



# University School of Management Studies Guru Gobind Singh Indraprastha University

Sector-16-C, Dwarka, New Delhi-78 Website: www.ipu.ac.in

GGSIU/USMS/Schedule-MBA(Weekend)/2019-20/

Dated: 22.07.2019

## NOTIFICATION SCHEDULE OF 2<sup>nd</sup> COUNSELLING/ADMISSION 2019-20 **MBA PROGRAMME ON WEEKEND BASIS** **TEST CODE-155**

Venue of Counselling :- University School of Management Studies,  
Room No.313, D- Block,  
Guru Gobind Singh Indraprastha University,  
Sector-16-C, Dwarka, New Delhi-110078.

All candidates whose name have been displayed in the merit list on 2<sup>nd</sup> July, 2019 and also have relevant work experience and NOC for admission in MBA- programme on weekend basis shall report in person for Counselling/Admission at the above mentioned venue; on the date and time mentioned below as per their Category and Rank.

| Date                   | Category of Candidates   | Time       |
|------------------------|--|------------|
| 28.07.2019<br>(Sunday) | All candidates whose name have been displayed in the merit list on 2 <sup>nd</sup> July, 2019 and have work experience for MBA-Weekend programme, seeking admission against seats reserved for SC/ST/PH/EWS-GEN and Defense Category AS PER PRIORITY mentioned in the Admission Brochure for session 2019-20.  | 9.30 a.m.  |
|                        | All candidates whose name have been displayed in the merit list on 2 <sup>nd</sup> July, 2019 and have relevant work experience for MBA-Weekend programme, seeking admission against seats reserved for <u>DELHI AND OUT SIDE DELHI GENERAL CATEGORY</u>   | 10.30 a.m. |
|                        | <p style="text-align: center;"><b><u>OPEN HOUSE COUNSELLING</u></b></p> <p><b><u>RANK 01 ONWARDS</u></b> (irrespective of any category and region) whose name have been displayed in the merit list on 2<sup>nd</sup> July, 2019 and have relevant work experience and NOC for seeking admission in MBA programme on Weekend basis.</p> <p style="text-align: center;"><b>(SUBJECT TO AVAILABILITY OF SEATS)</b></p> | 12.30 p.m. |

### **IMPORTANT NOTES:**

- (a) Since the Second Counselling for MBA programme on weekend basis falls on Sunday the prospective candidates are advised to keep all their documents & Demand draft of requisite fee ready before time.
- (b) Seat Intake for MBA programme on weekend basis available for 2<sup>nd</sup> Counselling are as under:

| DGEN | DGEN DEF | DGEN PH | DSC | DSC DEF | DSC PH | DST | DGEN EWS | DGEN EWS DEF | DGEN EWS PH | OD GEN | OD GEN DEF | OD GEN PH | OD SC | OD ST | OD GEN EWS | Total |
|------|----------|---------|-----|---------|--------|-----|----------|--------------|-------------|--------|------------|-----------|-------|-------|------------|-------|
| 0    | 0        | 3       | 11  | 1       | 1      | 9   | 10       | 1            | 1           | 0      | 1          | 1         | 0     | 2     | 1          | 42    |



1. The Rank wise Merit List of candidates, who have applied for admission in MBA- Weekend programme. has already been displayed on **2<sup>nd</sup> July 2019**.
2. For seeking admission in MBA - Weekend programme, eligibility criteria mentioned in Admission Brochure-2019-20 may be referred.
3. **The Candidate claiming the reservation under EWS category must produce certificate issued by the competent authority at the time of verification of document and allotment of seat,**
4. **Document(s) required at the time of Counselling /Admission.**
  - Bank Draft(s) of Rs. 82,000/- drawn in favor of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. Write the name of the candidate, name of the programme and Contact No. on the back of Bank Draft.
  - Filled-in Verification Form as per Appendix: 4 (a) of Part B Admission Brochure 2019-20  
<http://www.ipu.ac.in/Pubinfo2019/Admission2019mian/adm2019brochures/2019B220319.pdf>
  - Certificate and Mark Sheet of the qualifying examination issued by the Board/ University. In cases, where the University has prescribed a condition of passing a subject of subjects at some level, the Certificate/Mark Sheet of the concerned examination in proof thereof should also be produced (Original and One Photocopy).
  - Proof of date of birth (Secondary School Certificate (Original and One Photocopy).
  - SC/ST/OBC/Physically Handicapped/Defence Category Certificate(s) whichever applicable, on the basis of which reservation is claimed (Original and One self-Attested Photocopy).
  - 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 category then he has to bring SC certificate issued by Govt. of NCT of Delhi and also passed his/her qualifying exam from Delhi.**
  - **Experience Certificate (Original) if not submitted earlier.**
  - Conduct and Character Certificate from the Head of the Institution from where the qualifying examination has been passed **or** from Gazetted Officer/Notary Public /Current employer (Original and One Photocopy) not more than 06 (six) months old.
  - Certificate of Medical Fitness to be signed by a Registered Medical Practitioner holding a degree not lower than MBBS in the format as given in Appendix : 6 (Original)  
<http://www.ipu.ac.in/Pubinfo2019/Admission2019mian/adm2019brochures/2019B220319.pdf>
  - **No-Objection Certificate from the employer for pursuing the programme if not submitted earlier.**

