

**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/2022/ 2682

Dated: 31/8/22

**Schedule of Counselling for Round 03, Sliding Round and Other Activities of various Programmes for Academic Session 2022-23**

This is in continuation to University's earlier Schedule Notification No.199/2022, dated 12.08.2022 and 200/2022 dated 16.08.2022. The University in the larger interest of candidates, whose name appeared in Common Merit List Rank 2022 of GGSIP University also in the respective National Level Test, is providing one more opportunity to the candidates for Enrollment for Centralized Online Counseling process for admission to given below mentioned programmes:

<u>Sl.No</u>	<u>Programmes</u>
1.	Master of Arts (Mass Communication) 2022 [CET CODE-106]
2.	Master of Science (Env. Management) 2022 [CET CODE-111]
3.	Master of Arts (English) 2022 [CET CODE-113]
4.	B.Sc.(Yoga) 2022 [CET CODE-117]
5.	Master of Education 2022 [CET CODE-120]
6.	Master of Science (Biodiversity & Conservation) 2022 [CET CODE-123]
7.	BBA & Allied Programmes 2022 [CET CODE-125]
8.	Bachelor of Arts (Journalism & Mass Communication) 2022 [CET CODE-126]
9.	B.Tech. (Bio- Technology) 2022 [CET CODE-130]
10.	Master of Science (Natural Resource Management) 2022 [CET CODE-145]
11.	Bachelor of Commerce (Honours) 2022 [CET CODE-146]
12.	Bachelor of Education (Special Education) 2022 [CET CODE-159]
13.	Master of Arts (Economics) 2022 [CET CODE-162]
14.	BA English 2022 [CET CODE-184]
15.	Master of Science (Yoga) 2022 [CET CODE-187]
16.	BA (ECONOMICS) 2022 [CET CODE-197]
17.	M.Sc. Medicinal Chemistry & Drug Design 2022 [CET CODE-405]
18.	LLM through (CLAT PG) -[CET CODE 112]
19.	Master of Computer Applications through (NIMCET)-2022 [CET CODE-105]
20.	Integrated BA-LLB(Hons.)/Integrated BBA-LLB (Hons.) through (CLAT UG2022) CODE 121
21.	Bachelor of Computer Applications [CET Code 114]

**NOTE:**

1. Registration is Mandatory for the candidate's for participating in Online Counselling/Admission and must go through Chapter 10 of Online Counseling Procedure.
2. For Details Candidates are requested to refer the Admission Brochure for Academic Session 2022-23.
3. 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 2022-23 concludes.



<u>Sl.No</u>	<u>Programmes</u>
22.	Bachelor of Hotel Management & Catering Technology [CET Code 127]
23.	Master of Education (Special Education) [CET Code 612]
24.	Bachelor of Education [CET Code 122]

<b>ACTIVITIES FOR ROUND 03 (for the courses where admission is based on the merit of CET)</b>				
<b>Sl. No.</b>	<b>Category</b>	<b>Activity by the candidate</b>	<b>Starting Date</b>	<b>Closing Date</b>
1.	Candidates whose name appeared in Common Merit List Rank 2022 pursuant to conduct of Common Entrance Test (CET) by the University	Candidates who have earlier enrolled for online counselling but did not pay the Counselling Participation Fee of Rs. 1000/- ( <b>Non- Refundable</b> ) such candidates are required to pay the counselling Participation Fee of Rs. 1000/- (Non Refundable) through Net banking/Credit Card/Debit Card. <b><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></b>	02.09.2022 (11:00 am)	05.09.2022 02:00 pm)

<b>National Level Test qualified candidates as per above mentioned list of programmes, who wish to participate in Online Counselling for admission in various Programme must refer the schedule as follows: (MCA/LLM/LLB)</b>				
<b>S. No.</b>	<b>Activity</b>	<b>Starting Date</b>	<b>Closing Date</b>	
1.	<b><u>Payment of Counselling Participation fee :</u></b>			
	a). [In respect of candidates who have already filled Online Application Form of GGSIPU and paid the requisite fee of Rs.1200/- ( <b>Non- Refundable</b> )], such candidates are required to Enrol for Centralized Online Process for Counselling and pay the Counselling Participation Fee of Rs. 1000/- ( <b>Non- Refundable</b> ) through Net Banking/Credit Card and Debit Card.	02.09.2022 (11:00 am)	05.09.2022 02:00 pm)	
	b). [In respect of candidates who have not filled Online Application Form of GGSIPU earlier as per notified dates.] Such candidates are required to register and pay the online application fee of Rs.1,200/- ( <b>Non- Refundable</b> ); Enrol for Centralized Online Process for Counselling along with Counselling Participation Fee of Rs.1,000/- ( <b>Non- Refundable</b> ) through Net Banking/Credit Card and Debit Card.	02.09.2022 (11:00 am)	05.09.2022 02:00 pm)	

