



**Guru Gobind Singh Indraprastha University**  
Sector 16 C, Dwarka, New Delhi 110078

F.No. IPU/Admissions/2017-18/B.Arch./ 22540

Dated: 25 July 2017

**NOTIFICATION**

**SCHEDULE OF 1<sup>ST</sup> COUNSELLING/ADMISSION IN B.ARCH PROGRAMME [CODE-100]**

**ACADEMIC SESSION: 2017-18**

All candidates who reported for verification of documents and their names are appeared in the merit list, attached, in programme B.ARCH. (Code 100), shall only have to report in person for Verification of documents and Allotment of Seats at University Campus; on the date and time mentioned below as per their Category and Rank.

Date	Category of Candidates	Time
01.08.2017 (Tuesday)	All the candidates seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 1 TO 75</b> of the attached merit list.	10:00 A.M.
	All the candidates seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 76 TO 150</b> of the attached merit list.	12:00 NOON
	All the candidates seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 151 TO 200</b> of the attached merit list.	02:00 P.M.
	All the candidates, seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 201 TO 275</b> of the attached merit list.	3:30 P.M.
02.08.2017 (Wednesday)	All the candidates, seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 276 TO 325</b> of the attached merit list.	10:00 A.M.
	All the candidates seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 326 TO 400</b> of the attached merit list.	12:00 NOON
	All the candidates, seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 401 TO 500</b> of the attached merit list ( <i>subject to availability of seats</i> ).	02:00 P.M.
	All the candidates, seeking admission <b>IRRESPECTIVE OF REGION &amp; CATEGORY</b> from <b>MERIT 501 Onwards</b> of the attached merit list ( <i>subject to availability of seats</i> ).	3:30 P.M.

*Allotment of Seats will stop as and when the seats get filled up.*

*Candidates claiming seats reserved in various categories viz. JKM, PH, SC, ST, OBC, DEF, JAIN shall also come for admission at their merit rank, they are falling in, the above table, they will be allotted seats against the seats reserved for these categories. They may also claim seat in General/ Open Category.*

*Any candidate claiming seat against any reserved category shall be entitled for General/Open Category as per their merit in the respective region.*

*Any candidate who is not in possession of the valid category certificate, as per the rules of the University, shall not be given any seat in the reserved category and be allotted in the General/ Open Category in the respective region.*

*At the time of allotment of seats, eligibility in respect of educational certificates and entitled reserved category certificates shall once again be checked to ensure that the candidates' claim.*

**IMPORTANT:**

- OBC Category seats are available only in Govt. College/ University Schools.
- Allotment of seats in B.Arch. programme will be done for the following colleges/institutes:
  - University School of Architecture & Planning, University Campus, Dwarka, New Delhi.

- MBS School of Planning & Architecture, Sec – 9, Dwarka, New Delhi.
- Vastu Kala Academy, 9/1 Aruna Asaf Ali Marg, New Delhi.
- Delhi Technical Campus, 28/1, Knowledge Park III, Greater Noida.
- Bhagwan Mahaveer School of Architecture, Jagdishpur, Near O.P. Jindal University, Sonapat, Haryana.
- Allotment of seat in Bhagwan Mahaveer School of Architecture (JAIN Minority Institute) will be done on All India Basis.

**I. SEAT ALLOCATION IN DELHI AND OUTSIDE DELHI REGION:**

Please refer clause 5.3, Chapter 5, Part A of Admission Brochure 2017-18, available on University website.

**II. RESERVATION OF SEATS IN SC/ST/DEF/PWD/KM/OBC/MINORITY CATEGORIES:**

All reservation category candidates who are seeking admission in reserved category in SC/ST/DEF/PWD/KM/OBC must bring their reservation certificate in original along with the attested photocopy of the certificate for claiming seat against the reserved category. The reserved category certificate should be issued from the respective State/Region in which reservation is being claimed. The instructions for claiming seat in the respective category are given in Chapter 6 of Part A of Admission Brochure 2017-18.

