



Guru Gobind Singh Indraprastha University.

Sector 16 C, Dwarka, New Delhi-110078

F. No. IPU-7/Online Counselling/2015/1088

Dated: 20/7/15

SCHEDULE FOR REPORTING AND JOINING THE RESPECTIVE UNIVERSITY SCHOOL/COLLEGE/INSTITUTE BETWEEN 21.07.2015 TO 24.07.2015

ONLINE COUNSELLING /ADMISSION ACADEMIC SESSION: 2015-16

This is in continuation to office notice No.IPU-7/Admissions(Acad.)/Online Counselling/2015/604, dated 07.07.2015 titled Schedule for Online Counselling/Admission for CET Qualified Candidates, for Academic Session 2015-16.

After the completion of **Round 01, Round 02 and Round 03**, all the candidates (i.e. **admitted during Round 01 and Round 02, allotted seat for the first time in Round 03**) have to report at the respective allotted institute /University School/college as per below mentioned schedule.

SL.NO	ACTIVITY	DATE FROM	DATE TO
1.	Printing of Provisional offer Letter of Admission	After Result of Round 03	23.07.2015
2.	Printing of challan , upto 21.07.2015(upto 12.00 Noon) for payment of Academic Fee of Rs 40,000/- through cash in Indian Bank (all branches)	Payment after Result of Round 03 (only for candidates who have been allotted seat for the first time)	21.07.2015(upto banking hours)
3.	Payment of Academic Fee of Rs 40,000/- through Net Banking/ Credit Card and Debit Card	After Result of Round 03 (only for candidates who have been allotted seat for the first time)	23.07.2015 (upto 11.50 pm)
4.	All Candidates (admitted during Round 01, Round 02 and allotted seat for the first time in Round 03) are required to report and join the respective allotted University School/college/Institute, failing which the admission shall be automatically	21.07.2015 to 24.07.2015 (10.00 a.m to 04.00 p.m)	

IMPORTANT NOTE: THE ADMISSION SHALL BE AUTOMATICALLY CANCELLED, IF THE CANDIDATES FAILS TO REPORT AND JOIN THE RESPECTIVE ALLOTTED UNIVERSITY SCHOOL/COLLEGE/INSTITUTE BETWEEN 21.07.2015(10.00 a.m to 04.00 p.m) TO 24.07.2015(10.00 A.M to 04.00 p.m) AND THE PART ACADEMIC FEE PAID WILL BE FORFEITED.

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	<p>cancelled and the fees paid shall be forfeited.</p> <p>The part Academic Fees is a sub part of the total fees payable for admission. The subpart other than Rs.40,000/- has to be paid by admitted students at the respective allotted University School/college/Institute between 21.07.2015 to 24.07.2015 (Institutions/Colleges working hours). Failing which the admission of the student/candidate shall stand automatically cancelled and the Part Academic fee paid will be forfeited.</p>	
5.	<p>Spot Counselling (if required) offline</p> <p>Schedule for the same will be uploaded on University website. Candidates are requested to visit the University Website for details</p> <p>(the candidate who are eligible or not-eligible to participate in Spot Counselling is briefed in Part D of the Admission Brochure for Academic Session 2015-16.</p>	<p>Between the period 25.07.2015 to 31.07.2015 (To be notified separately on the University website on the University website www.ipu.ac.in and www.ipuadmissions.nic.in on 24.07.2015</p>

*Documents required for the candidates who have been allotted seat for the first time in Round 03

- Registration slip (compulsory)
- Part Academic Fee Receipt (compulsory)
- Admit Card of CET-2015 (Original)
- All candidates shall bring all marksheets and certificate in original from 10th (or equivalent) onwards for verification. One set of photocopies of certificates, attested by gazetted officer or self attested is to be submitted and shall be retained by the University. In the absence of mandatory documents of proof of eligibility for admission in programme, the candidature shall be cancelled.
- In case of students who have passed the qualifying examination through distance/open education system of any recognized University/ board/ institution, the necessary documentary evidence related to location of his/her study centre i.e study centre proof, certificate from the University imparting open/distance education certifying the location of the study centre.
- Conduct and Character Certificate in original from the Head of the institution from where the qualifying examination has been passed or from Gazetted Officer(Original), nor more than 6 (six) months old).

