

7. Submission of Application Form

1. Detailed Guidelines for filling up of the Application Form are given in Appendix : 5. A duly filled specimen copy of CET Application Form is given at Appendix : 6

2. The applicants are advised to retain a photocopy of the duly filled-in Application Form before the same is submitted to the University

3. Online Submission of Application Form

For the convenience to the applicants as well as their parent/guardians, the University is also providing the facility of On-Line Submission of Application Form for CET - 2007. The application form along with the Common Entrance Test Fee of Rs.750/- and Rs.75/- as postage and handling can be submitted through the Internet Link: <http://ipu.admissionhelp.com>. Credit Cards of any Bank can be used for making payment. The last date for submitting the application form through Online is 31st March, 2007. The Admit Cards will, however, be sent only by registered post.

4. Submission by Hand/Post

The Application Form complete in all respects in the sealed printed envelope given along with Admission Brochure, should be submitted by hand at the University counter or it may be sent by Registered/Speed Post to the **Controller of Examinations, Administrative Block, Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006 latest by 31st March, 2007.**

Note : After the last date is over, application form sent through Registered /Speed Post/Courier or by any other means will not be accepted, irrespective of the fact when the form was despatched/posted. Therefore, candidates are advised to submit their applications at the earliest, instead of waiting for the last date.

5. One application form is valid only for One Test Code. For applying in more than One Test Code, the applicant should

purchase separate Admission Brochure and apply separately.

6. Display of Information on the University's Website regarding receipt of Application Forms for all Common Entrance Tests - 2007.

(i) On April 24, 2007 at 5.00 p.m., the serial numbers of all the Application Forms received by the Office of the Controller of Examinations upto the last date, i.e. 31st March, 2007 will be displayed on the University's Website (www.ipu.ac.in). The candidates are advised to check their status with the help of serial numbers indicated on their respective Application Form ;

(ii) In case any candidate, who has submitted the application form either by post or in-person, does not find his/her application form number on the University's Website, then he/she is advised to contact the Office of Controller of Examinations, Guru Gobind Singh Indraprastha University, Delhi, immediately (but not later than 30.04.2007) alongwith the relevant particulars (photocopy of the duly filled-in CET Application Form and proof of its delivery to the University). In case of any query, candidate may contact on 011-20600180.

7. No document (copies of certificates, mark-sheets etc.) is required to be attached with the Application Form.

8. Write the complete address by giving your name and PINCODE carefully and legibly. Please note that this address will be used by the University for all the correspondence in future. Therefore, it should be very clearly written with black ball point pen only. The address should be properly filled up in the prescribed boxes and should not overflow. The University will not be responsible for any loss in transit or for incorrect address given by the applicant in the CET Application Form. No request for change of address will be entertained till the admission is finalized.

8. Admit Card

1. The Admit Card allotting the Roll Number and Examination Centre for the Common Entrance Tests will be despatched by the University to the candidates by Registered Post. The University will not be responsible for the delay, non delivery due to incorrect address, loss or damage of the Admit Card during the transit after the same is despatched by the University.
2. No candidate will be allowed to enter the Examination Hall without the "CET Admit Card 2007".
3. Candidate must preserve the CET Admit Card till the admission procedure is over as it has to be handed over to the Admission Officer at the time of counseling/admission. Request for issue of duplicate Admit Card will not be entertained after the Common Entrance Test.
4. In case the Admit Card is not received by 24/04/2007, the candidates should contact the Office of the Controller of Examinations in the Administrative Block of the University, Delhi alongwith the relevant particulars (photocopy of the duly filled-in application form and proof of its delivery to the University) and two passport size photographs as pasted at the time of filling up of the application form.
5. No claim of having filled up the application form and non-receipt of admit card will be admissible after the test.
6. **Impersonation is a punishable offence.** No candidate will be permitted to appear in CET without the Admit Card. The admit card should be presented to the invigilator(s) for verification. The candidate's identity will be verified in respect of his/her details on the admit card/centre verification record. If the identity is doubtful, the candidate may not be allowed to appear in the examination. The authorities may permit the candidates to appear for the examination after completing the necessary formalities (visible mark of identification) at their discretion. No extra time will be allowed for these formalities to be completed.

9. Mode of the Common Entrance Test

1. Scheme of the Test

- (i) The test paper will contain 150 objective-type questions in all. Each question will be provided with four alternative answers marked as (1), (2), (3) and (4). Out of these, only one correct or most appropriate answer should be selected and marked on the OMR answer sheet ;
- (ii) Each question shall carry four marks ;
- (iii) There will be negative marking for incorrect answers. One mark will be deducted for each incorrect answer ;
- (iv) The Test will be of two and a half hours duration and will carry 600 marks ;
- (v) The medium of the tests will be English only ;
- (vi) **Candidates should bring a black ball point pen** to the Examination Hall for writing/markings responses (darkening the ovals) on OMR answer sheet. **Use of pencil is not allowed ;**
- (vii) No requests for re-checking, re-evaluation, re-assessment or scrutiny of OMR answer sheet will be entertained ;
- (viii) For those who are unable to appear in the test on the scheduled date for any reason, **retest will not be held by the University under any circumstances**. No refund of fee is permissible ;

