

# Admission Brochure - PG Programmes

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ACADEMIC SESSION 2024 - 2025

Guru Gobind Singh Indraprastha University  
DELHI – 110078 | INDIA



## CHAPTER- 2: ELIGIBILITY CRITERIA & ADMISSION CRITERIA

The eligibility conditions specified below for the general / open categories of admissions are specified herein. For relaxation of eligibility conditions for reserved categories, please refer to the Chapter - 6 entitled "Reservation Policy".

### 2.1 National Level Test for Admissions

S.NO.	NAME OF PROGRAMME	CET CODE	ADMISSION THROUGH	ELIGIBILITY CRITERIA & ADMISSION CRITERIA
1.	MBA, MBA (International Business), MBA (Financial Management), MBA (Analytics)	101	1. CAT- 2023 2. CMAT 2024 3. CET	<b>ELIGIBILITY CRITERIA</b> Any recognized 3 years or more Bachelor's Degree in any discipline with a minimum of 50% marks in aggregate. <b>OR</b> Bachelor's Degree in Engineering, Technology or any other subject with minimum of 50% marks in aggregate or any qualification recognized as equivalent thereto with minimum of 50% marks in aggregate. <b>OR</b> Passed the Final Examination of the Institute of Chartered Accountants of India or England, the Institute of Cost and Works Accountants of India or England or the Institute of Company Secretaries of India. <b>ADMISSION CRITERIA</b> 1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT 2023) that was conducted by Indian Institute of Management. 2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2023, then only the counseling shall be conducted on the basis of Score in CMAT 2024 (another National Level Test). 3. In case seats still remain vacant even after exhausting CAT 2023 and CMAT 2024 Merit, University will consider admissions in Programme MBA (Code 101) on the basis of merit in GGSIPU CET 2024 conducted by GGSIP University.
	MBA (Financial Analysis)			<b>ELIGIBILITY CRITERIA</b> Graduate in any discipline with at least 50% Marks and with at least one course in Mathematics/ Statistics/ Economics/ Operations Research at Graduation Level. <b>ADMISSION CRITERIA</b> 1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT 2023) that was conducted by Indian Institute of Management. 2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2023, then only the counseling shall be conducted on the basis of Score in CMAT 2024 (another National Level Test). 3. In case seats still remain vacant even after exhausting CAT 2023 and CMAT 2024 Merit, University will consider admissions in Programme MBA (Code 101) on the basis of merit in GGSIPU CET 2024 conducted by GGSIP University.



### 3.5 Age Limit for all programmes (Except PGMC/SSMC)

S.No.	Programme	As on 01.08.2024 candidate should not be beyond
1	For all Postgraduate Programmes where entry qualification is graduation	35 years

#### Important Note: Information regarding relaxation in Age Limit

1. Candidates desirous of applying for age relaxation as per norms above should apply in writing to **Director Incharge (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, N.Delhi 110078.**
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/ appear in the Common Entrance Test. 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 Registrar of the University. The candidates desirous of applying for age relaxation should apply in writing to Incharge (Admissions), Guru Gobind Singh Indraprastha University.
3. If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.



## CHAPTER- 5: Seat Allocation

### 5.0 Abbreviations

NCR: National Capital Region.

NCT of Delhi: National Capital Territory of Delhi.

GATE: Graduate Aptitude Test in Engineering

### 5.0.1 Important Note

#### **Delhi Region 85% of the Sanctioned Intake.**

The candidates shall be considered as **Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located in NCT of Delhi or from any college / institute affiliated to GGSIP University. All such candidates shall be notified as “**Delhi Region Candidates**” for the purpose of counseling for admission.

#### **Outside Delhi Region 15% of the Sanctioned Intake.**

The candidates shall be considered as **Outside Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located Outside Delhi. All such candidates shall be notified as “**Outside Delhi Region Candidates**” for the purpose of counseling for admission.

The policy as stated in the admission brochure is subject to the change in compliance of the University and/or Government of NCT of Delhi policies as notified from time to time, on or before the date of commencement of first counselling.

### 5.1 Minority/Non Minority Affiliated Colleges/Institutes

#### 5.1.1 Non-Minority Colleges/Institutes

- 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi and will be grouped under term “Delhi Region Candidate”. These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per point 28 & 29 of Important Instructions of this Admission Brochure.
- 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”. These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.



### 5.1.2 Minority Institutions

The seats would be allocated on as per policy of Govt. of NCT of Delhi that have a minority status.

#### Note for Section 5.1:

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region Category.
2. **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). It is clarified that no such conversion will be allowed during 1st counselling. Instructions for the programme for which online counseling is done, are mentioned later in the Admission brochure.
3. In case of Self Financing Colleges/Institutes (except Minority Institutions), Sanctioned Intake includes 10% Management Quota (unless surrendered by the respective college/institute) seats (as per the CET Code). However, in case of University Schools of Studies, Govt. Institutes and Minority Institutions, there will be no Management Quota.

### 5.2 Master of Technology (M.Tech.) Common Entrance Tests

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any Institute located in NCT of Delhi or from any college/institute affiliated to GGSIP University and will be grouped under term “Delhi Region Candidate”.. These seats will be filled up through the merit /rank list of the respective CET Code, prepared in consonance with the procedure specified in the admission brochure, for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. All candidates desirous to seek admissions against such seats shall have to appear in the common entrance test of the relevant academic programme(s) or apply on the basis of GATE score as specified in the eligibility criteria / admission criteria for admissions.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”.. These seats will be filled up through the merit/rank list of the respective CET Code, prepared in consonance with the procedure specified in Part A of the admission brochure, prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres Outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only. Moreover, the onus of proving that the candidate has completed the qualifying degree from a AICTE recognized institution lies on the candidate to the satisfaction of the Admission Officer. All candidates desirous to seek admissions against such seats shall have to appear in the common entrance test of the relevant academic programme(s) or apply on the basis of GATE score as specified in the eligibility criteria / admission criteria for admissions.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.



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**Note:**

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region.
2. The candidate must bring in writing the certificate issued by the concerned University imparting Distance/ Open Education stating clearly that the study centre of the candidate is/was in Delhi or Outside Delhi. The I-card or any other document will not be considered as proof of study centre by the Admission Officer in ordinary circumstances.
3. **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). It is clarified that no such conversion will be allowed during 1st counselling.

### 5.3 PGAC (CET Code – 196)

For Region-Wise distribution of seats see Chapter 7.

### 5.4 NEET based Admissions

For Region-Wise distribution of seats see Chapter 7.



## **CHAPTER- 6: RESERVATION POLICY**

### **6.0 Abbreviations**

D : Delhi Region  
OD : Outside Delhi Region  
GEN : General Category  
SC : Scheduled Caste  
ST : Scheduled Tribe  
Def : Defence  
PWD : Persons With Disability  
OBC : Other Backward Class  
MGMT : Management Quota  
DSC : Delhi Region Scheduled Caste  
DST : Delhi Region Scheduled Tribe  
Ddef : Delhi Region Defence  
DPWD : Delhi Region Persons With Disability  
DOBC : Delhi Region Other Backward Class  
ODSC : Outside Delhi Region Scheduled Caste  
ODST : Outside Delhi Region Scheduled Tribe  
ODDef : Outside Delhi Region Defence  
ODPWD : Outside Delhi Region Persons With Disability  
AISC : All India Region Scheduled Caste  
AIST : All India Region Scheduled Tribe  
AIDef : All India Region Defence  
AIPWD : All India Region Persons With Disability  
KM : Jammu and Kashmir Migrants  
EWS: Economically Weaker Section

#### **6.0.1 Relaxation in Eligibility**

Candidates belonging to Scheduled Castes/Scheduled Tribes/Widows or Wards of Defence Personnel / Persons With Disability will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study, irrespective of the fact whether there exists any reservation for any category of such candidates or not.

**Note:**

- a. Relaxation of any kind, as mentioned above and elsewhere in this Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling /Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.
- b. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**



## 6.1 Reservation Policy for USS/Affiliated Govt. Institutions and Affiliated Self Financing Colleges/Institutions other than Minority Institutions

The Reservation Policy for the University Schools, Government Institutes and Self Financing Colleges/ Institutions affiliated with this University, other than minority institution, for the Academic Session 2024-25 are as under:

<b>For University Schools of Studies and Government Institutions Located in NCT of Delhi</b>	<b>For Institutions Located in NCT of Delhi except minority status institutions</b>	<b>**Self Financing Institutions Located in NCR outside Delhi except minority status institutions</b>
85% of the sanctioned intake shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DOBC - 27% *DDEF – 5% *DPWD – 5%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 17% DST - 1% *DDEF – 5% *DPWD – as per fresh Orders/ Guidelines of Govt. of NCT of Delhi.	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% *DDEF – 5% *DPWD – as per policy of the University
15% of the sanctioned intake shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% *ODDEF – 5% *ODPWD – 5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% *ODDEF – 5% *ODPWD – as per fresh Orders/ Guidelines of Govt. of NCT of Delhi	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% *ODDEF – 5% *ODPWD – as per policy of the University

**\*There shall be horizontal reservation for the Sub Category PWD & Defence.**

**\*\*Under consideration for converting to seat allocation on All India Basis subject to approval of Govt. of NCT of Delhi.**

**Note: Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges, if affiliated. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**

1. For Institutions funded by the Central Government, affiliated with GGSIP University, the seat matrix shall be as per the Orders of Government of India. Such Institutions will be required to submit their seat matrix as per the reservation policies applicable to them based on the approved sanctioned intake for the current academic session 2024-25 for the purpose of Admission Counseling.
2. For Institutions funded by the Govt of NCT of Delhi, affiliated with GGSIP University, the seat matrix shall be as per the Orders of Government of NCT of Delhi. Such Institutions will be required to submit their seat matrix as per the reservation policies applicable to them based on the approved sanctioned intake for the current academic session 2024-25 for the purpose of Admission Counseling.
3. For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.



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4. For institutions located in NCR, the bifurcation of seats (85% for Delhi Candidates and 15% for outside Delhi Candidates) is under consideration for allotment to seat allocation on All India Basis subject to the approval of Govt. of NCT of Delhi, if there is any change before the commencement of counseling / admissions in the current Academic Session, the same shall be applicable.

**NOTE:**

1. The candidate seeking admission under reserved categories has to mandatorily produce the caste/category certificate in his/her name at the time of Enrollment for Online Centralized Counselling. The certificate in the name of either of the parents (Mother/Father) is not acceptable and the candidate shall not be entitled / eligible for admission against reserved seats, even on the basis of any undertaking.
2. 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 then He/She has to bring SC/ST/ certificate issued by Govt. of NCT of Delhi and also should have passed his/ her qualifying exam from Delhi School/College.
3. 10% of the total seats will be allocated as management quota in Self Financing Affiliated Institutes only (unless surrendered by the college/institute) seats as per the provisions of “Delhi Professional Colleges or Institutions Act 2007” and the Rules 2007 made thereafter. However in University Schools of Studies, Minority status Institutions and Government Institutions, there will be no Management Quota.
4. **Reservation in OBC category is not applicable at Master's level and Postgraduate Diplomas.**
5. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**

**6.1.1 Scheduled Castes and Scheduled Tribes**

1. In order to claim reservation under this Category, the candidate must have a rank in the merit list of NLT and GGSIPU CET 2024. Any unfilled seat(s) reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa.
2. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the two rounds of Online counselling of the reserved categories after exhausting list of respective reserved category.
3. The online counselling process during the 3<sup>rd</sup> round shall allot all the reserved seats to the reserved category candidates. In case, after completion of the process of allotment, the seats in the SC category remain vacant, then, those seats shall be converted to the ST category and shall be offered to ST category for allotment. In case, the ST category candidates are not available, to utilize the vacant seats of SC, then, the seats shall be converted to Un-reserved category in the same region.
4. Similarly, if after allotment of seats during the 3<sup>rd</sup> round, the ST category seats remain vacant, then, the vacant seats shall be offered to the SC category candidate. In case, the SC category candidates are not available, to utilize the vacant seats of ST, then, the seats shall be converted to Un-reserved category in the same region.



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In the Online spot round of Centralized Counselling there shall be no reservation on the basis of category as the vacant seats of SC & ST, if vacant on account of non-availability of SC & ST category candidates would have been converted into Un-reserved category prior to Spot Round of Centralized Counselling.

A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner;
- ii. Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate;
- iii. Revenue Officer not below the rank of Tehsildar;
- iv. Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

**NOTE:**

1. The candidates belonging to the communities, which are not included in the list of Scheduled Castes for Delhi, in the Presidential order, will not be entitled to admission in the University against the seats reserved for Scheduled Castes candidates of the Delhi Region. The candidates, belonging to the communities, included in the list of Scheduled Castes, in the Presidential order, in relation to Delhi will be entitled to be considered for admission in the University, against the seats reserved for SC candidates, in terms of the Presidential order dated 20th September, 1951, as amended time to time, by the law made in this regard.
2. The required certificate (s) for reserved categories will be essential at the time of the Online counselling for 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 candidate himself/herself and not in favour of respective parents/ guardians.
3. 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.
4. However for Central Government Institutions, if affiliated, seat allocation will be on the basis of seat matrix provided by the Central Government Institute or the instructions received from Govt. of India.

**6.1.2 Defence Category**

In reference to letter no.DHE6(32)/Court Case/2312-13/2367-2077 dated 08.05.2019 on the reservation in respect of wards of Paramilitary Force/Police Personnel with direction to follow same Reservation Policy as mentioned in year 2018-19 in the forthcoming sessions in admission to the wards of Paramilitary Force/Police Personnel. The reservation preference policy in respect of wards of Armed forces shall be as per the letter no. F. No 6(1)2017/D (Res.II) Govt of India, Ministry of Defence, Department of Ex-Servicemen Welfare dated 21.05.2018 circulated vide this Directorate of Higher Education letter no. F.No. DHE6(32)/Court Case/2312-13/3333-39 dated 06.07.2018.

- Priority I : Widows/Wards of Defence personnel/Para Military Personnel killed in action. Required Certificate: Proof in Original.
- Priority II : Wards of Defence Personnel and ex-servicemen/Para Military personnel disabled in action and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
- Priority III : Widows/Wards of Defence personnel/Para Military personnel who died in peace time with death attributable to military service. Proof in Original.