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- g) In case, the result of qualifying examination awaited, the candidates needs to submit Affidavit on non-judicial stamp paper of Rs.10/-(Rupees Ten) duly attested by the Notary Public.
- h) Medical Certificate
- i) OBC Non-Creamy layer (issued in current Financial year)

****Documents required for the candidates who have been allotted seat during Round 01 and Round 02 (i.e candidates who have already got their eligibility verified at the Designated Centres and got Provisional Admission Slip)**

- a) On production of Provisional Admission Slip, it can be understood that the candidate have already verified his/her eligibility at the Designated Centres. He/She has already submitted Medical Certificate, Character Certificate and Admit Card in Original. However, he/she can submit photocopy of the said documents.
- b) All candidates shall bring all marksheets and certificate in original from 10th (or equivalent) onwards for verification. One set of photocopies of certificates, attested by gazetted officer or self attested is to be submitted and shall be retained by the University. In the absence of mandatory documents of proof of eligibility for admission in programme, the candidature shall be cancelled.
- c) In case of students who have passed the qualifying examination through distance/open education system of any recognized University/ board/ institution, the necessary documentary evidence related to location of his/her study centre i.e study centre proof, certificate from the University imparting open/distance education certifying the location of the study centre.
- d) In case, the result of qualifying examination awaited, the candidates needs to submit Affidavit on non-judicial stamp paper of Rs.10/-(Rupees Ten) duly attested by the Notary Public.
- e) OBC Non-Creamy layer (issued in current Financial year)

Important Instruction:

- a) (i) After Round 03, candidates who have been offered a seat first time will have to pay the part Academic Fees of Rs. 40,000/- and must report and join the respective allotted University School/College/Institute. Failing to report and join the respective allotted University School/College/Institute for eligibility verification shall lead to cancellation of admission offer and fees paid shall be forfeited.
- (ii) The part Academic Fees is a sub part of the total fees payable for admission. The subpart other than Rs. 40,000/- has to be paid by admitted students at the college between 21.07.2015(10.00 a.m to 04.00 p.m) to 24.07.2015(10.00 a.m to 04.00 p.m). Failing which the admission of the student/candidate shall be cancelled and the fee paid will be forfeited
- b) The Candidates are required to report and join the respective allotted School/college/Institute after Round 03 only from 21.07.2015(10.00 a.m to 04.00 p.m) to 24.07.2015(10.00 a.m to 04.00 p.m) failing which the admission shall be automatically cancelled and the fees paid shall be forfeited.

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Note :

- i) For detailed procedure and instruction regarding Reservation Policy and Online Counselling/Admissions Guidelines, candidates in their own interest are requested to read Part B and Part-D of Admission Brochure for Academic Session 2015-16.
- ii) In case of difficulty in payment of Part Academic Fee, the candidate may visit the Academic Division of the University between 10.00AM – 1.00PM on or before last day of Part Academic Fee Payment as per notified in schedule.

All CET qualified and registered candidates who wish to participate in the online counseling procedure are advised in their own interest to visit the University website www.ipu.ac.in as well as the online admission website www.ipuadmissions.nic.in for regular updates. For online admissions, interested candidates should visit www.ipuadmissions.nic.in.

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(In-Charge (Academics/Admissions))

Copy to:-

1. Controller of Examination, GGSIP University for information
2. Controller of Finance, GGSIP University for information
3. PRO, GGSIP University with the request to display the schedule on the University's Notice Boards.
4. In-Charge University's Web Site, with request to upload the schedule of Counselling on University's Web Site.
5. Assistant Registrar, Vice-Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
6. Assistant Registrar, GGSIP University for information of Registrar
7. Guard File

Dr. Nitin Malik
Joint Registrar(Academics)

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