

# Maharaja Agrasen Institute of Management Studies

Sec-22, Rohini, Delhi

## **NOTICE**

03.08.2024

### **Sub.: Postponement of Counselling Dates for Admission under Management Quota 2024-25**

Due to the request of parents and the unavailability of banking services on Sundays, the counselling dates for the programmes under Management Quota 2024-25 have been revised.

The 1<sup>st</sup> round of counselling, initially scheduled for August 4, 2024, has been postponed to **August 5, 2024**. This change is necessary as banks will be closed on August 4, 2024, making it impossible to issue pay orders/demand drafts required for the deposit of institute fees after seat allotment.

If seats remain vacant after the 1<sup>st</sup> round, the 2<sup>nd</sup> round of counselling will be held on August 6, 2024.

The merit list will be displayed on the Institute website on August 4, 2024 (On or before 11:50 PM).

All other instructions and notifications previously uploaded on the institute website remain unchanged.

We apologize for any inconvenience caused and appreciate your understanding in this matter.

Revised Counselling Schedule, seat matrix, Documents required etc have been attached along with.

-Sd-  
**Director**

-Sd-  
**Incharge (Admissions)**

**Revised Schedule of Counselling/Admission for BBA, B.COM (H), BA(ECO)(H), BAJMC, BCA, BBA-LLB (H), BA-LLB (H) and LLM**

<b>S.No.</b>	<b>Schedule</b>	<b>Date &amp; Time</b>
1	Display of the merit-wise list of the eligible students applied for MAIMS either through online portal of the Institute or Offline after downloading & submitting the Application form in the Institute and attended the Physical Verification of Documents on August 2 & 3, 2024	<b>04.08.2024</b> (On or before 11:50 PM)
2	1 <sup>st</sup> Round of Counselling	<b>05.08.2024</b> Entry Time For: <b>B.COM (H), BA(ECO)(H), BAJMC, BCA:</b> 9:00-10:00 AM <b>BA/BBA-LLB (H), LLM:</b> 10:00 AM-11:00 N <b>BBA :</b> 11:00 AM-12:00 AM
3	Display of vacant seats (if any)	<b>05.08.2024</b> (On or before 11:50 PM)
4	2 <sup>nd</sup> Round of Counselling, if required	<b>06.08.2024</b> Entry Time: 9:00 AM-10:00 AM
The Candidates will assemble in Maharaja Agrasen Auditorium (For S.No. 2 & 4)		

For any further updates or notifications, please regularly visit the Institute and GGSIPU websites.