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Sl. No.	Online Verification of documents by University	Starting Date	Closing Date
1.	<p><b>Online Verification of documents for Reserved category candidates to be done by GGSIP University who have successfully registered and paid the requisite fees:</b></p> <p>Online Verification of entitlement documents to claim benefit of Reserved Category of <b>Registered Candidates</b> who have paid Counselling Participation fees (i.e. SC/ST/OBC/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS /MUSLIM/ARMY).</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><b>Reservation Certificate (i.e. SC/ST/OBC/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS / MUSLIM/ARMY).</b></p> <p>The candidates may kindly read Admission Brochure (<b>Chapter 6</b>) to see the details of documents required for being eligible to claim benefit under Reserved Category and for ARMY category please refer Appendix 9(A)/9(B)/9(C) of Admission Brochure 2022-23 for more details.</p> <p><b>Note: All the verification of reserved category candidate's will be done online by University</b></p>	03.09.2022 (02:00pm)	05.09.2022 (11:50 pm)

#### Choice Filling Schedule

Sl. No.	Category	Activity by the candidate	Starting Date	Closing Date
1.	Candidates whose names appeared in the Common Merit List Rank 2022 for the CETs conducted by the university ( or have appeared for CLATPG/CLATUG/NIMCET) and also Enrolled for Centralized online counseling process and paid counselling participation fee of Rs.1,000/- (Non Refundable)	<u>Choices/Preferences filling (for Sliding Round)</u>  <u>Edit/Modify/Add/Delete</u>	03.09.2022 (02:00pm)	05.09.2022 (11:50 pm)
<b>Result of Round 03 will be declared on 06.09.2022/07.09.2022/08.09.2022/09.09.2022</b>				

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

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<p><b>Submit Willingness</b></p> <p>Freeze / Float of Allotted Seat after every Round of Counselling (Definition of Freeze/Float is defined below)</p>	After declaration of result of	12.09.2022 (11:50 pm)

#### **NOTE:**

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3. 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 2022-23 concludes.



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

Sl. No.	Activity by the candidate	Starting Date	Closing Date
		Round 03	
2.	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 counseling.	After declaration of result of Round 03	12.09.2022 (11:50 pm)
3.	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	12.09.2022 (11:50 pm)
4.	<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	12.09.2022 (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.

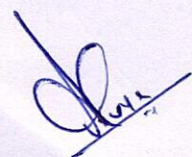
**Result of Sliding Round will be declared on 13.09.2022/14.09.2022/15.09.2022**

**Reporting of candidates to the allotted institute/college**

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<b><u>Reporting of candidates to the allotted USS/institute/college</u></b> All documents to be carried by candidates while Reporting to the Allotted Institute/College, for more details please refer admission brochure 2022-23.	17.09.2022 (11:00AM to 04:00 PM)	22.09.2022 (11:00AM to 04:00 PM)
2.	<b><u>Withdrawal of Admissions</u></b>	23.09.2022 (11:00 AM)	26.09.2022 (11:50 PM)

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## **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 2022-23).
- (b) The reservation certificate should be issued from the respective state under the “Region” in which the reservation is claimed.
- (c) 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.
- (d) **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.
- (e) **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 31.03.2022 in accordance with the list of OBC category as per Govt of NCT of Delhi.
- (ii) And if, OBC certificate is issued prior to 31.03.2022 then it is mandatory for candidates to upload OBC Non Creamy Layer certificate which should be issued after 31<sup>st</sup> March, 2022.
- (f) 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, 2022 stating valid for year 2022-2022.**
- (g) 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 2022-23 by the competent authority as mentioned in Admission Brochure 2022-2022.
- (h) 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.

### **1. GENERAL INSTRUCTIONS:**

- (a) The candidates must read the conditions of eligibility for admission as given in the Admission Brochure for 2022-23 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.

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3. 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 2022-23 concludes.



