



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-78

F.No. IPU-7/Schedule of Counselling/ADCGC/2019/13474 Dated: 20/8/19

SCHEDULE OF 1st COUNSELLING/ADMISSION 2019-20

Advanced Diploma in Child Guidance and Counselling (ADCGC)- CET Code 175

Venue of Counselling: - Guru Gobind Singh Indraprastha University
Sector-16 C, Dwarka, New Delhi-110078

1. The CET qualified candidates, whose names appeared in the merit list, drawn on the basis of CET-2019, shall report **in person** for Counselling/Admission at the venue for counselling on the date and time mentioned below, as per their Category and Rank.

Date	Category of Candidates	Time
27.08.2019 Tuesday	All CET qualified candidates seeking admission against seats reserved for 'PHYSICALLY HANDICAPPED (PwD/PH)' irrespective of region From Rank 1 onwards	10:30 am
	All CET qualified candidates seeking admission against seats reserved for DEFENCE Under defence priority (I to IX) irrespective of region From Rank 1 onwards	
	All CET qualified candidates seeking admission against seats reserved for 'SCHEDULED TRIBE (ST)' category irrespective of region From Rank 1 onwards	
	All CET qualified candidates seeking admission against seats reserved for 'SCHEDULED CASTE (SC)' category irrespective of region From Rank 1 onwards	12:00 noon
27.08.2019 Tuesday	All CET qualified candidates seeking admission against seats reserved for 'GENERAL (GEN)' category irrespective of region From Rank 1 to 50	02:00 pm
	All CET qualified candidates seeking admission against seats reserved for 'GENERAL (GEN)' category irrespective of region From Rank 51 onwards	03:00 pm

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

Important:

- A candidate belonging to any category is also eligible to secure admission in General / Unreserved Category of his/her respective Region, purely on the merit of CET.
- The Defence (5%) and PWD (5%) reservation (in Government Institutes) and Defence (5%) in all categories in a horizontal manner. If the seats of these sub-categories remain vacant, if any, they shall be reverted to the parent category during the 2nd Counselling).
- The conversion of seats reserved for SC, ST to General Category shall be done only after the completion of 2nd counselling for the reserved categories and no such conversion will be allowed during the 1st counselling.

2. Seat Allocation in All India Region

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For clarification on Region i.e. candidates may please refer to the Chapter 5 : 'Seat Allocation', Part-A, Admission Brochure 2019-20.

3. **Reservation Policy**

Candidates shall please refer to the Sub Point 6.1 of Chapter 6: 'Reservation Policy', Part-A, Admission Brochure 2019-20.

4. **ELIGIBILITY CRITERIA FOR ADMISSION**

1. Any recognized Master's Degree in Social Work / Psychology / Child Development / Community Resource Management / Development Communication Extension / Nursing / Special Education. Or,
2. M.Ed. from recognized. Or,
3. Any recognized Bachelor's Degree in Social work / Psychology / Child Development / Community Resource Management / Development Communication Extension / Nursing / Special Education with minimum 04 years of experience of working with children. Or,
4. B.Ed. from recognized University with minimum 04 years of experience of working with children.
The candidate must also have studied English (Elective / Core / Functional) (01 paper) at 10+2 level or higher.

Admission Criteria:

1. Admission shall be on the basis of the merit of the written test / CET.

5. **Documents Required for Verification and Allotment of Seats:**

- a) Bank Draft(s) of Rs. 41,000/- (including Rs. 1,000/- Counselling Processing / Participation Fee (one time non-refundable) is required at the time counselling in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate will write his name, date of admission, phone, address, mobile no, name of the programme, CET Rank and CET Roll Number on the back of the Bank Draft(s). Balance fee (if applicable) shall be paid by the candidate at the allotted institute.
- b) Four passport sized photographs (same as that in admit card)
- c) CET Rank Card of CET-2019
- d) CET Admit Card (in original) 2019
- e) Experience Certificate (original), if applicable.
- f) Copy of Admission verification form (Copy of Admission verification form as per **Appendix 4A in Part B of Admission Brochure 2019-20.**)
- g) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- h) **Mark-sheets / Certificates of qualifying examination:**
The candidate will be required to bring the Original certificates / Mark-sheets of all the year wise or semester wise in original along with photocopy of Certificates / Mark-sheets of qualifying examination.

