



Guru Gobind Singh Indraprastha University

PROCEDURE TO FILL APPLICATION FORMS FOR GGS INDRAPRASTHA UNIVERSITY

For any technical queries please contact GGSIPU helpdesk toll free no 1800 266 9414 or email on ggsipu.admissions2019@gmail.com

STEP - 1: The website for filling the forms is <https://ipu.ac.in>

Candidate can fill in the online application form for the admission to Guru Gobind Singh Indraprastha University from the university website <https://ipu.ac.in>

STEP - 2: Application Forms

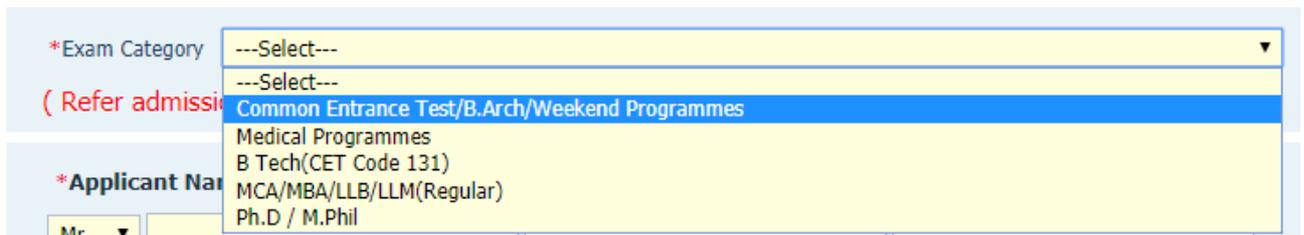
The Application form is fully automated and the payment to be made online only. There are two forms, one for capturing the personal/general information and another one for capturing the course and payment related details. A candidate has to fill in his/her general information for proceeding towards the course selection and payment section on the 2nd Form.

STEP – 3: Exam Category

Serial No	Exam Category
1)	Common Entrance Test/B.Arch/Weekend Programmes
2)	Medical Programmes
3)	B Tech(CET Code 131)
4)	MCA/MBA/LLB/LLM(Regular)
5)	Ph.D/M.Phil

For filling in the general information, candidate has to select anyone out of the 5 exam categories:

Note: -A candidate can apply for multiple courses under a particular exam category using the same login id/ password.



The image shows a dropdown menu for selecting an exam category. The menu is open, showing several options. The first option is "Common Entrance Test/B.Arch/Weekend Programmes", which is highlighted in blue. Other options include "Medical Programmes", "B Tech(CET Code 131)", "MCA/MBA/LLB/LLM(Regular)", and "Ph.D / M.Phil". The dropdown is part of a form with other fields like "Exam Category" and "Applicant Name".

STEP – 4: General Information- First Form, First Tab

1. The first page of the General Information form contains the personal information fields, and candidate has to fill in all the mandatory details.
2. Candidate has to click on [here](#) to upload his/her scanned passport sized colour photograph , signature and left hand thumb impression, which should be clearly visible, failing to which his/her candidature will be cancelled.



The image shows the "Contact Details" section of a form. It includes fields for "Email Id", "Residence No" (with sub-fields for Country, Std code, and Number), and "Mobile No" (with sub-fields for Country and Mobile Number). Below the form, there is a section titled "Upload your Photograph, Signature and Left Hand Thumb Impression" with a red asterisk and a link to upload. A note below states: "Note : Upload recent good quality passport size colour photograph failing to which your candidature may be cancelled. Do not use any special character(such as ' , &, etc) in the file names of Photograph, Signature and Left hand thumb impression, to be uploaded." A "Next" button is visible at the bottom right.

3. Candidate has to upload their recent passport size photograph. **By clicking on Browse button, candidate has to select the photograph from the system and click on Upload button.** Image should be of .JPEG/.JPG or.GIF format only and should be of less than 80 KB in size.



