



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-75

Website: www.ipu.ac.in

F.No. IPU-7/Schedules of Counselling/BJMC/2012-13/ 638

Dated: 28/06/2012

NOTIFICATION

SCHEDULE OF 1st & 2nd Phase of 1st COUNSELLING/ADMISSION 2012-13 FOR BJMC Programme, CET Code-126

Venue of Counselling: - Guru Gobind Singh Indraprastha University
Sector 16 C, Dwarka, New Delhi-110075

The counselling for BJMC programme (CET Code-126) will be done in two phases. The candidates must read the schedule for both the phases so as to ensure their presence for both.

1. The qualified candidates, whose names appeared in the merit list, drawn on the basis of CET-2012, shall report **in person** for Counselling/Admission at the venue of counselling; on the date and time mentioned below as per their Category and Rank.

1ST PHASE OF COUNSELLING (VERIFICATION OF DOCUMENTS ONLY)

Date	Category of Candidates	Time
04.07.2012	All qualified candidates seeking admission against seats reserved for 'Delhi Region – SC Category'	09.30 a.m
	All qualified candidates seeking admission against seats reserved for 'Outside Delhi Region – SC Category'	11.00 a.m
	All qualified candidates seeking admission against seats reserved for 'Delhi Region – ST Category'.	02.00 p.m.
	All qualified candidates seeking admission against seats reserved for 'Outside Delhi Region – ST Category'	03.30 p.m
	All qualified candidates seeking admission against seats reserved for 'Kashmiri Migrant Category' and 'Delhi & Outside Delhi Region'.	04.30 p.m.
	All qualified candidates seeking admission against seats reserved for 'PH Category'.	5.00 p.m
05.07.2012	All the qualified Candidates seeking admission against seats reserved for – Delhi Defence Category as per the priority given below:- (i) Widows/Wards of Defence personal killed in action; (ii) Wards of serving personnel and ex-servicemen disabled in action; (iii) Widow/Wards of Defence Personnel who died in peace-time with death attributable to military service; (iv) Wards of Defence Personnel disabled in peace-time with disability attributable to military service; (v) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards; (vi) Wards of ex- servicemen; (vii) Wards of serving personnel	09.30 a.m.

	All the qualified Candidates seeking admission against seats reserved for -Outside Delhi Defence Category as per the priority given below:-	12.00 noon
	(i) Widows/Wards of Defence personal killed in action; (ii) Wards of serving personnel and ex-servicemen disabled in action; (iii) Widow/Wards of Defence Personnel who died in peace-time with death attributable to military service; (iv) Wards of Defence Personnel disabled in peace-time with disability attributable to military service; (v) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards; (vi) Wards of ex- servicemen; (vii) Wards of serving personnel	
	All the qualified candidates seeking admission against seats reserved for Delhi & Outside Delhi General Category as per rank below :-	02.00 p.m.
	• Rank 1 to 150	
06.07.2012	• Rank 151 to 300	09.30 a.m.
	• Rank 301 to 450	02.00 p.m.
07.07.2012	• Rank 451 to 600	09.30 a.m.
	• Rank 601 to 750	02.00 p.m.
	• Rank 751 to 900	09.30 a.m.
09.07.2012	• Rank 901 to 1050	02.00 p.m.
	• Rank 1051 to 1200	09.30 a.m.
10.07.2012	• Rank 1201 to 1350	02.00 p.m.
	• Rank 1351 to 1500	09.30 a.m.
11.07.2012	• Rank 1501 to 1650	02.00 p.m.
	• Rank 1651 to 1800	09.30 a.m.
12.07.2012	• Rank 1801 to 1950	02.00 p.m.
	• Rank 1951 to 2100	09.30 a.m.
13.07.2012	• Rank 2101 to 2250	02.00 p.m.
	• Rank 2251 to 2400	09.30 a.m.
14.07.2012	• Rank 2401 to 2550	02.00 p.m.
	• Rank 2551 to 2700	09.30 a.m.
16.07.2012	• Rank 2701 to onwards	02.00 p.m.

