



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-110078

Website: www.ipu.ac.in

Notification No. 37/2021

F. No. IPU-7/Online Counselling/2021/ 1216

Dated: 14/10/2021

SCHEDULE FOR ONLINE SPOT COUNSELLING FOR ADMISSIONS IN THE PROGRAMMES BA LLB/BBA LLB (CODE 121) AND LL.M (REGULAR) (CODE 112) FOLLOWED BY MANDATORY REPORTING AT ALLOTTED INSTITUTE AFTER ALLOTMENT OF SEAT IN THE SPOT ROUND OF COUNSELLING DURING THE ACADEMIC SESSION 2021-22.

→ PLEASE REFER THE NOTE AT THE END OF THE PAGE

The Schedule for Online Spot Counseling for seats remaining vacant after reporting of candidates to respective Schools of Studies/ Colleges/Institutions and also vacancies arising due to withdrawal of admissions/cancellation of allotted seats/additional intake in few colleges/institutes in programmes given as below:

Sl. No.	Code	Name of Programme
1.	121	BA LLB/BBA LLB (Through CLAT UG 2021)
2.	112	LL.M (Regular) (Through CLAT PG 2021)

I) Who are eligible for Spot Round of Online Counselling:

1. A candidate who was allotted a seat in the Online Counselling, paid he requisite Part Academic Fee of Rs. 40,000/- and reported at the allotted college/institute in the notified date & time.
2. A candidate who was allotted a seat in the Online Counselling, paid he requisite Part Academic Fee of Rs. 40,000/- but did not report at the allotted college/institute in the notified date & time.
3. A candidate who was allotted a seat in the Online Counselling, paid the requisite Part Academic Fee of Rs. 40,000/- and subsequently withdrawn as per procedure.
4. A candidate who was allotted a seat in the Online Counselling, but did not pay the requisite Part Academic Fee of Rs. 40,000/-.
5. A candidate who has not been allotted any seat in any rounds of the Online Counselling.
6. All the registered candidates who have paid the Application Fee of Rs. 1200/- and the Counseling Participation Fee of Rs. 1000/- but did not fill choices.
7. ALL CLAT UG/PG 2021 qualified candidates have/have neither registered earlier nor submitted the requisite fee of Rs. 1200/- or Rs. 1000/- for participation in the Online Counseling.
8. All 'Not Admitted' candidates.
9. Allotted candidates who have freezed their seats.

II) Registration for Spot Counselling commencing from 16.10.2021 on www.ipu.admissions.nic.in for applicants who have qualified CLAT UG & PG 2021:

Sl. No.	Category	Activity	Starting Date	Closing Date
1.	Candidates who have already filled online Application form, paid the requisite application fee of Rs. 1200/- (Non-Refundable) and also paid Rs. 1000/- (Non-Refundable) Counseling participation fee.	Such candidates are required to again register and pay Rs. 500/- (Non-Refundable) through Net Banking/Credit Card and Debit Card towards Participation in Spot Counselling.	16.10.2021 (02:00 p.m. onwards)	18.10.2021 (upto 11:50 p.m.)

NOTE: CANDIDATES ARE REQUESTED TO REFER THE ADMISSION BROCHURE 2021-22.

→ FAILURE TO REPORT AT THE INSTITUTE/COLLEGE ALLOCATED IN THE SPOT ROUND OF ONLINE COUNSELLING SHALL LEAD TO CANCELLATION OF ADMISSION ALLOCATED IN THIS ROUND AS WELL AS PREVIOUS ALLOTTED ADMITTED SEAT.



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Sl. No.	Category	Activity	Starting Date	Closing Date
2.	Candidates who have already filled online Application form, paid the requisite application fee of Rs. 1200/- (Non-Refundable) but have not paid Rs. 1000/- (Non-Refundable) Counseling participation fee.	Such candidates are required to again register and pay the counseling participation fee of Rs. 1000/- (Non-Refundable) and also pay Rs. 500/- (Non-Refundable) through Net Banking/Credit Card and Debit Card towards Participation in Spot Counselling.	16.10.2021 (02:00 p.m. onwards)	18.10.2021 (upto 11:50 p.m.)
3.	Candidates who have not filled online Application form earlier.	Such candidates are required to register and pay the application fee of Rs. 1200/- (Non-Refundable) along with the Counseling Participation Fee of Rs. 1000/- (Non-Refundable) and Rs. 500/- (Non-Refundable) through Net Banking/Credit Card and Debit Card towards Participation in Spot Counselling.	16.10.2021 (02:00 p.m. onwards)	18.10.2021 (upto 11:50 p.m.)