4. For uploading the Signature, candidate has to click on Signature Tab and upload their scanned signature. **By clicking on Browse button, candidate has to select the scanned signature image from the system and click on Upload button.** Image should be of .JPEG/.JPG or .GIF format only and should be of less than 80 KB in size.



5. For uploading the Left Hand Thumb impression, candidate has to click on Left Hand Thumb Impression Tab and upload their scanned image. **By clicking on Browse button, candidate has to select the scanned thumb impression image from the system and click on Upload button.** Image should be of .JPEG/.JPG or .GIF format only and should be of less than 80 KB in size.

After uploading the photograph, signature and thumb impression image candidate has to “Close This Window” button to close the window, once he/she gets the message “Your images have been uploaded successfully” in all three tabs.

You can preview the uploaded image in the image box displayed on right hand side of the window.



6. After filling personal details and uploading both the images, click on **Next** to go to the qualification page



STEP – 5: Qualification Details- First Form, Second Tab

1. On the basis of the exam category selected, Qualification page will appear. Candidate has to fill in his/her academic details. These details are not mandatory and a candidate has to fill the details only if it's available with them. Based on the exam category selected, the qualification page will appear as follows:

- For Common Entrance Test/B.Arch/Weekend Programmes

1 General Information **2** Qualifications Details

Academic Qualification(s)

If Qualifying Examination has been passed, please provide the marks below

Sr.	Examination	Year of Passing	Board/University	Percentage Of Marks
1	10th Class	--Select--		
2	Intermediate/10+2	--Select--		
3	Undergraduate	--Select--		
4	Postgraduate	--Select--		

Qualifying Examination --Select--

Work Experience --Select--

Gate Score

NATA Score

(GATE score is required to be filled for M.tech courses (Not percentile, if available))

(NATA score is required to be filled for B.ARCH. Course)

Next

- For Medical Programmes

1 General Information **2** Qualifications Details

Academic Qualification(s)

Sr.	Examination	Year of Passing	Institution	Board/University	Roll No
1	10th Class	---Select---			
2	Intermediate/10+2	---Select---			
3	Any Other	---Select---			

MBBS/BAMS Academic Details

GGSIPU University Enrollment No.(If studied MBBS/BAMS from GGSIPU)

Year of Passing ---Select---

AYUSH/MCI Recognized? Yes No

Sr.	Examination	Year of Passing	Institution	Board/University	Roll No
1	1st Prof	---Select---			
2	2nd Prof	---Select---			

Internships Details

Internship Yes No

Present occupation Details

Present occupation

Course Details

Pursuing any course at present Yes No

Work Experience Details

Sr.	Designation	Appointment date	Releasing date	Department/Institution	Government/ Private Job
1	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	---Select--- ▼
2	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/>	---Select--- ▼

Next

For B.Tech (CET Code 131)

1 General Information

2 Qualifications Details

Academic Qualification(s)

If Qualifying Examination has been passed, please provide the marks below

Sr.	Examination	Year of Passing	Board/University	Percentage Of Marks
1	10th Class	---Select--- ▼	<input type="text"/>	<input type="text"/>
2	Intermediate/10+2	---Select--- ▼	<input type="text"/>	<input type="text"/>
3	Undergraduate	---Select--- ▼	<input type="text"/>	<input type="text"/>

Qualifying Examination

Gate Score

(GATE score is required to be filled for M.tech courses (Not percentile, if available))

Work Experience

NATA Score

(NATA score is required to be filled for B.ARCH. Course)

Next

For MCA/MBA/LLB/LLM(Regular)

1 General Information
2 Qualifications Details

Academic Qualification(s)
If Qualifying Examination has been passed, please provide the marks below

Sr.	Examination	Year of Passing	Board/University	Percentage Of Marks
1	10th Class	---Select--- ▼	<input type="text"/>	<input type="text"/>
2	Intermediate/10+2	---Select--- ▼	<input type="text"/>	<input type="text"/>
3	Undergraduate	---Select--- ▼	<input type="text"/>	<input type="text"/>