**Note :-**

- (a) *The Original Certificates (except the medical certificate and No-objection certificate) will be returned to the candidates after verification. However, the photocopies of these certificates medical certificate (in original) and No objection certificate (in original) shall be retained.*
- (b) *In case any of the above document(s) is/are in any language other than Hindi / English, then authentic translation in English / Hindi shall have to be produced duly verified by the issuing institution/gazetted officer/(original and photocopy) by the candidate at the time of Counselling/Admission. Failure on the part of candidate to produce the requisite authentic translation may result in refusal of admission by the Admission Officer, for which only the candidate will be responsible.*
- (c) *In case the Degree/certificate has been obtained from some University/Board of any other country then an equivalence certificate must be obtained from University Equivalence Committee prior to attending the counselling.*
- (d) *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 candidate himself/ herself and not in favour of respective parents/ guardians.*



- (e) *In case of married woman applying under reserved category has to produce the caste certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.*
- (f) *The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/Board and fail to provide the proof of his/her study centre being located in Delhi shall not be considered for Delhi region Seats, and shall be considered for admission in the Outside Delhi Region. The proof of Study Center has to be from the Graduating University certifying that study center is their approved Study Center*
5. It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfill all the conditions prescribed for admission. Before filling-up the verification slip at the time of Counselling/allotment of seats, candidate should ensure that he/she fulfils all eligibility conditions as laid down in the respective Admission Brochure for the session 2019-20. If it is found at any stage during the entire period of the programme that the candidate does not fulfill the requisite eligibility conditions, his/her admission will be cancelled and also disciplinary action will be initiated against him/her and entire fee will also be forfeited.
6. Admission will be made strictly on merit basis (Rank-wise) and counselling/admissions will stop when all the seats get filled-up.
7. The candidates are also advised, in their own interest to check the details of fee, their name, rank, programme, institute of admission, etc. on Admission Slip issued to him/her by the Admission Officer before leaving the counselling hall.
8. **Instruction to be followed at the time of 2<sup>nd</sup> Counselling 2019-20:**
- a. The Second Counselling will commence from rank one onwards for all categories and the seats will be allotted strictly on the basis of merit of the candidates. **Such candidates, who were absent in the First Counselling will also be permitted to attend the second counselling.**
- b. A candidate, who fails to appear in person on the notified date and time for counselling, shall forfeit his/her claim for the seat.
- c. Admission will be made strictly on merit basis (Rank-wise) and counselling/admissions will stop when all the seats get filled-up
- d. **A candidate, who fails to exercise the option in person during 2<sup>nd</sup> Counselling, shall forfeit his/her right for a vacant seat even if he or she had higher rank, for which the University will not be responsible.**
- e. The candidates are also advised, in their own interest to check the details of fee, their name, rank, programme, institute of admission, etc. on Admission Slip issued to him/her by the Admission Officer before leaving the counselling hall.
- f. **De-reservation of unfilled Delhi Quota seats to outside seats and Vice Versa: Seats reserved for Delhi Category will be converted to Outside Delhi Category and Vice Versa will be done during open house counselling. It is clarified that no such conversion will be allowed before Open House Counselling.**

## 7. OPEN HOUSE COUNSELLING

In Open House Counselling the vacant seats shall be offered to the qualified candidate(s) in order of merit irrespective of his/her Region provided he/she has not taken admission till then in this programme and has reported for counselling on this day. The rest of the procedure for Second Counselling shall remain the same as for the first counselling.



\* Allotment on the horizontal seats shall be carried out as per the guiding lines given in the following paras.

**Important:**

- A candidate belonging to any sub-category is also eligible to secure admission in General / Unreserved Category of his/her respective Region, purely on the merit of CET.
- The Defence and PWD reservation shall be in all categories in a horizontal manner. If the seats of these sub-categories (i.e. UR-DEF, SC-DEF, ST-DEF, UR-PWD, SC-PWD & ST-PWD, UR&EWS-DEF, UR&EWS-PWD) remain vacant, they shall be reverted to the parent category during the 2<sup>nd</sup> Counselling.
- The conversion of seats reserved for SC, ST, UR&EWS 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 1<sup>st</sup> 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.
- Allotment of Seats will stop as and when the seats get filled up.

9. **WITHDRAWAL OF ADMISSION DURING/AFTER 2<sup>ND</sup> COUNSELLING.**

All the refund application shall be processed in accordance with the Refund Policy 2019-20, as notified in Part-D (Chapter-15) of Admission Brochure 2019-20. The same is available on University website [www.ipu.ac.in](http://www.ipu.ac.in). All the candidates are requested to note the same and withdrawal will be carried out accordingly.

10. **Classes will commence from 3<sup>rd</sup> August, 2019. All the candidates who get admission must report to University School of Management Studies on 3<sup>rd</sup> August, 2019.**

**(Prof. Neena Sinha)  
Dean-USMS**

Dated : 22/07/2019

F.No. GGSIPU/USMS/Schedule-MBA(Weekend)/2019-20/

Copy to:

1. Dean, USMS, GGSIP University.
2. In-charge (Admissions) GGSIP University.
3. In-charge (UITS), with the request to upload the schedule of Counselling on University's Web site.
4. Finance Officer, GGSIP University.
5. AR O/o Hon'ble Vice-Chancellor, GGSIP University.
6. AR O/o Registrar, GGSIP University.
7. Guard File.

**(Dr. Sanjay Dhingra)  
Programme Coordinator**