**Note for candidates claiming reservation in reserved categories:**

- The reservation certificate should be issued from the respective state/region in which the reservation is claimed e.g. in case any candidate claims for the seat reserved for DSC/DST category than he/she has to bring SC/ST certificate issued by the Govt. of NCT of Delhi and also should have passed his/her qualifying exam from Delhi.
- The name and other particulars in the reservation certificate should be identical to that in CET form as well as in the 10<sup>th</sup> & 12<sup>th</sup> class certificates. Any variation in the name or other particulars in reserved category certificate may lead to refusal for admission in the reserved category.
- 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 or on the basis of any undertaking.
- Further, the caste/category certificate should invariably be in the name of candidate himself/herself and not in favour of respective parents (mother/father)/ guardians.
- In case of married woman, applying to any course under reserved category, the applicant has to produce the caste certificate in her name. Certificate in the name of husband/ mother /father is not acceptable.

**III. ELIGIBILITY:**

Please refer Chapter 2, Part A of Admission Brochure 2017-18, available on University website.

**Important points to remember:**

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 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 2017-18, 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 him/her and entire fee will also be forfeited.

IV. 1) **AGE LIMIT:**

- For all Undergraduate Programmes, the age limit is 21 years.

2) **AGE RELAXATION:**

- The upper age limit may be relaxed upto a maximum of five years in exceptional cases by the Admission Officer (designated) of the concerned programme, if he/she is satisfied with the merit of the case. Candidates exceeding the upper age limit upto five years may provisionally apply. However, they would be required to submit to the satisfaction of the Admission Officer an explanation regarding the gap period, i.e., the details of the period spent by him/her after passing the qualifying examination to justify the relaxation. Such explanation should be in the form of an application to the concerned Admission Officer along with supporting documents (if any). Any relaxation of age beyond this shall be given by the Competent Authority of the University.
- The candidates desirous of applying for age relaxation should have the necessary approval from the Competent Authority of the University to avail the relaxation.
- If a candidate takes admission on the basis of a false age value, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.

V. **FEE STRUCTURE**

Name of the college/institute	Amount payable at the time of Counselling/Admission
University School of Architecture & Planning	#Rs. 71,000/- (Rupees Seventy One Thousand Only)
*Affiliated Colleges/ Institutes	#Rs. 41,000/- (Rupees Forty Thousand Only)

# includes Rs. 1000 Counselling Participation fees.

\* In case of Self Financing Affiliated Colleges/Institute, the balance fee is to be paid at the time of reporting in the allotted college.

VI. **DOCUMENTS REQUIRED FOR VERIFICATION AND ALLOTMENT OF SEATS:**

- a) Bank Draft(s) of amount Rs. 40,000/- + 30,000/- + 1,000/- in favour of **Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi**. This combination is advised so that candidates give appropriate no. of demand drafts depending upon college opted by them. 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).
- b) Four passport sized photographs (same as that in admit card).
- c) Copy of Admission verification form (**Refer Appendix 4A, Part B of Admission Brochure 2017-18**).
- d) Proof of date of birth (Secondary School Marks Sheet & Certificate) (**Original and Photocopy**).
- e) **Marksheets/Certificates of qualifying examination:** The candidate will be required to bring the Original Certificates/Marksheets of all the **year wise or semester wise** in original alongwith photocopy of Certificates/Mark sheets of qualifying examination.
- f) **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.

g) **Physical Fitness Certificate**: All the students shall be required to submit a Medical Certificate indicating fitness from a Registered Medical Practitioner as per **performa of Medical Certificate given in Appendix 6, Part-B of Admission Brochure 2017-18.**

h) **Reserved Category Certificate**: All reservation category candidates who are seeking admission in reserved category in SC/ST/DEF/PWD/OBC/KM must bring their reservation certificate in original along with the attested photocopy of the certificate for claiming seat against the reserved category. Appendix 1, Part B, Admissions Brochure 2017-18 alongwith the relevant entitled certificates, if admission is claimed in Defence Category.

**JAIN MINORITY**: Candidates claiming reservation in Jain Minority quota are required to submit a performa as given in Appendix 3A, Part-B of Admission Brochure 2017-18.

i) **Conduct and Character Certificate** in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (**Original**), **not more than 6 (Six) months old.**

j) Application regarding age or any other relaxation with necessary approval (if necessary).

**VII. ADMISSION SLIP**: Admission Officer will give a duly signed Admission Slip after the deposition of the complete fee (as required for the programme at the time of counselling) by the candidate. No candidate should leave the venue of counselling without receiving the Admission Slip. The candidate must check details printed/written in the admission slip. Any discrepancy in name, Choice of allotment of seat etc. should be brought to the notice of Admission Officer. No representation regarding wrong allotment of seat will be entertained if the candidate leaves the venue without raising any discrepancy and no entertainment of any discrepancy in Admission Slip will be done at later stage by the University.

