



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

"A STATE UNIVERSITY ESTABLISHED BY GOVT. OF NCT OF DELHI"

SECTOR-16 C, DWARKA DELHI – 110078

Website: [www.ipu.ac.in](http://www.ipu.ac.in)

F. No. IPU/CEPS/MCDD/Offline 2<sup>nd</sup> Counselling/2024/ 1785

Date: 13/6/24

## SCHEDULE OF 2<sup>nd</sup> COUNSELLING / ADMISSION SESSION: 2024-25

**M.Sc (Medicinal Chemistry and Drug Design)**  
**(CET Code-405): OFFLINE COUNSELLING**

**Venue of Counselling: Centre of Excellence in Pharmaceutical Sciences (CEPS),  
Guru Gobind Singh Indraprastha University,  
Sector 16 C, Dwarka, New Delhi-110078.**

1. All candidates who have appeared in the CET-2024, and whose names are in the Common Merit List (CML) for Master of Science (Medicinal Chemistry & Drug Design) programme (CET Code: 405) and are interested in the pursuing 02 years M.Sc (Medicinal Chemistry & Drug Design) at **Centre of Excellence and Pharmaceutical Sciences (CEPS)**, GGS IP University, Dwarka, New Delhi are required to report in person for 'Verification of Documents' and 'Allotment of Seats', at the venue of Offline Counselling as per the schedule mentioned below according to their Category and Rank.

Date	Category of Candidates	Time
19.06.2024	All CET 2024 qualified candidates "irrespective of region" seeking admission against seats reserved for : • <b>SCHEDULED TRIBE, SCHEDULED CASTE, , PHYSICALLY HANDICAPPED &amp; DEFENCE - RANK 1 ONWARDS</b>	10.30 a.m.
	All CET 2024 qualified candidates "irrespective of region" seeking admission against seats reserved for: • <b>ECONOMICAL WEAKER SECTION (EWS)- RANK 1 ONWARDS</b>	11.00 a.m
	All CET 2024 qualified candidates "irrespective of region" seeking admission against seats reserved for : • <b>DELHI GENERAL (DGEN) AND OUTSIDE DELHI GENERAL(ODGEN) Category From - RANK 1 ONWARDS</b>	11.15 a.m.
	<b>OPEN HOUSE COUNSELLING (SUBJECT TO AVAILABILITY OF SEATS)</b>	2.30 p.m.

### 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.
- **Allotment of Seats will stop as and when the seats get filled up.**
- The Counselling for the seats reserved for any region / category shall be stopped as and when the seats in / of such category / region are filled up.

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- The Conversion of seats reserved for SC, ST, Minority, etc. to General Category shall be done only after the completion of counselling for the reserved categories. 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.

## 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 2024-25.

## 3. **Reservation Policy**

Candidates shall please refer to the Chapter 6: 'Reservation Policy', Part-A, Admission Brochure 2024-25.

## 4. **Eligibility Criteria for Programme- M.Sc (Medicinal Chemistry and Drug Design) (CET Code: 405):**

Minimum 50% or equivalent in the qualifying examination B.Sc (Chemistry) / B.Sc (General Sciences).

## 5. **Fee:-**

Bank Draft(s) of Rs. 97000/- (Rs.96,000/- towards Seat Acceptance / Part Academic Fee plus Rs 1000/- **(Non-Refundable)** towards Counselling Participation Fee **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**. The eligible Candidates in their own interest are advised to get their draft prepaid well in advance to avoid last time inconvenience.

## 6. **Documents Required for Verification and Allotment of Seats (alongwith a set of photocopies):**

- Eight passport sized photographs
- CET Rank Card / Merit Order of CET-2024 (copy)
- CET-2024 Admit Card (in original) 2024.
- Filled Admission verification form as per Appendix 6 of Part F of Admission Brochure 2024-25.
- Filled Preference sheet as per Appendix 11A of Part F of Admission Brochure 2024-25.
- Proof of date of birth (Secondary School **10<sup>th</sup>** Mark-sheet & Certificate) and **12<sup>th</sup>** Mark-sheet & Certificate (Original and Photocopy)
- 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.

### h. **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.

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i. 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-F in Admission Brochure 2024-25 (As per Appendix 5).

j. Result Awaited: candidates seeking admission as result awaited candidate must have to submit Appendix 4 of Part F of Admission Brochure 2024-2025.

k. Reserved Category Certificate in addition to Appendix 10:

The candidates seeking admission under reserved categories, must have to mandatorily bring the entitled supporting certificate in his/her name. The Candidates for further details must read Chapter 6 (Reservation Policy) of respective Admission Brochure 2024-25.

