

**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

F. No. IPU-7/ Academic/Offline Counseling/2024/

Dated: 30th July, 2024**SCHEDULE OF 1st COUNSELLING/ADMISSION SESSION: 2024-25****B.Sc. (Environmental Science, CET Code: 135) : OFFLINE COUNSELLING****Counseling Date: 05.08.2024 (9:00 AM onwards)**

Venue of Counselling: Room NO. ADL- 015 A Block, Ground Floor
University School of Environment Management (USEM)
Guru Gobind Singh Indraprastha University,
Sector 16 C, Dwarka, New Delhi-110078.

1. Cancellation for B.Sc.(ES) programme will be held in two phases i.e. 1st Phase (Verification of documents) and 2nd Phase (allotment of seats). The candidate must read the schedule for the phases to ensure their presence for both.
2. All UG CUET qualified candidates who have registered in GGSIPU for Academic Session 2024-2025 and all the qualified candidates whose name appeared in the merit list drawn on the basis of UG CUET for B.Sc. (ES) shall report in person for 1st counseling for **Verification of Documents** and **"Allotment of seats"**, at the venue of counseling, on the date and time mentioned below, as per their category and rank.

PHASE I: Document Verification for UG CUET qualified candidates and preparation of merit list.

Date	Category of Candidates	Time
05.08.2024 (Monday)	All UG CUET qualified candidates who have registered in GGSIP University for seeking admission against seats for ' All Categories (SC/ST/PWD/DEFENCE/GENERAL/EWS/SPORTS QUOTA/SINGLE GIRL CHILD)	09:00 AM

Note: Candidates are advised to submit his/her UG CUET score and admit card on the email dean.usem@ipu.ac.in before 04.08.2024 at 05:00 PM. The candidate who could not submit his/her UG CUET score card on email, can also submit his/her score card on the spot before 10:30 AM on 05.08.2024.

Merit list of valid and qualified UG CUET qualified candidates who have reported for verification of documents on 05.08.2024. B.Sc.(ES) will be displayed at the time of counseling (11.00 am) tentatively.

PHASE II: Allotment of Seats

Date	Category of Candidates	Time
05.08.2024 (Monday)	All UG CUET qualified candidates who have registered in GGSIP University for seeking admission against seats for ' All Categories (SC/ST/PWD/DEFENCE/GENERAL/EWS/SPORTS QUOTA/SINGLE GIRL CHILD)	11:00 AM

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 CUET.
- 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 2nd Counselling.
- The conversion of seats reserved for SC, ST to General Category shall be done only after the completion of 2nd counseling for the reserved categories and no such conversion will be allowed during the 1st counseling.

- There shall be no reserved seats for OBC category candidates for Post Graduation/Master Level Programme; hence, they shall be eligible for allotment of seat in UR/GEN category or any other applicable sub-category of the candidate.
- Allotment of Seats will stop as and when the seats get filled up.

3. 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.

4. Reservation Policy

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

5. **Eligibility Criteria for Programme-** 10+2 (Science) with atleast 50% marks in aggregate for General Category and 45% for SC/ST Candidates.

6. Offline Counseling Procedure

Candidates shall please refer to the Chapter 8: 'Offline Counseling Procedure' Part-A, Admission Brochure 2024-25.

7. Fee

Bank Draft(s) of Rs. 1,01,500/- (One Lakh one Thousand five Hundred only) (Rs. 1,00,500+1000/- = 1,01,500/-) (including Rs 1000/- counseling processing fee onetime 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, UG CUET Rank and UG CUET Roll Number on the back of the Bank Draft(s).

Documents Required for Verification and Allotment of Seats (alongwith a set of photocopies):

- a) Four passport sized photographs
- b) UG CUET Rank Card/Merit Order of UG CUET-2024 (copy)
- c) UG CUET-2024 Admit Card (in original) 2024.
- d) Filled Admission verification form as per Appendix 6 of Part F of Admission Brochure 2024-25.
- e) Filled Preference sheet as per Appendix 11A of Part F of Admission Brochure 2024-25.
- f) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- g) 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.
- 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/OBC category then He/ She should have passed his/ her qualifying exam from Delhi School/College and must have SC/ST/OBC/Sports/Single Girl Child certificate issued by the Competent Authority of Govt. of NCT of Delhi only.

The Reservation for OBC category is applicable only in University School of Studies.

For Reservation in OBC Category :

For claiming reservation against OBC category in Delhi Region, candidates must have to bring **“OBC CERTIFICATE (DELHI)”** digitally signed and OBC Certificate issued to original residence of Delhi prior to 1993 belonging to the list of OBC castes in Delhi issued by Competent Authority of Delhi. The reservation will be available only in the University Schools of Studies and other Government Institutions. Students will be admitted in this category on the submission of a certificate to this effect from the Competent Authority of the Government of NCT of Delhi.

Certificate issued for “Applying for appointment to Post under Govt. of India” or issued by any other state government will not be accepted under any circumstances.

“OBC CERTIFICATE” issued by a Competent Authority of Delhi to an individual on the basis of OBC Certificate of his/her parents from another state will not be accepted for claiming a seat under OBC Category.

Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes. The non-creamy layer certificate should be issued after **31st March, 2024. It is mandatory to submit the Non-Creamy Layer Certificate issued after 31st March, 2024** for claiming Reservation against OBC Category.

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/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 submitted by 03.08.2024 prior two days before the commencement of Offline counseling (if necessary).
- n) The required Certificate(s) for reserved categories / classes will be essential at the time of the counseling / 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.

8. 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/counseling/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.

9. **Tentative Seat Matrix:** Seat Matrix to be displayed at the time of Counseling/Admission.

Note:

1. The students, who have been admitted during 1st counseling, in any category, will not be allowed to change their category in the subsequent counseling.

10. DATE AND TIME OF WITHDRAWAL OF ADMISSION AS PER UNIVERSITY NORMS

The candidates must submit filled and signed appendix 11, i.e. form for withdrawal of Admission of Part F of Admission Brochure 2024-25 (Appendix-11). 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.


(Prof. Varun Joshi)
Dean, USEM

Copy to:

1. Controller of Finance, GGSIPU, for kind information and needful.
2. Controller of Examinations, GGSIPU for kind information
3. Director Incharge (Academics) for kind information and necessary action.
4. 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.
5. PRO, GGSIPU with a request to display Counseling / Admission Schedule on the University's Notice Board (s).
6. In-charge, UITS, with the request to upload the schedule of Counseling 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. Varun Joshi)
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