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- Priority IV : Wards of Defence personnel/Para Military personnel disabled in service and boarded out from service with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
- Priority V : Wards of serving Defence personnel and Ex-Servicemen /para military/police personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original.
- i. Param Vir Chakra
  - ii. Ashok Chakra
  - iii. Maha Vir Chakra
  - iv. Kirti Chakra
  - v. Vir Chakra
  - vi. Shaurya Chakra
  - vii. Sena, Nau Sena, Vayu Sena Medal
  - viii. Mention in Despatches
  - ix. President's Police Medal for Gallantry
  - x. Police Medal for Gallantry

As per letter no. 371/Adm/Medical Seats/Vol.I dated 02.07.2023 of Govt of India, Ministry of Defense, Kendriya Sainik Board, West Block 4, Wing-7, R K Puram, New Delhi 110066, the precedence of Gallantry Awards as per Priority V.

- Priority VI : Wards of Ex-Servicemen. Required Certificate: Original ex-servicemen Identity Card/ discharge book supported by PPO (Pension Payment Order).
- Priority VII : Wives of
- i. Defence personnel disabled in action and boarded out from service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
  - ii. Defence personnel disabled in service and boarded out with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
  - iii. Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original. Only the Gallantry Awards specified in Priority V shall be considered:
- Priority VIII : Wards of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.
- Priority IX : Wives of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced as proof for claiming reservation in a particular category at the time of counselling for admission.

In addition to original entitlement card/ document as referred above, the candidate will also have to bring the relevant format as per Appendix 1 of Part E duly completed in original and signed by the competent authority which will become part of the Admission file.

The policy of the University in regard to defence category, in effect at the time of notification of the counselling detailed schedule, shall be used for admission.



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**Note:**

1. Sena/ Nau Sena/ Vayu Sena Medal: This Medal is awarded for Gallantry as well as for distinguished service. Accordingly, it is notified in correspondence as under:-
  - i. Sena Medal (G)/ Nau Sena Medal (G)/ Vayu Sena Medal (G) for the medal awarded for Gallantry.
  - ii. Sena Medal (D)/ Nau Sena Medal (D)/ Vayu Sena Medal (D) for the medal awarded for Distinguished Service. However, for the purpose of reservation, only notification which states that the Sena Medal has been awarded for Gallantry will be accepted and the Sena Medal for Distinguished Services will not be considered.
2. For admission to a seat reserved for Defence Category:
  - i. Entitlement card in original issued by the Record Officer of the Unit/ Regiment of Armed Personnel of the Armed Forces in case of Armed Personnel.
  - ii. The Children/ Widow of the officers and men of Armed forces who died or were disabled on duty must submit a certificate to that effect from the following authorities.
    - i. Secretary, Kendriya Sainik Board.
    - ii. Secretary, Rajya/ Zila Sainik Board.
    - iii. Officer-in-Charge, Record Office.

**Note: A statement to the effect that “the death/ disability is attributed to military service” is required to be included in the certificate.**

### **6.1.3 Persons with Disabilities (PWD)**

PH/PWD seats in Government Colleges shall be 5% in accordance with the provisions of ‘The Rights of Persons with Disabilities Act 2016’ (PWD ACT) while it shall be as per policy of Govt. of NCT of Delhi in Self Financing Institutions. All the candidates who furnish PWD certificate from any Government Hospital located in Delhi or Outside Delhi under the provisions of ‘The Rights of Persons with Disabilities Act 2016, shall be eligible for claiming reservation on Delhi and Outside Delhi seats (based on the location of their qualifying exam).Reservation of seats for persons with benchmark disabilities is open to all specified categories.

### **6.1.4 Other Backward Class**

**27% seats are reserved only for candidates holding “OBC CERTIFICATE (DELHI)” digitally signed and OBC Certificate issued to original residents of Delhi prior to 1993 belonging to the list of OBC castes in Delhi issued by Competent Authority of Delhi. The reservation will be available only in the University Schools of Studies and other Government Institutions.** Students will be admitted in this category on the submission of a certificate to this effect from the Competent Authority of the Government of NCT of Delhi. **Certificate issued for “Applying for appointment to posts under Govt. of India” or issued by any other state government will not be accepted under any circumstances. “OBC CERTIFICATE” issued by a Competent Authority of Delhi to an individual on the basis of OBC Certificate of his/her parents from another state will not be accepted for claiming a seat under OBC Category. Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes. The non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2024. It is mandatory to submit the Non-Creamy Layer Certificate issued after 31<sup>st</sup> March, 2024 for claiming Reservation against OBC Category.**

**The OBC reservation shall be applicable only to Undergraduate programmes of studies (except PGMC) within Government Institutes. No OBC reservation shall apply to post-graduation or higher level programmes of studies and in Self financing Institutes.**



However for Central Government Institutions, seat allocation is on all India basis among the category of seats including OBC and for such reservation the certificate issued should be as per the central list of OBC and the non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2024.

A list of approved Competent Authorities for the issuance of OBC certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Executive Magistrate.

### 6.1.5 Minority Institutions

Some of the self – financing institutions affiliated to the University have a minority status. For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.

### 6.1.6 Jammu & Kashmir Migrants

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through NLT/CET. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/ admission. Since the seats of Kashmiri Migrant Quota are supernumerary, they will not be converted at all in any other category in case they remain unfilled. The University earmarks the seats reserved for the Jammu & Kashmir Migrants in a institution in specific programme of study at the time of counseling as per current practice. If any guidelines are received for the Government of NCT of Delhi before the commencement of counseling for the Academic Session 2024-25, the same shall be applied.

#### Note for Section 6.1:

1. It will be mandatory for the candidates to upload on the website the required reserved categories certificate (s) at the time of the Online Registration or at the time of Online Enrolment for participation in Centralized Counselling for claiming admission in a reserved category seat and under no circumstances the request of the candidate shall be entertained for considering his/her candidature in reserved category without bonafide certificate uploaded. It is re-iterated that 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 candidate himself/herself and not in favour of respective parents/guardians.
2. In case of married women applying to any course under reserved category has to produce the caste/tribe certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. The conversion of seats reserved for SC, ST, Minority, etc. to Un-reserved Category shall be done only after the completion of two rounds of counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats to unreserved seats shall be effected.
4. If any change in the reservation policy is made by the Government of NCT of Delhi, the same will be announced on University's Website ([www.ipu.ac.in](http://www.ipu.ac.in)) and implemented.
5. **Clarification for Admissions in Reserved Category:** Admission will be permissible to qualified candidates in any programme in the following conditions:-



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- i. If qualifying examination is passed from Delhi and Reservation certificate issued from Delhi for SC/ST categories, then admission is permissible under **Delhi Reserved category**.
- ii. If qualifying examination is passed from Outside Delhi and Reservation certificate issued from anywhere in India, including Delhi for SC/ST categories, then admission is permissible under **Outside Delhi Reserved category**.
- iii. If qualifying examination is passed from Delhi and Reservation certificate issued from Outside Delhi for SC/ST categories, then admission is permissible only under **Delhi General category** for institutions where admission categories are Delhi and outside Delhi; while for institutions where admissions are done on all-India basis, these candidates shall be eligible to claim All India SC/ST reservation

### 6.1.7 Economically Weaker Section (EWS)

Implementation of 10% reservation of Economically Weaker Sections, as per letter no. F.DHE.1(119)/Estt./2318-19/2549-76 dated 17.06.2019 in terms of OM No. F No. 12-4/2319-U1 dated 17.01.2019 issued by the Ministry of Human Resource Development, Department of Higher Education in this respect to give effect to the provision of the Constitution (One Hundred and third Amendment) Act, 2019 for all higher educational institutions funded/aided, directly, or indirectly, by the Government of NCT of Delhi. The candidates shall be granted admission in EWS category subject to fulfillment of all the conditions as per rules of Govt

#### Note:

- 1 **Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges affiliated with GGSIP University only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**
- 2 **Reservation for EWS category is applicable for Un-reserved Category Candidate only. Candidates claiming reservation for SC/ST/OBC Category will not be considered for reservation under EWS Category.**
- 3 **EWS Certificate should be issued after 31<sup>st</sup> March, 2024 stating valid for year 2024-25.**

### 6.2 Management Quota Admissions

As per provisions in the ‘The Delhi Professional Colleges or Institutions (prohibitions of capitation fee regulation of admission, fixation of Non-Exploitative Fee and other measures to ensure equity and excellence) Act 2007’ (Delhi Act 8 of 2007), Govt of NCT of Delhi, in every Institutions, except the minority institution / unaided Institutions who have Surrendered Management Quota, for the Academic Session 2024-25 and subject to the provisions of this Act, ten percent (10 %) of the total seats in an unaided institution shall be allocated as ‘Management Seats’.

In accordance with the provisions Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission , Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007, the Rules specifically Rule 8(2) (a) (ii) to (x) of the Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission , Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Rules, 2007, Govt. of NCT of Delhi order No. DHE.4(4)/GGSIPU/2319/4674-76 dated 22.09.2023, and other relevant instructions issued by Govt. of NCT of Delhi as well as GGSIP University.



## **CHAPTER 13: LIST OF PROGRAMMES OFFERED IN AFFILIATED INSTITUTES/ USS DURING THE ACADEMIC SESSION 2023-24**

### **13.1 National Level Test Based Admissions**

#### **13.1.1 B. Arch (CET Code-100)**

S. No.	Name of the Institute	Programme Duration (5 Years)	Intake
1.	University School of Architecture & Planning, GGSIP University East Campus, Surajmal Vihar, Delhi-110092.	B.Arch.	80
2.	Delhi Technical Campus, 28/1, Knowledge Park III, Greater Noida.	B.Arch.	40
3.	MBS School of Planning & Architecture, Sec – 9, Dwarka, New Delhi.	B.Arch.	120
4.	Vastu Kala Academy, 9/1 Aruna Asaf Ali Marg, New Delhi.	B.Arch.	40
5.	Periyar School of Architecture, I & 2 Institutional Area, New Delhi-110025.	B.Arch.	40

#### **13.1.2 MBA Programmes (CET Code – 101)**

S.No.	Institute Name	Programme Duration (2 Years)	Intake
1	Accman Business School, 46 A/2, Knowledge Park III, Greater Noida, UP 201308	Master of Business Administration	30
2	Army Institute of Management & Technology, Plot No. M-1, Block No. P-5, Sector-Pocket-5, Greater NOIDA-201306	Master of Business Administration	120
		Master of Business Administration (Analytics)	60
3	Banarsidas Chandiwala Institute of Professional Studies, Plot No. 9 Sec 11, Phase I Dwarka, New Delhi 110075	Master of Business Administration	120
4	Bhagwan Parshuram Institute of Technology, P.S.P04, Sector-17, Rohini, Delhi-110085	Master of Business Administration	60
5	Delhi Institute of Advanced Studies, Plot No.6, Sector-25, Rohini, Delhi – 110085	Master of Business Administration	180
		Master of Business Administration (Financial Management)]	60
6	Delhi Technical Campus, 28/1, Knowledge Park, III, Greater NOIDA, UP	Master of Business Administration	30
7	Dr. Akhilesh Das Gupta Institute of Technology & Management (Earlier name is Northern India Engineering College)	Master of Business Administration	60
8	Gitarattan International Business School, Rohini Educational Society at PSP, Complex-II, Madhuban Chowk, Delhi	Master of Business Administration (International Business) (Shift I)	30



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S.No.	Institute Name	Programme Duration (2 Years)	Intake
		Master of Business Administration (Shift I)	90
		Master of Business Administration (Shift II)	60
9	<b>Institute of Information Technology &amp; Management, D 29 Institutional Area, Janak Puri, New Delhi</b>	Master of Business Administration	60
10	<b>Maharaja Agrasen Institute Of Technology, Sector-22, Rohini, Delhi – 110085</b>	Master of Business Administration	180
11	<b>Management Education &amp; Research Institute, 53-54, Institutional Area, Janak Puri, New Delhi - 110058</b>	Master of Business Administration (Shift I)	120
		Master of Business Administration (Shift II)	60
12	<b>Rukmini Devi Institute of Advanced Studies, 2A &amp; 2B, Ph-1, Madhuban Chowk, Rohini, Delhi - 110085</b>	Master of Business Administration (Shift I)	120
		Master of Business Administration (Shift II)	120
13	<b>Tecnia Institute of Advanced Studies, Madhuban Chowk, Rohini, Delhi - 110085</b>	Master of Business Administration (Shift I)	40
		Master of Business Administration (Shift II)	40
14	<b>Shri Balwant Institute of Technology, Merrut Road (Pallri), Sonapat, NCR Delhi, Haryana (Jain Minority Institute)</b>	Master of Business Administration	10
15	<b>Maharaja Surajmal Institute, C-4, Janak Puri, New Delhi-110058</b>	Master of Business Administration	120
16	<b>Centre for Development of Advanced Computing (C-DAC), Anusandhan Bhawan, C-56/1, Institutional Area, Sector-62, Noida-201309 (U.P)</b>	Master of Business Administration	60
17	<b>University School of Management Studies, GGSIP University Campus, Sec 16 C Dwarka GGSIP University</b>	MBA	120
		MBA (Financial Analysis)	60
		MBA (Analytics)	30

### 13.1.3 PGMC (CET Code-102)

S.No	Name of the Institute	Programme Duration (3 Years for Degree & 2 Years for Diploma)	Intake
1.	<b>Vardhman Mahavir Medical College &amp; Safdarjung Hospital, New Delhi 110026</b>	MS Anatomy	8
		MD Anesthesiology	65
		MD Biochemistry #	6
		MD Community Medicine	9
		MD Dermatology (DVL)	5
		MD Forensic Medicine #	5
		MD General Medicine #	26



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector 16-C, Dwarka, New Delhi - 110078  
(A State University Established by Govt. of NCT of Delhi)

## Admission Brochure for Academic Session 2023-24

### Programmes Offered

**Integrated BA - LL.B. (Hons.)**

**Integrated BBA - LL.B. (Hons.)**

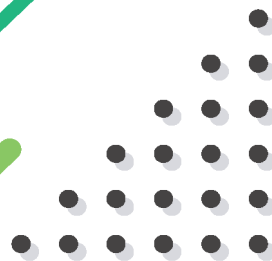
**Master of Law (LL.M.)**

**Master of Business Administration (MBA)**



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NEW DELHI

For further information please visit:  
[www.ipu.ac.in](http://www.ipu.ac.in)





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# PART B

**Eligibility Criteria, Admission Criteria through CAT 2022/ CMAT 2023/ GGSIPU CET 2023 for admissions in Programmes MBA, CLAT UG for Programme Integrated Bachelor of Arts-Bachelor of Law (Honours) [Integrated BA-LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] (Code-121) and and CLAT PG for Programme Master of Law (LL.M.) (Code-112), Online Registration Process, GGSIPU CET 2023 details for Programmes MBA, Reservation Policy, Age Limit, Seat Allocation, Management Quota Admissions Process**



**CHAPTER- 2: Eligibility Criteria for Admission in Programmes MBA, MBA (Financial Analysis), MBA (Analytics), MBA (International Business), MBA (Financial Management) (Code 101), Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] (Code-121) and Master of Law (LL.M.) (Code-112)**

The eligibility conditions specified below for the general / open categories of admissions are specified herein. For relaxation of eligibility conditions for reserved categories, please refer to the Chapter - 9 entitled “Reservation Policy”.

