



Guru Gobind Singh Indraprastha University
Sec 16 C Dwarka New Delhi 110078

Admissions Branch

F. No. IPU/Admissions/Counselling/2018-19/B.Arch./ 4858

Dated: 16/08/2018

NOTIFICATION
SCHEDULE OF 2nd COUNSELLING/ADMISSION SESSION: 2018-19

B.Arch. –PROGRAMME (CET Code-100)

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. All candidates who reported for verification of documents and their names are appeared in the merit list **displayed on 04.08.2018** in programme **B.ARCH. (CET 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
20.08.2018 (Monday)	All verified candidates seeking admission against seats reserved for Jammu & Kashmir Migrant from Rank 01 onwards.	10:00 A.M.
	All verified candidates seeking admission against seats reserved for Outside Delhi Defence Category (Priority I to VII) from Rank 01 onwards (Subject to Availability of seats).	10:15 A.M.
	All verified candidates seeking admission against seats reserved for Outside Delhi PWD Category from Rank 01 onwards.	10:30 A.M.
	All verified candidates seeking admission against seats reserved for Outside Delhi ST Category from Rank 01 onwards (Subject to Availability of seats).	11:00 A.M.
	All verified candidates seeking admission against seats reserved for Outside Delhi SC Category from Rank 01 onwards (Subject to Availability of seats).	11:15 A.M.
	All verified candidates seeking admission against seats reserved for Outside Delhi General Category as per Rank (Subject to availability of seats)	11:30 A.M.
	All verified candidates seeking admission against seats reserved for Delhi Defence Category (Priority I to VII) from Rank 01 onwards (Subject to Availability of seats).	12:00 Noon
	All verified candidates seeking admission against seats reserved for Delhi PWD Category from Rank 01 onwards.	12:15 P.M.
	All verified candidates seeking admission against seats reserved for Delhi ST Category from Rank 01 onwards (Subject to Availability of seats).	12:30 P.M.
	All verified candidates seeking admission against seats reserved for Delhi SC Category from Rank 01 onwards (Subject to Availability of seats).	02:00 P.M.
	All verified candidates seeking admission against seats reserved for Delhi OBC category from Rank 01 onwards (Subject to Availability of seats).	02:30 P.M.

	All verified candidates seeking admission against seats reserved for Delhi General Category • From Rank 1 to 250 (Subject to availability of seats)	03:00 P.M
	All verified candidates seeking admission against seats reserved for Delhi General Category • From Rank 251 to 400 (Subject to availability of seats)	04:00 P.M
21.08.2018 (Tuesday)	All verified candidates seeking admission against seats reserved for Delhi General Category • From Rank 401 to 500 (Subject to availability of seats)	10:00 A.M
	All verified candidates seeking admission against seats reserved for Delhi General Category • From Rank 501 Onwards (Subject to availability of seats)	11.30 A.M
	Open House Counselling for all verified candidates seeking admission against seats reserved as per Rank 1 onwards, irrespective of their region (Subject to availability of seats)	2:00 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.

2. **Seat Allocation in Delhi and Outside Delhi Region :**

For clarification on Region i.e. Delhi or Outside Delhi, candidates may please refer to the Chapter 5: 'Seat Allocation', Part-A, Admission Brochure 2018-19.

Note:

- i. The candidates who have passed the qualifying examination through Distance /Open Education system of any recognized University/Board and fail to provide the proof of his/her study centre being located in Delhi shall not be considered for Delhi region seats, and shall be considered for admission in the Outside Delhi Region.

3. Reservation Policy:

Candidates shall please refer to the Chapter 6: 'Reservation Policy', Part-A, Admission Brochure 2018-19.

4. ELIGIBILITY:

Please refer Chapter 2.3, Part A of Admission Brochure 2018-19, 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 2018-19. 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.

5. 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.

6. **Fee Structure for Programme:**

Sl. No.	Fee Head	Amount (Rs.)
A.	Counselling Participation Fee (One Time Non Refundable)	1000/-
B.	Fee payable at the time of Counseling	40000/-
	Total Fee payable at the time of Counselling (A+B)	41000/-

- **Balance fees, if any, shall be paid by the candidate directly in the respective allotted University School/Affiliated College, after allotment of seat.**

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

- a) Bank Draft(s) of amount Rs. 41,000/- (Rs. Forty One Thousand Only) 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).
- b) Four passport sized photographs (same as that in admit card).
- c) Verification Slip in Original.
- d) Copy of Admission verification form (**Refer Appendix 4A, Part B of Admission Brochure 2018-19**).
- e) Proof of date of birth (Secondary School Marks Sheet & Certificate) (**Original and Photocopy**).
- f) **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.
- 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 **performa of Medical Certificate given in Appendix 6, Part-B of Admission Brochure 2018-19.**

- i) **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. The Defence Category candidates in addition, shall also bring Appendix (1) duly completed. The Appendices are available in Part B of Admission Brochure 2018-19.

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 2018-19.

- j) **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.