2. Reporting for the test

- (i) The Candidate should report at the Examination Centre 30 minutes prior to the time of the commencement of CET. For any delay on the part of candidate, the candidate will be solely responsible and no compensatory time will be given;
- (ii) No candidate will be allowed to enter in the Examination Hall after the commencement of CET ;
- (iii) No candidate will be allowed to leave the examination hall before the prescribed time for CET is over ;
- (iv) Candidate should leave Examination Hall only after handing over OMR answer sheet & test booklet to the Invigilator ;

3. Expected behavior and discipline during the test

- (i) If any candidate is found using any **UNFAIR MEANS** or does not observe discipline during conduct of the Common Entrance Test, the University will take necessary disciplinary action against such candidate as per its rules;
- (ii) No candidate should carry any textual material, printed or written, bits of papers or any other material except the Admit Card (without envelope) inside the Examination Hall. If the candidate is found to be copying or conversing with other candidate(s) or to have in his/her possession papers, notes or books/any electronic material with or without relevant text, he/she will be disqualified from taking the Test and the next one or two such Tests depending on the nature of offence ;
- (iii) **Carrying of cell phone, pager, calculator or any other electronic gadgets to the Examination Centre is strictly prohibited. Neither the University will make any arrangement for the safe custody of any of these items nor will it be responsible for loss of any such item. Hence, the parents may counsel their wards for not carrying such items with them while going to respective examination centres for taking the CET.**
- (iv) Candidates must not obtain or give or attempt to obtain or to give irregular assistance of any kind during the Test, which will entail expulsion and cancellation of candidature for the Test ;
- (v) Any attempt to note down questions during the Test or to take away pages from the Test Booklet will be viewed very seriously, and invite legal action ;
- (vi) Candidate shall maintain perfect silence and attend to their papers only. Any conversation, gesticulation or causing disturbance during the Test will be deemed to be an act of misbehavior and is, therefore, strictly prohibited. Also, if a candidate is found impersonating or using unfair means, he/she will be disqualified from Taking the Test and the next one or two such Tests depending on the nature of office.

4. Detailed instructions to be followed in the examination hall are given in **Appendix : 7**. A duly filled in **Specimen copy** of the **OMR answer sheet** to be used for the Test is given in **Appendix : 8**.

5. Procedure for preparing Merit List of CET

The inter-se-merit of candidates securing equal aggregate marks in Common Entrance Test will be determined according to the following criteria:

a) For Master of Science (Environment Management) programme:

- (i) The candidates getting higher marks in Environment Science shall rank higher.
- (ii) In case of candidates securing equal marks in the aggregate as well as in Environment Science separately in CET, then the candidate getting higher marks in Chemistry shall rank higher.
- (iii) In case of tie in (i) and (ii) above, the candidate older in age shall rank higher.

b) For Bachelor of Physiotherapy (BPT), Bachelor of Pharmacy (B. Pharma), Bachelor of Occupational Therapy (BOT) and B.Sc (Hons.) Nursing :

- (i) The candidates getting higher marks in Biology shall rank higher.
- (ii) In case of candidates securing equal marks in the aggregate of Physics, Chemistry, Biology as well as in Biology separately in CET, then the candidate getting higher marks in Chemistry shall rank higher.
- (iii) In case of tie in (i) and (ii) above, the candidate older in age shall rank higher.
- c) For all other programmes, except as mentioned above from (a) and (b), the candidate older in age shall rank higher.**

Note : For all above programmes, if it is found that after considering all the above criterion, there is still tie for merit, then marks in the qualifying examination shall be considered for determining the rank. If marks of qualifying examination are not available or happen to be equal, then marks obtained by the candidate in public examination passed prior to the qualifying examination shall be considered to decide inter-se-merit.

10. Counselling/Admissions

- For the programmes for which Common Entrance Tests are being conducted, the University will prepare a list of qualified candidates separately for each Test Code in order of merit based on the marks obtained by the candidates in the said Tests. The result of Common Entrance Tests will be displayed on the University's Website (www.ipu.ac.in) on the dates specified in **Para 6 of Chapter 6**. The University will declare inter-se-ranks for qualified candidates **only**. No separate intimation will be sent to the candidates in this regard. All the admissions will be made through two counsellings to be conducted by the University as per the procedure prescribed in subsequent paragraphs, strictly on the basis of inter-se-merit of the qualified candidates. **There will be no Group Discussion and Interview for deciding the inter-se-merit for any programme. There will be no third counselling.**
- VENUES AND SCHEDULE OF FIRST COUNSELLING/ADMISSION**

