



# Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-110078

Website: [www.ipu.ac.in](http://www.ipu.ac.in)

F. No. IPU-7/Online Counselling/2021/ 15/14

Dated: 30/11/2021

**Schedule of Choice Filling, Round 01, Round 02, Round 03, Sliding Round & Reporting of Candidates to the Allotted Institute/College for five (05) programmes: B.Tech (BT) (Code 130) and B.Pharma (Code 133) for the Academic Session 2021-22**

1. This is in continuation to University's earlier Schedule Notification No.81/2021, dated 23.11.2021, further process of schedule is commencement of Choice filling of the institutes by the candidates who have Registered and paid Counselling Participation Fees, thereafter declaration of result of Round 01, Round 02, Round 03, Sliding Round & Reporting of Candidates to the Allotted Institute/College, as detailed below:

S.No.	Name of Programme	CET Code
1.	B.Tech (BT)	130
2.	B.Pharma	133

**The aforesaid two programmes have a single course and single college in the respective programmes. Hence, no Choice Filling shall be available to the candidates. The available college choice shall be treated as a single default choice for the purpose of allotment.**

**Note:**

The University vide the aforesaid notification displayed the Schedule for Registration and Verification of Reserved category documents for the following programmes as well. However, the further Schedule for these three programmes is being released separately:

**BPT, BOT, BPO, B.Sc (MLT), BASLP (Code 124), B.Ed (Special Education) (Code 159) and B.A. (Eng) (Code 184)**

Note: (1) For Central Government Institutions, the allotment shall be done on All India Basis i.e. without Regional (Delhi and Outside Delhi) distribution.

(2) Any new institute/college in a particular programme may also be added in a particular CET Code after Round 1 of Counselling i.e. in subsequent Round(s) of counseling.

<b><u>Round 01 Result Declared on 30.11.2021, Candidates may login to see the result.</u></b>			
<b><u>Online Activities to be followed after declaration of Round 01 Result</u></b>			
Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered	After declaration of result of Round 01	02.12.2021 (11.50 PM)

**NOTE:**

- Candidates are advised to visit regularly the University Website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22.
- Schedule for Choice Filling and for further process will be displayed later.



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## Round 01 Result Declared on 30.11.2021, Candidates may login to see the result. Online Activities to be followed after declaration of Round 01 Result

Sl. No.	Activity by the candidate	Starting Date	Closing Date
	further for any subsequent round of online counselling.		
2.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-,. It will be available only for the respective round within the specified period.	After declaration of result of Round 01	02.12.2021 (11.50 PM)
3.	<b><u>Withdrawal of Admissions</u></b> After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 01	02.12.2021 (11.50 PM)

### ACTIVITIES FOR ROUND 02

Sl. No.	Category	Activity by the candidate	Starting Date	Closing Date
1.	Candidates whose name appeared in Common Merit List Rank 2021 of GGSIP University	a) Candidates who have neither registered nor paid for online counselling participation Fee of Rs. 1000/- (Non- Refundable) such candidates are required to register and pay the counselling participation fee of Rs. 1000/- (Non Refundable) through Net banking/Credit Card/Debit Card. b) Candidates who have earlier registered for online counselling but did not pay the Counselling Participation Fee of Rs. 1000/- (Non-Refundable) such candidates are	03.12.2021 (02:00 pm)	05.12.2021 (11:50 pm)

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	required to pay the counselling participation fee of Rs. 1000/- (Non Refundable) through Net banking/Credit Card/Debit Card.		
	<i>*Candidates have to complete both the process i.e Registration for online counselling and Payment of Counselling Participation Fees of Rs.1,000/- to be eligible for Choice Filling</i>		