III) Filling of Choices:

Sl. No.	Category	Activity	Starting Date	Closing Date
1.	Candidates who have filled online Application form, paid the requisite application fee of Rs. 1200/- (Non-Refundable) and paid Rs. 1000/- (Non-Refundable) Counseling participation fee and Rs. 500/- Participation in Spot Counselling	Filling of choices	19.10.2021 (11:00 a.m. onwards)	21.10.2021 (upto 11:50 p.m.)

IV) Seat Status for SPOT Round of Counselling:

Additional Seat Intake in these three colleges/institutes will be available for choice filling.

Sl. No.	Name of the College/Institute	Stream	Additional Intake for 2021-22 (excluding MQ)
1.	Gitarattan International Business School, Rohini Educational Society at PSP, Complex-II, Madhuban Chowk, Delhi	BBA LLB	54
2.	Maharaja Agrasen Institute of Management Studies, Sector 22, Rohini, Delhi – 85	BBA LLB	54
3.	Vivekananda Institute of Professional Studies, AU Block (Outer Ring Road), Pitampura, New Delhi	BBA LLB	54

However, the actual Tentative vacant seats in the affiliated colleges/institutes will be displayed on : 18.10.2021.

V) Declaration of result of Spot Round of Online Counselling: 22.10.2021

VI) Spot Round Procedure:

- Registration for SPOT Round will be for all CLAT UG/PG 2021 qualified candidates irrespective of his/her registration earlier.
- All Registered candidates old and new will be allowed to login after accepting the terms and conditions of SPOT Round.
- All previous choices shall be treated as null and void. Candidates desirous of participating in the SPOT counselling shall have to fill new choices/preferences.

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- iv) The candidates who have reported at their respective School of Studies/Colleges/Institution after seat allocation upto Sliding Round, if participating in the Spot Round are assured that if any of the new preferences filled in the Spot Counseling is not allocated to them, their existing allocation of seat shall be retained and shall not change.
- v) The candidates who have reported at their respective School of Studies/Colleges/Institution after seat allocation upto Sliding Round, if participating in the Spot Round and if any of the new preferences filled is allocated to them in the Spot Round of Counseling then, the candidate has to abide to take the new allocated seat and they will not have any claim on the previous seat.

VII) Procedure to be followed after declaration of SPOT Round of Counselling:

Sl. No.	Activity	Starting Date	Closing Date
1.	Submit Willingness: Candidates allotted seat in the Spot Round of Online Counselling will have to submit his/her willingness (FLOAT/FREEZE) for subsequent round of counseling FLOAT (YES-Upgradation) FREEZE (NO-Upgradation) After submitting the willingness, candidate will pay the Part Academic Fee**	After declaration of result of Spot Round	26.10.2021 (upto 11:50 p.m.)
2.	**Payment of Part Academic Fee of Rs. 40,000/- only through NET Banking/Credit Card/Debit Card	After declaration of result of Spot Round	26.10.2021 (upto 11:50 p.m.)
3.	Printing of Provisional Allotment/Offer Letter of Admission	After declaration of result of Spot Round	26.10.2021 (upto 11:50 p.m.)
4.	Online withdrawal of admission after payment of Part Academic Fee of Rs. 40,000/-	After declaration of result of Spot Round	26.10.2021 (upto 11:50 p.m.)
5.	Reporting at the Allotted College/Institute/University School	27.10.2021 (10:00 a.m. onwards)	29.10.2021 (upto 04:30 p.m.)

** Adjustment of Part Academic Fee in SPOT ROUND of Online Counselling:

All CLAT UG/PG 2021 qualified candidates who have been allotted seat in the previous rounds of Online Counselling and had paid the Part Academic Fee of Rs. 40,000/- and wish to participate in the Spot Round of Counseling, their part Academic Fee of Rs. 40,000/- (Rupees Forty Thousand only) paid in the earlier rounds of Online Counselling will be adjusted during the Spot Round of Online Counselling. Such candidates, if allotted a seat in the SPOT ROUND of Online Counselling need not pay the Part Academic Fee of Rs. 40,000/- again.

