



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-78

Notification No. 173/2020

F.No. IPU-7/Schedule of Counselling/ADCGC/2020/928

Dated: 10/12/2020

SCHEDULE OF 2ND COUNSELLING/ADMISSION 2020-21 Advanced Diploma in Child Guidance and Counselling (ADCGC)- CET Code 175

Venue of Counselling: - Guru Gobind Singh Indraprastha University
Sector-16 C, Dwarka, New Delhi-110078

The candidates must read the complete schedule and ensure their presence

1. The CET qualified candidates, whose names appeared in the merit list, drawn on the basis of CET-2020, shall report in person for 2nd Counselling for 'Verification of Documents' and Allotment of Seats' at the venue for counselling on the date and time mentioned below, as per their Category and Rank. Details are as below:

| Date | Category of Candidates | Time |
|------------|--|------------|
| 15.12.2020 | All CET qualified candidates seeking admission against seats reserved for 'PHYSICALLY HANDICAPPED (PWD/PH)' irrespective of region From Rank 1 onwards (Subject to availability of seats) | 11:30 am |
| | All CET qualified candidates seeking admission against seats reserved for 'SCHEDULED TRIBE (ST)' category irrespective of region From Rank 1 onwards (Subject to availability of seats) | |
| | All CET qualified candidates seeking admission against seats reserved for 'SCHEDULED CASTE (SC)' category irrespective of region From Rank 1 onwards (Subject to availability of seats) | |
| | All CET qualified candidates seeking admission against seats reserved for DEFENCE Under defence priority (I to IX) irrespective of region From Rank 1 onwards (Subject to availability of seats) | |
| | All CET qualified candidates seeking admission against seats reserved for 'Economically Weaker Section (EWS)' category irrespective of region From Rank 1 onwards (Subject to availability of seats) | |
| | All CET qualified candidates seeking admission against seats reserved for 'General' category From Rank 1 onwards (Subject to availability of seats) | 12:00 Noon |
| | Open House Counselling (if required) All CET qualified candidates seeking admission as per Rank follows: Rank 1 onwards, irrespective of their region (Subject to availability of seats) | 1:00 pm |

Admission shall be carried out on All India Basis as mentioned in clause 6.1, Chapter 6, of Admission Brochure for the Academic Session 2020-21.

Important:

- A candidate belonging to any sub-category is also eligible to secure admission in General / Unreserved Category of his/her respective Region, purely on the merit of CET.
- For Institutions funded by the Central Government, the seats are allocated on an All India Basis.
- The conversion of seats reserved for SC, ST etc to General Category shall be done only after the completion of last counselling for the reserved categories and no such conversion will be allowed during the 2nd counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be affected.
- The provision for reservation in OBC category is not applicable for Post Graduation / Master Level programmes. However, the OBC category candidates shall claim seats in General Category in the order of their rank as per merit, as per their respective regions.
- The provision of reservation for the Economically Weaker Sections (EWS) who are not covered under the existing scheme of reservations for the Scheduled Castes, the Scheduled Tribes and the Socially and Educationally Backward Classes, it has been decided to provide reservation in admission subject to a maximum of 10% of the total seats.
- Seats in EWS category are supernumerary and shall not be converted.
- Allotment of Seats will be stop as and when the seats get filled up.

2. Seat Allocation in All India Region

For clarification on Region i.e. candidates may please refer to the Chapter 5: 'Seat Allocation', Admission Brochure, Academic Session 2020-21.

3. Reservation Policy

Candidates shall please refer to the Chapter 6: 'Reservation Policy', Admission Brochure, Academic Session 2020-21.

4. ELIGIBILITY CRITERIA FOR ADMISSION

1. Any recognized Master's Degree in Social work / Psychology / Child Development / Community Resource Management / Development Communication Extension / Nursing / Special Education. Or,
2. M.Ed. from recognized University. Or,
3. Any recognized Bachelor's Degree in Social work / Psychology / Child Development / Community Resource Management / Development Communication Extension / Nursing / Special Education with minimum 05 years of experience of working with children. Or,
4. B.Ed. from recognized University with minimum 04 years of experience of working with children.
The candidate must also have studied English (Elective / Core / Functional) (01 paper) at 10+2 level or higher.