Note:- The candidates belonging to Defence Category are hereby directed to bring all necessary documents (in original) and a copy of the same duly attested, for claiming reservation benefits. Further, the candidates seeking admission under Defence Category are advised to bring the following documents in original and a copy of the same duly attested as applicable along with ink signed copy of the Appendix :14 as given in Admission Brochure-II for the session 2012-13. The reservation under Defence Category will be in the following **order of priority**:

1. Widow/Wards of Defence Personnel killed in action(**proof in original**).
2. Wards of serving personnel and ex-servicemen disabled in action (**Original disability certificate clearly indicating the disability is attributable to Military Services**).
3. Widows/wards of Defence personnel who died in peace-time with death attributable to military service (**Original death certificate clearly indicating the cause of death is attributable to Military Services**).
4. Wards of Defence Personnel disabled in peace-time with disability attributable to military service (**Original disability certificate clearly indicating the disability is attributable to Military services**).
5. Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Award (**proof in original**).
6. Wards of ex-servicemen (**Original ex-servicemen Identity Card/discharge book/PPO**).
7. Wards of Serving personnel (**Original Service Identity Card and Dependent Card/Certificate issued by the competent authority**).

2ND PHASE OF COUNSELLING – ALLOTMENT OF SEATS TO THE CANDIDATES WHOSE DOCUMENTS HAVE BEEN VERIFIED IN 1ST PHASE

Date	Category of Candidates	Time
06.07.2012	All 'qualified candidates seeking admission against seats reserved for 'Delhi Region – SC Category'	9.30 a.m
	All qualified candidates seeking admission against seats reserved for 'Outside Delhi Region – SC Category'	11.00 a.m
	All qualified candidates seeking admission against seats reserved for 'Delhi Delhi Region – ST Category'.	02.00 p.m.
	All qualified candidates seeking admission against seats reserved for 'Outside Delhi Region – ST Category'	03.30 p.m
	All qualified candidates seeking admission against seats reserved for 'Kashmiri Migrant Category' and 'Delhi & Outside Delhi Region – PH Category'.	04.30 p.m.
07.07.2012	All the qualified Candidates seeking admission against seats reserved for – Delhi Defence Category as per the priority given below:- (i) Widows/Wards of Defence personal killed in action; (ii) Wards of serving personnel and ex-servicemen disabled in action; (iii) Widow/Wards of Defence Personnel who died in peace-time with death attributable to military service; (iv) Wards of Defence Personnel disabled in peace-time with disability attributable to military service; (v) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards; (vi) Wards of ex- servicemen; (vii) Wards of serving personnel	09.30 a.m.
	All the qualified Candidates admission against seats reserved for – Outside Delhi Defence Category as per the priority given (i) Widows/Wards of Defence Personal killed in action; (ii) Wards of serving personnel and ex-servicemen disabled in action; (iii) Widow/Wards of Defence Personnel who died in peace-time with death attributable to military service; (iv) Wards of Defence Personnel disabled in peace-time with disability attributable to military service; (v) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards; (vi) Wards of ex- servicemen; (vii) Wards of serving personnel;	12.00 noon
	All the qualified candidates seeking admission against seats reserved for Delhi & Outside Delhi General Category as per rank below :- • Rank 1 to 150	02.00 p.m.
09.07.2012	• Rank 151 to 300	09.30 a.m.
	• Rank 301 to 450	02.00 p.m.
10.07.2012	• Rank 451 to 600	09.30 a.m.
	• Rank 601 to 750	02.00 p.m.
11.07.2012	• Rank 751 to 900	09.30 a.m.
	• Rank 901 to 1050	02.00 p.m.
12.07.2012	• Rank 1051 to 1200	09.30 a.m.
	• Rank 1201 to 1350	02.00 p.m.
13.07.2012	• Rank 1351 to 1500	09.30 a.m.

	• Rank 1501 to 1650	02.00 p.m.
	• Rank 1651 to 1800	09.30 a.m.
14. .2012	• Rank 1801 to 1950	02.00 p.m.
16.07.2012	• Rank 1951 to 2100	09.30 a.m.
	• Rank 2101 to 2250	02.00 p.m.
17.07.2012	• Rank 2251 to 2400	09.30 a.m.
	• Rank 2401 to 2550	02.00 p.m.
18.07.2012	• Rank 2551 to 2700	09.30 a.m.
	• Rank 2701 to onwards	02.00 p.m.

