



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-110078

Website: www.ipu.ac.in

NOTICE

F.No. IPU-7/Online Counselling/ 2019/12 695

Date: 18/7/2019

This is in reference to the order no. DHE 4 (61)/2010-11/Part File/733 dated 11.02.2019 of the Govt. of NCT of Delhi and the circular no. GGSIPU/Admissions/2019/10039 dated 26.02.2019. Vide these order / circular, it was notified that GGSIPU shall carry out Admissions in Academic Session 2019-20 for the programme MBA (CET Code 101) through the National Level Test (CAT 2019) and Central Admission Test conducted by NTA after 31st July 2019, if seats remains vacant, after exhausting the merit list prepared on the basis of score of CAT by GGSIPU, the admissions shall be offered to applicants on the basis of CMAT 2019 score.

Central Management Admission Test conducted by National Testing Agency is allowed after 31st July, 2019 for admissions if seats remain still vacant after exhausting the Merit List prepared on the basis of score of Common Admission Test by Guru Gobind Singh Indraprastha University.

All qualified applicants of CMAT 2019 for the academic session 2019-20, desirous of taking admissions in MBA programme for Academic Session 2019-20 for seats remaining vacant after 31st July 2019 after exhausting merit list prepared on the basis of score of CAT by GGSIPU, may apply through the University website (www.ipuadmissions.nic.in) by submitting Rs. 1000/- towards Application form charges and Rs. 1000/- Counselling participation fees (i.e Total Rs. 2000) plus applicable taxes and processing charges.

For application and Counselling fee (Rs. 1000 + Rs. 1000=Rs. 2000) the candidate must first pay the total fees of Rs. 2,000/- and then registered on University website (www.ipuadmissions.nic.in).

The application form for **MBA-CMAT** shall be available online from 18.07.2019 (01.00 P.M onwards) to 31.07.2019 (Upto 04.00 P.M.)

Submission of Application form Commences from 18.07.2019 (01.00 P.M.)			
All CMAT 2019 qualified candidates who wish to apply for admissions against vacant seats in MBA AFTER 31ST JULY, 2019, as detailed above.			
S. No.	Activity	Starting Date	Closing Date
1.	(a) Payment of Application form and Counselling Participation Fee of Rs. 2000/- through Net Banking/Credit Card and Debit Card	18.07.2019 (onwards 1.00 p.m)	31.07.2019 (upto 03.00 pm)
2	Registration by candidates after payment of Application form and Participation Fee of Rs.2,000/-	18.07.2019 after payment of fee	31.07.2019 (04.00 pm)

- NOTE:**
1. For Details candidates are requested to refer the Admission Brochure for Academic Session 2019-20.
 2. Registration is Mandatory for all CET/National Level Tests (as applicable) qualified candidates as Lists notified for the Programme/Course for participating in Online Counselling/Admission.
 3. Schedule for choice / preferences filling for Colleges / Institutes for admission in a programme/course and further process will be displayed separately.
 4. Candidates are advised to visit regularly the University Website www.ipu.ac.in as well as the online admission website www.ipuadmissions.nic.in

1. General Instructions

- (a) The detailed instructions about the online counselling, User Manual, FAQ is be available on the University website www.ipu.ac.in & www.ipuadmissions.nic.in. Candidates are advised to go through the details thoroughly at these sites before registration. This information shall be available before the start of the online
- (b) counselling. Aspirants / candidates should keep seeing the University website(S) in this regard.
- (c) The candidates must read the conditions of eligibility as given in the Admission Brochure carefully and must satisfy themselves regarding their eligibility for admission in various programmes before registering online for admission and submitting the fees.
- (d) 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 untrue the admission to the programme shall be cancelled and the fees will be forfeited.
- (e) 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 submission of online application during the last minute.

2. Submission of Application form and Counselling Participation Fee

- (a) Candidate has to deposit a fee of application form Rs.1000/- + Rs. 1000/- (Total Rs 2000/-) 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 has to be paid by the candidates and is non-refundable.
- (b) For depositing the Counselling Participation Fee, the candidate has to visit the GGSIP University admission website [http:// www.ipuadmissions.nic.in](http://www.ipuadmissions.nic.in) and select the option for “payment of counselling participation fee”, enter CMAT Registration number, Date of Birth and Mobile Number.
- (c) After submission of the details as mentioned in para 2, the candidate will get two options of payment:
 - (i) Net Banking / Credit Card and Debit Card.
- (d) The candidates are required to check the status of fee payment on the website ([http:// www.ipuadmissions.nic.in](http://www.ipuadmissions.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 should immediately pay the fee once again.

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- (g) In case of any problem regarding payment of fees, non availability of fee confirmation receipt on the website within the specified time as mentioned in point (d), candidate can contact Helpdesk of University to resolve the issue.
- (h) Submission of registration fees is just a part of the counselling process, just payment of this fees does not entitle the candidate to admission.

3. Registration

- (a) After confirmation of receipt of the Application form and Counselling Participation Fee, for the specific MBA programme for which the candidate has qualified and paid the fees, candidate has to register within the Registration period notified on the website.
- (b) In case of Payment of Fee through Challan, candidate can register only after two working days of cash deposited in any branch of Indian Bank.
- (c) For Registration, candidate has to enter CET/National Level Tests (as applicable) details in the admission website ([http:// www.ipuadmissions.nic.in](http://www.ipuadmissions.nic.in)) and after authentication, the candidate has to enter his/her personal / academic / contact details (with address, mobile no. & email-id)
- (d) During the Registration process, the candidate will get login ID and password.
- (e) 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.
- (f) Change password: The candidates can also change the password if required using the change Password menu.
- (g) 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.
- (h) 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.
- (i) Candidates are advised to check all the filled in details before taking the print out.
- (j) All candidates must take two print outs of the Registration Form. One must be submitted at the time of document verification and the other to be retained by the candidate for all future reference.

This issues with approval of Competent Authority.


(Dr. Nitin Malik)

Joint Registrar (Admissions)

Copy to:

1. Registrar, GGSIP University, for information.
2. Controller of Examination, GGSIP University, for information
3. Controller of Finance, GGSIP University, for information.
4. Incharge, Affiliation for information and n/a.
5. AR, Vice Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
6. All Officers Admissions Branch for information and n/a.
7. PRO, GGSIP University with a request to display Counselling / Admission Schedule on the University's Notice Board(s).
8. Manager, Indian Bank for n/a.
9. Admissions Reception Counter.

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10. Incharge UITS, with the request to upload the schedule of Counselling on University's Website.
11. NIC for uploading on ipuadmissions.nic.in
12. EDP Section of Admissions Branch.
13. Guard File.

Sanjay

Sanjay Dalal
Section officer (Admissions)

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