



Directorate of Students' Welfare  
Guru Gobind Singh Indraprastha University  
Sector-16 C, Dwarka, Delhi-110078, Website: <http://ipu.ac.in>

F.No. GGSIPU/DSW/Notice/2016/

Dated 27.12.2016

Notice

**Subject: Guidelines for booking of university's Cricket playground/Badminton Court/Tennis Court/Volleyball Court/Basketball Court.**

- The Competent Authority has approved the guidelines for booking of university's Cricket playground/Badminton Court/Tennis Court/Volleyball Court/Basketball Court for official/friendly matches between the teams as enumerated below:

S.No.	Teams
1	Students of USS Vs Students of USS
2	Students of USS Vs Students of affiliated institute
3	Students of USS Vs Faculty/Staff of University
4	Faculty/Staff of University Vs Faculty/Staff of University
5	Students of affiliated institute Vs Students of affiliated institute

Terms for booking of play ground / courts:

- Application for booking should be made atleast 15 days in advance to the Office of Directorate of Students' Welfare in the form specified by any individual representing the team. Booking will be confirmed before 5 days from the date of match and a confirmation letter will be issued with all terms and conditions.
- Directorate of Students' Welfare reserves the right to cancel booking any time before the date of match for conducting of University event or any other emergent situation.
- In case of multiple requests for the allotment of ground on a particular date, priority shall be accorded to the matches participated by
  - Students of USS
  - University faculty
  - University staff
  - Student of affiliated institutes
  - Allotment of ground should be normally restricted for matches between teams of USS Students/Faculty/Staff/Affiliated college students.
  - The players of the aforesaid teams will have to produce their Identity Card as and when demanded by the University's officials failing which they may be liable for appropriate disciplinary action.

  
(Prof. C.S. Rai)

Director, Students' Welfare

Copy to:

- AR to VC for kind information of the Hon'ble Vice Chancellor.
- SO to Pro-VC for kind information of the Pro Vice Chancellor.
- AR to Registrar for kind information of the Registrar.
- All Faculty/Officers/Officials/Students of the University.
- In-charge - Server Room



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**Requisition Form for booking of playground/court**

- (i) Cricket Play Ground
- (ii) Tennis Court
- (iii) Badminton Court
- (iv) Football Ground
- (v) Basketball Court
- (vi) Table Tennis Court
- (vii) Volleyball Court

(1) Name of requisitioner: Student/Faculty/Staff \_\_\_\_\_

(2) Department & Designation: \_\_\_\_\_

(3) University Enrollment No./Employee Code : \_\_\_\_\_

(4) Mobile No. \_\_\_\_\_

(5) Date of Booking \_\_\_\_\_

(6) Name, Enrollment No. /Employee Code, Contact No. of Captain of Team- I  
\_\_\_\_\_

(7) Name, Enrollment No. /Employee Code, Contact No. of Captain of Team- II  
\_\_\_\_\_

Certificate by the Captain:

I know to all team players and I am responsible for conduct of all team players.

Signature of Captain  
Team - I

Signature of Captain  
Team - II

**Important Instruction**

- (i) The players of the aforesaid teams will have to produce their identity card as and when demanded by the University's officials failing which they may be liable for appropriate disciplinary action.