## 2. 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.**

## 3. Choice Filling

- a) Choice filling is compulsory for allotment of seat. Candidate will not be considered for online allotment of seat without the filled in choices/preferences.
- b) After registration, candidate has to fill choices for allotment, from the list of all possible combinations of all institutes and courses available, in the order of his/her preference, during the choice filling period.
- c) Once the period for filling of choices/preferences is over, choices/preferences filled by candidate will be used for allotment of seat.
- d) Candidates are advised and encouraged in their own interest to fill maximum number of choices, as it increases the possibility of getting the desirable seat. For the benefit of the candidates, the stream wise and institute-wise and rank-wise Admission Rank cut off data is available on University Website and as relevant link in <https://ipu.admissions.nic.in>.
- e) From previous experiences, it has been noted that some candidates fill up very few / limited number of choices, may result in non allotment of seat during seat allotment. Therefore it is once again advised that the candidates should fill as many choices as possible to ensure that they have better chances of allotment of seat.
- f) Candidates, however, will be given the opportunity to edit/modify/add/delete preferences after allotment of seat in Round 01 for the subsequent round of counselling.
- g) The candidates are also advised to fill choices/preferences, then save the same and then take the print out of the saved choices/preferences to be retained for future reference.

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

- a) 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.
- b) All such candidates, as listed below, will not be considered for allotment of seat:

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- 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.
- c) Results can be checked by the candidate through his/her account login given during the registration process.
  - d) Candidate can print Provisional Allotment Letter, if the seat is allotted to him/her.
  - e) 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.
  - f) 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, even if he wishes to.
  - g) 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.

5. **Freeze / Float of Allotted Seat after every Round of Counselling**

- a) 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.
- b) 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.
- c) 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.

6. **Withdrawal and Fee Refund after online Rounds of Counselling**

- a) 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.
- b) All candidates who have withdrawn, freezed 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.

7. **Last Round of Allotment of Seats for Online Counselling**

- a) 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.

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- b) 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.

8. **Reporting of candidates to the allotted institute/college:**

The following documents are required at the time of Reporting

- a) Four passport sized photographs (same as that in admit card)
- b) CET Rank Card/Merit Order and CET Admit Card 2022.
- c) NLT Score/Rank Card and NLT Admit Card 2022.
- d) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- e) Mark-sheets / Certificates of qualifying examination:
- f) The candidate will be required to bring the Original certificates/Mark-sheets of all the year wise or semester wise in original along with photocopy of Certificates/ Mark-sheets of qualifying examination.
- g) For Distance / Open Learning Cases:  
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 to be submitted.
- h) Physical Fitness Certificate:  
All the students shall be required to submit a Medical Certificate indicating fitness from a Registered Medical Practitioner as per format given in Performa of Medical Certificate in given in Part-E in Admission Brochure 2022-23 (As per Appendix 5).
- i) Copy of Online Reserved Categories verification slip.
- j) Reserved Category Certificate:  
All reservation category candidates who are seeking admission in reserved category in SC / ST / DEF / PWD must bring their reservation certificate in original along with the self attested photocopy of the certificate for claiming seat against the reserved category. The Defence Category candidates, in addition to all the documents, shall also bring Appendix 1 duly completed. The appendices are available in Part E of Admission Brochure 2022-23.
- k) Conduct and Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted officer in Original, not more than 06 (six) months old.
- l) Application regarding age or any other relaxation with necessary approval (if necessary).
- m) The required Certificate(s) for reserved categories / classes will be essential at the time of the counselling / admission and no provisional admission shall be admissible for want of caste/category certificate from the local competent authority. Further, the caste / category certificate should invariably be in the name of the candidate himself / herself and not in favour of respective parents / guardians.
- n) Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-.,.

**Important Note:-**

- a) **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.
- b) 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.

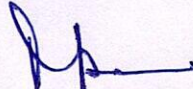
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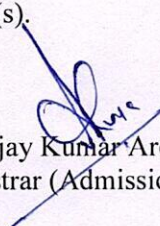
- c) It is the sole responsibility of the candidates to ascertain whether he/she possesses the requisite eligibility and qualifications for admission.
- d) **In Affiliated Colleges/Institutes of GGSIPU:** The balance amount of fees as paid by the candidate at the time reporting be refunded to the candidates on production of online withdrawal slip, if he/she has applied for withdrawal of admission within stipulated date and time of the notified counseling schedule.
- e) 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. 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. All admissions in the University shall be provisional till regularized by the University.
- f) Result Awaited candidates may please see the provisions contained in the clause 3.5 of Part A of Admission Brochure 2022-23.

All candidates 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.

  
(Brig P K Upmanyu) Retd  
Incharge (Admissions)

Copy to:

1. Controller of Finance, GGSIP University, for information.
2. AR, Vice Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
3. AR, Registrar, GGSIP University, for information of Registrar.
4. PRO, GGSIP University with a request to display Schedule on the University's Notice Board(s).
5. Incharge –UITS, GGSIPU with a request to upload the schedule on the university website.
6. Guard File.

  
(Ajay Kumar Arora)  
Assistant Registrar (Admissions)

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