TEST CODE	PROGRAMME	VENUE OF COUNSELLING	COMMENCEMENT OF FIRST COUNSELLING AT 9.30 a.m.
01	• B.Sc (Hons) Nursing [Only for Unmarried Female Candidates]	Lakshmi Bai Batra College of Nursing, 45, 46, & 47, Tughlakabad Institutional Area, Mehrauli, Badarpur, New Delhi .	05.06.2007 (Tuesday)
02	• MPT (Neurology) • MPT (Musculoskeletal)	ISIC Institute of Rehabilitation Science, Vasant Kunj, New Delhi .	18.06.2007 (Monday)
03	• MOT (Neurology) • MOT (Musculoskeletal)	ISIC Institute of Rehabilitation Science, Vasant Kunj, New Delhi .	19.06.2007 (Tuesday)
04	• Master of Prosthetics and Orthotics (MPO)	ISIC Institute of Rehabilitation Science, Vasant Kunj, New Delhi .	20.06.2007 (Wednesday)
05	• M.Sc (Environment Management)	Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006	07.06.2007 (Thursday)
06	• Bachelor of Physiotherapy (BPT) • Bachelor of Occupational Therapy • Bachelor of Pharmacy (B.Pharm)	Institute of Rehabilitation Medicine and Allied Sciences (IRMAS) FC-31, DDA Institutional Area Near Pushpawati Singhanian Hospital Press Enclave Road, Sheikh Sarai, Ph-II, New Delhi	16.06.2007 (Saturday)
07	• BCA	New Delhi Institute of Information Technology, Plot No. 105, MOR Pocket, Kalkaji, New Delhi-110049	19.06.2007 (Tuesday)
08	• B.Ed	Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006	12.06.2007 (Tuesday)
09	• B.A., LL.B (H)	Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006	19.06.2007 (Tuesday)
10	• Bachelor of Journalism (Mass Communication)	Tecnia Institute of Advanced Studies, 3-PSP, Institutional Area Madhuban Chowk, Rohini Delhi-110085	25.06.2007 (Monday)
11	• Master of Computer Applications • MCA (Software Engineering)	Management Education and Research Institute, 53-54, Institutional Area, D-Block, Janakpuri, New Delhi .	12.06.2007 (Tuesday)
12	• LL.M	Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006	18.06.2007 (Monday)

TEST CODE	PROGRAMME	VENUE OF COUNSELLING	COMMENCEMENT OF FIRST COUNSELLING AT 9.30 a.m.
13	<ul style="list-style-type: none"> BBA BBA (CAM) BBA (Banking & Insurance) BBA (Tour & Travel Management) 	Rukmini Devi Institute of Advanced Studies, 2A & 2B, Phase-I, Madhuban Chowk, Rohini, Delhi-110085	08.06.2007 (Friday)
14	Bachelor of Hotel Management & Catering Technology	Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, Anandmai Ashram Marg, Maa Kalkaji, New Delhi-110019.	21.06.2007 (Thursday)
15	MBA	Delhi Institute of Advanced Studies, Plot No.6, Sector-25, Rohini, Delhi-110085	19.06.2007 (Tuesday)
16	Lateral Entry to Bachelor of Pharmacy for Diploma Holders (2nd Year/3rd Semester)	Maharaja Surajmal Institute of Pharmacy, C-4, Janakpuri, Delhi	15.06.2007 (Friday)

3. Detailed schedule of first counselling/admissions indicating the number of qualified candidates to be called for counselling will be displayed at 5.00 p.m. on the University's Website (www.ipu.ac.in) one week prior to commencement of counselling as indicated above. List of institutions along with the intake in the respective programme/s will be notified on the University's Website before the commencement of counselling.

4. Detailed Schedule of Second Counselling for all the programmes, depending upon the number of vacancies created on account of withdrawal(s)/any other reason(s), will be displayed on July 16th, 2007 at 5.00 p.m. on the University's Website as well as on its Notice Board. The Second Counselling for all the programmes will tentatively be held at the same venue. No separate communication will be sent in this regard. It may be noted that the Academic Session of the University would start on 1st August, 2007.

5. PROCEDURE FOR ADMISSION THROUGH FIRST COUNSELLING

- The candidates should report at the notified venue, date and time for counselling/admission **in-person** along with the documents mentioned in Chapter 14. On reaching the venue, the candidates **must mark the Attendance**. Allotment of seats to the candidates will be made only when he/she attends the counselling session in person.
- Firstly, the candidates will be called in order of merit/rank and shall have to produce the required documents for verification. Depending upon the merit, the seats will be offered to the candidates as per availability at that point of time. Each candidate will have to choose a seat out of those available when his/her turn comes.
- Admission Officer will give a duly signed Admission Slip after the deposition of the full fee by the candidate. **No**

candidate should leave the venue of counselling without receiving the Admission Slip.

- 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.

- A candidate who is allotted a seat will be required to pay **full fee** as mentioned in Chapter 13 immediately **on the spot** at the time of counselling/admission. If a candidate fails to pay the fee, as mentioned above immediately after the seat is offered to him/her, the offer will be withdrawn on the spot and the seat will be allotted to the next candidate in the merit list. **Part payment or payment through cash/cheque will not be accepted under any circumstances.**

- The students admitted in first counseling would **NOT** be allowed to change the programme/institute during the subsequent days of first counseling. However, they may change the programme/institute during second counselling within the ambit of the programmes/institutes included in the specific Test Code after depositing an additional sum of Rs.5,000/- in the form of a fresh Demand Draft in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. **No change shall, however, be permitted for a programme for which a separate Entrance Test, has been conducted by the University.**

- The candidates are also advised, in their own interest to check the details of fee, their name, rank, programme, institute of admission, etc. on Admission Slip issued to him/her by the Admission Officer before leaving the counselling hall.

