



**Guru Gobind Singh Indraprastha University**  
**Sec 16 C Dwarka New Delhi 110078**

F. No. IPU/Admissions/Counselling/2019-20/M.Voc. /137507

Dated: 15/10/19

**NOTIFICATION**

**Schedule of 2<sup>nd</sup> Counselling / Admission & Open House Counselling 2019-20**  
**Master of Vocation (Interior Design) Programme, CET Code-191**

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

**The candidates must read the complete schedule and ensure their presence.**

1. All candidates who have reported for verification of documents and their names appear in the **Rank List** in the Programme **Master of Vocation (Interior Design) (CET Code-191)**, displayed on the University website shall have to report in person for verification of documents and allotment of seats at the above mentioned venue on the date and time mentioned below as per category and rank.

**Verification of Documents and Allotments of Seats**

<b>Date</b>	<b>Category of Candidates</b>	<b>Time</b>
<b>23.10.2019</b> <b>(Wednesday)</b>	All verified candidates in Delhi and Outside Delhi region seeking admission against SC/ST/PH/Def/UR&EWS and General Category	11:40 am
	<b>Open House Counselling</b> for all verified candidates seeking admission against seats reserved as per Rank 1 onwards, irrespective of their region (Subject to availability of seats)	12:30 pm

**2. Who all are eligible for Open House Counselling:**

- A. All registered candidates who have verified their documents and their name is present in the rank list of M.Voc. (Interior Design) programme displayed on 24.09.2019 who have taken admission in first counselling and/or in second counselling.
- B. All registered candidates who have withdrawn their admission/seat after taking admission.
- C. All registered candidates who have verified their documents and their name is present in the rank list of M.Voc. (Interior Design) programme displayed on 24.09.2019 and not taken admission during first counselling and/or in second counselling.
- D. All those registered candidates who had not verified their documents and applied for M.Voc. (Interior Design) programme can also come for document verification.

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The candidates have to bring original certificates to ascertain and verified for the merit to be prepared.

**Important Note:**

- 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.
- 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, remain vacant, they shall be reverted to the parent category during the 2<sup>nd</sup> Counselling.
- Allotment of Seats will stop as and when the seats get filled up.

2. **Seat Allocation in Delhi and Outside Delhi Region**

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

**Note:**

- i. 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.

3. **Reservation Policy**

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

4. **Eligibility Criteria for Programmes Master of Vocation (Interior Design) (CET Code-191)**

1. Bachelor of Vocation (Interior Design).
2. At least 3 year recognized Degree Programme in Interior Design.
3. 3 years Diploma in Interior Design followed or preceded by any Graduation level Degree. The two degrees need to be done independently in a sequential manner. (Merit shall be on Diploma marks).
4. At least 3 year recognized Degree Programme in Design.
5. 3 years Diploma in Architecture Assistantship followed or preceded by any Graduation level Degree. The two degrees need to be done independently in a sequential manner. (Merit shall be on Diploma marks).
6. Bachelor of Architecture

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

- a) Bank Draft(s) of Rs. 38,500/- (Including Rs. 1,000/- Counselling Processing Fee (one time non-refundable) in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate will write his/her 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). The candidates who will take the admission in M.Voc. (Interior Design) programme on the stipulated date and time as per counselling Schedule, have to submit the balance fee as applicable at the time of reporting to their respective allotted college.

- b) Four passport sized photographs (same as that in admit card)
- c) CET Registration details (Photocopy and Original)
- d) Copy of Admission verification form (Copy of Admission verification form as per Appendix 4A in Part B of Admission Brochure 2019-20.)
- e) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- f) **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.
- g) **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.
- h) **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).
- i). **Reserved Category Certificate:**  
All reservation category candidates who are seeking admission in reserved category in SC / ST / UR&EWS / 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, shall also bring Appendix 1 duly completed. The Appendices are available in Part B of Admission Brochure 2019-20.  
**Note:** All the stakeholders are hereby informed to kindly refer Admission Brochure for the Academic Session 2019-20 and Corrigendum regarding Priorities in Defence categories for the Academic Session 2019-20 available on University website.
- j). **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.
- k). Application regarding age or any other relaxation with necessary approval (if necessary).
- l). The candidate claiming reservation against UR&EWS category must produce certificate issued by the Competent Authority at the time of verification of documents and allotment of seat.

## 6. **Seat Matrix**

M.Voc. (Interior Design) programme will be offered in Meera Bai Institute of Technology for the Academic Session 2019-20. The seat matrix will be provided at the time of Counselling/Admission.



**7. Instructions to be followed at the time of 2<sup>nd</sup> counseling 2019-20**

- a) The students, who have been admitted during 1<sup>st</sup> counseling in any category, will not be allowed to change their category in 2<sup>nd</sup> Counselling.
- b) The Second Counselling will commence from rank one onwards for all categories / programmes 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.**
- c) No change shall, however, be permitted for a programme for which a separate Entrance Test has been conducted by the University. Category change will also not be allowed in 2nd counseling.
- d) **The conversion of seats reserved for SC, ST, PH, Defence & DOBC to General Category shall be done during 2<sup>nd</sup> counselling for the reserved categories.** However, while converting the seats during 2nd round of counselling, any unfilled seat(s) reserved for ST Category will be offered first to SC Category and vice versa and only after completing this exercise, the conversion of the reserved category seats to general category shall be effected.

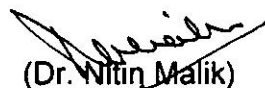
**8. Instructions to be followed at the time of Open House Counseling 2019-20 :**

- a) A candidate who fails to appear in person on the notified date and time for counselling, shall forfeit his/her claim for the seat which could be offered to him/her, had he/she been present on his/her turn. However, if the candidate reports late or reports on subsequent days during the process of counselling, he/she may be considered for allotment of a seat available at that point of time provided he/she had not taken admission earlier.
- b) **De-reservation of unfilled Outside Delhi Quota Seats to Delhi Quota and Vice versa:**  
In the offline Counselling, 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 2<sup>nd</sup> Round of Counselling has been completed in the respective region). Thereafter, seats remaining vacant shall be converted into general category.
- c) **Open House Counselling/ spot counselling:** Counselling on the Open Day will be held only if any seat (s) remains vacant after two rounds of counselling. The said seat (s) will be offered on that day to the qualified candidate (s) in order of merit. The seat (s) shall be offered to the qualified candidate (s) in order of merit irrespective of his/her Region provided he/she has reported for counselling on that day.

**9. Withdrawal of Admission during/after Open House Counselling:**



The candidates must refer to Revised Refund Policy 2019-20. The same is available on University website [www.ipu.ac.in](http://www.ipu.ac.in).



(Dr. Nitin Malik)  
Joint Registrar (Admissions)

Copy to:

1. Director, Training and Technical Education, for information to nominate the Admission Officers and Supporting Staff.
2. Controller of Finance, GGSIPU, for kind information
3. Controller of Examinations (O), GGSIPU for kind information
4. Finance Officer, GGSIPU with the request to depute an official for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
5. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s)
6. Incharge, UITS, GGSIPU with the request to upload the schedule of Counselling on University's website.
7. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor
8. AR to Registrar, GGSIPU for information of Registrar
9. Admission Branch, Reception Counter.
10. Guard file.



(Geeta Mahajan)  
Asstt. Registrar (Admissions)