The following candidates need not to pay again the Part Academic Fee of Rs. 40,000/- (Rupees Forty Thousand Only) during admission in SPOT ROUND of Online Counselling (i.e. if a seat is allotted in the Spot Round of Counselling):

- A candidate, who was allotted a seat in any round of Online Counselling and paid the Part Academic Fee and Reported.
- A candidate, who was allotted seat in online round of Online Counselling, paid the Part Academic Fee but did not report in the allotted institute.
- Any candidate, who was admitted in any round of Online Counselling, paid the Part Academic Fee and subsequently withdrawn as per procedure.

VIII) Reporting of candidates to the allotted institute/college:

- After declaration of result of SPOT Round of Online Counselling, the candidates allotted seat, have to report to the allocated University School/Institutions for verification of documents and payment of balance Part Academic Fee as per the Offer letter of result of Spot Round of Online Counselling.

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- ii) After allotment of seat in the Spot Round of Counselling, the candidate, if allotted a seat/retained the seat from earlier allotment/upgraded to higher choices/preferences, and if he/she has made the payment of Part Academic Fee of Rs. 40,000/- (if not paid earlier), can generate Provisional Admission Slip.
- iii) Proof of payment of Part Academic Fee receipt of Rs. 40,000/- is available in the candidate's profile.
- iv) The candidates are required to report and join the respective School/College with the Provisional Allotment Letter and the necessary record for verification of documents at the School/institution/college and pay the balance amount of fees (if any), as per the schedule notified on the website, failing which the admission shall be automatically cancelled.
- v) The institutions/University Schools of Studies shall report the status of reported and non-reported candidates to the University. The vacant seats after the sliding round of Online Counselling and seat vacant due to non-reporting of candidates only shall be considered for Spot Counseling of the admission year.
- vi) All admissions shall be provisional till regularized by the University.
- vii) **Result Awaited candidates** may please see the provisions contained in the **clause 3.5 of Chapter 3 of Admission Brochure 2021-22.**
- viii) Candidates who report to the allotted institutions and are reflected in the list submitted by the institutions as reported/admitted, shall be called "admitted students".

Important Note:-

- i) Admitted Candidates who are allotted an upgraded seat in the Spot Round of Counselling needs to pay an additional amount of Rs. 5000/- at the newly allotted University School/Affiliated College.
- ii) The upgraded candidates have to pay the balance amount of fees (if any), at the newly allotted college/institute/University School. The balance fee paid by such candidates in their previously allotted/reported college/institute shall be refunded to them by the respective college/institute with immediate effect.
- iii) The candidates are required to bring their original documents and a set of photocopy of the documents for submission at the concerned School/Institute/College along with Medical Certificate (**Appendix 6**) in original, Character Certificate (in original), Reserved Category certificate/Minority Certificate, and other related appendices such as for Defence Category - **Appendix 1** available in the Admission Brochure 2021-22 duly filled and signed. Result awaited candidates will have to submit duly filled and signed **Appendix 5** of Admission Brochure 2021-22.
- iv) It is the responsibility of the candidates to ascertain whether he/she possesses the requisite eligibility and qualifications for admission.
- v) For ascertaining the eligibility conditions, combination of marksheets, shall be allowed, only and only if the marksheets are from the same Board. If any particular candidate changes the Board e.g. CBSE to NIOS, an appropriate proof of accepting the marks of the earlier Board shall be required by the new Board. Thus, such candidate shall supply the one complete marksheet making him eligible. The decision for ascertaining the region will be based on the documents produced by the candidate.
- vi) The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi, such candidates will

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have to provide proof of his/her study centre proof for determining his /her Region. The candidates who fail to provide the proof of his/her study centre issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region Category. The candidate must bring in writing the certificate issued by the concerned University imparting Distance/ Open Education stating clearly that the study centre of the candidate is/was in Delhi or Outside Delhi.

IX) Details of balance Part Academic Fee to be paid at the reporting University School of Studies/Affiliated Colleges/Institutions:

A) **In University School of Studies:** The balance Part Academic Fee of Rs. 39,000/- (Rupees Thirty Nine Thousand Only) may be submitted through:

- Demand Draft in favour of "Registrar, Guru Gobind Singh Indraprastha University"
- NEFT as per details below:

Account Holder Name	Registrar, Guru Gobind Singh Indraprastha University
Account Number	965433641
IFSC Code	IDIB000G082
Bank Name	Indian Bank
MICR Code	110019071
Account Type	SB (Saving Branch)
CBS Code/Branch Code	02029
Branch Name & Address	GGSIU, Sector 16C, Dwarka, New Delhi – 110078.