**2.1 Eligibility Criteria for Admission in Programmes MBA (Code 101) on the basis of merit in CAT 2022/CMAT 2023/ CET 2023:**

**Table-I**

S. No.	Name of Programme	Code	ELIGIBILITY CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	Any recognized 3 years or more Bachelor's Degree in any discipline with a minimum of 50% marks in aggregate. OR Bachelor's Degree in Engineering, Technology or any other subject with minimum of 50% marks in aggregate or any qualification recognized as equivalent thereto with minimum of 50% marks in aggregate. OR Passed the Final Examination of the Institute of Chartered Accountants of India or England, the Institute of Cost and Works Accountants of India or England or the Institute of Company Secretaries of India.
2	MBA (Financial Analysis)	101	Graduate in any discipline with at least 50% Marks and with at least one course in Mathematics/ Statistics/ Economics/ Operations Research at Graduation Level.
3	MBA (Analytics)	101	Graduate in any discipline with at least 50% Marks and with at least one course in Mathematics/ Statistics/Operations Research at Graduation Level.

**Note: In University School of Management Studies (USMS) admissions in Programmes MBA, MBA (Financial Analysis), MBA (Analytics) (Code 101) will be carried out Only on the basis of merit of overall percentile in CAT 2022 through Online Centralized Counselling for Academic Session 2023-24 not through CMAT 2023/ CET 2023.**



**CHAPTER- 3: Admissions Criteria for Admission in Programmes MBA, MBA (Financial Analysis), MBA (Analytics), MBA (International Business), MBA (Financial Management) (Code 101), Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] (Code-121) and Master of Law (LL.M.) (Code 112)**

**3.1 Admission Criteria for Programmes MBA (Code 101) on the basis of merit in CAT 2022 (Common Admission Test) [For University School of Management Studies (USMS) & Affiliated Colleges/Institutes]:**

S. No.	Name of Programme	Code	ADMISSION CRITERIA
1	MBA, MBA (Financial Analysis), MBA (Analytics), MBA (International Business), MBA (Financial Management)	101	All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT 2022) that was conducted by Indian Institute of Management. [For University School of Management Studies (USMS) & Affiliated Colleges/Institutes]

**3.2 Admission Criteria Programmes MBA (Code 101) on the basis of merit in CMAT 2023 (Common Management Admission Test) (For Affiliated Colleges/Institutes Only):**

S. No.	Name of Programme	Code	ADMISSION CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT 2022) that was conducted by Indian Institute of Management. 2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2022, then only the counseling shall be conducted on the basis of Score in CMAT 2023 (another National Level Test). (For Affiliated Colleges/Institutes Only)



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### 3.3 Admission Criteria Programmes MBA (Code 101) on the basis of merit in GGSIPU CET 2023 (Common Entrance Test) (For Affiliated Colleges/Institutes Only):

S. No.	Name of Programme	CET Code	ADMISSION CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	<ol style="list-style-type: none"><li>1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT 2022) that was conducted by Indian Institute of Management.</li><li>2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2022, then only the counseling shall be conducted on the basis of Score in CMAT 2023 (another National Level Test).</li><li>3. In case seats still remain vacant even after exhausting CAT 2022 and CMAT 2023 Merit, University will consider admissions in Programme MBA (Code 101) on the basis of merit in GGSIPU CET 2023 conducted by GGSIP University. (For Affiliated Colleges/Institutes Only)</li></ol>

**Note: In University School of Management Studies (USMS) admissions in Programmes MBA, MBA (Financial Analysis), MBA (Analytics) (Code 101) will be carried out Only on the basis of merit of overall percentile in CAT 2022 through Online Centralized Counselling for Academic Session 2023-24 not through CMAT 2023/ CET 2023.**

### 3.4 Admission Criteria Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] (Code-121) on the basis of merit in CLAT UG 2023 (Common Law Admission Test – Under Graduate, 2023):

S. No.	Name of Programme	CET Code	ADMISSION CRITERIA
1	Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]	121	<p>All applicants are required to appear in Common Law Admission Test – Under Graduate, 2023 (CLAT – UG, 2023) that is conducted by National Law University on a rotational basis. The University shall not conduct its own CET for admissions, but shall be utilizing the merit prepared on the basis of (CLAT – UG, 2023) Merit for its admissions.</p> <p>*Aggregate of 50% marks in the 12th class for the purpose of eligibility will be taken as the aggregate of best four subjects (unless otherwise specified) including English.</p>



## **CHAPTER 7: Information regarding Age Limit and relaxation in Age Limit**

### **7.1 Age Limit for programmes:**

<b>S.No.</b>	<b>Programme</b>	<b>As on 01.08.2023 candidate should not be beyond</b>
1	MBA	35 years
2	Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]	No Age Limit, subject to notification of Bar Council of India or the Hon'ble Court(s) before the commencement of Counselling / Admissions
3	Master of Law (LL.M.)	35 years

#### **Note:**

Candidates desirous of applying for age relaxation as per norms above should apply in writing to **In-Charge (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078 before start of Counselling.**

### **7.2 Information regarding relaxation in Age Limit**

**7.2.1 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/ appear in the Common Entrance Test. 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 Registrar of the University. The candidates desirous of applying for age relaxation should apply in writing to Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University before start of counselling.

7.2.2 If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.



## **CHAPTER 8: Seat Allocation**

### **8.1 Abbreviation**

NCR: National Capital Region.

NCT of Delhi: National Capital Territory of Delhi.

### **8.2 Region wise Seat Distribution**

#### **8.2.1 Delhi Region 85% of the Sanctioned Intake.**

The candidates shall be considered as **Delhi Region Candidates** if they have passed the qualifying examination from any school / Institute located in NCT of Delhi or from any College / Institute affiliated to GGSIP University. All such candidates shall be notified as "**Delhi Region Candidates**" for the purpose of counseling for admission.

#### **8.2.2 Outside Delhi Region 15% of the Sanctioned Intake.**

The candidates shall be considered as **Outside Delhi Region Candidates** if they have passed the qualifying examination from any school / Institute located Outside Delhi. All such candidates shall be notified as "**Outside Delhi Region Candidates**" for the purpose of counseling for admission.

The policy as stated in the admission brochure is subject to the change in compliance of the University and/or Government of NCT of Delhi policies as notified from time to time, on or before the date of commencement of first counselling.

### **8.3 Minority/ Non Minority Affiliated Colleges/Institutes**

#### **8.3.1 Non Minority Affiliated Colleges/Institutes**

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi and will be grouped under term "Delhi Region Candidate". These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per point 27 of Important Instructions of this Admission Brochure.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term "Outside Delhi Region Candidate". These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.



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### 8.3.2 Minority Institutions

The seats would be allocated on as per policy of Govt. of NCT of Delhi that have a minority status.

#### Note for Section 8.3:

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region Category.
2. **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). It is clarified that no such conversion will be allowed during 1st counselling. Instructions for the programme for which online counseling is done, are mentioned later in the Admission brochure.
3. In case of Self Financing Colleges/Institutes (except Minority Institutions), Sanctioned Intake includes 10% Management Quota (unless surrendered by the respective College/Institute) seats (as per the CET Code). However, in case of University Schools of Studies, Govt. Institutes and Minority Institutions, there will be no Management Quota.

### 8.4 University School of Studies (USS)/Affiliated Government Colleges

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi or from any College / Institute affiliated to GGSIP University and will be grouped under term “Delhi Region Candidate”. These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per point 27 of Important Instructions of this Admission Brochure given in the beginning of this Admission Brochure.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”. These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt. of NCT of Delhi.



## **CHAPTER 9: Reservation Policy**

### **9.1 Abbreviations:**

D : Delhi Region  
OD : Outside Delhi Region  
GEN : General Category  
SC : Scheduled Caste  
ST : Scheduled Tribe  
Def : Defence  
PWD : Persons With Disability  
OBC : Other Backward Castes  
MGMT : Management Quota  
DSC : Delhi Region Scheduled Caste  
DST : Delhi Region Scheduled Tribe  
Ddef : Delhi Region Defence  
DPWD : Delhi Region Persons With Disability  
DOBC : Delhi Region Other Backward Castes  
ODSC : Outside Delhi Region Scheduled Caste  
ODST : Outside Delhi Region Scheduled Tribe  
ODDef : Outside Delhi Region Defence  
ODPWD : Outside Delhi Region Persons With Disability  
AISC : All India Region Scheduled Caste  
AIST : All India Region Scheduled Tribe  
AIDef : All India Region Defence  
AIPWD : All India Region Persons With Disability  
KM : Jammu and Kashmir Migrants  
EWS: Economically Weaker Section

### **9.2 Relaxation in Eligibility**

Candidates belonging to Scheduled Castes/Scheduled Tribes/Widows or Wards of Defence Personnel / Persons With Disability will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study, irrespective of the fact whether there exists any reservation for any category of such candidates or not.

#### **Note:**

- iii. Relaxation of any kind, as mentioned above and elsewhere in this Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling / Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.
- iv. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**



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## 9.3 Reservation Policy for USS/Affiliated Govt. Institutions and Affiliated Self Financing Colleges/Institutions other than Minority Institutions

The Reservation Policy for the University Schools, Government Institutes and Self Financing Colleges/ Institutions affiliated with this University, other than minority institution, for the Academic Session 2023-24 is as:-

For University Schools of Studies and Government Institutions Located in NCT of Delhi	For Institutions Located in NCT of Delhi in except minority status institutions	Self Financing Institutions Located in NCR' outside Delhi except minority status institutions
85% of the sanctioned intake shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DOBC - 27% DDEF – 5% DPWD – 5%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 17% DST - 1% DDEF – 5% DPWD – as per policy of Govt of NCT of Delhi	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DDEF – 5% DPWD – as per policy of Govt of NCT of Delhi
15% of the sanctioned intake shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – 5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – as per policy of Govt of NCT of Delhi	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – as per policy of Govt of NCT of Delhi

**Note: Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges, if affiliated. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**

- 1 For Institutions funded by the Central Government, if affiliated, the seat matrix shall be as per the Orders of Government of India or Government of NCT of Delhi.
- 2 For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and



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remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.

- 3 For institutions located in NCR, the bifurcation of seats (85% for Delhi Candidates and 15% for outside Delhi Candidates) is as per the policy received from Govt. of NCTD applicable for Academic Session 2023-24, if there is any change in this policy before the commencement of counseling / admissions in the current Academic Session, the same shall be applicable.

### NOTE:

1. The candidate seeking admission under reserved categories has to mandatorily produce the caste/category certificate in his/her name at the time of Enrollment for Online Centralized Counselling. The certificate in the name of either of the parents (Mother/Father) is not acceptable and the candidate shall not be entitled / eligible for admission against reserved seats, even on the basis of any undertaking.
2. 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 then He/She has to bring SC/ST/ certificate issued by Govt. of NCT of Delhi and also should have passed his/ her qualifying exam from Delhi School/College.
3. 10% of the total seats will be allocated as management quota in Self Financing Affiliated Institutes only (unless surrendered by the College/Institute) seats as per the provisions of “Delhi Professional Colleges or Institutions Act 2007” and the Rules 2007 made thereafter and other instructions issued by Govt. of NCT of Delhi or GGSIP University. However in University Schools of Studies, Minority status Institutions and Government Institutions, there will be no Management Quota.
4. Reservation in OBC category is not applicable at Master's level and Postgraduate Diplomas.
5. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**

### 9.4 Scheduled Castes and Scheduled Tribe

1. In order to claim reservation under this Category, the candidate must have a rank in the merit list of CAT 2022/ CMAT 2023/ CLAT UG 2023/ CLAT PG 2023. Any unfilled seat(s) reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa and will not be offered to any other reserved category.

2. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the two rounds of Online counselling of the reserved categories.

3. The online counselling process during the 2<sup>nd</sup> round shall allot all the reserved seats to the reserved category candidates. In case, after completion of the process of allotment, the seats in the SC category remain vacant, then, those seats shall be converted to the ST category and shall be offered to ST category for allotment. In case, the ST category candidates are not available, to utilize the vacant seats of SC, then, the seats shall be converted to Un-reserved category in the same region.



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4. Similarly, if after allotment of seats during the 2<sup>nd</sup> round, the ST category seats remain vacant, then, the vacant seats shall be offered to the SC category candidate. In case, the SC category candidates are not available, to utilize the vacant seats of ST, then, the seats shall be converted to Un-reserved category in the same region.

In the Online spot round of Centralized Counselling there shall be no reservation on the basis of category as the vacant seats of SC & ST, if vacant on account of non-availability of SC & ST category candidates would have been converted into Un-reserved category prior to Spot Round of Centralized Counselling.

A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner;
- ii. Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate;
- iii. Revenue Officer not below the rank of Tehsildar;
- iv. Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

### NOTE:

1. The candidates belonging to the communities, which are not included in the list of Scheduled Castes for Delhi, in the Presidential order, will not be entitled to admission in the University against the seats reserved for Scheduled Castes candidates of the Delhi Region. The candidates, belonging to the communities, included in the list of Scheduled Castes, in the Presidential order, in relation to Delhi will be entitled to be considered for admission in the University, against the seats reserved for SC candidates, in terms of the Presidential order dated 20th September, 1951, as amended time to time, by the law made in this regard.
2. The required certificate (s) for reserved categories will be essential at the time of the Online counselling for 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 candidate himself/herself and not in favour of respective parents/ guardians.
3. In case of married woman, applying to any Programme 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.
4. However for Central Government Institutions, if affiliated, seat allocation will be on the basis of seat matrix provided by the Central Government Institute or the instructions received from Govt. of India.