## ACTIVITIES FOR ROUND 02

Sl. No.	Online Verification of documents by University for Reserved category candidates	Starting Date	Closing Date
2.	<p>Online Verification of documents for Reserved category candidates to be done by GGSIP University who have successfully registered and paid the requisite fees:</p> <p>(Candidates may refer chapter 6:Reservation Policy of Admission Brochure available on website of university)</p> <p>Online Verification of entitlement documents to claim benefit of Reserved Category of Registered Candidates who have paid Counselling Participation fees (i.e. SC/ST/OBC/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS /MUSLIM/ARMY as applicable).</p> <p>The Candidate claiming benefits under reserved category have to upload the relevant supporting documents duly issued by Competent Authority, if not uploaded earlier.</p> <p>Reservation Certificate (i.e. SC/ST/OBC/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS / MUSLIM/ARMY).</p> <p>The candidates may kindly read Admission Brochure (Chapter 6) to see the details of documents required for being eligible to claim benefit under Reserved Category and for ARMY category please refer Appendix 15(A)/15(B)/15(C) of Part E of Admission Brochure 2021-22 for more details.</p> <p>Note: All the verification of reserved category candidate's will be done online by University</p>	04.12.2021	06.12.2021
<b>Result of Round 02 to be declared on 07.12.2021</b>			

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## Round 02 Result will be Declared on 07.12.2021, Candidates may login to see the result, Online Activities to be followed after declaration of Round 02 Result

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling	After declaration of result of Round 02	09.12.2021 (11.50 PM)
2.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-,. It will be available only for the respective round within the specified period.	After declaration of result of Round 02	09.12.2021 (11.50 PM)
3.	<b><u>Withdrawal of Admissions</u></b> After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 02	09.12.2021 (11.50 PM)
<b>Activity for Round 03</b>			
<b>Result of Round 03 to be declared on 10.12.2021</b>			

## Round 03 Result will be on 10.12.2021, Candidates may login to see the result Online Activities to be followed after declaration of Round 03 Result

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered	After declaration of result of Round 03	12.12.2021 (11.50 PM)

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## **Round 03 Result will be on 10.12.2021, Candidates may login to see the result Online Activities to be followed after declaration of Round 03 Result**

Sl. No.	Activity by the candidate	Starting Date	Closing Date
	further for any subsequent round of online counselling		
2.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-,. It will be available only for the respective round within the specified period.	After declaration of result of Round 03	12.12.2021 (11:50 PM)
3.	<b><u>Withdrawal of Admissions</u></b> After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 03	12.12.2021 (11:50 PM)

### **SLIDING OF ALLOTTED SEAT AFTER ROUND 03**

Only the candidates who have been allocated seats before the sliding round and who paid the part academic fee of INR 40000/- and did not withdraw their admission or did not freeze the allotted seat by following due procedure of the University, shall be eligible for this round.

**Result of Sliding will be declared on 13.12.2021**

### **After declaration of result of Sliding Round of Online Counselling**

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<b><u>Reporting of candidates to the allotted institute/college</u></b> <u>Documents to be carried by candidates while Reporting to the Allotted Institute/College is mentioned in Point 12.</u>	14.12.2021 (10.00 a.m to 05.00 p.m)	16.12.2021 (10.00 a.m to 05.00 p.m)

### **2. IMPORTANT INSTRUCTIONS FOR CANDIDATES CLAIMING RESERVATION:-**

- (a) The candidate seeking admission under reserved categories have to mandatorily upload the entitled supporting certificate in his/her name. The Candidates for further details must read Chapter 6 (Reservation Policy of Admission Brochure 2021-22).