## **Important Points to be Noted:**

1. It is mandatory for the candidate to pay the Counselling Participation Fees of Rs. 1000/- (non-refundable), if not paid during the stipulated time period as mentioned above will not be entitled/eligible for document verification and as well as for allotment of seat during counselling.
2. After paying the counselling fees the candidate must present in person for document verification along with all relevant documents in original. If candidate fails to attend the document verification then he/she will not be eligible for seat allocation during counselling.
3. Candidate whose name will exist in the Merit-wise list to be displayed on 04.08.2024 is only eligible to attend the counselling as per the schedule given above.
4. Adhere strictly to the entry/reporting timings as mentioned above. No one is allowed to enter after the prescribed timings.
5. Along with candidate either his/her father or mother can only be allowed to enter the Institute premises. No relatives are allowed. (For verification of Identity at the entry point, kindly carry original Photo ID such as Adhar Card/Passport/PAN Card/DL etc)
6. Laptops, mobile phones, or any other electronic gadgets are strictly prohibited in the Institute premises except water bottle. So, it's your responsibility not to carry such items or make a proper arrangement to keep them outside the campus before entering. Institute has no responsibility for the same.
7. All Reserved category (SC/ST/DEF/PH) and Un-reserved category candidates of Delhi/Outside Delhi region shall present physically along with the desired documents for verification as per the date and time mentioned above.
8. It is mandatory for the Candidate to be present in person for physical verification of documents (Original + two self-attested photocopies) otherwise he/she will not be entitled for participation in the offline counselling for allotment of seat.
9. Only Candidates with **NOT Admitted Status** are eligible to take part in the Counselling for management quota. (Not admitted means a candidate who has not taken admission in any of the Institutes affiliated to GGSIPU nor in University Schools of GGSIPU) or admitted under Management Quota. **Original admit card of CLAT/CET/CET Mains 2024 is mandatory.**
10. Candidate shall submit an affidavit / undertaking on e-stamp paper (Rs. 10/-) that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
11. Candidate who has already taken admission through online counselling or under Management Quota in any of the Institutes affiliated to GGSIPU shall not be eligible for consideration of seat allotment under Management Quota.
12. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
13. The student to whom seat is allotted during the counselling must present with original documents along with two set of self-attested copies (to be deposited in the Institute).
14. The management quota seats will only be filled up on the merit basis derived from the aggregate percentage scored in the qualifying examination and then the seat will be allotted as per the preference of the course or program opted by the candidate.
15. Admission is confirmed only after the submission of the Institute fees in full by the candidate on the same day of the allotment of seat.
16. The entire session of Counselling/Admission will be video graphed.
17. Candidates will be called strictly on merit of the qualifying examination based on the Aggregate percentage of Class 12<sup>th</sup>.
18. Seat Matrix for Management Seats for B.COM(H), BA (ECO)(H), BAJMC, BCA, BBA-LLB (H), BA-LLB (H) and LLM Programs is also attached.
19. In the inter-se-merit of candidates securing equal aggregate percentage in class 12<sup>th</sup>, following criteria will be adopted to determine the merit:
  - (i) In case of candidates securing equal aggregate percentage, then the candidate older in age shall rank higher.
20. All admissions are provisional subject to the ratification by the University.
21. For further notification/s, applicants are advised to regularly visit the Institute website [www.maims.ac.in](http://www.maims.ac.in).
22. Institute fees once submitted after accepting the seat under management quota will not be refunded.

-Sd-  
Incharge (Admissions)

-Sd-  
Director

**Candidates shall bring the following documents in Original along with two self-attested copies for verification/deposition in the Institute on the Day of Physical Counselling/Allotment of seats under Management Quota**

- 1 Proof of registration/application submitted for Management Quote Seat applied for MAIMS either through online portal of the Institute or Offline after downloading and submitting the Application form in the Institute.
- 2 Receipt/ proof of submission of Registration cum enrolment Fees.(Rs. 1,500/- Non-refundable)
- 3 Receipt/ proof of submission of Counselling Fees.(Rs. 1,000/- Non-refundable)
- 4 CET/CLAT/CUET 2024 Admit Card (Original & Photocopy).
- 5 Copy of Rank obtained in CET/CLAT/CUET 2024.
- 6 Original Certificates and Mark sheets of qualifying examination along with two sets of self-attested photocopies.
- 7 Reserved category candidates shall bring original reserved category certificates along with two sets of self-attested photocopies.
- 8 Physical Fitness Certificate. All students shall be required to submit a Medical Certificate as given in Admission Brochure 2024.
- 9 Undertaking by the student with respect to Anti Ragging is to be filled and submit the Printout of the same using the below link:  
[https://antiragging.in/affidavit\\_registration\\_disclaimer.html](https://antiragging.in/affidavit_registration_disclaimer.html) or Appendix 7 (UG Appendices 2024-2025)
- 10 Undertaking by the parents with respect to anti ragging (as prescribed in the admission brochure provided by GGSIP university)- Appendix 8 (UG Appendices 2024-2025)
- 11 Conduct and Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (Original), not more than 6 (six) months old.
- 12 Six Recent Photographs (Size 1.5 Inch X 2 Inch) In Coloured Showing Front View of Full Face with White Background is Required (Black & White Photograph with Colour or Dark Glasses Dark Background, Polaroid Prints or Computer Prints will Not Be Accepted)
- 13 Copy of Aadhar and PAN card
- 14 In case of gap year, the candidate is also required to submit a notarized Gap Year Affidavit on stamp paper of Rupees Ten along with one self-attested photocopy.
- 15 Candidate shall submit an **affidavit** on stamp paper of Rupees Ten that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
  - i. Candidates who have already taken admission through online counselling shall not be eligible for consideration under M.Q seats.
  - ii. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
- 16 The program-wise academic fee as mentioned below for the academic session 2024-25 is to be paid either through Pay Order / DD payable at Delhi in favour of Maharaja Agrasen Institute of Management Studies **OR** through RTGS/NEFT/IMPS (Account Holder Name: Maharaja Agrasen Institute of Management Studies, Account No: 604201010050168, Union Bank of India, IFSC Code: UBIN0560421, Address: Plot no 1 Rohini Sec 22 New Delhi -86) (additional fees will be charged from the student's subject to revision of the fees as per Department of Higher Education, Govt. of Delhi /GGSIPU if any). (No cash payment will be accepted)