## 9.5 Defence Category

In reference to letter no.DHE6(32)/Court Case/2012-13/2067-2077 dated 08.05.2019 on the reservation in respect of wards of Paramilitary Force/Police Personnel with direction to follow same Reservation Policy as mentioned in year 2018-19 in the forthcoming sessions in admission to the wards of Paramilitary Force/Police Personnel. The reservation preference policy in respect of wards of Armed forces shall be as per the letter no. F. No 6(1)2017/D (Res.II) Govt of India, Ministry of Defence, Department of Ex-Servicemen Welfare dated 21.05.2018 circulated vide this Directorate of Higher Education letter no. F.No. DHE6(32)/Court Case/2012-13/3333-39 dated 06.07.2018.

- Priority I : Widows/Wards of Defence personnel/Para Military Personnel killed in action. Required Certificate: Proof in Original.
- Priority II : Wards of Defence Personnel and ex-servicemen/Para Military personnel disable in action and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
- Priority III : Widows/Wards of Defence personnel/Para Military personnel who died in peace time with death attributable to military service. Proof in Original.
- Priority IV : Wards of Defence personnel/Para Military personnel disabled in service and boarded out from service with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
- Priority V : Wards of serving Defence personnel and Ex-Servicemen /para military/police personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original.
- i. Param Vir Chakra
  - ii. Ashok Chakra
  - iii. Maha Vir Chakra
  - iv. Kirti Chakra
  - v. Vir Chakra
  - vi. Shaurya Chakra
  - vii. Sena, Nau Sena, Vayu Sena Medal
  - viii. Mention in Despatches
  - ix. President's Police Medal for Gallantry
  - x. Police Medal for Gallantry

As per letter no. 371/Adm/Medical Seats/Vol.I dated 02.07.2020 of Govt of India, Ministry of Defense, Kendriya Sainik Board, West Block 4, Wing-7, R K Puram, New Delhi 110066, the precedence of Gallantry Awards as per Priority V.

- Priority VI : Wards of Ex-Servicemen. Required Certificate: Original ex-servicemen Identity Card/ discharge book supported by PPO (Pension Payment Order).
- Priority VII : Wives of
- i. Defence personnel disabled in action and boarded out from service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.



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- ii. Defence personnel disabled in service and boarded out with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
- iii. Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original. Only the Gallantry Awards specified in Priority V shall be considered:

Priority VIII : Wards of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

Priority IX : Wives of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced as proof for claiming reservation in a particular category at the time of counselling for admission.

In addition to original entitlement card/ document as referred above, the candidate will also have to bring the relevant format as per Appendix 1 of Part E duly completed in original and signed by the competent authority which will become part of the Admission file.

The policy of the University in regard to defence category, in effect at the time of notification of the counselling detailed schedule, shall be used for admission.

#### Note:

1. Sena/ Nau Sena/ Vayu Sena Medal: This Medal is awarded for Gallantry as well as for distinguished service. Accordingly, it is notified in correspondence as under:-
  - i. Sena Medal (G)/ Nau Sena Medal (G)/ Vayu Sena Medal (G) for the medal awarded for Gallantry.
  - ii. Sena Medal (D)/ Nau Sena Medal (D)/ Vayu Sena Medal (D) for the medal awarded for Distinguished Service. However, for the purpose of reservation, only notification which states that the Sena Medal has been awarded for Gallantry will be accepted and the Sena Medal for Distinguished Services will not be considered.
2. For admission to a seat reserved for Defence Category:
  - i. Entitlement card in original issued by the Record Officer of the Unit/ Regiment of Armed Personnel of the Armed Forces in case of Armed Personnel.
  - ii. The Children/ Widow of the officers and men of Armed forces who died or were disabled on duty must submit a certificate to that effect from the following authorities.
    - i. Secretary, Kendriya Sainik Board.
    - ii. Secretary, Rajya/ Zila Sainik Board.
    - iii. Officer-in-Charge, Record Office.

**Note: A statement to the effect that "the death/ disability is attributed to military service" is required to be included in the certificate.**



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### 9.6 Persons with Disabilities (PWD)

PH/PWD seats in Government Colleges shall be 5% in accordance with the provisions of ‘The Rights of Persons with Disabilities Act 2016’ (PWD ACT) while it shall be as per policy of Govt. of NCT of Delhi in Self Financing Institutions. All the candidates who furnish PWD certificate from any Government Hospital located in Delhi or Outside Delhi under the provisions of ‘The Rights of Persons with Disabilities Act 2016, shall be eligible for claiming reservation on Delhi and Outside Delhi seats (based on the location of their qualifying exam).Reservation of seats for persons with benchmark disabilities is open to all specified categories.

### 9.7 Other Backward Castes

**27% seats are reserved for Delhi OBC Category belonging to the list of OBC castes in Delhi. The reservation will be available only in the University Schools of Studies and other Government Institutions.** Students will be admitted in this category on the submission of a certificate to this effect from the Competent Authority of the Government of NCT of Delhi. Certificate issued by Govt. of India or any state government will not be accepted under any circumstances. The reservation for OBC Category is only for candidates who are from Delhi Region. A certificate issued by a Competent Authority of Delhi to an individual on the basis of Caste Certificate of his/her parents from another state will not be accepted for claiming a seat under OBC Category. **Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes. The non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2023. It is mandatory to submit the Non-Creamy Layer Certificate issued after 31<sup>st</sup> March, 2023 for claiming Reservation against OBC Category.**

**The OBC reservation shall be applicable only to Undergraduate programmes of studies (except PGMC) within Government Institutes. No OBC reservation shall apply to post-graduation or higher level programmes of studies and in Self financing Institutes.**

However for Central Government Institutions, seat allocation is on all India basis among the category of seats including OBC and for such reservation the certificate issued should be as per the central list of OBC and the non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2023.

A list of approved Competent Authorities for the issuance of OBC certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Executive Magistrate.

### 9.8 Minority Institutions

Some of the self – financing institutions affiliated to the University have a minority status. For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.



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### 9.9 Jammu & Kashmir Migrants

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through CET. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/admission. Since the seats of Kashmiri Migrant Quota are supernumerary, they will not be converted at all in any other category in case they remain unfilled. The University earmarks the seats reserved for the Jammu & Kashmir Migrants in a institution in specific programme of study at the time of counseling as per current practice. If any guidelines are received for the Government of NCT of Delhi before the commencement of counseling for the Academic Session 2023-24, the same shall be applied.

#### Note for Section 9.1:

1. It will be mandatory for the candidates to upload on the website the required reserved categories certificate (s) at the time of the Online Registration or at the time of Online Enrolment for participation in Centralized Counselling for claiming admission in a reserved category seat and under no circumstances the request of the candidate shall be entertained for considering his/her candidature in reserved category without bonafide certificate uploaded. It is re-iterated that 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 candidate himself/herself and not in favour of respective parents/guardians.
2. In case of married women applying to any Programme under reserved category has to produce the caste/tribe certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. The conversion of seats reserved for SC, ST, Minority, etc. to Un-reserved Category shall be done only after the completion of two rounds of counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be effected.
4. If any change in the reservation policy is made by the Government of NCT of Delhi, the same will be announced on University's Website ([www.ipu.ac.in](http://www.ipu.ac.in)) and implemented.
5. **Clarification for Admissions in Reserved Category:** Admission will be permissible to qualified candidates in any programme in the following conditions:-
  - i. If qualifying examination is passed from Delhi and Reservation certificate issued from Delhi for SC/ST categories, then admission is permissible under **Delhi Reserved category**.
  - ii. If qualifying examination is passed from Outside Delhi and Reservation certificate issued from anywhere in India, including Delhi for SC/ST categories, then admission is permissible under Outside Delhi Reserved category.
  - iii. If qualifying examination is passed from Delhi and Reservation certificate issued from Outside Delhi for SC/ST categories, then admission is permissible only under Delhi General category for institutions where admission categories are Delhi and outside Delhi; while for institutions where admissions are done on all-India basis, these candidates shall be eligible to claim All India SC/ST reservation.



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### **9.10 Economically Weaker Section (EWS)**

Implementation of 10% reservation of Economically Weaker Sections, as per letter no. F.DHE.1(119)/Estt./2018-19/2549-76 dated 17.06.2019 in terms of OM No. F No. 12-4/2019-U1 dated 17.01.2019 issued by the Ministry of Human Resource Development, Department of Higher Education in this respect to give effect to the provision of the Constitution (One Hundred and third Amendment) Act, 2019 for all higher educational institutions funded/aided, directly, or indirectly, by the Government of NCT of Delhi. The candidates shall be granted admission in EWS category subject to fulfillment of all the conditions as per rules of Govt.

**Note:**

- 1 Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges if affiliated only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**
- 2 Reservation for EWS category is applicable for Un-reserved Category Candidate only. Candidates claiming reservation for SC/ST Category will not be considered for reservation under EWS Category.**
- 3 EWS Certificate should be issued after 31<sup>st</sup> March, 2023 stating valid for year 2023-24.**



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# PART D

**Sanctioned Seat Intake of Programmes MBA, Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] and Master of Law (LL.M.) for Academic Session 2022-23 and Tentative Seat Intake of Programmes MBA, Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)] and Master of Law (LL.M.) in University School of Studies (USS) and Affiliated Colleges/Institutes during Academic Session 2023-24**



**CHAPTER 12: Sanctioned Seat Intake in University School of Studies in MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes**

12.1 Sanctioned Seat Intake of MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes in University School of Studies for Academic Session 2022-2023 and Tentative Seat Intake of MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes in University School of Studies for Academic Session 2023-2024

S. No.	Name of the Institute	Programme	Sanctioned Seat Intake for Year 2022-23	Tentative Seat Intake for Year 2023-24
1.	University School of Management Studies, GGSIP University Campus, Sec 16 C Dwarka GGSIP University	MBA	120	120
		MBA (Financial Analysis)	60	60
		MBA (Analytics)	30	30
2.	University School of Law & Legal Studies, GGSIP University Campus, Sector 16C, Dwarka, New Delhi - 78	Integrated BA- LL.B. (Hons.)	60	60
		Integrated BBA- LL.B. (Hons.)	40	40
		(i) LL. M. (Corporate Law)- LLM (CL)	40	20
		(ii) LL.M.(Intellectual Property Right)- LL.M. (IPR)		20
		(iii) LL. M. (Alternative Dispute Resolution) LL.M.(ADR)		20
(iv) LL.M. (Criminal Justice System)- LL.M (CJS)	20			

**Note: The final seat intake shall be notified before start of choice filling during Online Centralized Counselling.**



## **CHAPTER 13: Sanctioned Seat Intake for MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes in University Affiliated Institutes/ Colleges**

13.1 Sanctioned Seat Intake in University Affiliated Institutes/ Colleges for Academic Session 2022-2023 for MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes and Tentative Seat Intake in University Affiliated Institutes/ Colleges for Academic Session 2023-2024 for MBA/ Integrated Bachelor of Arts- Bachelor of Law (Honours) [Integrated BA- LL.B. (Hons.)]/ Integrated Bachelor of Business Administration- Bachelor of Law (Honours) [Integrated BBA- LL.B. (Hons.)]/ Master of Law (LL.M.) Programmes:

### **A. For MBA Programmes:**

S.No.	Institute Name	Programme Duration (2 Years)	Sanctioned Seat Intake for Academic Session 2022-23	Tentative Seat Intake for Academic Session 2023-24
1	Accman Business School, 46 A/2, Knowledge Park III, Greater Noida, UP 201308	Master of Business Administration	60	60
2	Army Institute of Management & Technology, Plot No. M-1, Block No. P-5, Sector-Pocket-5, Greater NOIDA-201306	Master of Business Administration	120	120
3	Banarsidas Chandiwala Institute of Professional Studies, Plot No. 9 Sec 11, Phase I Dwarka, New Delhi 110075	Master of Business Administration	120	120
4	Bhagwan Parshuram Institute of Technology, P.S.P04, Sector-17, Rohini, Delhi-110085	Master of Business Administration	60	60
5	Delhi Institute of Advanced Studies, Plot No.6, Sector-25, Rohini, Delhi - 110085	Master of Business Administration	180	180
		Master of Business Administration (Financial Management)]	60	60
6	Delhi Technical Campus, 28/1, Knowledge Park, III, Greater NOIDA, UP	Master of Business Administration	60	60
7	Dr. Akhilesh Das Gupta Institute of Technology & Management (Earlier name is Northern India Engineering College)	Master of Business Administration	60	60



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S.No.	Institute Name	Programme Duration (2 Years)	Sanctioned Seat Intake for Academic Session 2022-23	Tentative Seat Intake for Academic Session 2023-24
8	Gitarattan International Business School, Rohini Educational Society at PSP, Complex-II, Madhuban Chowk, Delhi	Master of Business Administration (International Business) (Shift I)	60	60
		Master of Business Administration (Shift I)	120	120
		Master of Business Administration (Shift II)	120	120
9	Institute of Information Technology & Management, D 29 Institutional Area, Janak Puri, New Delhi	Master of Business Administration	60	60
10	Maharaja Agrasen Institute Of Technology, Sector-22, Rohini, Delhi – 110085	Master of Business Administration	180	180
11	Management Education & Research Institute, 53-54, Institutional Area, Janak Puri, New Delhi - 110058	Master of Business Administration (Shift I)	120	120
		Master of Business Administration (Shift II)	120	120
12	Rukmini Devi Institute of Advanced Studies, 2A & 2B, Ph-1, Madhuban Chowk, Rohini, Delhi - 110085	Master of Business Administration (Shift I)	120	120
		Master of Business Administration (Shift II)	120	120
13	Tecnia Institute of Advanced Studies, Madhuban Chowk, Rohini, Delhi - 110085	Master of Business Administration (Shift I)	120	120
		Master of Business Administration (Shift II)	120	120
14	Shri Balwant Institute of Technology, Merrut Road (Pallri), Sonapat, NCR Delhi, Haryana (Jain Minority Institute)	Master of Business Administration	10	10
15	Delhi Institute of Technology & Management, NH-1, Village Barot, Tehsil Gannaur, Sonapat, Haryana (Sikh Minority Institute)	Master of Business Administration	60	60
16	Maharaja Surajmal Institute, C-4, Janak Puri, New Delhi- 110058	Master of Business Administration	120	120
17	Centre for Development of Advanced Computing (C-DAC), Anusandhan Bhawan, C-56/1, Institutional Area, Sector-62, Noida-201309 (U.P)	Master of Business Administration	60	60



GURU GOBIND SINGH  
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UNIVERSITY

# **ADMISSION BROCHURE**

**PROGRAMMES MBA (Code 101)**

**2022 - 2023**



## **GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

(Established by Govt. of NCT of Delhi)

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**CHAPTER- 2: Eligibility Criteria for Admission in Programmes MBA (Code 101) i.e. MBA, MBA (International Business), MBA (Financial Management), MBA (Financial Analysis) and MBA (Analytics)**

The eligibility conditions specified below for the general / open categories of admissions are specified herein. For relaxation of eligibility conditions for reserved categories, please refer to the Chapter - 9 entitled "Reservation Policy".