Qualifying Examination

Gate Score

(GATE score is required to be filled for M.tech courses (Not percentile, if available))

Work Experience

NATA Score

(NATA score is required to be filled for B.ARCH. Course)

For Ph.d/M.phil

1 General Information
2 Qualifications Details

Academic Qualification(s)

Sr.	Examination	Year of Passing	Institution	University	Subjects
1	10th Class	---Select--- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Intermediate/10+2	---Select--- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	---Select Course--- ▼	---Select--- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	---Select Course--- ▼	---Select--- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>

Qualified Tests

Sr.	Qualified Exam	Year	Score
1	---Select--- ▼	---Select--- ▼	<input type="text"/>
2	---Select--- ▼	---Select--- ▼	<input type="text"/>
3	---Select--- ▼	---Select--- ▼	<input type="text"/>
4	---Select--- ▼	---Select--- ▼	<input type="text"/>

Work Experience Details

Sr.	Organization Name	Organization Address Line 1	Organization Address Line 2	Service From (DD/MM/YYYY)	Service To (DD/MM/YYYY)	Duration e.g. 12 Yrs 3 Mths 15 days
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 	<input type="text"/> 	<input type="text"/>

Next

2. After filling in the Academic details, as per the exam categories selected, candidate has to press 'next' and he/she will be redirected to the final submit page

STEP – 6: Declaration - First Form, Third Tab

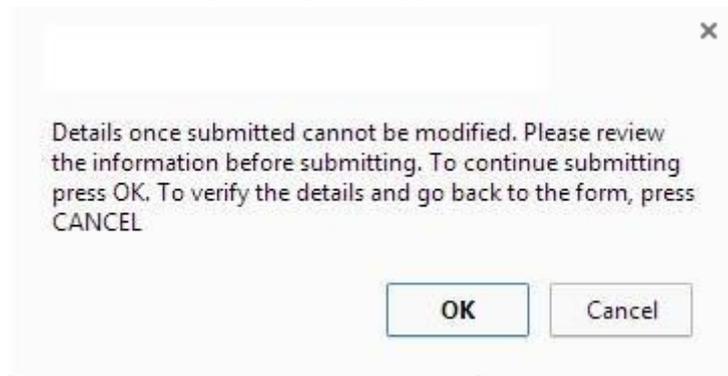
Candidate will

- Fill in the the 'captcha' ,
- Check the "I Agree" checkbox

- Click on 'SUBMIT' button



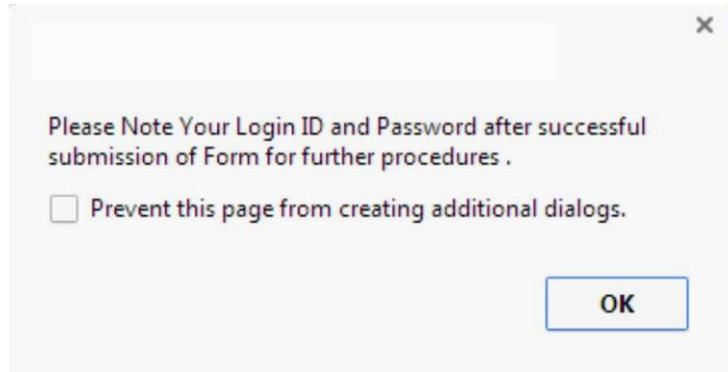
- On clicking 'Submit' the following message will appear:



- If the candidate press **CANCEL**, he/she will be allowed to check and make modifications in their general and academic details.
- If the candidate presses **OK**, then he/she cannot edit the same and have to re register in case they need to change any personal information.

STEP – 7: Generation of Login ID and Password

1. After clicking on **OK**, another message box will appear asking candidate to note **down his/her login id and password that will be used to login further or apply for multiple courses** :



2. Once a candidate press **OK, his/her Login id and Password will be generated**, which along with the other details are shown on the next window. Candidate can neither take Print of this page nor can edit his personal details henceforth.

