



Guru Gobind Singh Indraprastha University
Sector 16 C, Dwarka, New Delhi-110078
Website: www.ipu.ac.in

F. No. IPU-7/Online Counselling/2022/ 2961

Dated: 01/11/2022

MBBS - IMPORTANT INSTRUCTIONS FOR REPORTING AT THE ALLOTTED INSTITUTE IN PROGRAMME MBBS (BACHELOR OF MEDICINE & BACHELOR OF SURGERY) (CODE 103) AFTER DECLARATION OF RESULT OF ROUND I ONLINE COUNSELLING CONDUCTED BY GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY DURING THE ACADEMIC SESSION 2022-23

REFERENCE: UNIVERSITY'S NOTIFICATIONS NO. 292/2022 DATED 31.10.2022 FOR PROGRAMME MBBS (BACHELOR OF MEDICINE & BACHELOR OF SURGERY) (CODE 103).

Please note that the Schedule of Activities to be followed after Declaration of Result of Round I Online Counselling Academic Session 2022-23 for MBBS program (Code 103) has already been notified on the University website vide notification no. 292/2022 dated 31.10.2022.

I - GENERAL INSTRUCTIONS:

- (a) 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 MBBS programme before submitting the Part Academic Fees/Balance Fee.
- (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 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. **ALSO REFER UNIVERSITY NOTIFICATION NO. 285/2022 DATED 27.10.2022.**
- (c) The Dean/Director/Principal will be responsible to ensure that the eligibility as per **Admission Brochure of University, as per NMC guidelines and as per NEET brochure guidelines** of all the students are checked by them to ensure correctness of admission.
- (d) In order to avoid last minute rush, the candidates are advised to complete the activities on time. 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.
- (e) Candidates claiming seat in Delhi region must have passed the qualifying examination from any school/college located in Delhi only (**i.e. 11TH AND 12TH BOTH SHOULD BE FROM 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.
- (f) **Any other terms and conditions as defined by the Statutory body/Competent Authority, shall be applicable for counselling process/admission to MBBS programme for academic session 2022-23. In the event of any provision mentioned in the Admission Brochure being found to be at variance with any binding regulation/directions of any statutory body, then the higher norms will prevail.**

II - IMPORTANT INSTRUCTIONS FOR CANDIDATES CLAIMING RESERVATION:-

- (a) In case candidate wishes to claim seat in Delhi Region Category, then he/she must furnish proof of having passed 11th & 12th standard (under 10+2 scheme) certificate from any school located in Delhi only.
- (b) The candidate seeking admission under reserved categories has to mandatorily furnish the entitled supporting certificate in his/her name. The certificate in name of either of the parent (Mother/Father) is not acceptable and the candidate shall not be entitled to claim benefit for admission against reserved seat. **The University**

will not consider any claim for allotment of seat in the reserved category on the basis of any undertaking. If any such candidate's claim has been inadvertently verified and he/she manages to secure a seat, during physical verification of documents at the time of reporting or thereafter, at any stage, the admission shall be cancelled and the entire fee shall be forfeited.

- (c) The reservation certificate should be issued from the respective state/region in which the reservation is claimed.
- (d) **In case the candidate is claiming the seat reserved for Delhi OBC/Delhi SC/Delhi ST category, then, he/she should have passed his/ her qualifying exam from any school located in Delhi only and must have OBC/SC/ST certificate issued by the Competent Authority of Govt. of NCT of Delhi.**
- (e) The benefit of reservation shall also be extended to all candidates who hold SC certificates issued from GNCTD provided such caste is enlisted in the list of Scheduled Caste as specified in Presidential Order 1951 as amended from time to time in respect of Delhi subject to fulfillment of other conditions specified therein. Such candidates whose certificate has been issued by competent authority in GNCTD but their castes do not fall in Delhi, as specified in the Presidential Order 1951 shall not be considered for admission against seats reserved for 'Delhi Region Category'. However, they may be considered in 'All India Region Category' as per their merit purely.
- (f) **With regard to reservation of OBC candidate, a certificate issued by a competent authority of Delhi, will be accepted for claiming seat in OBC category if and only if the caste is in the list of notified OBC list by Govt of NCT of Delhi for claiming benefit of 'Delhi Region OBC'. THE NON-CREAMY LAYER CERTIFICATE SHOULD BE ISSUED AFTER 31ST March, 2022.**
- (g) **The Reservation for EWS is applicable in Govt. affiliated Colleges. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**
- (h) **Reserved Category Candidates who either failed to upload documents as per notified schedule or their documents were not found in order or appropriate, will forfeit his/her right for the category claimed and will automatically be treated as to General Category as per University rules.**
- (i) The admission to the ACMS i.e. Army College of Medical Sciences, is for the children of eligible serving Army personnel, Ex Army personnel and war widows/widows of the Army. The children of categories of Army personnel as detailed in the Admission Brochure 2022-23 are eligible and they are required to upload the relevant certificate *Appendix 9 (A), 9(B), 9(C) & 9(D)* as given against the category applicable to them as proof of their eligibility for admission to ACMS.
- (j) In case a candidate is claiming the seat reserved for DEFENCE category, then, He/ She should upload **Appendix 1: UNDERTAKING FOR DEFENCE CATEGORY along with relevant supporting documents.** For more details please refer Admission Brochure 2022-23 available on the University website www.ipu.ac.in.