**2.1 Eligibility Criteria for Admission on the basis of merit in CAT 2021 (Common Admission Test)**

**Table-I**

S. No.	Name of Programme	Code	ELIGIBILITY CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	<b>Eligibility Criteria for MBA / MBA (International Business)/ MBA (Financial Management):</b> Any recognized 3 years or more Bachelor's Degree in any discipline with a minimum of 50% marks in aggregate. OR Bachelor's Degree in Engineering, Technology or any other subject with minimum of 50% marks in aggregate or any qualification recognized as equivalent thereto with minimum of 50% marks in aggregate. OR Passed the Final Examination of the Institute of Chartered Accountants of India or England, the Institute of Cost and Works Accountants of India or England or the Institute of Company Secretaries of India.
2	MBA (Financial Analysis)	101	<b>Eligibility Criteria for MBA (Financial Analysis) :</b> Graduate in any discipline with at least 50% Marks and with at least one course in Mathematics/ Statistics/ Economics/ Operations Research at Graduation Level.
3	MBA (Analytics)	101	<b>Eligibility Criteria for MBA (Analytics) :</b> Graduate in any discipline with at least 50% Marks and with at least one course in Mathematics/ Statistics/Operations Research at Graduation Level.

**2.2 Eligibility Criteria for Admission on the basis of merit in CMAT 2022 (Common Management Admission Test)**

S. No.	Name of Programme	Code	ELIGIBILITY CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	<b>Eligibility Criteria for MBA / MBA (International Business)/ MBA (Financial Management):</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.
2	MBA (Financial Analysis)	101	<b>Eligibility Criteria for MBA (Financial Analysis) :</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.

S. No.	Name of Programme	Code	ELIGIBILITY CRITERIA
3	MBA (Analytics)	101	<b>Eligibility Criteria for MBA (Analytics) :</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.

**2.3 Eligibility Criteria for Admission on the basis of merit in GGSIPU CET 2022 (Common Entrance Test)**

S. No.	Name of Programme	CET Code	ELIGIBILITY CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management)	101	<b>Eligibility Criteria for MBA/ MBA (International Business)/ MBA (Financial Management):</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.
2	MBA (Financial Analysis)	101	<b>Eligibility Criteria for MBA (Financial Analysis) :</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.
3	MBA (Analytics)	101	<b>Eligibility Criteria for MBA (Analytics) :</b> Eligibility Criteria is same as mentioned above in Table I for CAT Qualified Candidate.

**CHAPTER- 3 : Admissions Criteria for Admission in Programmes MBA (Code 101) i.e. MBA, MBA (International Business), MBA (Financial Management), MBA (Financial Analysis) and MBA (Analytics):**

**3.1 Admission Criteria on the basis of merit in CAT 2021 (Common Admission Test)**

S. No.	Name of Programme	Code	ADMISSION CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management), MBA (Financial Analysis) and MBA (Analytics)	101	<b>Admissions Criteria:</b> All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT) 2021 that was conducted by Indian Institute of Management.

**3.2 Admission Criteria on the basis of merit in CMAT 2022 (Common Management Admission Test)**

S. No.	Name of Programme	Code	ADMISSION CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management), MBA (Financial Analysis) and MBA (Analytics)	101	<b>Admissions Criteria:</b> 1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT) 2021 that was conducted by Indian Institute of Management. 2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2021, then only the counseling shall be conducted on the basis of Score in CMAT 2022 (another National Level Test).

**3.3 Admission Criteria on the basis of merit in GGSIPU CET 2022 (Common Entrance Test)**

S. No.	Name of Programme	CET Code	ADMISSION CRITERIA
1	MBA, MBA (International Business), MBA (Financial Management), MBA (Financial Analysis) and MBA (Analytics)	101	<b>Admissions Criteria:</b> 1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT) 2021 that was conducted by Indian Institute of Management. 2. If seats remain vacant after counselling on the basis of overall percentile of CAT 2021, then only the counseling shall be conducted on the basis of Score in CMAT 2022 (another National Level Test). 3. In case seat still remain vacant even after exhausting CAT 2021 and CMAT 2022 Merit, University will consider admissions in Programme MBA (Code 101) on the basis of merit in GGSIPU CET 2022 conducted by GGSIP University.

**CHAPTER 7: Information regarding Age Limit and relaxation in Age Limit****7.1 Age Limit for MBA programme**

S.No.	Programme	As on 01.08.2022 candidate should not be beyond
1	For MBA	35 years

**Note:**

Candidates desirous of applying for age relaxation as per norms above should apply in writing to **Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078.**

**7.2 Information regarding relaxation in Age Limit**

**7.2.1 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/ appear in the Common Entrance Test. 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 Registrar of the University. The candidates desirous of applying for age relaxation should apply in writing to Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University.

**7.2.2** If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.

## **CHAPTER 8: Seat Allocation**

### **8.1 Abbreviation**

NCR: National Capital Region.

NCT of Delhi: National Capital Territory of Delhi.

### **8.2 Region wise Seat Distribution**

#### **8.2.1 Delhi Region 85% of the Sanctioned Intake.**

The candidates shall be considered as **Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located in NCT of Delhi or from any college / institute affiliated to GGSIP University. All such candidates shall be notified as “**Delhi Region Candidates**” for the purpose of counseling for admission.

#### **8.2.2 Outside Delhi Region 15% of the Sanctioned Intake.**

The candidates shall be considered as **Outside Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located Outside Delhi. All such candidates shall be notified as “**Outside Delhi Region Candidates**” for the purpose of counseling for admission.

The policy as stated in the admission brochure is subject to the change in compliance of the University and/or Government of NCT of Delhi policies as notified from time to time, on or before the date of commencement of first counselling.

### **8.3 Minority/ Non Minority Affiliated Colleges/Institutes**

#### **8.3.1 Non Minority Affiliated Colleges/Institutes**

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi and will be grouped under term “Delhi Region Candidate”. These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per point 27 of Important Instructions of this Admission Brochure.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”. These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.

#### **8.3.2 Minority Institutions**

The seats would be allocated on as per policy of Govt. of NCT of Delhi that have a minority status.

#### **Note for Section 8.3:**

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region Category.

2. **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). It is clarified that no such conversion will be allowed during 1st counselling. Instructions for the programme for which online counseling is done, are mentioned later in the Admission brochure.
3. In case of Self Financing Colleges/Institutes (except Minority Institutions), Sanctioned Intake includes 10% Management Quota (unless surrendered by the respective college/institute) seats (as per the CET Code). However, in case of University Schools of Studies, Govt. Institutes and Minority Institutions, there will be no Management Quota.

#### **8.4 University School of Management Studies (USMS)/Affiliated Government Colleges**

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi and will be grouped under term "Delhi Region Candidate". These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per point 27 of Important Instructions of this Admission Brochure.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term "Outside Delhi Region Candidate". These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.

## **CHAPTER 9: Reservation Policy**

### **9.1 Abbreviations:**

D : Delhi Region  
OD : Outside Delhi Region  
GEN : General Category  
SC : Scheduled Caste  
ST : Scheduled Tribe  
Def : Defence  
PWD : Persons With Disability  
MGMT : Management Quota  
DSC : Delhi region Scheduled Caste  
DST : Delhi region Scheduled Tribe  
DDef : Delhi region Defence  
DPWD : Delhi region Persons With Disability  
ODSC : Outside Delhi region Scheduled Caste  
ODST : Outside Delhi region Scheduled Tribe  
ODDef : Outside Delhi region Defence  
ODPWD : Outside Delhi region Persons With Disability  
AISC : All India region Scheduled Caste  
AIST : All India region Scheduled Tribe  
AIDef : All India region Defence  
AIPWD : All India region Persons With Disability  
KM : Jammu and Kashmir Migrants  
EWS: Economic Weaker Section

### **9.2 Relaxation in Eligibility**

Candidates belonging to Scheduled Castes/Scheduled Tribes/Widows or Wards of Defence Personnel / Persons With Disability will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study, irrespective of the fact whether there exists any reservation for any category of such candidates or not.

#### **Note:**

- a. Relaxation of any kind, as mentioned above and elsewhere in this Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling /Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.
- b. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**

**9.3 Reservation Policy for USMS/Affiliated Govt. Institutions and Affiliated Self Financing Colleges/Institutions other than Minority Institutions**

The Reservation Policy for the University Schools, Government Institutes and Self Financing Colleges/ Institutions affiliated with this University, other than minority institution, for the Academic Session 2022-23 for this programme MBA (Code 101) is as:-

<b>For University Schools of Studies and Government Institutions Located in NCT of Delhi</b>	<b>For Institutions Located in NCT of Delhi in except minority status institutions</b>	<b>Self Financing Institutions Located in NCR' outside Delhi except minority status institutions</b>
85% of the sanctioned intake shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DDEF - 5% DPWD - 5%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 17% DST - 1% DDEF - 5% DPWD - As per policy of Govt. of NCT of Delhi	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DDEF - 5% DPWD - As per policy of Govt. of NCT of Delhi
15% of the sanctioned intake shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF - 5% ODPWD - 5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF - 5% ODPWD - As per policy of Govt. of NCT of Delhi	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF - 5% ODPWD - As per policy of Govt. of NCT of Delhi

**Note: Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges, if affiliated. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**

- 1 For Institutions funded by the Central Government, if affiliated, the seat matrix shall be as per the Orders of Government of India or Government of NCT of Delhi.
- 2 For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.
- 3 For institutions located in NCR, the bifurcation of seats (85% for Delhi Candidates and 15% for outside Delhi Candidates) is as per the policy received from Govt. of NCTD applicable for Academic Session 2022-23, if there is any change in this policy before the commencement of counseling / admissions in the current Academic Session, the same shall be applicable.

**NOTE:**

1. The candidate seeking admission under reserved categories has to mandatorily produce the caste/category certificate in his/her name at the time of Enrollment for Online Centralized Counselling. The certificate in

the name of either of the parents (Mother/Father) is not acceptable and the candidate shall not be entitled / eligible for admission against reserved seats, even on the basis of any undertaking.

2. 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 then He/She has to bring SC/ST/ certificate issued by Govt. of NCT of Delhi and also should have passed his/ her qualifying exam from Delhi School/College.
3. 10% of the total seats will be allocated as management quota in Self Financing Affiliated Institutes only (unless surrendered by the college/institute) seats as per the provisions of "Delhi Professional Colleges or Institutions Act 2007" and the Rules 2007 made thereafter. However in University Schools of Studies, Minority status Institutions and Government Institutions, there will be no Management Quota.
4. Reservation in OBC category is not applicable at Master's level and Postgraduate Diplomas.
5. **In addition to original document as referred above, the candidate will also have to upload/submit/bring the relevant format as per Appendix 10 of Part F duly completed in original and signed which will become part of the Admission file.**

#### 9.4 Scheduled Castes and Scheduled Tribe

1. In order to claim reservation under this Category, the candidate must have a rank in the merit list of CAT 2021. Any unfilled seat(s) reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa and will not be offered to any other reserved category.

2. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the two rounds of Online counselling of the reserved categories.

3. The online counselling process during the 2<sup>nd</sup> round shall allot all the reserved seats to the reserved category candidates. In case, after completion of the process of allotment, the seats in the SC category remain vacant, then, those seats shall be converted to the ST category and shall be offered to ST category for allotment. In case, the ST category candidates are not available, to utilize the vacant seats of SC, then, the seats shall be converted to Un-reserved category in the same region.

4. Similarly, if after allotment of seats during the 2<sup>nd</sup> round, the ST category seats remain vacant, then, the vacant seats shall be offered to the SC category candidate. In case, the SC category candidates are not available, to utilize the vacant seats of ST, then, the seats shall be converted to Un-reserved category in the same region.

In the Online spot round of Centralized Counselling there shall be no reservation on the basis of category as the vacant seats of SC & ST, if vacant on account of non-availability of SC & ST category candidates would have been converted into Un-reserved category prior to Spot Round of Centralized Counselling.

A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner;
- ii. Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate;
- iii. Revenue Officer not below the rank of Tehsildar;
- iv. Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

#### NOTE:

1. The candidates belonging to the communities, which are not included in the list of Scheduled Castes for Delhi, in the Presidential order, will not be entitled to admission in the University against the seats reserved for Scheduled Castes candidates of the Delhi Region. The candidates, belonging to the

communities, included in the list of Scheduled Castes, in the Presidential order, in relation to Delhi will be entitled to be considered for admission in the University, against the seats reserved for SC candidates, in terms of the Presidential order dated 20th September, 1951, as amended time to time, by the law made in this regard.

2. The required certificate (s) for reserved categories will be essential at the time of the Online counselling for 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 candidate himself/herself and not in favour of respective parents/ guardians.
3. 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.
4. However for Central Government Institutions, if affiliated, seat allocation will be on the basis of seat matrix provided by the Central Government Institute or the instructions received from Govt. of India.

### 9.5 Defence Category

In reference to letter no.DHE6(32)/Court Case/2012-13/2067-2077 dated 08.05.2019 on the reservation in respect of wards of Paramilitary Force/Police Personnel with direction to follow same Reservation Policy as mentioned in year 2018-19 in the forthcoming sessions in admission to the wards of Paramilitary Force/Police Personnel. The reservation preference policy in respect of wards of Armed forces shall be as per the letter no. F. No 6(1)2017/D (Res.II) Govt of India, Ministry of Defence, Department of Ex-Servicemen Welfare dated 21.05.2018 circulated vide this Directorate of Higher Education letter no. F.No. DHE6(32)/Court Case/2012-13/3333-39 dated 06.07.2018.