Personal Details

Login Id :		
Password :	01/01/1950	
Exam type :	Engineering / Professional / Medical / M.Phil / PG Diploma Programmes	
Name of the Applicant:	Mr. Prince	
Date of Birth:	01/01/1950	
Gender:	Male	
Mother's Name:	ghg	
Nationality:	Indian	
Category:	OBC	
Religion:	Hindu	
Physically Handicapped:	No	
Region/state from where last/qualifying exam passed:	Outside Delhi	
Defence:	No	
35K Migrant:	No	

STEP – 8: Course Application- Second Form, First Tab

- Candidate can go to the **Course Application Tab** to apply for courses and will click on **“Apply for Courses”** button:



STEP– 9: Course Application – Second Form, Apply for Course

1. On the next page, some information of the candidate will get auto populated. Candidate has to select the course he wants to apply for, from the list provided:

Note Fill in the details and click on Submit.
Fields marked with *are mandatory.

General Information

Applicant Name	<input type="text" value="d"/>	<input type="text"/>	<input type="text"/>
Region/state from where last/qualifying exam passed	<input type="text" value="Outside Delhi"/>	Category	<input type="text" value="General"/>
Email Id	<input type="text" value="a@b.com"/>		

Course Details

Exam Category	<input type="text" value="Common Entrance Test/B.Arch/Week"/>	*Course	<input type="text" value="---Select---"/>
---------------	---	---------	---

(Refer admission brochure available at <http://ipu.ac.in>)

Payment Details

Note : A convenience fees of 1.20% + taxes for Credit Cards, 0.75% for Debit Cards will be applicable over and above the transaction amount.

Payment Amount

Payment Date
(dd/mm/yyyy)

Declaration

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the University/Institution. Further, that my candidature for Examination / Selection and admission to the programme is liable to be cancelled at any stage. I agree to abide by the Rules and Regulations of the University.

I Agree

If a candidate applies for Medical Programmes, then On the next page, some information of the candidate will get auto populated. Candidate has to select the course he wants to apply for, from the list provided:

General Information

Applicant Name

Region/state from where last/qualifying exam passed

Category

Email Id

Course Details

Exam Category

*Course

(Refer admission brochure available at <http://ipu.ac.in>)

No exam will be conducted for Medical programme/B.Tech/MBA/MCA/LLB/LLM Regular/Programme category by Guru Gobind Singh Indraprastha university.

Add NEET/National Level Test Details

*NEET 2019 / NATIONAL LEVEL TEST 2019 Enrollment Number

Payment Details

Note : A convenience fees of 1.20% + taxes for Credit Cards, 0.75% for Debit Cards will be applicable over and above the transaction amount.

Payment Amount

Payment Date (dd/mm/yyyy)

Declaration

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the University/Institution. Further, that my candidature for Examination / Selection and admission to the programme is liable to be cancelled at any stage. I agree to abide by the Rules and Regulations of the University.

I Agree

If a candidate applies for B. Tech(CET Code 131), then On the next page, some information of the candidate will get auto populated. Candidate has to select the course he wants to apply for, from the list provided:

General Information

Applicant Name

Region/state from where last/qualifying exam passed Category

Email Id

Course Details

Exam Category *Course

(Refer admission brochure available at <http://ipu.ac.in>)

No exam will be conducted for Medical programme/B.Tech/MBA/MCA/LLB/LLM Regular/Programme category by Guru Gobind Singh Indraprastha university.

Add National Level Test Details

Registration No/Application No of JEE MAINS

Enrolment No/Roll No of JEE MAINS

After that candidate has to enter his/her registration number or application number of JEE MAINS
And in the second field he/ she has to enter the enrolment number of JEE MAINS.

Payment Details

Note : A convenience fees of 1.20% + taxes for Credit Cards, 0.75% for Debit Cards will be applicable over and above the transaction amount.

Payment Amount

Payment Date (dd/mm/yyyy)

Declaration

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the University/Institution. Further, that my candidature for Examination / Selection and admission to the programme is liable to be cancelled at any stage. I agree to abide by the Rules and Regulations of the University.

