Dr..... has been working at..... as..... since.....

Further, it is stated that Mr./Mrs/ Dr..... of this organisation is permitted to attend the classes at Gauhati University if he/she is selected for admission in Basics of Law (Post Graduate Diploma Course), 2018.

Place:  
Date:

Sig nature of the Employer  
Seal

<b>9.</b>	<b>Declaration by applicant</b>	
	I hereby submit myself to the disciplinary jurisdiction of the authorities of Gauhati University. I shall neither myself indulge nor instigate any other student in ragging or create nuisance to the academic atmosphere of the university. In case of any act of misconduct on my part or any disciplinary proceedings against me, the University has the freedom to inform my parents/guardian/employers. Moreover, if any involvement in any incident of ragging comes to the notice of the authority, I would be given liberty to explain and if my explanation is not found satisfactory, I will be expelled from Gauhati University.	
	<b>Signature of parents/ guardian of Applicant (incase of fresh students)</b>	<b>Signature of the Applicant</b>

**For Office Use only**

Name			
Provisionally selected			
Position in the Merit List No.		Position in the Waiting List No.	
Roll. No.			

<b>Provisionally Admitted</b>	
	<b>Principal, University Law College, GU</b>

**Acknowledgement Receipt**

Received from (Name).....admission application form along with pay-in-slip of Admission Fee for admission in the Post Graduate Diploma in Basics of Law

Dealing Assistant

**Principal, University Law College, GU**

**Note: The acknowledgement Receipt will be issued to only those who submit the Application Form in hardcopy only. Those who submit through email, an acknowledgement email will be sent.**