Admission Criteria:

1. Admission shall be on the basis of the merit of the written test/CET.



5. Documents Required for Verification and Allotment of Seats:

- a. Bank Draft(s) of Rs. 41,000/- (including Rs. 1,000/- Counselling Processing / Participation Fee (one time non-refundable) is required at the time counselling in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate will write his name, date of admission, phone, address, mobile no, name of the programme, CET Rank and CET Roll Number on the back of the Bank Draft(s). Balance fee (if applicable) shall be paid by the candidate at the allotted institute.
- b. Four passport sized photographs (same as that in admit card)
- c. CET Result of CET-2020
- d. CET Admit Card (in original) 2020
- e. Experience Certificate (original), if applicable.
- f. Copy of Admission verification form (Copy of Admission verification form as per Appendix 4A in Part B of Admission Brochure 2020-21.)
- g. Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- h. Mark-sheets / Certificates of qualifying examination:
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.
- i. 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 2020-21 (As per Appendix 6).
- j. Reserved Category Certificate:
All reservation category candidates who are seeking admission in reserved category in SC / ST / PWD / DEF / EWS 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, shall also bring Appendix 1 duly completed. The appendices are available in Part B of Admission Brochure 2020-21.
- 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. 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.
- o. It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfill all the conditions prescribed for admission. Before filling-up the verification slip at the time of verification of documents/counselling/allotment of seats, candidate should ensure that he/she fulfils all eligibility conditions as laid down in the respective Admission Brochure for the session 2020-21. If it is found at any stage during the entire period of the programme that the candidate does not fulfill the requisite eligibility conditions, his/her admission will be cancelled and also disciplinary action will be initiated against his/her and entire fee will also be forfeited.

6. **Seat Matrix:** To be displayed at the time of counseling.

7. **Instructions to be followed at the time of 2nd counseling 2020-21:**

- a) The students, who have been admitted during 1st counseling in any category, will not be allowed to change their category in 2nd Counselling.
- b) The Second Counselling will commence from rank one onwards for categories / programmes and the seats will be allotted strictly on the basis of CET Rank of the candidates. Such candidates, who were absent in the 1st Counselling will also be permitted to attend the 2nd Counselling.
- c) A candidate who fails to appear in person on the notified date and time for counselling, shall forfeit his/her claim for the seat which could be offered to him/her, had he/she been present on his/her turn. However, if the candidate reports late or reports on subsequent days during the process of counselling, he/she may be considered for allotment of a seat available at that point of time provided he/she had not taken admission earlier.
- d) The conversion of seats reserved for SC, ST, Def, PWD, etc. to General Category shall be done only after completion of 2nd counselling for the reserved category in case of offline counselling. However, while converting the seats during 2nd counselling, any unfilled seat(s) reserved for ST Category will be offered first to SC Category and vice versa and only after completing this exercise, the conversion of the reserved category seats to general category shall be effected.
- e) **De-reservation of unfilled Outside Delhi Quota Seats to Delhi Quota and Vice versa:**

In the Offline Counselling, Seats reserved for Outside Delhi Category will be converted to Delhi Category and Vice versa for the programmes for which offline counseling will be done during the **Open House Counselling** (which will only be held if seats are vacant after 2nd Round of Counselling has been completed in the respective region). Thereafter, seats remaining vacant shall be converted into general category.


Note: The candidates who had withdrawn after 1st Round of Counselling will be allowed to take admission during Open House Counselling.



8. Withdrawal of Admission after 2nd Counselling

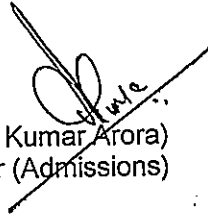
All the refund applications shall be processed in accordance with the Refund Policy 2020-21, notified in Part C (Chapter 12) of Admission Brochure 2020-21 or as per guidelines of UGC.

9. The candidates are requested to visit University website www.ipu.ac.in for regular updates.


(Brig. P.K. Upmanyu)
Joint Registrar (Admissions)

Copy to:

1. Controller of Finance, GGSIPU, for kind information.
2. Controller of Examinations, GGSIPU for kind information.
3. Finance Officer, GGSIPU with the request to depute an official for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
4. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s).
5. In-charge, UITS, with the request to upload the schedule of Counselling on University's website.
6. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor.
7. AR to Registrar, GGSIPU for information of Registrar.
8. EDP section of Admissions Branch.
9. Guard file.


(Ajay Kumar Arora)
Section Officer (Admissions)