Program	Academic fee for the Academic Session 2024-25
BA ECO (Hon.)	146300
B.COM(Hon.)	146300
BBA-LLB (Hon.)	153000
BA-LLB (Hon.)	153000
BA(JMC)	151300
BBA	151300
LLM	153000
BCA	149400

-Sd-  
Incharge (Admissions)

-Sd-  
Director

**Maharaja Agrasen Institute of Management Studies**  
**Seat Matrix for Admissions in BBA, B.COM(H), BA (ECO)(H), BAJMC, BCA, BBA-LLB (H),**  
**BA-LLB (H) and LLM First year**  
**Under Management Quota 2024-25**

Branch	Total No. of Seats	No. of Seats reserved for Delhi Region (85%)						No. of Seats reserved for Outside Delhi Region (15%)					
		Seats for Delhi Region	Gen	SC (17%)	ST (1%)	PH (5%)	Def (5%)	Seats for Outside Delhi Region	Gen	SC (15%)	ST (7.5%)	PH (5%)	Def (5%)
BA ECO (Hon.)-1st Shift	3	3	3	0	0	0	0	0	0	0	0	0	0
BA ECO (Hon.)-2nd Shift	3	3	3	0	0	0	0	0	0	0	0	0	0
B.COM(Hon.)-1st Shift	12	10	8	2	0	0	0	2	2	0	0	0	0
B.COM(Hon.)-2nd Shift	12	10	8	2	0	0	0	2	2	0	0	0	0
BA(JMC)-1st Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
BA(JMC)-2nd Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
BCA	6	5	4	1	0	0	0	1	1	0	0	0	0
BA LLB (H)	18	15	11	3	0	0	1	3	3	0	0	0	0
BBA LLB (H)	12	10	8	2	0	0	0	2	2	0	0	0	0
LLM-Corporate Law	1	1	0	0	0	0	0	0	0	0	0	0	0
LLM-ADR	1	1	0	0	0	0	0	0	0	0	0	0	0
LLM-IPR	1	1	0	0	0	0	0	0	0	0	0	0	0
BBA-1 <sup>st</sup> Shift	24	20	16	3	0	0	1	4	4	0	0	0	0
BBA-2 <sup>nd</sup> Shift	18	15	11	3	0	0	1	3	3	0	0	0	0

-Sd-  
Incharge (Admissions)

-Sd-  
Director

(On Stamp Paper of Rs.10/-)

**AFFIDAVIT/UNDERTAKING**

I, \_\_\_\_\_ S/o, D/o Shri \_\_\_\_\_

R/o \_\_\_\_\_

having IPU Application No. \_\_\_\_\_ CLAT/CET/CUET Rank \_\_\_\_\_

do hereby solemnly affirm and declare as under:-

**That I have neither taken admission in any of the Institute affiliated to GGSIP University nor in University Schools through online counselling or Under Management Quota in B.COM(H)/ BA (ECO)(H)/BAJMC/BCA/BBA-LLB (H)/BA-LLB (H)/LLM Program in the Academic Session 2024-25.**

**DEPONENT**

**Verification:**

Verified at Delhi on this.....day of ....., 2024 that the contents of the above Affidavit are true and correct to the best of my knowledge and belief no part of it is false and nothing material has been concealed there from.

**DEPONENT**