I Agree

Submit

If a candidate applies for MCA/MBA/LLB/LLM(Regular), then On the next page, some information of the candidate will get auto populated. Candidate has to select the course he wants to apply for, from the list provided:

General Information

Applicant Name

Region/state from where last/qualifying exam passed

Category

Email Id

Course Details

Exam Category

*Course

(Refer admission brochure available at <http://ipu.ac.in>)

No exam will be conducted for Medical programme/B.Tech/MBA/MCA/LLB/LLM Regular/Programme category by Guru Gobind Singh Indraprastha university.

Add National Level Test Details

Registration No/Application No of Applicable National Level Test

Enrolment No/Roll No Applicable National Level Test

After that candidate has to enter his/her registration number or application number of JEE applicable national level test and in the second field he/ she has to enter the roll number which is applicable at national level test.

Payment Details

Note : A convenience fees of 1.20% + taxes for Credit Cards, 0.75% for Debit Cards will be applicable over and above the transaction amount.

Payment Amount

Payment Date (dd/mm/yyyy)

Declaration

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the University/Institution. Further, that my candidature for Examination / Selection and admission to the programme is liable to be cancelled at any stage. I agree to abide by the Rules and Regulations of the University.

I Agree

If a candidate applies for Ph.D/M.phil, then On the next page, some information of the candidate will get auto populated. Candidate has to select the course he wants to apply for, from the list provided:

General Information

Applicant Name

Region/state from where last/qualifying exam passed

Category

Email Id

Course Details

Exam Category

*Course

(Refer admission brochure available at <http://ipu.ac.in>)

Payment Details

Note : A convenience fees of 1.20% + taxes for Credit Cards, 0.75% for Debit Cards will be applicable over and above the transaction amount.

Payment Amount

Payment Date
(dd/mm/yyyy)

Declaration

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the University/Institution. Further, that my candidature for Examination / Selection and admission to the programme is liable to be cancelled at any stage. I agree to abide by the Rules and Regulations of the University.

I Agree

Submit

- Candidate has to pay INR 1000 for each course that he/she applies for.**
- After selecting the course, candidate will:
 - Check the “**I Agree**” checkbox
 - Click on ‘**SUBMIT**’ button
- On clicking on ‘**SUBMIT**’, candidate will be given a message box to preview the details that he/she has filled so that just in case a candidate wants to change any of the details provided by him/her, then he/she can click on ‘**CANCEL**’:

cdn.digialm.com says

Are you sure you want to submit the form ?

Please confirm the details before submitting.