(viii) Admissions will be made strictly on merit basis (Rank-wise) and counselling/admissions will stop when all the seats get filled-up. Notice regarding closure of counselling will be displayed on University's Website. Parents/candidates are advised to check University's Website before coming for counselling. University will not be responsible for any inconvenience caused to parents/candidates due to closure of the counselling prior to dates notified in the Counselling Schedule.

(ix) The conversion of seats reserved for SC, ST, DEF, PH, Minority, etc. to General Category shall be done only during the 2nd counselling and **no such conversion will be allowed during the 1st counselling.** However, while converting the seats during 2nd counselling, any unfilled seats reserved for ST Category will be offered 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.

6. WITHDRAWAL OF ADMISSION AFTER FIRST COUNSELLING AND REFUND OF FEE

(i) The candidates after getting admission in first counselling will be **allowed to withdraw the admissions upto 5.00 p.m. of 12th July, 2007.** All the requests for withdrawal of admission in the prescribed proforma (Appendix-9) are to be submitted at the Reception Counter in the Office of **Deputy Registrar (Academic), Room No.108, Administrative Block, Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006.** A proper receipt for withdrawal will be issued. The candidates will be required to surrender the original Admission Slip issued at the time of Counselling/Admission (BOTH COPIES) while applying for withdrawal of admission. **No request for withdrawal of admission would be entertained without both copies of admission slip.**

(ii) In case the written request is received on or before the above mentioned date and time, the admission will be cancelled and the candidates will be refunded the fee after deduction of Rs.10,000/-.

(iii) No request for withdrawal of admission will be **entertained after 5.00 p.m. of 12th July, 2007 unless it reaches the office of Deputy Registrar (Academic) at Room No.108, Administrative Block, Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110006, before the said date and time.** Any dropout after this notified time and date will lead to the forfeiture of the full fee deposited by the candidate and no subsequent request for refund of fee will be entertained.

7. ADMISSION THROUGH SECOND COUNSELLING

(i) The vacancies due to withdrawal(s)/any other reason(s)

for all programmes will be calculated and **notified alongwith the schedule of Second Counselling on July 16th, 2007 at 5.00 p.m.** on the University's website and its Notice Board.

(ii) **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.**

(iii) 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.**

(iv) **Candidates who got admission during First Counselling are also advised to attend Second Counselling if they wish to change the programme/institute on the basis of their merit against the available vacant seat(s).**

(v) The students who take admission in first counselling would be allowed to exercise the option to change the programme/institute in the second counselling within the ambit of the programmes/institutes included in the specific Test Code after depositing an additional sum of Rs.5,000/- in the form of a fresh Demand Draft in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. No change shall, however, be permitted for a programme for which a separate Entrance Test has been conducted by the University. **However, this change of programme/institute will be allowed only if the candidate reports on the scheduled date and time. If he/she does not report on the scheduled date and time, then the right of change of programme/institute shall be forfeited and he/she will not be allowed to exercise this option for which the University will not be responsible.**

(vi) 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.

(vii) The students having taken admission in second counseling would not be allowed to change the programme/institute in the subsequent days of 2nd Counselling. In the interest of the students, it is advised that they should carefully select the programme/institute before taking admission in the second counseling.

- (viii) The rest of the procedure for Second Counselling shall remain the same as for the first counselling.
- (ix) **A candidate taking admission in the second counselling will not be entitled to withdraw the admission. In case a candidate drops out after taking admission in the second counselling, his/her full fee will be forfeited. It is advised in the interest of the candidates to carefully decide to take admission in the second counselling only if he/she intends to pursue the programme.**
- (x) If any vacancy(ies) arise after second counselling due to any reason, the same shall not be filled-up by the University or the concerned colleges/institutes and will be treated as lapsed seats.
- (xi) After the Second Counselling is over and the admissions are made by the University **there will be no Third Counselling and no admission will be made by the University or the Institutes thereafter.**
- (xii) IT IS MADE AMPLY CLEAR FOR THE BENEFIT OF THE CANDIDATES THAT ANY ADMISSION MADE DIRECTLY BY ANY INSTITUTE/COLLEGE WILL BE CONSIDERED ILLEGAL

AND UNAUTHORIZED AND UNIVERSITY WILL NOT ISSUE ANY ENROLLMENT NUMBER TO ANY SUCH CANDIDATE(S). ALSO, UNIVERSITY WILL NOT CONDUCT ANY EXAMINATION IN RESPECT OF SUCH CANDIDATES. **STUDENTS AND PARENTS WILL BE SOLELY RESPONSIBLE IF THEY TAKE ADMISSION IN ANY AFFILIATED COLLEGE/INSTITUTE DIRECTLY.**

- (xiii) The list of students on close of admissions after the second counselling shall be treated as final list of admissions and the same shall be displayed on the website of the University (www.ipu.ac.in).
- (xiv) The Academic Session would commence w.e.f. August 1, 2007. All the candidates who get admission in First/Second Counselling must report to their respective Institutes / University Schools either on 1st August, 2007 or on the following day of the admission, whichever is later.