#### **VIII. FOR RESERVATION AND CONVERSION OF RESERVED SEATS:**

- a) The conversion of seats reserved to General Category shall be done only after completion of 2nd counselling.
- b) De-reservation of unfilled Outside Delhi Quota Seats to Delhi Quota and Vice versa: In the Offline Counselling, Seats reserved for Outside Delhi ST Category will be converted to Delhi Category and Vice versa 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). It is clarified that no such conversion will be allowed during 1st counseling. Thereafter, seats remaining vacant shall be converted into general category.
- c) The students, who have been admitted during 1<sup>st</sup> counselling in any category, will not be allowed to change their category in 2<sup>nd</sup> Counselling.
- d) The Category Wise and Region Wise, Seat Matrix will be displayed at the time Seat Allotment.

#### **IX. WITHDRAWAL OF ADMISSION AFTER 1<sup>ST</sup> COUNSELLING:**

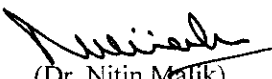
- (a) The candidates after getting admission in the first counselling will be **allowed to withdraw the admission upto 5:00 pm of 08<sup>th</sup> August, 2017.** All the requests for withdrawal of admission in the given format uploaded as **Appendix 8, Part-A of Admission Brochure 2017-18,** are to be submitted at the **Reception Counter, Admission Branch, Administrative Block, Guru Gobind Singh Indraprastha University, Sec 16C, Dwarka, New Delhi-110078.** A proper receipt for withdrawal will be issued to the candidate. **The candidates will be required to surrender the original Admission Slip issued at the time of Counselling/Admission (BOTH COPIES) while applying for withdrawal of admission. No request for withdrawal of admission would be entertained without both copies of admission slip.**

- (b) In case the written request is received on or before the above mentioned date and time, the admission will be cancelled and the candidates will be refunded the fee after deduction of Rs. 1,000/- (Rupees One Thousand only).
- (c) No request for withdrawal of admission will be entertained **after 5:00 pm of 08<sup>th</sup> August, 2017**. The fee will be refunded only if the application reaches the office of the **Incharge (Admissions), at Administrative Block, Guru Gobind Singh Indraprastha University, Sector -16C, Dwarka, New Delhi-110078**, before the said date and time. The withdrawal application without the relevant documents will not be entertained. Any dropout after this notified time and date will lead to the forfeiture of the full fee deposited by the candidate and subsequent request for refund of fee will not be entertained by the University. No further correspondence in this regard will be made under any circumstances.
- (d) Request of withdrawal of admission will not be entertained through post/email/fax. Candidates are requested to submit prescribed withdrawal application form with original fee slip at the Reception Counter, Admissions Branch before the prescribed withdrawal date and time.
- (e) No representation at later stage will be entertained by the University, where the request for withdrawal is submitted in any other branch/office of the University and the request for withdrawal does not reach the office of the **Incharge (Admissions)** at the Administrative Block, Guru Gobind Singh Indraprastha University, Sector - 16C, Dwarka, New Delhi-110078, before the said date and time.

The refund shall be processed as per the notified Refund Policy 2017-18 of the University.


**Note: - A candidate, who has taken admission at the time of 1<sup>st</sup> counselling, and then he/she withdraws his/her admission shall not be considered for admission in the 2<sup>nd</sup> counselling.**

- X. **Vacancies for 2<sup>nd</sup> Counselling:** The resultant vacancies due to withdrawal(s) or any other reason(s) after 1<sup>st</sup> Counselling, will be notified along with the schedule of 2<sup>nd</sup> Counselling on the University's website.
- XI. **Commencement of Academic Session 2017-18:** The Academic session of the University shall commence as notified for the Academic Session 2017-18.

  
(Dr. Nitin Malik)  
Joint Registrar (Admissions)

**Copy to:**

1. Dean, USAP, GGSIPU, for kind information.
2. Controller of Finance, GGSIPU, for kind information
3. Controller of Examinations (O), GGSIPU for kind information
4. 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.
5. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s)
6. Incharge Server Room, with the request to upload the schedule of Counselling on University's website.
7. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor
8. SO to Pro Vice Chancellor, GGSIPU for information of Pro Vice Chancellor
9. AR to Registrar, GGSIPU for information of Registrar
10. Admission Branch, Reception Counter.
11. EDP section of Admission Branch.
12. Guard file.

  
Asstt Registrar (Admissions)