2. Document(s) required at the time of Counselling/Admission.

- (a) The Candidates will bring all the original certificates of qualifying examination i.e. 10th, 12th class (Mark Sheets and Certificates). A photocopy of the original certificates will also be produced which will be retained by the University. In the absence of mandatory documents of proof for eligibility the candidates will not be allowed to attend the counselling.
- (b) Bank Draft(s) of **requisite fee (Rs.40, 000/- Forty Thousand only)** in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. The candidate will write his name, date of admission, phone, mobile No., name of the programme, CET Rank and CET Roll Number on the back of the Bank Draft(s)

For details refer chapter 14(4) of the Admission Brochure-II, 2012-13

- (c) Filled-in Admission Verification Form as per **Appendix 12**, of the Admission Brochure-II 2012-13.
- (d) Preference Sheet as per **Appendix 13**, of the Admission Brochure-II, 2012-13.
- (e) Admit Card of CET-2012 (Original).
- (f) Proof of date of birth (Secondary School Marks Sheet & Certificate) (Original and Photocopy).
- (g) Certificate and Mark Sheet of the 12th class examination issued by the Board should also be produced (Original and Photocopy).
- (h) 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. Please read the Admission Brochure.
- (i) SC/ST/OBC/Physically Handicapped/Defence Category/Kashmiri Migrants Certificate(s) whichever applicable, on the basis of which reservation is claimed (Original and One Photocopy), as given in **Admission Brochures-II** should be used.
- (j) **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/DOBC category then he has to bring SC/ST/OBC certificate issued by the Govt. of NCT of Delhi and also should have passed his/her qualifying exam from Delhi.**
- (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 (Original), not more than 6 (Six) months old.
- (l) Certificate of Medical Fitness to be signed by a Registered Medical Practitioner holding a degree not lower than MBBS in the format as give in **Appendix 4** (Original).
- (m) Affidavit on non-judicial stamp paper of Rs. 10/- (Rupees Ten) for seeking provisional admission only in case the result of qualifying examination is yet to be declared, as per **Appendix 3**.
- (n) Application regarding age relaxation (if necessary).

Notes:-

- a. The Original Certificates (except the admit card, medical certificate & Character Certificate) will be returned to the candidates after verification. The photocopies of these certificates, admit card (in original), medical certificate (in original) & Character Certificate) (in original) shall be retained.
- b. In case any of the above document(s) is/are in any language other than Hindi/English, then authentic translation in English/Hindi shall have to be produced duly verified by the issuing institution/gazetted officer/(original and photocopy) by the candidate at the time of Counselling/ Admission. Failure on the part of candidate to produce the requisite authentic translation may result in refusal of admission by the Admission Officer, for which only the candidate will be responsible.
- c. In case the Degree/Certificate has been obtained from some University/Board of any other country then an equivalence certificate must be obtained from Association of Indian Universities (AIU) New Delhi prior to attending the counselling.
- d. For the candidate seeking Admission under reserved category i.e. Scheduled Caste/Scheduled Tribe/OBC certificate, wherever applicable. 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.DOBC category than he has to bring SC/ST/OBC certificate issued by the Govt. of NCT of Delhi from the authorities competent to issue the same. **The reservation certificate should be in the name of the candidate seeking admission. The reservation certificate in the name either of parents (Father/Mother) is not acceptable. The name and other particulars in the reservation certificate should be identical to that in CET form as well as in the 10th & 12th class certificates. Any variation in the name or other particulars in reserve category certificate may lead to refusal for admission by admission officer in the reserved category. In absence of reserved category certificate, the candidate will not be entitled for any provisional admission in reserved category on the basis of any undertaking.**

Notes:-

- (a) 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.
- (b) In case of married woman applying to any course under reserved category has to produce the caste certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. **It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfil 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 2012-13. If it is found at any stage during the entire period of the programme that the candidate does not fulfil 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.**