- Priority I : Widows/Wards of Defence personnel/Para Military Personnel killed in action. Required Certificate: Proof in Original.
- Priority II : Wards of Defence Personnel and ex-servicemen/Para Military personnel disable in action and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
- Priority III : Widows/Wards of Defence personnel/Para Military personnel who died in peace time with death attributable to military service. Proof in Original.
- Priority IV : Wards of Defence personnel/Para Military personnel disabled in service and boarded out from service with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
- Priority V : Wards of serving Defence personnel and Ex-Servicemen /para military/police personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original.
- i. Param Vir Chakra
  - ii. Ashok Chakra
  - iii. Maha Vir Chakra
  - iv. Kirti Chakra
  - v. Vir Chakra
  - vi. Shaurya Chakra
  - vii. Sena, Nau Sena, Vayu Sena Medal
  - viii. Mention in Despatches
  - ix. President's Police Medal for Gallantry
  - x. Police Medal for Gallantry

As per letter no. 371/Adm/Medical Seats/Vol.I dated 02.07.2020 of Govt of India, Ministry of Defense, Kendriya Sainik Board, West Block 4, Wing-7, R K Puram, New Delhi 110066, the precedence of Gallantry Awards as per Priority V.

- Priority VI : Wards of Ex-Servicemen. Required Certificate: Original ex-servicemen Identity Card/ discharge book supported by PPO (Pension Payment Order).

- Priority VII : Wives of
- i. Defence personnel disabled in action and boarded out from service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
  - ii. Defence personnel disabled in service and boarded out with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
  - iii. Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original. Only the Gallantry Awards specified in Priority V shall be considered:
- Priority VIII : Wards of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.
- Priority IX : Wives of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced as proof for claiming reservation in a particular category at the time of counselling for admission.

In addition to original entitlement card/ document as referred above, the candidate will also have to bring the relevant format as per Appendix 1 of Part E duly completed in original and signed by the competent authority which will become part of the Admission file.

The policy of the University in regard to defence category, in effect at the time of notification of the counselling detailed schedule, shall be used for admission.

**Note:**

1. Sena/ Nau Sena/ Vayu Sena Medal: This Medal is awarded for Gallantry as well as for distinguished service. Accordingly, it is notified in correspondence as under:-
  - i. Sena Medal (G)/ Nau Sena Medal (G)/ Vayu Sena Medal (G) for the medal awarded for Gallantry.
  - ii. Sena Medal (D)/ Nau Sena Medal (D)/ Vayu Sena Medal (D) for the medal awarded for Distinguished Service. However, for the purpose of reservation, only notification which states that the Sena Medal has been awarded for Gallantry will be accepted and the Sena Medal for Distinguished Services will not be considered.
2. For admission to a seat reserved for Defence Category:
  - i. Entitlement card in original issued by the Record Officer of the Unit/ Regiment of Armed Personnel of the Armed Forces in case of Armed Personnel.
  - ii. The Children/ Widow of the officers and men of Armed forces who died or were disabled on duty must submit a certificate to that effect from the following authorities.
    - i. Secretary, Kendriya Sainik Board.
    - ii. Secretary, Rajya/ Zila Sainik Board.
    - iii. Officer-in-Charge, Record Office.

**Note: A statement to the effect that “the death/ disability is attributed to military service” is required to be included in the certificate.**

### 9.6 Persons with Disabilities (PWD)

PH/PWD seats in Government Colleges shall be 5% in accordance with the provisions of ‘The Rights of Persons with Disabilities Act 2016’ (PWD ACT) while it shall be as per policy of Govt. of NCT of Delhi in Self Financing Institutions. All the candidates who furnish PWD certificate from any Government Hospital located in Delhi or Outside Delhi under the provisions of ‘The Rights of Persons with Disabilities Act 2016, shall be eligible for claiming reservation on Delhi and Outside Delhi seats (based on the location of their qualifying exam).

### 9.7 Minority Institutions

Some of the self – financing institutions affiliated to the University have a minority status. For minority institutions located both in the NCT of Delhi, and Outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and remaining seats thereafter shall be allocated with reservation as per the policy of the Govt. of NCT of Delhi.

### 9.8 Jammu & Kashmir Migrants

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through CET. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/ admission. Since the seats of Kashmiri Migrant Quota are supernumerary, they will not be converted at all in any other category in case they remain unfilled. The University earmarks the seats reserved for the Jammu & Kashmir Migrants in a institution in specific programme of study at the time of counseling as per current practice. If any guidelines are received for the Government of NCT of Delhi before the commencement of counseling for the Academic Session 2022-23, the same shall be applied.

#### Note for Section 9.1:

1. It will be mandatory for the candidates to upload on the website the required reserved categories certificate (s) at the time of the Online Registration or at the time of Online Enrolment for participation in Centralized Counselling for claiming admission in a reserved category seat and under no circumstances the request of the candidate shall be entertained for considering his/her candidature in reserved category without bonafide certificate uploaded. It is re-iterated that 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 candidate himself/herself and not in favour of respective parents/guardians.
2. In case of married women applying to any course under reserved category has to produce the caste/tribe certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. The conversion of seats reserved for SC, ST, Minority, etc. to Un-reserved Category shall be done only after the completion of two rounds of counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be effected.
4. If any change in the reservation policy is made by the Government of NCT of Delhi, the same will be announced on University's Website ([www.ipu.ac.in](http://www.ipu.ac.in)) and implemented.
5. **Clarification for Admissions in Reserved Category:** Admission will be permissible to qualified candidates in any programme in the following conditions:-
  - i. If qualifying examination is passed from Delhi and Reservation certificate issued from Delhi for SC/ST categories, then admission is permissible under **Delhi Reserved category**.
  - ii. If qualifying examination is passed from Outside Delhi and Reservation certificate issued from anywhere in India, including Delhi for SC/ST categories, then admission is permissible under Outside Delhi Reserved category.
  - iii. If qualifying examination is passed from Delhi and Reservation certificate issued from Outside Delhi for SC/ST categories, then admission is permissible only under Delhi General category for institutions where admission categories are Delhi and outside Delhi; while for institutions where admissions are done on all-India basis, these candidates shall be eligible to claim All India SC/ST reservation.

### 9.9 Economically Weaker Section (EWS)

Implementation of 10% reservation of Economically Weaker Sections, as per letter no. F.DHE.1(119)/Estt./2018-19/2549-76 dated 17.06.2019 in terms of OM No. F No. 12-4/2019-U1 dated 17.01.2019 issued by the Ministry of Human Resource Development, Department of Higher Education in this respect to give effect to the provision of

the Constitution (One Hundred and third Amendment) Act, 2019 for all higher educational institutions funded/aided, directly, or indirectly, by the Government of NCT of Delhi. The candidates shall be granted admission in EWS category subject to fulfillment of all the conditions as per rules of Govt.

**Note:**

- 1 Reservation for EWS category is applicable only in University School of Studies and Govt. Colleges if affiliated only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**
- 2 Reservation for EWS category is applicable for Un-reserved Category Candidate only. Candidates claiming reservation for SC/ST Category will not be considered for reservation under EWS Category.**
- 3 EWS Certificate should be issued after 31<sup>st</sup> March, 2022 stating valid for year 2022-23.**

# 2021-22

## GENERAL ADMISSION BROCHURE



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

(Established by Govt. of NCT of Delhi)

## CHAPTER- 2: Eligibility Criteria & Admission Criteria

The eligibility conditions specified below for the general / open categories of admissions are specified herein. For relaxation of eligibility conditions for reserved categories, please refer to the Chapter - 6 entitled “Reservation Policy”.

### 2.1 National Level Test for Admissions

S. No.	Name of Programme	CET Code	ELIGIBILITY CRITERIA & ADMISSION CRITERIA
1	B.Arch	100	<p>1. There shall be no CET conducted by the University for Admissions to B.Arch. Programme.</p> <p><b>Eligibility Conditions:</b></p> <ol style="list-style-type: none"> <li>Eligibility conditions shall be as per the Council of Architecture notification(s) applicable at the time of admissions. Candidates may see the web site of the Council, <a href="http://www.coa.gov.in/">http://www.coa.gov.in/</a></li> <li>All candidates possessing any of the above qualifications must also have passed the National Aptitude Test of Architecture (NATA) – 2021 conducted by the Council of Architecture.</li> <li>For eligibility for NATA candidates are advised to refer the official website of The Council of Architecture i.e. <a href="http://www.coa.gov.in/">http://www.coa.gov.in/</a></li> </ol> <p><b>Admission Criteria:</b></p> <ol style="list-style-type: none"> <li>Admissions will be made on the basis of NATA Score and the percentage of Aggregate* marks, i.e., (percentage will be calculated considering best five subjects including Physics, Chemistry, Mathematics and English among all paper offered to the student) obtained in the qualifying examination, i.e. senior secondary level or equivalent. No candidate shall be admitted unless she/he has passed 10+2 scheme of examination with at least 50% aggregate marks in Physics, Chemistry and Mathematics and also at least 50% marks in aggregate or passed 10+3 diploma examination with mathematics as compulsory subject with at least 50% marks in aggregate.</li> <li>No candidate shall be admitted to architecture course unless she/ he has passed an examination at the end of the 10+2 scheme of examination with Physics, Chemistry &amp; Mathematics subjects or passed 10+3 Diploma Examination with Mathematics as compulsory subject.</li> <li>Merit list shall be prepared based on: <ol style="list-style-type: none"> <li>Architectural Aptitude (NATA score) : 50%</li> <li>Qualifying Examination (i.e., 10+2 OR 10+3 years diploma recognized by the Central / State Government : 50%</li> </ol> </li> </ol> <p><b>Appearing in NATA Examination conducted by the Council of Architecture</b></p> <ol style="list-style-type: none"> <li>All candidates are advised to take NATA Examination of the Council of Architecture at their initiative. If a candidate has not qualified in the NATA – 2021 test, then the candidate shall not be considered for admission.</li> <li>All candidates are required to keep three copies of the NATA score as one copy shall be required to be submitted at the time of document verification to the University, one copy shall be required to be submitted to the institution where admitted and one copy as a record copy by the candidate.</li> </ol> <p>In the inter-se-merit of candidates securing equal ranks, following criteria will be adopted to determine the merit:</p> <ol style="list-style-type: none"> <li>The Candidate getting higher score in NATA;</li> <li>In case of candidates securing equal scores in NATA, then the candidate getting higher marks in Mathematics of the qualifying examination;</li> <li>In case of tie in (i) and (ii) above, the candidate getting higher marks in qualifying examination;</li> <li>In case of tie in (i), (ii) and (iii) above, the candidate older in age shall rank higher.</li> </ol> <p>Applicants should retain a printout of the CET application form as proof of identity of the candidate at the time of counselling for admission.</p> <p>All candidates are further advised to check the basic eligibility for NATA 2021 on the official website of the Council of Architecture (<a href="http://www.coa.gov.in/">http://www.coa.gov.in/</a>).</p> <p>The candidates are advised to retain a copy of their NATA score / Result card for future reference.</p>

S. No.	Name of Programme	CET Code	ELIGIBILITY CRITERIA & ADMISSION CRITERIA
2	MBA	101	<p><b>Eligibility Criteria:</b>  <b>MBA (General) / MBA (International Business)/ MBA (Financial Management)</b>                      Any recognized 3 years or more Bachelor's Degree in any discipline with a minimum of 50% marks in aggregate.                      OR                      Bachelor's Degree in Engineering, Technology or any other subject with minimum of 50% marks in aggregate or any qualification recognized as equivalent thereto with minimum of 50% marks in aggregate.                      OR                      Passed the Final Examination of the Institute of Chartered Accountants of India or England, the Institute of Cost and Works Accountants of India or England or the Institute of Company Secretaries of India.</p> <p><b>MBA (Financial Analysis)</b>                      Graduate in any discipline with atleast 50% Marks and with at least one course in Mathematics/ Statistics/ Economics/ Operations Research at Graduation Level.</p> <p><b>Admissions Criteria:</b>                      1. All admissions shall be made on the basis of overall Percentile of Common Admission Test (CAT) 2020 that was conducted by Indian Institute of Management.                      2. If Seats remain vacant after counselling on the basis of overall percentile of CAT 2020, then the counseling shall be conducted on the basis of Score in CMAT 2021 (another National Level Test).                      3. In case seat still remain vacant even after exhausting CAT 2020 and CMAT 2021 Merit, University will consider admissions in MBA Programme by conducting Common Entrance Test to be conducted by GGSIP University.</p>
3	MCA/ MCA(S E)	105	<p><b>Eligibility Criteria:</b>                      Passed BCA/Bachelor Degree in Computer Science Engineering or equivalent Degree.                      OR                      Passed three years (03) Bachelor Degree with Mathematics at 10+2 Level or at Graduation level “(these applicants, if admitted, shall have to study additional bridge courses as per the norms of the University)”. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examinations.</p> <p><b>Admissions Criteria:</b>                      All admissions shall be on the basis of Merit of NIMCET 2021.                      If Seats remain vacant after counselling on the basis of merit of NIMCET 2021, the University will consider admission in MCA/ MCA (SE) programmes by conducting Common Entrance Test to be conducted by GGSIP University.</p>
4	LL.M.	112	<p><b>Eligibility Criteria:</b>                      LL.B Degree as required by the Bar Council of India for Enrollment as an Advocate or an equivalent Law Degree from a Foreign University, with not less than 55% marks.</p> <p><b>Admissions Criteria:</b>                      All applicants are required to appear in Common Law Admission Test – Postgraduate, 2021 (CLAT – PG, 2021) that is conducted by National Law University’s on a rotational basis. The University shall not conduct its own CET for admissions, but shall be utilizing the merit prepared on the basis of (CLAT – PG, 2021) Merit for its admissions.</p>

### 3.6 Age Limit for all programmes (Except PGM/SSMC)

S.No.	Programme	As on 01.08.2021 candidate should not be beyond
1	For all Undergraduate Programmes where entry qualification is 12th pass other than MBBS	21 years
2	For MBBS/BAMS/BHMS	25 years (on or before 31 <sup>st</sup> December of the year of Admission)
3	For all other Postgraduate Programmes where entry qualification is graduation	35 years
5	B.A. L.L.B.(Integrated)/B.B.A.L.L.B. (Integrated)	No Age Limit, subject to notification of Bar Council of India or the Hon'ble Court(s) before the commencement of Counselling / Admissions

**Note:**

- Candidate should be not less than seventeen (17) years as on or before 31st December of the year of Admission for MBBS/BAMS/BHMS Programme.
- For MBBS/BAMS/BHMS candidates, the candidate must have attained or will attain the age of Seventeen (17) years as on or before 31st December of the year of Admission. The candidates attaining seventeen years on 01st January or later will not be eligible. Also, the Blind (including colour blind), deaf and/or dumb candidates shall not be eligible for admission in the course.
- For SC/ST/OBC category candidates for MBBS/BAMS/BHMS, a relaxation of 5 years shall be granted on the maximum age specified.
- Candidates desirous of applying for age relaxation as per norms above should apply in writing to **Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, N.Delhi 110078.**
- 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 (except the following CET's MBBS/BAMS/BHMS) if he/she is satisfied with the merit of the case. Candidates exceeding the upper age limit upto five years may provisionally apply/ appear in the Common Entrance Test. 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 Registrar of the University. The candidates desirous of applying for age relaxation should apply in writing to Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University.
- If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.