Note : It may be noted that students taking admission in any of the programmes/Institutes will also be bound to abide by the provisions of Guru Gobind Singh Indraprastha University Act, 1998 as well as Statutes, Ordinances and Regulations framed thereunder.

11. Seats Allocation

1. For University Schools of Studies and Government Institutes.

(i) Delhi Region : 85% of the Sanctioned Intake

85% seats are reserved for Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located in Delhi or from any College/ Institute affiliated to GGSIP University. These seats will be filled up through the merit /rank list of the CET 2007 prepared for Delhi Region candidates. The candidates who have passed the qualifying examination through Distance/ Open Education system of any recognized University/ Institute and had his/her Study Centres in Delhi will be considered as Delhi Region Candidates.

(ii) Outside Delhi Region : 15% of the Sanctioned Intake

15% seats are reserved for Outside Delhi Region Candidates, i.e. those who have passed the qualifying examination from any school/ Institute located outside Delhi. These seats will be filled up through the merit/ rank list of the CET-2007 prepared for Outside Delhi Region Candidates.

Note : All the seats in Centres of Learning and Education, i.e.

DAV Institute of Management and JSS Academy of Technical Education shall be filled on All India Basis through Combined Merit List prepared and displayed for the relevant CET 2007 programmes i.e., merit list of the candidates belonging to Delhi Region and the candidates belonging to Outside Delhi Region combined together.

2. Self-Financing Colleges/Institutes

Regional allocations of seats in self-financing Colleges/Institutes, if any, will be announced before the date of first counselling on the University's Website (www.ipu.ac.in)

3. Minority and Non-Minority Self Financing Institutes

i The candidates desirous to seek admission in all the minority and non-minority self-financing Colleges/ Institutes are required to take up the Common Entrance Test of the relevant academic programme/s.

ii The procedure for filling up of seats in minority self-financing colleges/institutes shall be announced on the University's Website (www.ipu.ac.in) before the date of first counselling.

12. Reservation of Seats

1. **Tentative Policy of reservation of seats in the University Schools of Studies, Centres of Learning and Education and all affiliated institutes (Govt. as well as private) in respect of Delhi as well as Outside Delhi Category candidates would be as follows:**

(i) Scheduled Castes and Scheduled Tribes

Fifteen per cent seats are reserved for candidates belonging to Scheduled Castes and Seven & half per cent seats are reserved for candidates belonging to Scheduled Tribes. Any unfilled seats reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa and will not be offered to any other reserved category. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the second counselling of the reserved categories.

A caste certificate in the name of the applicant from a competent authority will have to be submitted at the time of counselling/admission. In case the certificate is in the candidate's parent's name, admission will be provisional. In such a case, the candidate must produce the requisite certificate in his/her name latest by 01.08.2007. A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner.
- ii Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate.
- iii Revenue Officer not below the rank of Tehsildar.
- iv Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

(ii) Reservation for Defence Category :

Five per cent of the seats are reserved for Defence Category in the following order of priority:-

- (i) Widows/Wards of Defence personnel killed in action.
- (ii) Wards of serving personnel and ex-servicemen disabled in action.
- (iii) Widows/wards of Defence personnel who died in peace-time with death attributable to military service.
- (iv) Wards of Defence Personnel disabled in peace-time with disability attributable to military service.
- (v) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Award.

- (vi) Wards of ex-servicemen.
- (vii) Wards of serving personnel.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced at the time of counselling/admission.

Widows or wards of the officers and men of the armed forces who died or disabled in action must also submit a certificate from any one of the following authorities **stating that the death or the disability, as the case may be, was attributable to military service:**

- (i) Secretary, Kendriya Sainik Board, New Delhi
- (ii) Secretary, Rajya or Zila Sainik Board
- (iii) Officer-in-Charge, Record Office
- (iv) 1st Class Stipendiary Magistrate
- (iii) **Physically Handicapped**

Three per cent of seats in each programme in all University School of Studies are reserved for Physically Handicapped candidates. **A certificate from the Vocational Rehabilitation Centre for Physically Handicapped 9,10,11 Karkardooma, Vikas Marg, Delhi-110092 is to be produced at the time of counselling/admission, who will certify that the applicant is fit for undergoing the said course. (See, Appendix: 10)**

(iv) Supernumerary Seats for Kashmiri Migrants

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through CET-2007. In case of University Schools of Studies and Government Institutions, first preference will be given to Kashmiri migrants registered in Delhi upto 11.06.2001. In case of seats remaining vacant Kashmiri migrants settled outside Delhi will be considered. In case of affiliated Self-Financing Institutions and Centres of Learning & Education of the University, all Kashmiri migrants will be treated at par whether registered in Delhi or Outside Delhi. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/admission. **(See, Appendix : 11)**

2. The conversion of seats reserved for SC, ST, DEF, PH, Minority, etc. to General Category shall be done only during the 2nd counselling and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seats 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.
3. **Final decision regarding reservation policy has yet to be taken by the Government and the same will be announced on University's Website www.ipu.ac.in before the start of first counselling.**