* Only the candidates who have been allotted seat in the University School of Studies are requested to make the NEFT payment on the above account details only after they report at the respective University Schools and have their documents verified.

B) **In Affiliated Colleges/Institutes of GGSIPU:** The balance amount of fees may be submitted through both Online (Net Banking/ Credit Card/ Debit Card) and Offline (through Demand Draft) as per the instructions issued by the respective Affiliated College/Institute.

X) The concerned Dean/Director/Principal, USS & Affiliated Colleges/Institutes will ensure that the Result Awaited candidates will have to submit duly filled and signed Appendix 5 of Admission Brochure 2021-22. The Dean/Principal/Director shall be responsible to ensure mechanism to monitor the cases of such candidates admitted provisionally to ensure that the candidates are informed prior to the due date of submission of their result as mentioned in the Admission Brochure 2021-22, failing which, shall result in cancellation of their admission in the respective programme and whatsoever, the reason may be, his/her admission will be treated as null and void and the entire fee will be forfeited and under no circumstances, he/she will be allowed to appear in the End Term Exam.

XI) The Dean/Director/Principal will be responsible to ensure that the eligibility of all the students are checked by them to ensure correctness of admission specially in case of provisionally admitted students.

XII) Terms And Conditions For Candidates Participating In Spot Counselling:

A. **Terms And Conditions For New Entrants:**

I undertake that if a seat according to my choices / preferences of Institution / programme is allocated to me then I shall deposit Part Academic Fee of Rs. 40,000/- for the allotted Institute / programme.

B. **Those Who Were In Online Counselling System And Have Been Allocated A Seat And Have Also Reported As Admitted:**

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- (i) I undertake that if a seat in Spot Counselling according to my choices / preferences of Institution / programme is allocated to me then I shall deposit additional amount of Rs. 5,000/- as Upgradation fee charge.
- (ii) I understand that fee paid at the Institution level where I was earlier allocated shall be refunded to me by the Institution as per the University procedure for refunds in this case.
- (iii) I undertake that if new seat is allocated to me in Spot round of Counselling then I abide to take the new allocated seat and do not have any claim on the previous seat.

C. For Those Who Are Already Registered And Have Not Been Allocated A Seat Or Filled Any Choices:

I undertake that if a seat according to my choices / preferences of Institution / programme is allocated to me then I shall deposit Part Academic Fee of Rs. 40,000/- for Institute / programme.

D. For those who were allocated a seat did not pay Rs. 40,000/- part academic fee:

I undertake that if a seat according to my choices / preferences of Institution / programme is allocated to me then I shall deposit Part Academic Fee of Rs. 40,000/- for Institute / programme.

E. Already Registered / Seat Allocated Paid The Fee Then Withdraw Or Not Reported:

I undertake that if a seat according to my choices / preferences of Institution / programme is allocated to me then I shall deposit Part Academic Fee of Rs. 40,000/- for Institute / programme.

Guidelines/Instructions regarding COVID-19 issued by the Govt. of NCT must be followed by the candidates as well as by the Institute/College/USS during the period of reporting at the USS/Affiliated College/Institute.

All the concerned candidates/stake holders in their own interest are advised to visit the online admission website of the University <http://ipu.admissions.nic.in> for regular updates.

Geeta Mahajan
Deputy Registrar (Admissions)

Copy forwarded for information and needful to:

1. Dean, USLLS, with the request to get the data of NEFT payment compiled in the format given in the University notification no. 24/2021 dated 29.09.2021 so that the reconciliation of the amount deposited can be done by the Accounts Division.
2. Controller of Finance, GGSIP University.
3. JR Affiliation, GGSIP University.
4. AR, Vice Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
5. AR, Registrar, GGSIP University, for information of Registrar.
6. PRO, GGSIP University with a request to display Schedule on the University's Notice Board(s).
7. Manager, Indian Bank for n/a.
8. NIC for uploading on <https://ipu.admissions.nic.in>.
9. EDP Section of Admissions Branch.
10. Guard File.

Sanjay Dalal
Section Officer (Admissions)

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