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

- l) **REGARDING CORRECTION, IF ANY, TO BE CARRIED OUT: ATTENTION: All Qualified CET Candidates seeking admission in the programme in Academic Session 2018-19**: All such CET qualified candidates are hereby once again informed that keeping in larger interest of candidates, who are still approaching the University for correction to be carried out in Date of Birth, Spelling mistake in name or the parent's name or in the Choice of Category claimed for the purpose of availing reservation in the submitted CET form/application and Change of Region and Others etc., they have to submit the request application in physical form along with the copy of fee of Challan of Rs. 500/- submitted in Indian Bank Branch at GGSIP University, Dwarka Sector 16-C. **The candidate must submit the copy of request Application and Challan of Rs. 500/- in physical in the Admissions Branch, GGSIP University, Dwarka, Sector 16-C New Delhi-110078 on working days between 10 a.m. to 04.00 p.m. till start of the conduct of 2nd Counselling.**

All concerned may please note that this is an opportunity given to the candidates seeking correction in the details so filled in the CET form.

8. **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.

9. **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 counselling. Thereafter, seats remaining vacant shall be converted into general category.
- c) The students, who have been admitted during 1st counselling in any category, will not be allowed to change their category in 2nd Counselling.

10. **Seat Matrix: To be displayed at the time of counseling/admission.**

Note:

1. If the seats of these sub-categories (i.e. UR-DEF, SC-DEF, ST-DEF, UR-PWD, SC-PWD & ST-PWD) remain vacant during the first counselling, they shall be again offered to these sub category candidates prior to reverting those seats to the respective parent category during the 2nd Counselling only.
2. The students, who have been admitted during 1st counselling, in any category, will not be allowed to change their category in the subsequent counselling.

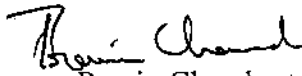
11. **Instructions to be followed at the time of 2nd counseling 2018-19**

- 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 all categories / programmes and the seats will be allotted strictly on the basis of merit of the candidates. **Such candidates, who were absent in the First Counselling will also be permitted to attend the second counselling.**
- c) The students who take admission in first counselling would be allowed to exercise the option to change the programmes/ institute in the second counselling within the ambit of the programmes/ institutions included in the specific CET Code after depositing an additional sum of **Rs. 5000/-** in the form of a fresh Demand Draft in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. However, this change of programme/ institute will be allowed only if the candidate reports on the scheduled venue, date and time. If he/she does not report on the scheduled venue, date and time, then the right of change of programme/institute shall be forfeited and he/she will not be allowed to exercise this option for which the University will not be responsible. No change shall, however, be permitted for a programme for which a separate Entrance Test has been conducted by the University. Category change will also not be allowed in 2nd counseling.
- d) 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.

- e) **The conversion of seats reserved for SC, ST, DEF, PWD etc. to General Category** shall be done only after completion of 2nd round of counselling for the reserved category in case of offline counselling. However, while converting the seats during 2nd round of 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.
- f) **Open House Counselling/ spot counselling:** Counselling on the Open Day will be held only if any seat (s) remains vacant after two rounds of counselling. The said seat (s) will be offered on that day to the qualified candidate (s) in order of merit. The seat (s) shall be offered to the qualified candidate (s) in order of merit irrespective of his/her Region provided he/she has reported for counselling on that day. A counselling processing fee of Rs. 1000/- shall have to be paid by all eligible candidates to participate in the open house counselling. A transfer fee of Rs. 5000/- (non-refundable) shall have to be deposited by the candidate for change of seat, if already admitted in the programme of study of the concerned CET. The schedule of the open house counseling shall be notified with the 2nd counselling schedule.
- g) **De-reservation of unfilled Outside Delhi Quota Seats to Delhi Quota and Vice versa:**
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.

12. **Withdrawal of Admission during/after 2nd counselling:**

All the refund applications shall be processed in accordance with the Refund Policy 2018-19, as notified in Part D (Chapter 15) of Admission Brochure 2018-19. The same is available on University website www.ipu.ac.in. All the candidates are requested to note the same and withdrawal will be carried out accordingly. The refund shall be processed as per the notified Refund Policy 2018-19 of the University.


Pravin Chandra
Incharge (Admissions)

Copy to:

1. Dean, USAP, GGSIP University, for information and deployment of staff.
2. Controller of Finance, GGSIP University.
3. Controller of Examination, GGSIP University.
4. JR (Estate), with the request to deploy security guards for the counseling process.
5. Finance Officer, GGSIP University 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.

6. Bank Manager, Indian Bank for information and necessary action.
7. PRO, GGSIP University with a request to display Counselling/Admission schedule on the University's Notice Board (s).
8. In-charge University's Web site, with the request to upload the schedule of Counselling on University's Web site.
9. AR, VC Sectt., GGSIP University, for information of the Hon'ble Vice Chancellor.
10. AR, O/o Registrar, GGSIP University, for information of the Registrar.
11. EDP (Admissions) Branch.
12. Guard File.



Geeta Mahajan
Assistant Registrar (Admissions)