In case the candidate is claiming the seat reserved for DSC / DST category then He/ She should have passed his/ her qualifying exam from Delhi School/College and must have SC / ST certificate issued by the Competent Authority of Govt. of NCT of Delhi only.

Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes.

The Reservation for EWS category is applicable only in University School of Studies and other Government Institutions only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable. EWS Certificate should be issued after 31st March, 2024 stating valid for year 2024-2025.

For claiming reservation on a seat reserved for Defence Category, the candidate must have to bring the duly filled and signed **Appendix 1** of Admission Brochure 2024-25 by the competent authority as mentioned in Admission Brochure 2024-2025.

Reserved Category Candidates who fail either to bring documents as per notified schedule or whose documents are not in order **will forfeit his/her right for the reserved category claimed** and will automatically be converted to General Category as per University rules.

All reservation category candidates who are seeking admission in reserved category in SC / ST / DEF / PWD / OBC / EWS / KM must bring their reservation certificate (the caste / category certificate should invariably be in the name of candidate himself / herself and not in favour of respective parents/ guardians) in original along with the self attested photocopy of the certificate for claiming seat against the reserved category.

- 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 relaxation with necessary approval shall be submit prior two days before the commencement of Offline counselling (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.

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- o. 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 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 2024-25. 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 his/her and entire fee will also be forfeited.

7. **Tentative Seat Matrix:** Vacant seats in M.Sc(Medicinal Chemistry & Drug Design) programme is as under:

Region	Category	No. of Seat
AI	KM	1
D	EWS	2
D	GDEF	1
D	GEN	5
D	GPH	1
D	SC	2
D	ST	1
OD	GEN	0
	<b>Total Vacant Seat</b>	<b>13</b>

8. **Procedure for Second Counselling.**

(i). The second Counselling will commence from rank one onwards for all categories (for vacant seats) and the seats will be allotted strictly on the basis of merit of the candidates. Those candidates, who were absent in the First Counselling, will also be permitted to attend the second counselling against the resultant vacancies.

(ii). 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.

(iii). A candidate, who fails to exercise the option in person during Second 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.

(iv). The rest of the procedure for Second Counselling shall remain the same as followed during the first Counselling.

9. **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.

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10. **Reporting of candidates to the allotted institute and submission of balance academic fee:**

All candidates who have taken admission in the counselling (both 1<sup>st</sup> Round & 2<sup>nd</sup> Round) are required to pay the Balance Academic Fee at the time of reporting in the allotted College / Institute by Bank Draft(s) of Rs. 19,500/- (Rupees Nineteen Thousand Five Hundred only) in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate is advised to write his / her name, date of admission, phone, address, mobile no, name of the programme and enrolment no. and on the back of the Bank Draft(s).

11. **Date and time of Withdrawal of Admission:**

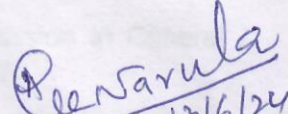
Last date of withdrawal from **M.Sc (Medicinal Chemistry & Drug Design)** is **26.06.2024 by 04.00 p.m.** The refund shall be processed as per the Refund Policy 2024-25 of the University. The candidate in person must submit filled and signed appendix 11, i.e., form for withdrawal of Admission of Part F of Admissions Brochure 2024-2025 with original fee slip in the **Academic Branch**, Administrative Block, Guru Gobind Singh Indraprastha University, Sector 16 C, 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 Academic Branch, GGSIPU only and in the prescribed format necessarily. Request of withdrawal of admission shall not be entertained through post / email / fax.

All candidates are advised to visit the University website [www.ipu.ac.in](http://www.ipu.ac.in) and <https://ipu.admissions.nic.in> regularly for further updates.

  
(Prof. A. K Narula)  
13/6/24  
Director- In-charge (CEPS)

**Copy forwarded for information and necessary action:**

1. Controller of Finance, GGSIPU, for kind information and needful.
2. Controller of Examinations, GGSIPU for kind information
3. Finance Officer, GGSIPU with the request to depute an official at the counselling venue for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
4. Director In-charge (Admissions) for information please.
5. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s).
6. In-charge, UITs, 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. Guard file.

  
(Prof. A. K Narula)  
13/6/24  
Director- In-charge (CEPS)

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