13. Fee Structure

1. The fee structure for the programmes being run in the University Schools of Studies, namely, i.e. M.Sc. (EM), MCA (SE), MBA, LL.M and B.A., LL.B (Hons.) is as under :

S. No.	Details of Fee	Amount in Rs
i	Tuition Fee (Per Annum)	2,500
ii	Academic Fee (Per Annum)	21,500
iii	University's Other Dues (Per Annum)	8,000
iv	University's Alumni Association Fund (One Time Non -refundable Payment)	1,000
v	Security Deposit (one time payment at the time of Admission - Refundable)	5,000
Total Fee Payable		38,000

2. The Fee Structure for MCA programme in Bhai Parmanand Institute of Business Studies is as under :

S. No.	Details of Fee	Amount in Rs
(i)	Fee (Govt. & Non Govt. Component) (Per Annum)	20,000
(ii)	Security Deposit (Refundable) (One Time Payment)	5,000
(iii)	University's Other Dues (Per Annum)	8,000
Total		33,000

3. The Fee Structure for the Centres of Learning & Education of the University, namely, (a) JSS Academy of Technical Education, Noida and (b) DAV Institute of Management, Faridabad is as under :-

S. No.	Programme	Academic Fee Per Annum (Amount inRs.)	University's Other Dues Per Annum (Amount inRs.)	Total Fee Payable* (Amount inRs.)
1	BCA	30,000	8,000	38,000
2	BBA (CAM)	30,000	8,000	38,000
3	BBA	30,000	8,000	38,000

* Both of these Institutes are further allowed to charge Rs.1,000 per student per annum as Student's Activity Fee and Rs.5,000 (one time payment - Refundable) as Security Deposit over and above the total Fee payable (from 1st August to 7th August, 2007).

4. The Fee Structure for the programmes in self financing Institutes/Colleges

It is clarified that a Fee Committee constituted by Govt. of NCT of Delhi headed by Justice (Mrs.) Usha Mehra, Retired High Court Judge is examining the fee structure which is to be allowed to the self-financing (private) institutes/colleges during the academic session 2007-08 and as soon as the revised fee structure is made available to the University by the Govt. of NCT of Delhi, the same shall be displayed on the University's Website.

Last year, the said Committee had increased the fee to the tune of Rs.2,000/- to Rs.5,000/- in respect of a number of institutes/colleges which was deposited by the candidates directly in the respective institutes/colleges. Similarly, this year also if any enhancement is announced, the candidates would be required to deposit the same in the respective institutes/colleges from 1st August to 7th August, 2007.

However, the minimum fee structure of last year (without the above mentioned enhancement) is given below for which the parents/candidates are advised to prepare the demand drafts in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi:-

S No.	Programme	Academic Fee per annum (Amount in Rs.)	University's Other Dues (Amount in Rs.)	Total Fee payable* (Amount in Rs)
1.	MBA	50,000	8,000	58,000
2.	MCA	50,000	8,000	58,000
3.	BHMCT	40,000	8,000	48,000
4.	BCA	30,000	8,000	38,000
5.	B.A.,LL.B (Hons.)	30,000	8,000	38,000
6.	BJ(MC)	30,000	8,000	38,000
7.	BBA/BBA(B&I) /BBA(T&TM) /BBA(CAM)	30,000	8,000	38,000
8.	BPT / BOT/ B.PHARMA /B.Sc.(MLT)/ BHMS	35,000	8,000	43,000
9.	B.Sc (Hons.) Nursing	35,000	8,000	43,000
10.	Lateral Entry to B. Pharma programme	35,000	8,000	43,000
11.	B.Ed	30,000	8,000	38,000
12.	MPT(Neuro/Muscu) / MOT(Neuro/Muscu)/MPO	95,000	8,000	1,03,000

* These Institutes are further allowed to charge Rs.1,000 per student per annum as Students Activity fee and Rs.5,000 (one time payment - Refundable) as Security Deposit over and above the Total Fee Payable (from 1st August to 7th August, 2007).

5. Full fee payable at the time of Counselling/Admission

At the time of their counselling/admission, all the students shall be required to pay the full fee.

If any candidate is desirous of seeking admission in a programme being offered by more than one category of Institutes (i.e. by the self-financing Institutes/Govt. Institute/University School of Studies) and fee payable is different, then candidate can bring one/two/three drafts of separate amounts.

- For example, if any student is desirous to seek admission in MCA (Software Engg.)/MCA programme as conducted by University School of Information Technology/Bhai Parmanand Institute of Business Studies as also he/she is desirous to take chance of getting himself/herself admitted in any of self-financing Colleges/Institutes where the MCA programme is conducted, then the candidate must bring three Bank Drafts : one of Rs.33,000/-, other for Rs.20,000/- and another for Rs.5,000/- because for the total fee payable in the case of University School of Information Technology is Rs.38,000/-, Bhai Parmanand Institute of Business Studies is Rs.33,000/- but it is Rs.58,000/- in case of self-financing Colleges/Institutes ;
- To give another illustration, if any student is keen to be considered for admission in MBA programme as conducted by both, the University School of Management Studies and any of the self-financing Institute where this programme is being run, then also the amounts of the two Bank Drafts shall be Rs.38,000/- and 20,000/- .