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- (b) In case the candidate is claiming the seat reserved for DOBC/DSC/DST category then He/ She should have passed his/ her qualifying exam from Delhi School/College and must have OBC/SC/ST certificate issued by the Competent Authority of Govt. of NCT of Delhi only.
- (c) **Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes.** The Reservation for OBC category is applicable only in University School of Studies and Govt. affiliated Colleges only.
- (d) **For Reservation in OBC Category :**
- (i) For claiming reservation against OBC category in Delhi Region, candidates have to upload valid OBC category certificate issued by a Competent Authority of Delhi after 31.03.2021 in accordance with the list of OBC category as per Govt. of NCT of Delhi.
- (ii) And if, OBC certificate is issued prior to 31.03.2021 then it is mandatory for candidates to upload OBC Non Creamy Layer certificate which should be issued after 31<sup>st</sup> March, 2021.
- (e) The Reservation for EWS category is applicable only in University School of Studies and Govt. affiliated Colleges only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable. **EWS Certificate should be issued after 31<sup>st</sup> March, 2021 stating valid for year 2021-2022.**
- (f) For claiming reservation on a seat reserved for Defence Category, the candidate have to upload the duly filled and signed **Appendix 1** of Part E of Admission Brochure 2021-22 by the competent authority as mentioned in Admission Brochure 2021-2022.
- (g) Reserve Category Candidates who fail either to upload documents as per notified schedule or whose documents are not in order **will forfeit his/her right for the reserve category claimed** and will automatically be converted to General Category as per University rules.

### 3. GENERAL INSTRUCTIONS:

- (a) The candidates must read the conditions of eligibility for admission as given in the Admission Brochure for 2021-22 carefully and must satisfy themselves regarding their eligibility for admission in various programmes before registering online for admission and submitting the Counselling Participation Fees.
- (b) It is the sole responsibility of the candidate to ensure that they fulfill the minimum eligibility criteria in the programmes they seek admission; the correctness of the details filled with respect to region; category or any other such details for allotment of seat. If at any stage of admission procedure the information furnished by the candidate is found to be incorrect or false the admission to the programme shall be cancelled and all the fees paid will be forfeited.
- (c) In order to avoid last minute rush, the candidates are advised to apply early enough. The University will not be responsible for network problems or any other problem of such nature for either submission of online application or any other activity during the last minute.
- (d) Candidates claiming seat in Delhi "Region" must have passed the qualifying examination (i.e.10+2/Graduation) from any of the institutes/ Colleges located in Delhi. Allotment of seats in wrong region on account of incorrect filling of form will lead to cancellation of the allotment at any later stage and candidate will automatically lose the right to the seat in his bonafied region if not available at the time of cancellation of seat.

### NOTE:

1. Candidates are advised to visit regularly the University Website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22.
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## 4. REGISTRATION: ONLINE REGISTRATION PROCESS:

In this stage, all the candidates as per eligibility criteria are required to register online from any place convenient to them. The candidate can registered only once.

### (i) Candidate Registration:

The candidate is required to enter Name, Father's Name, Mother's Name, DOB, Gender etc. choose a password for subsequent logins. After successful registration, an application number will be generated by the system and provided to the candidate. Candidate will login by using system generated application number and password to complete the remaining activities.

### (ii) Sign-in:

Candidate will use the Application Number and chosen password during registration for subsequent logins. After successful login, candidate will be redirected to the home page to perform the remaining activities like Application form submission, upload images and documents, registration fee payment etc.

### (iii) Multistep Application Form Submission:

After submission of registration form, candidate will login to complete the remaining activities. To complete the registration process, candidate will provide personal detail, contact detail, Qualification and Competitive Exam detail etc.

### (iv) Uploading of Images/Documents:

Candidate need to upload the scanned images/Documents mandatory documents for Photo, Signature, Category and Subcategory etc as per the predefined size and format.

### (v) Registration Fee Payment :

Applicant will pay the registration fee online using EPG Services after uploading of documents. The payment gateway services have the various options like credit card, debit card, net banking etc to pay the registration fee.

### (vi) Downloading of Confirmation Page:

If applicant completed all the required steps then a link for downloading of "Confirmation Page" will be enabled. Applicant may take re-printout of the confirmation page, if desired. Alternatively, a confirmation email including attached confirmation page will be sent to the applicant's verified email address.

(vii) **Email and Mobile Number Verification (Optional):** A separate link/button will be available in candidate's home page for verification of his/her email address and mobile no.. Candidate can verify his/her email address by sending the OTP.

(viii) **Editing Registration Details:** Candidates can amend/edit the registration details filled in the registration form by choosing "Edit Details" option from the menu within the specified period of registration.

