



**GUJARAT AYURVED UNIVERSITY**  
**UNIVERSITY SCHOOL OF CONTINUING**  
**EDUCATION IN AYURVEDA**  
JAMNAGAR-361 008. Gujarat State

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**Guidelines for granting Understanding of Collaboration (UoC)**  
**Gujarat Ayurved University, Jamnagar.**

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**A. Regarding Public Domain Activities - Certificate Courses of Ayurveda.**

**B. Approval of the courses for propagation and promotion of Ayurveda and allied sciences in Public Domain.**

- The Management of any Institution / Organization / NGO / Yoga Institutes / Naturopathy Centres / Traditional Medicines Centres or Renowned Healing and Health Centres which are working since 1 year standing work record of any educational activities / health care services / social services for public/ students with properly constituted registration, Memorandum of Association etc. legal requisites can apply for the collaboration by submitting their request in the prescribed application form along requisite details and application fees to the University School of Continuing Education in Ayurveda (USCE), Gujarat Ayurved University, Jamnagar.
- Preliminary processing of the application and documents attached would be carried out by the USCE, G.A.U, Jamnagar. For this purpose the applicant organization has to pay scrutiny fee of Rs.5, 000/- (Rupees Five Thousand only).
- The applicant institute or organization shall pay a fee of Rs. 10,000/- (Rupees Ten Thousand Only) as application processing fees per each certificate course.
- A two member visitation committee shall be formed by Hon'ble Vice Chancellor whenever required.
- The Visitation Committee shall verify the infrastructure facilities available with the organization such as class rooms with or without audio visual aids, laboratory, charts and other equipment, open area, plantation near by the location etc. available with the applicant organization as per the requirement of Course. Further the applicant organization has to bear the expenses incurred by the committee for this purpose.
- The teaching faculty may be provided by USCE to conduct the courses. The accommodation, TA, DA, remunerations etc. should be paid by the concern organization.
- If the applicant organization has teaching faculties to conduct the certificate courses, they should be approved by USCE.

- The report of Visitation Committee will be placed before the Syndicate of G Ay U for approval, on receipt of approval from Syndicate, the applicant organization shall be granted for approval of the course.
- The recognized organization or centre have to pay an amount of 30% of the fees collected per course as a non-refundable fee to the USCE.
- The University shall send an inspection team once every two years to ascertain whether the conditions on which the recognition given are maintained or not. All the expenses incurred for traveling/boarding/lodging for this purpose shall be paid by the concerned organization, not less than University rules prevailing at that time.
- The details regarding academic activities and fees structure are enlisted below:
  - a) Scrutiny fee - one time ( Rs. 5000/-)
  - b) Application fee - one time ( Rs. 10,000/-) per certificate course
  - c) Visitation fee - once every two years (traveling/boarding/lodging- not less than University rules prevailing at that time)
  - d) Course fee - 30 % fees of course fee (per course and per batch) to be deposited in the USCE account.
- Tuition fee shall be decided by the concerned institute in consultation with USCE, each course shall have a separate tuition fee structure, and however it is a matter of concerned institute.
- The institutes shall not collect lower fee than the USCE fee structure as offered for the course by USCE, however the higher side is left to the decision of concerned institute.
- The host organization is free to use all means of media publicity and on request the same may be placed in the USCE website too.
- Each course shall have minimum & maximum number of students per batch as decided by the concerned institute and USCE.
- Course syllabus and curriculum shall be approved by the USCE.
- Evaluation of participants shall be conducted by the concerned institute and the same should be reported to the USCE.
- The remuneration, TA/DA etc. of Guest faculty and Resource persons are to be looked after by the host institute and an appreciation certificate may be issued by the head of the concerned institute for their services.

- The final certification of participants in individual course shall be given by the concerned institute along with USCE name and logo, on USCE approved draft.
- The signing authority for the certificate shall be the head of the concerned institute.
- The concerned institute shall collect the following, maintain the data (mandatory) and the same shall submit to the USCE of every course.
  - ✓ Course fee
  - ✓ Certified attendance sheet of participants.
  - ✓ Feedback form with photographs by individual student in sealed cover per course.
  - ✓ Group photo of every batch.
- **Notification on the Certificate:-** The below mentioned details shall be printed by applicant institute, at the bottom of the certificate, in font type Times New Roman and font size 11, on each and every certificate.

"This Certificate is intended for knowledge, skill development and capacity building purpose and does not allow the holder to do medical practice".