i) **For Distance / Open Learning Cases:**

In case of students who have passed the qualifying examination through distance / open education system of any recognized University / Board / Institution, the necessary documentary evidence related to location of his / her study centre i.e. study centre proof, certificate from the University imparting open / distance education certifying the location of the study centre to be submitted.

j) **Physical Fitness Certificate:**

All the students shall be required to submit a Medical Certificate indicating fitness from a Registered Medical Practitioner as per format given in **Performa of Medical Certificate** in given in Part-B in Admission Brochure 2019-20 (As per Appendix 6).

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k). **Reserved Category Certificate:**

All reservation category candidates who are seeking admission in reserved category in SC / ST / DEF / PWD must bring their reservation certificate in original along with the self attested photocopy of the certificate for claiming seat against the reserved category. **The Defence Category candidates, in addition to all the documents, shall also bring Appendix 1 duly completed. The appendices are available in Part B of Admission Brochure 2019-20.**

l). **Conduct and Character Certificate** in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted officer in Original, not more than 06 (six) months old.

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

n) The required certificate(s) for reserved categories/classes will be essential at the time of the counselling/admission and no provisional admission shall be admissible for want of caste/category certificate from the local competent authority. Further, the caste/category certificate should invariably be in the name of the candidate himself/herself and not in favour of respective parents/guardians.

o) The candidate claiming reservation against EWS category must produce certificate issued by the Competent Authority at the time of verification of documents and allotment of seat.

6. It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfil all the conditions prescribed for admission. Before filling-up the verification slip at the time of verification of documents/counselling/allotment of seats, candidate should ensure that he/she fulfils all eligibility conditions as laid down in the respective Admission Brochure for the session 2019-20. If it is found at any stage during the entire period of the programme that the candidate does not fulfil the requisite eligibility conditions, his/her admission will be cancelled and also disciplinary action will be initiated against his/her and entire fee will also be forfeited.

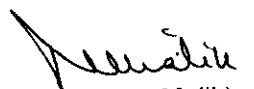
7. The Category/Sub Category and Region wise Seat Matrix for the Academic Session 2019-20 will be displayed at the time of allotment of seats at the Counselling Venue.

8. **Withdrawal of Admission**

Date of Withdrawal of admission is 30.08.2019. The refund shall be processed as per the notified Refund Policy 2019-20 of the University, shall mandatorily be submitted in the prescribed format available in Part B, Admission Brochure 2019-20, (Appendix-8). The same shall be submitted in the Admissions Branch, Administrative Block, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078. A proper receipt for withdrawal will be issued in lieu thereof. It is once again informed that the request for withdrawal has to be made in the Admissions Branch, GGSIPU only and in the prescribed format necessarily.

9. Schedule of second Counselling depending upon the number of vacancies created on account of withdrawal (s) will be displayed on the University website on 29.09.2019.

NOTE- For details, Candidates are requested to go through the Admission Brochure for Academic Session 2019-20 regarding Diploma Programmes


(Dr. Nitin Malik)
Joint Registrar (Admissions)

Copy to:

1. Controller of Examination, GGSIP University, for information.
2. Controller of Finance, GGSIP University, for information and request to depute an official to collect Demand Draft (s).
3. PRO, GGSIP University with a request to display Counselling/Admission schedule on the University's Notice Board(s).
4. In-charge University's Web site, with the request to upload the schedule of Counselling on University's Web site.
5. Principal / Director, National Institute of Public Cooperation and Child Development for information and necessary action.
6. Assistant Registrar to Vice-Chancellor Sectt., GGSIP University for information of Hon'ble Vice-Chancellor.
7. AR to O/o the Registrar, GGSIP University for information of Registrar.
8. Bank Manager, Indian Bank, GGSIP University for information.
9. Guard File.

Sanjay

(Sanjay Dalal)
Section Officer (Admissions)