14. Documents Required for Admission at the Time of Counselling

- (i) Bank Draft(s) of requisite fee in favour of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. Write the name of the candidate, name of the programme, CET Rank and CET Roll Number on the back of Bank Draft(s).
- (ii) Filled-in Verification Slip as per **Appendix : 12**
- (iii) Preference Sheet as per **Appendix : 13**
- (iv) Admit Card of CET-2007 (Original).
- (v) Proof of date of birth (Secondary School Certificate (Original and One Photocopy).
- (vi) Certificate and Mark Sheet of the qualifying examination issued by the Board/University. In cases, where the university has prescribed a condition of passing a subject or subjects at some level, the Certificate/Mark Sheet of the concerned examination in proof thereof should also be produced (Original and One Photocopy).
- (vii) 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.
- (viii) SC/ST/Physically Handicapped/Defence Category / Kashmiri Migrants / Minority Status Certificate(s) whichever applicable, on the basis of which reservation is claimed (Original and One Photocopy).
- (ix) Conduct and Character Certificate from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (Original and One Photocopy).
- (x) Certificate of Medical Fitness to be signed by a Registered Medical Practitioner holding a degree not lower than MBBS in the format as given in **Appendix : 4** (Original).
- (xi) Affidavit on non-judicial stamp paper of Rs.10/- for seeking provisional admission in case the result of qualifying examination is yet to be declared, if necessary as per **Appendix : 3**.
- (xii) Application regarding age relaxation (if necessary).

Note :-

1. *The Original Certificates (except the admit card and medical certificate) will be returned to the candidates after verification. The photocopies of these certificates, admit card (in original) and medical certificate (in original) shall be retained.*
2. *In case of candidates seeking admission in B.Ed programme, marks sheets of all the years for graduate and post graduate candidates are required.*
3. *In case of candidates seeking admission to MCA / MCA (SE) programme, marks sheet of senior secondary school certificate (12th class) is also necessary.*
4. *In case any of the above document(s) is/are in any language other than Hindi / English, then authentic translation in English / Hindi shall have to be produced duly verified by the issuing institution/gazetted officer/(original and photocopy) by the candidate at the time of Counselling/Admission. Failure on the part of candidate to produce the requisite authentic translation may result in refusal of admission by the Admission Officer, for which only the candidate will be responsible.*

15. Admission Procedure for Foreign Students

1. Admission for Foreign Nationals/ Persons of Indian Origin/Foreign Students

Fifteen per cent seats shall be allowed to be filled on supernumerary basis over and above the approved intake from amongst Foreign Nationals/Persons of Indian Origin/Foreign students in programmes of the University and some selected affiliated institution. Under no circumstances, a seat remaining unfilled shall be allocated to any one other than a Foreign Student/PIO/Foreign National.

Definitions :

- (i) Persons of Indian Origin (PIO) : Persons who are citizens of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or who or either of his parents or any of his grand parents were a citizen of India by virtue of the provisions of the Constitution of India or Sec 2(b) of Citizenship Act, 1955 (Act No. 57 of 1955).
- (ii) Foreign Nationals : Citizens of all countries other than India, who are not of Indian Origin as defined under PIO.

- (iii) Foreign Student : Foreign student in this context shall be defined as the student who possesses a foreign passport.

2. Procedure of Admission Under Foreign Nationals/Persons of Indian Origin/Foreign Students

Office of International Affairs of University is a Nodal point for admission to the International Students. All those students intending to seek admission under the category of Foreign Nationals/Persons of Indian Origin/Foreign Students shall apply directly to the Office of International Affairs of the University for the courses offered in the University Schools of Studies and some affiliated colleges/institutions. For further details, kindly see, University's Website (www.ipu.ac.in) or send E-mail to oia_ipu@rediffmail.com. The Admission shall, however, stand confirmed only after the approval by the Registrar through Academic Branch of the University. The last date for admissions to the academic session 2007-08 will be 31.08.2007, however, all the interesting candidates must approach the Director (Office of International Affairs) immediately for admissions under above category as the session for all the programmes shall commence w.e.f. 1st August, 2007.