First Name : njb

Email Id : nu@nj.com

Region : Outside Delhi

Category : ST

Test Course Code : 101

Test Course Name : MBA

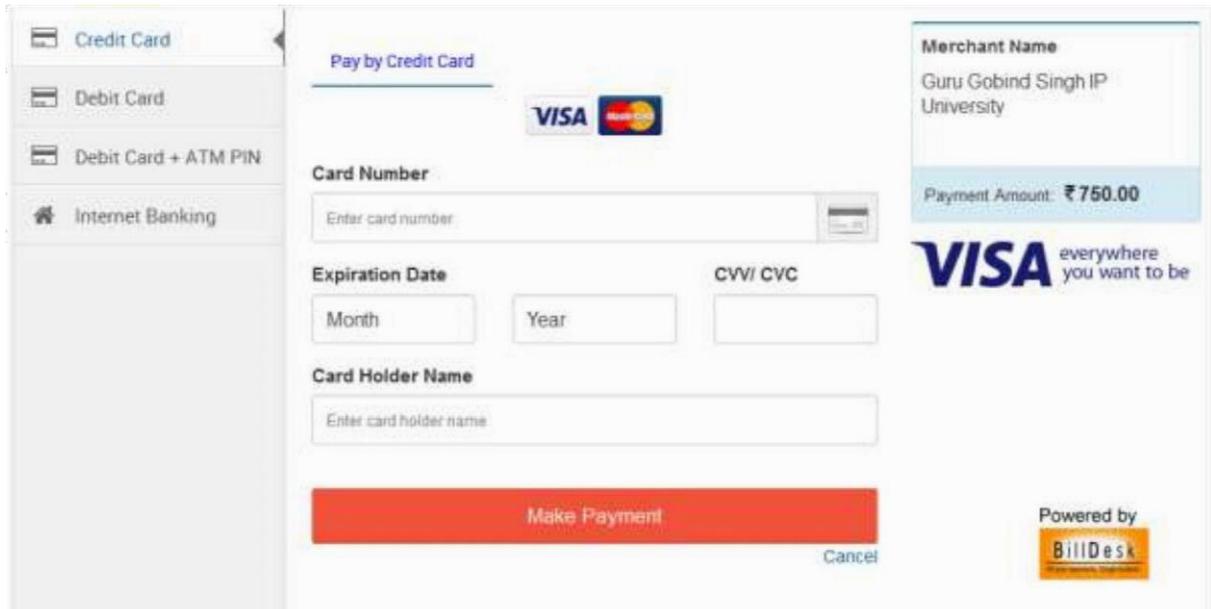
Amount to be paid : 1000.00

OK

Cancel

STEP – 10 : Payment through Billdesk

After checking the details and clicking on OK, the candidate will be redirected to the billdesk page for the course payment by clicking on “**Make Payment**” button



The screenshot displays the 'Pay by Credit Card' interface. On the left, a sidebar menu includes 'Credit Card', 'Debit Card', 'Debit Card + ATM PIN', and 'Internet Banking'. The main area is titled 'Pay by Credit Card' and features logos for VISA and MasterCard. It contains input fields for 'Card Number' (with a placeholder 'Enter card number'), 'Expiration Date' (split into 'Month' and 'Year' fields), and 'CVV/ CVC'. Below these is a 'Card Holder Name' field with the placeholder 'Enter card holder name'. A prominent red 'Make Payment' button is at the bottom center, with a 'Cancel' link to its right. On the right side, a summary box shows 'Merchant Name' as 'Guru Gobind Singh IP University' and 'Payment Amount: ₹ 750.00'. A VISA logo with the slogan 'everywhere you want to be' is also present, along with a 'Powered by BillDesk' logo at the bottom right.

STEP – 11 : Course registration and form generation

After completing a successful transaction candidate will be redirected to the page where his/her personal as well as course details will be provided along with the transaction ID . Candidate can take the printout of this page and keep it for future use

102914 Applicant Details

Thank you for submitting your application. For more details, visit www.ggsindia.com and follow the instructions.

Amount: 2.00
Order No: MSPO0240362154

Print Form



Guru Gobind Singh Indraprastha University

Applicant Profile

Login Id : 500005
 Password : 02/03/1990
 Application Sequence Number : 711500005
 Name of the Applicant :
 Region : Delhi
 Category : General

Mailing Address

Address :
 City :
 State :
 Pin Code :
 Email Address :
 Mobile :
 Residence No :

Course Details

Exam Type :
 Course Code :
 Course Name :
 UoS Code :
 UoS Name :

Exam Details

Exam Date :
 Exam Time :

Payment Details

Payment Amount :
 Payment Date :

Version 2.01.00

STEP – 12: View the registered course details

- Once the candidate has applied for a course, he can view his course details on the Course Application tab:

Test Course Code :

	Application Sequence	Application Status	Application Number	Test Course Code	Test Course Name	Exam Date
	79	Pending	101500002	101	IT/CSE-ENGINEERING AND TE	05/04/2014

- By clicking on view, candidate can view his/her course details

STEP – 13 : Applying for Multiple Courses

After completing the submission of one course, if a candidate wants to apply for another course after a while, then he can login using his login id/password. He can come to the Course details tab

and can apply for another course in the same way.

[Apply For Courses](#)