



सहकार आयुक्त व निबंधक, सहकारी संस्था, महाराष्ट्र राज्य, पुणे.

New Central Building, 1 A.B. Road, Pune 411 001,
Email- drcsgdca@gmail.com Ph.No. 020-26122846/47

No.E&T/GDCAexam/Notification/2025/11, Dated - 09/01/2025

NOTIFICATION

Government Diploma in Cooperation & Accountancy Board (G.D.C. & A. Board), Pune

Notification regarding Government Diploma in Cooperation & Accountancy (GDC&A) Examination and Certificate in Coop. Housing Management (CHM) Examination scheduled on 23rd, 24th and 25th May 2025.

The examination will be held by the G.D.C.& A. Board on **23rd, 24th, and 25th May 2025** under the supervision of the respective District Deputy Registrar Cooperative Societies at the following 16 locations - Ahilyanagar, Akola, Amravati, Chh. Sambhaji Nagar, Chandrapur, Jalgaon, Kolhapur, Latur, Mumbai, Nagpur, Nashik, Pune, Sangli, Satara, Solapur, & Thane.

Please note that, the applicants will have to submit application for the above exam **ONLINE** only, and there will be no other mode for submitting the application.

This is responsibility of applicants to retain securely the USER ID and the PASSWORD created for the purpose until the examination results are finally declared.

Important Dates of Exam

Date of the Govt. Diploma in Cooperation & Accountancy (GDC&A) Examination and Certificate in Coop. Housing Management (CHM) Examination	23rd, 24th and 25th May 2025
Examination Centers	Ahilyanagar, Akola, Amravati, Chh. Sambhaji Nagar, Chandrapur, Jalgaon, Kolhapur, Latur, Mumbai, Nagpur, Nashik, Pune, Sangli, Satara, Solapur, & Thane
Online Applications to be submitted online	From 09/01/2025 to 25 /02/2025
Online Applications Module will be made available on website	https://gdca.maharashtra.gov.in

1. The online applications for the above examination will be accepted **09/01/2025 to 25/02/2025**
2. Fresh candidates, as well as, those candidates who had previously appeared but had not successfully passed the examination can apply for the examination.

3. Examination Center and Center Code :-

The applicant may select only one center from the following list. Please note that no change in center will be permissible once the online application has been submitted.

Examination Center	Mumbai	Thane	Nasik	Jalgaon	Ahilyanagar	Pune	Solapur	Satara
Center Code	01	02	06	08	09	10	11	12
Examination Center	Sangli	Kolhapur	Chh. ambhaji Nagar	Latur	Akola	Amravati	Nagpur	Chandrapur
Center Code	13	14	15	21	23	24	27	29

4. Minimum education and experience criteria:-

- Applicant should be graduate of any recognized university.

OR

- Under-Graduate Applicants should be employee of the Department of Cooperation or agriculture produce Market Committee or Any Cooperative Institution and should have atleast following eligibility.

- 1) HSC (12th) Pass - minimum 3 years service
- 2) SSC (10th) Pass - minimum 5 years service

Under-graduate applicant should be in service in govt. / cooperative institution / agricultural produce market committee at the time of submitting application.

Application should be supported by experience certificate on institution **letterhead signed by the CEO / authorised signatory**. The certificate should explicitly mention applicant's name, designation, pay scale, date of birth, date of joining, date of passing qualifying examination, whether permanent / temporary, whether currently employed or not.

Under-graduate applicant who is temporary in service should also support the application with an undertaking on institution letterhead signed by the CEO / authorised signatory mentioning explicitly that the appointment will be made permanent.

The applicants are advised to ascertain their eligibility at the time of submitting online application.

5. Scanned Documents necessary for submitting online applications:-

- 1) Passport size photo (recent) (Kb Size)
- 2) Signature (Kb Size)
- 3) Graduation Certificate - if the applicant is graduate (Kb Size)
- 4) HSC Certificate & Marksheet - if the applicant is under-graduate and HSC passed
- 5) SSC Certificate & Marksheet - if the applicant is under-graduate and SSC passed
- 6) Marksheets of the examinations in respect of the exemptions claimed
- 7) Experience Certificate - on institution letterhead signed by the CEO/authorised signatory
- 8) Undertaking reg. permanent service - if the applicant is temporary
- 9) Challan copy received for remitting examination fee in treasury
- 10) **Ladies who have selected "change in name" option - Marriage Certificate / Gazette / Affidavit**

The applicants are advised to keep ready the scanned documents while submitting application online. Please note that, system will not accept the application in case any required document is not uploaded.

6. Examination Fees :-

- 1) GDC&A Examination - Rs. 800/-
 - 2) CHM Examination - Rs. 500/-
- Mode of payment
 - 1) **Online payment – OR**
 - 2) By Challan
 - The details of Treasury Head are:
 - 0425 - Cooperation
 - 800 - Other Receipts
 - (ix) - Examination Fee
 - (04250125)
- **Please note that, the examination fee is non-refundable under any circumstances in respect of the applications rejected by the Board.**
 - **Applicants have to bear additional online application / bank charges.**

7. Exemptions to appear in specific subject :-

- 1) Exemptions will not be granted on the basis of marks obtained in G.D.C.& A. examination 2001 & exams there before.
- 2) Exemption to appear in any subject for GDC&A Examination or CHM Examination may be claimed when any applicant has obtained minimum 50 marks in earlier GDC&A Examination (subject to condition above) or CHM Examination.
- 3) Exemption to appear in any subject for GDC&A Examination based on earlier CHM Examination may be claimed when any applicant has obtained minimum 50 marks in earlier CHM Examination.