## CHAPTER- 5: Seat Allocation

### 5.0 Abbreviations

NCR: National Capital Region.

NCT of Delhi: National Capital Territory of Delhi.

GATE: Graduate Aptitude Test in Engineering

#### 5.0.1 Important Note

##### **Delhi Region 85% of the Sanctioned Intake.**

The candidates shall be considered as **Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located in NCT of Delhi or from any college / institute affiliated to GGSIP University. All such candidates shall be notified as “**Delhi Region Candidates**” for the purpose of counseling for admission.

##### **Outside Delhi Region 15% of the Sanctioned Intake.**

The candidates shall be considered as **Outside Delhi Region Candidates** if they have passed the qualifying examination from any school / institute located Outside Delhi. All such candidates shall be notified as “**Outside Delhi Region Candidates**” for the purpose of counseling for admission.

The policy as stated in the admission brochure is subject to the change in compliance of the University and/or Government of NCT of Delhi policies as notified from time to time, on or before the date of commencement of first counselling.

### 5.1 B.Tech / B. Arch / Professional Programmes

#### 5.1.1 Non-Minority Colleges/Institutes

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/Institute located in NCT of Delhi and will be grouped under term “Delhi Region Candidate”. These seats will be filled up through the merit /rank list of the respective CET Code prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. These will also apply to candidate seeking admission as per clause 16 of 1.8 Important Instructions of this Admission Brochure.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”. These seats will be filled up through the merit/rank list of the CET prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.

### 5.1.2 Minority Institutions

The seats would be allocated on an all India basis in institutions that have a minority status.

#### Note for Section 5.1:

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region Category.
2. **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). It is clarified that no such conversion will be allowed during 1st counselling. Instructions for the programme for which online counseling is done, are mentioned later in the Admission brochure.
3. In case of Self Financing Colleges/Institutes (except Minority Institutions), Sanctioned Intake includes 10% Management Quota (unless surrendered by the respective college/institute) seats (as per the CET Code). However, in case of University Schools of Studies, Govt. Institutes and Minority Institutions, there will be no Management Quota.

### 5.2 Master of Technology (M.Tech.) Common Entrance Tests

- a. 85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any Institute located in NCT of Delhi and will be grouped under term “Delhi Region Candidate”.. These seats will be filled up through the merit /rank list of the respective CET Code, prepared in consonance with the procedure specified in the admission brochure, for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates but the responsibility to provide proof of his/her study centre in Delhi will be of the candidate only. All candidates desirous to seek admissions against such seats shall have to appear in the common entrance test of the relevant academic programme(s) or apply on the basis of GATE score as specified in the eligibility criteria / admission criteria for admissions.
- b. 15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any Institute located outside Delhi and will be grouped under term “Outside Delhi Region Candidate”.. These seats will be filled up through the merit/rank list of the respective CET Code, prepared in consonance with the procedure specified in Part A of the admission brochure, prepared for Outside Delhi Region Candidates. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/ Institute and had his/her Study Centres Outside Delhi will be considered as Outside Delhi Region Candidates but the responsibility to provide proof of his/her study centre outside Delhi will be of the candidate only. Moreover, the onus of proving that the candidate has completed the qualifying degree from a AICTE recognized institution lies on the candidate to the satisfaction of the admission officer. All candidates desirous to seek admissions against such seats shall have to appear in the common entrance test of the relevant academic programme(s) or apply on the basis of GATE score as specified in the eligibility criteria / admission criteria for admissions.
- c. Seat allocation for Delhi Region Candidate and Outside Delhi Region Candidate will be on the basis of directions of Govt of NCT of Delhi.

**Note:**

1. 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 issued by the respective Board / University of being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region.
2. The candidate must bring in writing the certificate issued by the concerned University imparting Distance/ Open Education stating clearly that the study centre of the candidate is/was in Delhi or Outside Delhi. The I-card or any other document will not be considered as proof of study centre by the Admission Officer.
3. **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). It is clarified that no such conversion will be allowed during 1st counselling.

### 5.3 PGAC (CET Code – 196)

For Region-Wise distribution of seats see Chapter 7.

### 5.4 NEET based Admissions

For Region-Wise distribution of seats see Chapter 7.



## **CHAPTER- 6: Reservation Policy**

### **6.0 Abbreviations**

D : Delhi Region  
OD : Outside Delhi Region  
GEN : General Category  
SC : Scheduled Caste  
ST : Scheduled Tribe  
Def : Defence  
PWD : Persons With Disability  
OBC : Other Backward Castes  
MGMT : Management Quota  
DSC : Delhi region Scheduled Caste  
DST : Delhi region Scheduled Tribe  
Ddef : Delhi region Defence  
DPWD : Delhi region Persons With Disability  
DOBC : Delhi region Other Backward Castes  
ODSC : Outside Delhi region Scheduled Caste  
ODST : Outside Delhi region Scheduled Tribe  
ODDef : Outside Delhi region Defence  
ODPWD : Outside Delhi region Persons With Disability  
AISC : All India region Scheduled Caste  
AIST : All India region Scheduled Tribe  
AIDef : All India region Defence  
AIPWD : All India region Persons With Disability  
KM : Jammu and Kashmir Migrants  
EWS: Economic Weaker Section

### **6.0.1 Relaxation in Eligibility**

Candidates belonging to Scheduled Castes/Scheduled Tribes/Widows or Wards of Defence Personnel / Persons With Disability will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study, irrespective of the fact whether there exists any reservation for any category of such candidates or not.

**Note:**

Relaxation of any kind, as mentioned above and elsewhere in this Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling /Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.

### 6.1 B.Tech./M.Tech./Architect Programmes/Professional Programmes

The Reservation Policy for the University Schools, Government Institutes and Self Financing Colleges/ Institutions affiliated with this University, other than minority institution, for the Academic Session 2021-22 for these CETs is as:-

For University Schools of Studies and Government Institutions Located in NCT of Delhi	For Institutions Located in NCT of Delhi in except minority status institutions	Self Financing Institutions Located in NCR' outside Delhi except minority status institutions
85% of the sanctioned intake shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DOBC - 27% DDEF – 5% DPWD – 5%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 17% DST - 1% DDEF – 5% DPWD – 5%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DDEF – 5% DPWD – 5%
15% of the sanctioned intake shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – 5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – 5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5% ODDEF – 5% ODPWD – 5%

OBC reservation shall be over and above the sanctioned Seat Intake.

**Note: Reservation for EWS category is applicable only in University School of Studies and Govt. affiliated Colleges only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**

- 1 For Institutions funded by the Central Government, the seats are allocated on an all India Basis with reservation as (SC: 15%, ST: 7.5%). The OBC reservation shall be at the Undergraduate level only of 27%.
- 2 For minority institutions located in the NCT of Delhi, the seats are reserved as per the request of the Institution for the appropriate minority segment, and seats remaining thereafter are allocated with reservation as for self financing institutions but on an all India basis.
- 3 For minority institutions located outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and seats remaining thereafter are allocated on an all India basis with reservation for these all India region seats as (SC: 15%, ST: 7.5%).
- 4 For institutions located in NCR, the bifurcation of seats (85% for Delhi Candidates and 15% for outside Delhi Candidates) is as per the policy received from Govt. of NCTD applicable for Academic Session 2021-22, if there is any change in this policy before the commencement of counseling / admissions in the current Academic Session, the same shall be applicable.

**NOTE:**

1. The candidate seeking admission under reserved categories /classes has to mandatorily produce the caste/category certificate in his/her name at the time of counselling. The certificate in the name of either of the parents (Mother/Father) is not acceptable and the candidate shall not be entitled / eligible for admission against reserved seats, even on the basis of any undertaking.

2. 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/She has to bring SC/ST/OBC certificate issued by Govt. of NCT of Delhi and also should have passed his/ her qualifying exam from Delhi School/College.
3. 10% of the total seats (as per CET Code) will be allocated as management quota (unless surrendered by the college/institute) seats as per policy of Govt. of NCT of Delhi in self financing institutions. However in University Schools of Studies, Minority status Institutions and Government Institutions, there will be no Management Quota.
4. Reservation in OBC category is not applicable at Master's level and Postgraduate Diplomas.

### 6.1.1 Scheduled Castes and Scheduled Tribes

In order to claim reservation under this Category, the candidate must have a rank in the merit list for the specific CET Code. Any unfilled seat(s) reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa and will not be offered to any other reserved category. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the last but one counselling of the reserved categories (That is, if there are three rounds of counselling, after the third round of counselling for the reserved category, the vacant / unallocated seats of reserved counselling shall be unreserved and offered to the unreserved / general /open category candidates in the last round of counselling), and this shall be done before the Spot Round / Open House Counselling (which shall be held if required). In the Open house / spot round there shall be no reservation on the basis of region or category, as this round is a mop – up round for filling of seats.

A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner;
- ii. Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate;
- iii. Revenue Officer not below the rank of Tehsildar;
- iv. Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

#### NOTE:

1. The candidates belonging to the communities, which are not included in the list of Scheduled Castes for Delhi, in the Presidential order, will not be entitled to admission in the University against the seats reserved for Scheduled Castes candidates of the Delhi Region. The candidates, belonging to the communities, included in the list of Scheduled Castes, in the Presidential order, in relation to Delhi will be entitled to be considered for admission in the University, against the seats reserved for SC candidates, in terms of the Presidential order dated 20th September, 1951, as amended time to time, by the law made in this regard.
2. The required certificate (s) for reserved categories/ classes will be essential at the time of the counselling for 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 candidate himself/herself and not in favour of respective parents/ guardians.
3. 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.
4. However for Central Government Institutions, seat allocation is on all India basis among the category of seats including SC/ST.

### 6.1.2 Defence Category

In reference to letter no.DHE6(32)/Court Case/2012-13/2067-2077 dated 08.05.2019 on the reservation in respect of wards of Paramilitary Force/Police Personnel with direction to follow same Reservation Policy as mentioned in year 2018-19 in the forthcoming sessions in admission to the wards of Paramilitary Force/Police Personnel. The reservation preference policy in respect of wards of Armed forces shall be as per the letter no. F. No 6(1)2017/D (Res.II) Govt of India, Ministry of Defence, Department of Ex-Servicemen Welfare dated 21.05.2018 circulated vide this Directorate of Higher Education letter no. F.No. DHE6(32)/Court Case/2012-13/3333-39 dated 06.07.2018.

- Priority I : Widows/Wards of Defence personnel/Para Military Personnel killed in action. Required Certificate: Proof in Original.
- Priority II : Wards of Defence Personnel and ex-servicemen/Para Military personnel disable in action and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
- Priority III : Widows/Wards of Defence personnel/Para Military personnel who died in peace time with death attributable to military service. Proof in Original.
- Priority IV : Wards of Defence personnel/Para Military personnel disabled in service and boarded out from service with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
- Priority V : Wards of serving Defence personnel and Ex-Servicemen /para military/police personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original.
- i. Param Vir Chakra
  - ii. Ashok Chakra
  - iii. Maha Vir Chakra
  - iv. Kirti Chakra
  - v. Vir Chakra
  - vi. Shaurya Chakra
  - vii. Sena, Nau Sena, Vayu Sena Medal
  - viii. Mention in Despatches
  - ix. President's Police Medal for Gallantry
  - x. Police Medal for Gallantry

As per letter no. 371/Adm/Medical Seats/Vol.I dated 02.07.2020 of Govt of India, Ministry of Defense, Kendriya Sainik Board, West Block 4, Wing-7, R K Puram, New Delhi 110066, the precedence of Gallantry Awards as per Priority V.

- Priority VI : Wards of Ex-Servicemen. Required Certificate: Original ex-servicemen Identity Card/ discharge book supported by PPO (Pension Payment Order).
- Priority VII : Wives of
- i. Defence personnel disabled in action and boarded out from service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
  - ii. Defence personnel disabled in service and boarded out with disability attributable to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out.
  - iii. Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original. Only the Gallantry Awards specified in Priority V shall be considered:
- Priority VIII : Wards of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.
- Priority IX : Wives of Serving Personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced as proof for claiming reservation in a particular category at the time of counselling for admission.

In addition to original entitlement card/ document as referred above, the candidate will also have to bring the relevant format as per Appendix 1 of Part E duly completed in original and signed by the competent authority which will become part of the Admission file.

The policy of the University in regard to defence category, in effect at the time of notification of the counselling detailed schedule, shall be used for admission.

**Note:**

1. Sena/ Nau Sena/ Vayu Sena Medal: This Medal is awarded for Gallantry as well as for distinguished service. Accordingly, it is notified in correspondence as under:-
  - i. Sena Medal (G)/ Nau Sena Medal (G)/ Vayu Sena Medal (G) for the medal awarded for Gallantry.
  - ii. Sena Medal (D)/ Nau Sena Medal (D)/ Vayu Sena Medal (D) for the medal awarded for Distinguished Service. However, for the purpose of reservation, only notification which states that the Sena Medal has been awarded for Gallantry will be accepted and the Sena Medal for Distinguished Services will not be considered.
2. For admission to a seat reserved for Defence Category:
  - i. Entitlement card in original issued by the Record Officer of the Unit/ Regiment of Armed Personnel of the Armed Forces in case of Armed Personnel.
  - ii. The Children/ Widow of the officers and men of Armed forces who died or were disabled on duty must submit a certificate to that effect from the following authorities.
    - i. Secretary, Kendriya Sainik Board.
    - ii. Secretary, Rajya/ Zila Sainik Board.
    - iii. Officer-in-Charge, Record Office.