4. Fee Structure

S. No	Programme	Amount payable at the time of Counselling/Admission
1.	BJMC	Rs. 40,000/- (Rupees Forty Thousand only)

The Institute are further allowed to charge Rs.1000/- per student per annum as Students Activity fee and Rs.5000/- (one time payment-refundable) as Security Deposit over & above the Total Fee Payable (upto 31st August, 2012). Further, institute wise additional fee to be paid in the respective institutes is detailed in chapter 13 (para 11) of Admission Brochure-II for the session 2012-13. **The candidates are advised to submit balance fees in the concerned institute/college, which he/she got admission.**

Note:- Those candidates who wish to change their Institute/Stream in the 2nd counselling are advised to pay the additional fee in the concerned institutes, only after their admission in 2nd counselling is completed.

5. The Category Wise and Region Wise Seat Matrix for BJMC programme will be displayed at the time of start of seat allotment.

6. Seat Allocation

For Reservation and Conversion of reserve seats: Please refer Chapter 12 of Admission Brochure-II, 2012-13.

Admission will be made strictly on merit basis (Rank-Wise) and counselling/admissions will stop when all the seats get filled-up. Notice regarding closure of counselling will be displayed on University's website i.e. www.ipu.ac.in.

7. Withdrawal of Admission after 1st counselling.

(a) The candidates after getting admission in the first counselling will be **allowed to withdraw the admission upto 5:00 pm of 24th July, 2012**. All the requests for withdrawal of admission in the prescribed performa (**Appendix-9**) are to be submitted at the **Reception Counter, Academic Branch, Administrative Block, Guru Gobind Singh Indraprastha University, Sec 16C, Dwarka, New Delhi-110075**. A proper receipt for withdrawal will be issued. **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 24th July, 2012. The fee will be refunded only if the application reaches the office of the **Joint Registrar (Academic) at Administrative Block, Guru Gobind Singh Indraprastha University, Sector -16C, Dwarka, New Delhi-110075**, before the said date and time. A proper receipt will be issued by the office of the Academic Branch when the candidate submit his/her application for withdrawal of Admission within prescribed date & time along with documents as given in the Admission Brochure -II i.e. up to 24th July, 2012. 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.

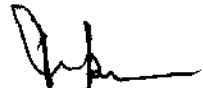
(d) Request of withdrawal of admission will not be entertained through post/email/fax. Candidates are requested to submit prescribed withdrawal application form with original fee slip at the Reception Counter, Academic Branch before the prescribed withdrawal date and time.

(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 Joint Registrar (Academic) at the Administrative Block, Guru Gobind Singh Indraprastha University, Sector -16C, Dwarka, New Delhi-110075, before the said date and time.

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

8. The resultant vacancies due to withdrawal(s) or any other reason(s) will be notified along with the schedule of 2nd Counselling on 25th July, 2012 at 5.00 p.m. on the University's website as well as on its Notice Board.

9. **Classes will commence from 1st August, 2012.** All the candidates who get admission in 1st counselling must report to their respective institutes/University Schools on 1st August, 2012.
10. **Candidates once enrolled in the University at the end of 2nd counselling will not be considered for admission through Management Quota.**


(Col. P. K. Upmanyu)
Joint Registrar, (Academic)

F.No. IPU-7/Schedules of Counselling/BCA/2012-13/ 638

Dated: 28/06/2012

Copy to:

1. Controller of Finance, GGSIP University, for information.
2. Controller of Examination, with request to provide the rank wise sorted sets of student's application forms (CET application form).
3. All Admission Officer(s)/officials for information.
4. Joint Registrar (G.A.), GGSIP University with the request to make necessary arrangements at Counselling Venue.
5. Assistant Registrar (Store) GGSIP University.
6. Assistant Registrar (Estate & Security), GGSIP University with the request for deployment of security guards at counselling venue.
7. 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.
8. PRO, GGSIP University with a request to display Counselling/Admission schedule on the University's Notice Board (s).
9. In-charge University's Web site, with the request to upload the schedule of Counselling on University's Web site.
10. Assistant Registrar VC Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
11. PS to Registrar, GGSIP University.
12. Academic Reception Counter.
13. EDP section of Academic Branch
14. Guard File.


Assistant Registrar, (Academic)