(ix) It is in the interest of the candidate to remember the password and keep it confidential, to avoid misuse by others for which University will not be responsible.

(x) **Change password:** The candidates can also change the password if required using the change Password menu.

(xi) In case the candidate has problems in registration or fails to register, he/she needs to report in person to the Helpdesk of the University with the relevant proof of depositing the Counselling Participation Fee before the end of the Registration period.

(xii) Candidates are advised to check all the filled in details before taking the print out.

(xiii) All candidates must take two print outs of the Registration Form.

## NOTE:

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## 5. REGISTRATION AND SUBMISSION OF COUNSELLING PARTICIPATION FEE:

- a. Candidate have to Register and have to deposit a fee Rs 1000/- plus charges as applicable, as one time (non refundable) Counselling Participation Fee, as per the schedule for each CET Code. The taxes and charges applicable have to be paid by the candidate and are non-refundable.
- b. For depositing the Counselling Participation Fee, the candidate has to visit the GGSIP University admission website <https://ipu.admissions.nic.in> and select the option for "payment of counselling participation fee", enter Registration details viz Application No., Date of Birth and Mobile Number etc.
- c. After submission of the details, the candidate will get option of Online payment: Net Banking /Credit Card and Debit Card.
- d. The candidates are required to check the status of Registration/ Counselling Participation Fee payment on the website (<https://ipu.admissions.nic.in>) and must take the printout of online fee confirmation receipt with the transaction details, to be retained for all future reference. In case of payment of fee through Challan, the candidate must retain the copy of the Challan after depositing the fees.
- e. Candidates are advised in their own interest to complete the process of fee submission online much before the closing date and not to wait till the last minute to avoid transaction failure or any other technical fault due to congestion on web server on account of heavy load on internet/website.
- f. If the fee is paid through credit/debit card and status is not 'OK', it means the transaction got cancelled and the amount will be refunded to concerned credit/debit card. Such candidates have to pay the fee once again.
- g. In case of any problem regarding payment of Registration/ Counselling Participation Fee, non availability of fee confirmation receipt on the website within the specified time as mentioned in point 4, candidate can contact Helpdesk of University to resolve the issue.
- h. **Submission of Registration and Counselling Participation Fees is just a part of the counselling process; just payment of this fees does not entitle the candidate to admission.**

## 6. Result / Allocation of Seats in every round

1. After the choice filling period is over, all the choices/preferences filled by the candidate will be considered for online allotment of seat as per merit and respective category and region.
2. All such candidates, as listed below, will not be considered for allotment of seat:
  - i. Candidates who have not paid the counselling participation fee,
  - ii. Paid the counselling participation fee but not registered or vice versa,
  - iii. Paid the counselling participation fee and registered but not filled choices/preferences.
  - iv. Candidates who were allotted a seat in any round but did not pay the part academic fees of ` 40000/- shall not be considered in subsequent round of counselling.
  - v. Any other condition as defined by the communication of the University.
3. Results can be checked by the candidate through his/her account login given during the registration process.
4. Candidate can print Provisional Allotment Letter, if the seat is allotted to him/her.
5. The option of printing the Provisional Allotment Letter will be available only for the respective round; within the specified period and the record will not be available in the subsequent round of online counselling.
6. After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the

### NOTE:

1. *Candidates are advised to visit regularly the University Website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22.*
2. *Schedule for Choice Filling and for further process will be displayed later.*





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candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling, even if he wishes to.

7. Candidate can pay the admission fee against the provisionally allotted seat through Online option which are same as in case of the Counselling Participation Fee.  
Through Net Banking/Credit Card/Debit Card.
8. Candidate can print
  1. Provisional Allotment Letter
  2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-.

It will be available only for the respective round within the specified period.