III - REPORTING/JOINING OF CANDIDATES TO THE ALLOTTED INSTITUTE/ COLLEGE:

- (a) After declaration of result of Round I of Online Counselling, the candidates allotted seat, have to report to the allocated medical colleges/institutions for verification of documents and payment of balance Part Academic Fee as per the Offer letter of result of Round I of Online Counselling.
- (b) After allotment of seat in the Round I of Counselling, the candidate, if he/she has made the payment of Part Academic Fee of Rs. 40,000/- (if not paid earlier), can generate Provisional Admission Slip.
- (c) Proof of payment of Part Academic Fee receipt of Rs. 40,000/- is available in the candidate's profile.
- (d) The candidates are required to report and join the respective medical colleges/institutions with the Provisional Allotment Letter and the necessary record for verification of documents at the 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.

- (e) The institutions shall report/mark the status of reported and non-reported candidates on the online admission portal and submit a copy of the same to the University. The vacant/unallotted seats after the round I of Online Counselling and seats vacant due to non-reporting of candidates and subsequent withdrawal of admissions shall be considered for Round II Counseling.
- (f) All admissions shall be provisional.
- (g) NO PROVISIONAL ADMISSION WILL BE DONE FOR ANY RESULT AWAITED OR COMPARTMENT / SUPPLEMENTARY CASES.

Note: The Affiliated Medical Colleges are again requested to verify the correctness of admission/credentials of the candidates who appear for Reporting on the designated dates, very carefully keeping in consideration the guidelines of University, NMC and any other Statutory body.

IV - DOCUMENTS TO BE SUBMITTED BY THE CANDIDATES TO THE ALLOTTED INSTITUTE/COLLEGE:

The following documents are required at the time of Reporting:


- (a) Appendix 10 of Admission Brochure 2022-23 – Undertaking for Reserved Category Candidates.
- (b) NEET UG 2022 Score/Rank Card.
- (c) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- (d) 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.
- (e) 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.
- (f) Copy of Online Reserved Categories verification slip.
- (g) Reserved Category Certificate:
- All reservation category candidates who are seeking admission in reserved category in SC / ST / OBC/ DEF / ARMY/ 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.
- (h) 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.
- (i) 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.
- (j) Proof of payment of Part Academic Fee Payment receipt of Rs. 40,000/- will be available in candidates profile.

- (k) The candidate must produce original certificate for the purpose of verification of documents and allotment of seats and in case he/she has taken admission somewhere else and deposited the documents, then he/she should submit a written proof from the concerned college/institution/ university for the same.
- (l) Any other document as desired/specified by the respective college/institute.

V - IMPORTANT NOTE:-

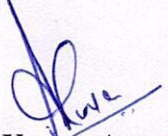
- (a) **In Affiliated Colleges/Institutes of GGSIPU:** The balance amount of fees may be submitted through both Online (Net Banking/ Credit Card/ Debit Card) and Offline (through Demand Draft) as per the instructions issued by the respective Affiliated College/Institute.
- (b) It is reiterated that Dean/Director/Principal of the Affiliated Medical Colleges 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.
- (c) It is the sole responsibility of the candidates to ascertain whether he/she possesses the requisite eligibility and qualifications for admission.

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 as well as the online admission website <https://ipu.admissions.nic.in> for regular updates.


Brig. P. K. Upmanyu (Retd.)
Incharge (Admissions)

Copy for information and needful to:

1. Controller of Finance, GGSIP University.
2. Dean, NDMC.
3. Dean, Dr. BSA Medical College & Hospital.
4. Director, ACMS.
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. Incharge –UITS, GGSIPU with a request to upload the schedule on the university website.
9. Guard File.


Ajay Kumar Arora
Assistant Registrar (Admissions)