**Note: A statement to the effect that “the death/ disability is attributed to military service” is required to be included in the certificate.**

### 6.1.3 Persons With Disabilities (PWD)

PH/PWD seats in Government Colleges shall be 5% in accordance with the provisions of ‘The Rights of Persons with Disabilities Act 2016’ (PWD ACT) while it shall be 3% as per Delhi Professional Colleges or Institutions, Act 2007 in Self Financing Institutions. All the candidates who furnish PWD certificate from any Government Hospital located in Delhi or Outside Delhi under the provisions of ‘The Rights of Persons with Disabilities Act 2016, shall be eligible for claiming reservation on Delhi and Outside Delhi seats (based on the location of their qualifying exam).

### 6.1.4 Other Backward Castes

**27% seats are reserved for Delhi OBC Category belonging to the list of OBC castes in Delhi. The reservation will be available only in the University Schools of Studies and other Government Institutions.** Students will be admitted in this category on the submission of a certificate to this effect from the Competent Authority of the Government of NCT of Delhi. Certificate issued by Govt. of India or any state government will not be accepted under any circumstances. The reservation for OBC Category is only for candidates who are from Delhi Region. A certificate issued by a Competent Authority of Delhi to an individual on the basis of Caste Certificate of his/her parents from another state will be accepted for claiming a seat under OBC Category if and only if the caste is in the list of notified OBC list by Govt. of NCT of Delhi. **Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes. The non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2021. It is**

**mandatory to submit the Non-Creamy Layer Certificate issued after 31<sup>st</sup> March 2021 for claiming Reservation against OBC Category.**

**The OBC reservation shall be applicable only to Undergraduate programmes of studies (except PGMC) within Government Institutes. No OBC reservation shall apply to post-graduation or higher level programmes of studies and in self financing institutes.**

However for Central Government Institutions, seat allocation is on all India basis among the category of seats including OBC and for such reservation the certificate issued should be as per the central list of OBC and the non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2021.

A list of approved Competent Authorities for the issuance of OBC certificates is as under:-

- i. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Executive Magistrate.

### **6.1.5 Minority Institutions**

Some of the self – financing institutions affiliated to the University have a minority status. In these institutions a part or all the seats are reserved for the (concerned) minority. For the remaining seats (sanctioned intake minus the seats reserved for the minority community) shall have statutory reservations as for self-financing institutions on an all India basis.

### **6.1.6 Jammu & Kashmir Migrants**

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through CET. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/ admission. Since the seats of Kashmiri Migrant Quota are supernumerary, they will not be converted at all in any other category in case they remain unfilled. The University earmarks the seats reserved for the Jammu & Kashmir Migrants in a institution in specific programme of study at the time of counseling as per current practice. If any guidelines are received for the Government of NCT of Delhi before the commencement of counseling for the Academic Session 2021-22, the same shall be applied.

#### **Note for Section 6.1:**

1. The required certificate (s) for reserved categories/ classes will be essential at the time of the counselling for 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 candidate himself/herself and not in favour of respective parents/guardians.
2. In case of married women applying to any course under reserved category has to produce the caste/tribe certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. The conversion of seats reserved for SC, ST, OBC, Minority, etc. to General Category shall be done only after the completion of last counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be effected.
4. If any change in the reservation policy is made by the Government of NCT of Delhi, the same will be announced on University's Website ([www.ipu.ac.in](http://www.ipu.ac.in)) and implemented.
5. **Clarification for Admissions in Reserved Category:** Admission will be permissible to qualified candidates in any programme in the following conditions:-
  - i. If qualifying examination is passed from Delhi and Reservation certificate issued from Delhi for SC/ST/OBC categories, then admission is permissible under **Delhi Reserved category.**

- ii. If qualifying examination is passed from Outside Delhi and Reservation certificate issued from anywhere in India, including Delhi for SC/ST categories, then admission is permissible under Outside Delhi Reserved category.
- iii. If qualifying examination is passed from Delhi and Reservation certificate issued from Outside Delhi for SC/ST/OBC categories, then admission is permissible only under Delhi General category for institutions where admission categories are Delhi and outside Delhi; while for institutions where admissions are done on all-India basis, these candidates shall be eligible to claim All India SC/ST/OBC reservation.

### 6.1.7 Economically Weaker Section (EWS)

Implementation of 10% reservation of Economically Weaker Sections, as per letter no. F.DHE.1(119)/Estt./2018-19/2549-76 dated 17.06.2019 in terms of OM No. F No. 12-4/2019-U1 dated 17.01.2019 issued by the Ministry of Human Resource Development, Department of Higher Education in this respect to give effect to the provision of the Constitution (One Hundred and third Amendment) Act, 2019 for all higher educational institutions funded/aided, directly, or indirectly, by the Government of NCT of Delhi. The candidates shall be granted admission in EWS category subject to fulfillment of all the conditions as per rules of Govt.

#### Note:

- 1 **Reservation for EWS category is applicable only in University School of Studies and Govt. affiliated Colleges only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.**
- 2 **Reservation for EWS category is applicable for General Category Candidate only. Candidates claiming reservation for SC/ST/OBC Category will not be considered for reservation under EWS Category.**
- 3 **EWS Certificate should be issued after 31<sup>st</sup> March, 2021 stating valid for year 2021-22.**

### 6.2 Management Quota Admissions

As per provisions in the 'The Delhi Professional Colleges or Institutions (prohibitions of capitation fee regulation of admission, fixation of Non-Exploitative Fee and other measures to ensure equity and excellence) Act 2007' (Delhi Act 8 of 2007), Govt of NCT of Delhi, in every Institutions, except the minority institution / unaided Institutions who have Surrendered Management Quota, for the Academic Session 2021-22 and subject to the provisions of this Act, ten percent (10 %) of the total seats in an unaided institution shall be allocated as 'Management Seats'.

In accordance with the procedure/ Policy Section 8(2) a (ii) to (x) of the Delhi Professional Colleges of Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007 and framed rules as per Act the affiliated colleges shall adhere to the laid down procedure.

Relevant Provisions of the 'The Delhi Professional Colleges or Institutions Act 2007' are reproduced for reference:-

Allocation and reservation of seats

(1) *In every institution, except the minority institution*

(a) *Subject to the provisions of this Act, ten percent of the total seats in an unaided institution shall be allocated as management seats.*

(b) *Eighty five percent of the total seats, except the management seats, shall be allocated for Delhi students and the remaining fifteen percent seats for the*

*outside Delhi students or such other allocation as the Government may by notification in the official Gazette, direct;*

*(c) Supernumerary seats for non-resident Indians and any other category shall be as may be prescribed.*

*(2) In the seats mentioned in sub-section (1), an institution shall reserve-*

*(a) Seventeen percent seats for the candidates belonging to the Scheduled Castes Category, one percent seats for the candidates belonging to the Scheduled Tribes category and such percentage of seats, for any other category including Other Backward Classes as may be prescribed;*

*(b) For seats not mentioned as allocated for Delhi students in sub section (1), fifteen percent seats for candidates belonging to the Scheduled Castes category, seven and a half percent seats for the candidates belonging to the Scheduled Tribes category and such percentage of seats, for any other category as may be prescribed.*

*(c) Subject to clause (a) and clause (b) above, three percent seats for persons with disabilities as provided in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), and, such percent of seats for the wards of defence personnel and any other category, as may be prescribed.*

*Manner of admission* 13. *An institution shall, subject to the provisions of this Act, make admission through a common entrance test to be conducted by the designated agency, in such manner, as may be prescribed;*

*Provided that the management seats may be advertised and filled up, from the candidates who have qualified the common entrance test, by the institution in a transparent manner based on the merit at the qualifying examination.*

The Act provides for reservation in management quota also. All institutions admitting students in Management quota shall ensure compliance of statutory reservations as enumerated in the said act. The Government of NCT of Delhi, Directorate of Higher Education, vide letter no. DHE-4(15)/2006-07/1546-1605 dated 14.06.2007 has notified the rules regarding filling up of the 10% Management Seats in exercise of the powers conferred by section 23 of the Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007, the Government of National Capital Territory of Delhi. The same is also reproduced as below:-

### **8. Allotment of Seats**

(2) Every institution other than a minority institution, shall provide for seats in respect of management quota, wards of defence personnel, persons with disability and others in the manner as described below:-

(a) Management Quota-

(i) The Chairman or Secretary of the highest management body of the Institution shall furnish an affidavit to the designated agency, mentioning therein that they have followed the procedure laid down in the Act and these rules in a transparent manner and that they have done so without any prejudice or undue favour. Such an affidavit shall accompany the list of successful candidates under management quota, to be lodged with the University in the manner laid down in sub-clause (viii).

(ii). The institution shall advertise the admission notice for management quota seats in at least two leading daily newspapers, one in Hindi and other in English in addition to displaying the same on the institution's website and the institution's notice board, kept at a conspicuous

place. The admission notice shall be displayed at least a fortnight before the last date for closing of admission for the concerned course in the University and shall include therein information necessary for the students seeking admission to management quota seats. The admission notice shall include therein the place from which admission forms will be available, the date, the time and manner for submission of completed applications and the schedule for various admission processes and counselling. Prospective applicants shall be given a period of at least eighteen days to apply for seats under the management quota, in the aforementioned manner.

(iii) While calculating the management seats, fraction less than 0.7 shall be ignored and above that converted into one full seat.

(iv) Based on the aggregate marks obtained by qualified applicants at the qualifying examination, the institution concerned shall prepare and display the rank ordered merit list of such applicants on the institution's website and notice board kept at a conspicuous place of the institution, within two days of the closing date for receipt of the management quota applications. The criteria for rank ordering of applications with a tie in the qualifying examination's aggregate marks shall be the same as those laid down in the admission brochure or as laid down by the designated authority.

(v) Based on the merit list so drawn up, the institutions concerned shall conduct admission counselling for allotment of branches/courses to qualified applicants within a period of three days of drawing up of the merit list of qualified management quota applicants. Such admission counselling will, however, be subject to the condition that there shall not be more than two rounds of counselling. The list of applicants who will be called for given round of admission counselling shall be displayed on the institution's website and notice board, kept in a conspicuous place.

(vi) Following the conduct of admission counselling, the list of applicants admitted to the management quota seats made on the basis of the merit list drawn up in the aforementioned manner and the balance of the management quota seats in each course shall be published at the end of each round of counselling on the website of the institution as well as that of the designated agency. A copy of such list shall be displayed on the notice board of the designated agency as well as that of the institution, kept at a conspicuous place for the information of the candidates and others. The list of the candidates being called for the first round of counselling shall be displayed in the aforementioned manner along with the merit list, indicating therein the date, time and place at which the counselling will be held. The date, time and place of the second round of counselling will be displayed along with the list of candidates admitted in the first round of counselling.

Provided that the second round of counselling shall commence only twelve hours after publications of the list of applicants admitted in the first round of counselling and the discipline/course-wise balance of seats.

(vii) The last date to fill up the management quota seats will be nine calendar days after the last date for regular admissions in the University and the concerned course.

(viii) All admissions made to the management quota seats shall be provisional and will need ratification by the designated agency, which will convey its decision within a day of being informed by the institution of the list of successful candidates and the basis of their selection as per procedure mentioned herein before.

(ix) The affiliated institutions shall not be authorized to admit candidates against the management quota seats after the cut-off date fixed as mentioned in sub-clause (vii) above.

(x) If any dispute arises with regard to the admission under the management quota seat(s), the designated agency or the Government, as the case may be, shall have the overriding power to issue directions to the institution which shall be binding upon the institution concerned”.

Thus, the affiliated institutions, those which are eligible for management quota seats and are desirous of filling the seats shall follow the following schedule for admissions in the management quota:

1. Advertisement by the institution for management quota seats :
2. Display of notice for management quota admission on the Institution website and notice board (notice should include the disciplines, programmes of studies and the management quota seats available):
3. Submission of the copies of the newspaper advertisement and the website and notice board notices in this regard to the University admission branch:
4. Last date for inviting applications:
5. Display of the merit list made on the basis of the qualifying Examinations marks by the institution on the website and the Notice board of the institution of all the applicants. And, submission of the merit list of all applicants to the Admission branch of the University:
6. First Counselling for management Quota seats by institutions:
7. Display of vacancy by the institution for the second round of management quota admission on the institution website And the institution notice board. And, the submission of the Such notice(s) to the Admission branch of the University :
8. Second counseling by the institutions for the management quota seats:
9. Submission of complete management quota seat admissions List and student files to the Admission Branch of the University by the institution together with all other documents required:

All (desirous candidates and concerned institutions affiliated to the University) are required to meticulously follow the prescribed procedure as notified as per the rules regarding filling of Management Quota and submit the list of the candidates admitted along with affidavit of the Chairman or Secretary of the highest Management body of the Institution to the designated agency, mentioning therein that they have followed the procedure laid down in the Act and these rules in a transparent manner and that they have done so without any prejudice or undue favour. Such an affidavit shall accompany the list of successful candidates under management quota, to be lodged with the University in the manner laid down in sub-clause (viii) and as procedure as laid down for Management Quota in the rules as per Notification dated 14.06.2007 as above as per section 8 (2) a (ii) to (x), immediately and as specified the last date to fill up the Management Quota seats will be within 9 calendar days after the last date for regular admissions in the University and concerned case, failing which no cognizance will be taken by the University, of the candidate(s) admitted by you under the Management Quota. **All admissions made to the Management Quota seats by the Institutions shall be provisional till the University as designated agency ratifies the same.**

The results of any candidate desirous of seeking admissions to the self – financing institutions affiliated to the University must be declared before preparation of the Merit for Management Quota. These results should be such that the candidate is eligible for the award of the qualifying degree for admissions to the programme of study and satisfies all eligibility criteria specified in this admission brochure and has qualified the common entrance test (or the national level test deemed as CET) as prescribed for a specific CET code / programme of study.

Failure by any institution to follow the rules, procedures and schedule as prescribed shall lead to non-ratification of management quota admissions of an institution by the University.

**Important Note: It is compulsory for the candidates seeking admission through management quota to register with GGSIP University (through CET or National Level Test deemed as CET).**