## 7. Freeze / Float of Allotted Seat after every Round of Counselling

1. After every round of Counselling, if the candidate is satisfied with the seat allotted to him and does not want to participate in subsequent rounds of counselling for upgradation, he/she can freeze his/her allotted seat by clicking the freeze option available in his/her account in the counselling website within the specified time period.
2. If the candidate wants to upgrade his/ her choice by participating in next round of counseling as per his/ her filled choices should choose option Float.
3. Those candidates who opts „FLOAT“ option will be able to participate in next round of counselling and his/ her allotted seat will get retained if the candidate is not able to get higher choice.

## 8. Withdrawal and Fee Refund after online Rounds of Counselling

1. After depositing of Academic Fees, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure.
2. All candidates who have withdrawn, freed their seat, not paid the Part Academic Fee of Rs. 40,000/- and who do not fulfill the eligibility criteria, will not be participating in the subsequent round of online counselling and the vacancies with respect to such candidates will be considered for allotment of seat in subsequent Rounds.

## 9. Last Round of Allotment of Seats for Online Counselling

1. In the last round of online-counselling, the seats (region-wise) and category wise shall be converted to unreserved category after doing seat allotment of the reserved category.
2. Only the candidates allocated seats, who have paid the Part Academic Fees of INR 40000/-, have not frozen their allotment, and have not withdrawn as per procedure notified, shall be eligible for the sliding round of online counselling.

## 10. Sliding of Allotted Seat after Last Round of Online Allotment of Seats:

1. Enumerated below is the standard procedure;
2. Only the candidates who have been allocated seats before the sliding round and who paid the part academic fee of INR 40000/- and did not withdraw their admission or did not freeze the allotted seat by following due procedure of the University, shall be eligible for this round.
3. The sliding round shall be based on the preferences already entered by the candidates in the online counselling system on the basis of merit of CET of the candidates.
4. If a candidate, who has paid the Part Academic Fees does not want to participate in the sliding round, then such candidates must freeze their allotment.
5. After the sliding round, the allocated candidates must report to the allocated institutions for verification of documents and payment of the balance amount of fees (if any).

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## 11. Reporting of candidates to the allotted institute/college:

1. Provisional Allotment Letter.
2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-.
3. It will be available only for the respective round within the specified period.
4. The Candidate 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 schedule notified on the website, failing which the admission shall be automatically cancelled.
5. 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 seats vacant due to non-reporting of candidates only shall be considered for spot counselling of the admission year.
6. All admissions in the University shall be provisional till regularized by the University.
7. Result Awaited candidates may please see the provisions contained in the clause 3.5 of Part A. 6. Candidates who report to the allocated institutions and are reflected in the list submitted by the institutions as reported / admitted, shall be called "admitted students", and if they wish to withdraw/cancel their admission, then they have to apply as per the refund policy of the University. The detailed refund policy of the University shall be notified separately on the University website.

### Important Note:-

- a) 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, 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.
- b) It is the sole responsibility of the candidates to ascertain whether he/she possesses the requisite eligibility and qualifications for admission.
- c) 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.
- d) 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 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.

All candidates who have registered and who wish to participate in the online counselling for admission are advised in their own interest to visit the University website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in> for regular updates.

  
(Geeta Mahajan)

Deputy Registrar (Admissions)

Copy to:

1. Dean / Directors / Faculty members, GGSIP University

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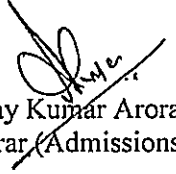


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2. Controller of Finance, GGSIP University, for information.
3. JR/DR, Affiliation for information.
4. Consultant, Admissions
5. AR, Vice Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
6. AR, Registrar, GGSIP University, for information of Registrar.
7. PRO, GGSIP University with a request to display Schedule on the University's Notice Board(s).
8. Manager, Indian Bank for n/a.
9. NIC for uploading on <https://ipu.admissions.nic.in>.
10. EDP Section of Admissions Branch.
11. Guard File.

  
(Ajay Kumar Arora)  
Assistant Registrar (Admissions)

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**NOTE:**

1. Candidates are advised to visit regularly the University Website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22.
2. Schedule for Choice Filling and for further process will be displayed later.