Exemptions according to Old Syllabus by obtaining 50% marks (upto 2012)	Exemption under New Syllabus
Paper III – Cooperative Law & Other Laws	Paper V
Paper IV - Accounts	Paper II
Paper V - Cooperative Audit	Paper III
Paper VI - Banking	Paper VI
Both Paper I - Theory & History of Cooperation and Paper II - Cooperative Management	Paper IV - History, Principles & Management in Cooperation

Those who are unable to exempt either in Paper I and / or Paper II of old syllabus will have to appear for Paper I Co-operative Housing and Paper IV - History, Principles & Management in Cooperation, according to New Syllabus. (Reference - Govt. Notification No. SaHaKa - 1211 / CR No. 273 / 12-C, date 30/10/2012)

8. Diploma and Certificate :-

- 1) Candidates who obtain passing marks in all six subjects in G.D.C.& A. Examination will be awarded "Govt. Diploma in Cooperation & Accountancy with Certificate in Coop. Housing Management" along with marksheet for G.D.C.& A. Examination.

- 2) Candidates who obtain passing marks in all three subjects in C.H.M. Examination will be awarded "Certificate in Coop. Housing Management" along with marksheet for "C.H.M." Examination.
- 3) Candidates who obtain passing marks in first three subjects in G.D.C.&A. Examination will be awarded "Certificate in Coop. Housing Management" along with marksheet for G.D.C.& A. Examination.

9) Exam Rules & Syllabus: For important details examination please go through

Notification of Cooperative Department No: SHK-1211/C.R. 273/12-C, Dated 30/10/2012, which is available on <https://sahakarayukta.maharashtra.gov.in> website in "G.D.C.& A. Board" under "Important links"

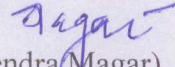
10. Important for Applicants:

- 1) Applicants should submit online applications, along with requisite documents, on or before the last date for submission. Board will neither communicate individually, nor, entertain any individual correspondence in this matter.
- 2) Those who apply for GDC&A Exam, need not to apply separately for CHM Exam.
- 3) Those candidates who want to appear only for CHM Examination can apply only for CHM Examination, Out of 6 subjects of GDC&A exam, first 3 subjects (Subject No.1 Management of Co. Op. Housing Societies, Subject No.2 Accounts, Subject No.3 Auditing) will remain for CHM Exam.
- 4) Applications rejected by the Board for any reason will not be reconsidered. The decision of the Board in this matter will be final.
- 5) Falsification of the documents, misrepresentation, making alterations to documents with intention to hide factual information discovered at any stage will lead to disqualification of the concerned candidate. The candidate will also become liable to face penal action which would be taken against the candidate by the Board.
- 6) Hall Ticket (with Examination Center, Venue & Seat No.) will be available for download from the Department's Website. The applicant will have to use the same User Id & Password used for submitting application online.
- 7) The candidates should collect their result and mark sheet issued by the Board, within one month of declaration of the result, from the respective Examination Centers i.e. office of the respective District Deputy Registrar Cooperative Societies, at which the candidates have appeared for Examination. Failing which, the result and mark sheet will be sent to the registered address of the candidates by post. The Board will not be responsible for non-delivery of the same in cases of change in address, incomplete address or any such reason.
- 8) The candidates should take adequate care to mention correct information regarding name, permanent address, address for correspondence, pin code, contact no. / mobile no., email id, exemption claimed (if any) while submitting the online application.
- 9) The online applications will be processed by computer system. Therefore, the Board will not be able to address any request regarding changes in the correspondence address of the candidates, if any, once the application is submitted online. The candidates are requested to make suitable arrangements for redirecting examination related correspondence to their changed correspondence address.

10) Any changes in exam schedule or any updates will be available only on the website <https://sahakarayukta.maharashtra.gov.in> in "G.D.C.&A. Board" under 'important link'

11. Time Table of Examination:-

Date & Day	Subject No.	Subject	Marks	Time
23/05/2025 Friday	1	Management of Co-operative Housing Societies	100	10.00 AM to 01.00 PM
23/05/2025 Friday	2	Accounts	100	02.00 PM to 05.00 PM
24/05/2025 Saturday	3	Auditing	100	10.00 AM to 01.00 PM
24/05/2025 Saturday	4	History, Principles & Management in Cooperation	100	02.00 PM to 05.00 PM
25/05/2025 Sunday	5	Cooperative Laws & Other Laws	100	10.00 AM to 01.00 PM
25/05/2025 Sunday	6	Cooperative Banking & Credit Societies	100	02.00 PM to 05.00 PM


(Mahendra Magar)
Secretary,
G.D.C.& A. Board &
Dy. Registrar (Exam. & Trng.)
Co-op. Societies, Maharashtra State, Pune