16. Important Information

- (i) Students and their parents are advised, in their own interest, to visit the various Colleges/Institutes prior to the date of counselling to ascertain the location, other academic and infrastructural facilities available such as hostel, transportation etc. in the various colleges/institutes which may facilitate their decision-making at the time of counselling/admission. On the day of admission/counselling, the students will be required to take on the spot decision and no further time will be given to them ;
- (ii) It may be noted that Appendix : 14 contains the details of infrastructure and other facilities as made available to the University by the respective Colleges/Institutes. As such the institutions themselves are responsible for the authenticity of the information contained in this Appendix. The students/guardians are advised to confirm the veracity of the information contained in it about the different Institutes ;
- (iii) If it is found at any stage during the entire period of the programme that the candidate has furnished any false or incorrect information in the application form or at the time of counselling/admission, his/her candidature for the programme will be cancelled summarily. In addition, disciplinary action may be taken against him/her as per the University rules ;
- (iv) If the University is not satisfied with the character, past behaviour or antecedents of a candidate, it can refuse to admit him/her to any course of study of the University ;
- (v) The Vice Chancellor may cancel the admission of any student for specific reasons and debar him/her for a certain period ;
- (vi) Only qualifying the Common Entrance Test shall not, ipso facto, entitle a candidate to get admission to a programme ;
- (vii) 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 counselling/allotment of seats, candidate should ensure that he/she fulfills all eligibility conditions as laid down in this Admission Brochure. 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 him/her and entire fee will also be forfeited ;
- (viii) The merit of the CET will be valid only for the programme for which the candidate has appeared and cannot be utilized for admission to any other programme. **Further, the merit of the CET-2007 shall be valid only for the academic session 2007-08 ;**
- (ix) **RAGGING :** Rules in terms of ordinance relating to maintenance of discipline amongst students of this university are as under :
- Ragging in any form shall be strictly prohibited within the premises of the University, a college or an Institutes, as the case may be, or in any part of the University system as well as on public transport, or at any other place, public or private ;
 - Any individual or collective act or practice of ragging shall constitute an act of gross indiscipline and shall be dealt with under the provisions of ordinance under reference ;
 - Ragging, for the purposes of ordinance under reference, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts or practices which -
 - (a) Involve physical assault or threat to use physical force;
 - (b) Violate the status, dignity and honour of students, in particular female students and those belonging to a schedule caste or a schedule tribe;
 - (c) Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
 - (d) Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour.

**TENTATIVE LIST OF INSTITUTES/UNIVERSITY SCHOOLS
AND PROGRAMMES FOR WHICH SEPARATE
ADVERTISEMENT(S) WOULD BE ISSUED FOR ADMISSIONS
BY THE CONCERNED INSTITUTE/SCHOOL**

Sl. No.	Institute/School	Programme*	Duration Years	Intake
1	University Centre for Disaster Management Studies	MBA - Disaster Management (Weekend)	3	60
2	University Centre for Media Studies	Masters of Mass Media	2	40
		PG Diploma in Electronic Media - Weekend	1	60
3	University School of Information Technology	M.Tech (IT) Full Time	2	25
		M.Tech (CSE) Full Time	2	25
		M.Tech (VLSI) Full Time (at C-DAC, Noida)	2	25
		M.Tech (CSE) Full Time (at C-DAC, Noida)	2	25
		M.Tech (IT) Full Time (at C-DAC, Noida)	2	25
		M.Tech (CE) Full Time (at University School of Chemical Technology)	2	15
		M.Tech (Engg. Physics) (at University School of Basic & Applied Sciences)	2	23
4	University School of Management Studies	MBA -Weekend	2	60
		MBA (Banking & Insurance) -Weekend	2	60
		MBA (Real Estate) -Weekend	2	60
5	University School of Planning & Architecture	B.Arch	5	124
6	Army Institute of Education, Ring Road, Kandhar Lines, Delhi Cantt. New Delhi	Bachelor of Education (B. Ed)	1	100
7	Army Institute of Management & Technology, Plot No. M-1, Block No.P-5, Sector-Pocket-5, Greater Noida	Master of Business Administration (MBA)	2	60
8	Ali Yavar Jung Institute of Hearing Handicapped (Northern Regional Centre, Delhi) Kasturba Niketan, Lajpat Nagar - II, New Delhi - 110 024. Tel /Fax : 011 29815093	Bachelor of Audiology and Speech Language Pathology (BASLP)	3	20
9	BLS Institute of Management Campus -Opposite Mohan Meakin Factory, B-8, Loni Road Industrial Area, Mohan Nagar, Ghaziabad-201007 Tel.:0120-2941405, 2940632/54, Fax: 2940614	Master of Business Administration (MBA)	2	120
10	Dr. B.R. Sur Homeopathic Medical College and Hospital and Research CentreNanakpura, Moti Bagh, New Delhi - 110 021. Telefax : 24105298	Bachelor of Homoeopathic Medicine & Surgery (BHMS)	5 ½	50

Sl. No.	Institute/School	Programme*	Duration Years	Intake
11	C-DAC (Electronics Research & Development Centre of India), Anusandhan Bhawan, C-56/1, Institutional Area, Sector-62, Noida.	MBA (Software Enterprise Management)	2	60
12	Delhi Institute of Heritage Research & Management, 18 A, Satsang Vihar Marg, Special Institute Area, New Delhi - 110 067. Tel.: 26561232, Fax. : 26563679	Master in Conservation, Preservation and Heritage Management (MCPHM)	2	30
		Master in Archaeology and Heritage Management (MAHM)	2	30
13	Institute of Applied Manpower Research, Sector A-7, Plot No. 25, IAMR Campus, Narela, Delhi - 110 040. Tel: 27783467-8, Fax : 27787034	Master in Human Resource Planning and Development (MHRPD) (for Foreign Working Executives only)	1	35
14	Lok Nayak Jayaprakash Narayan National Institute of Criminology and Forensic Science, Ministry of Home Affairs, Govt. of India, Sector 3, Outer Ring Road, Rohini, Delhi.	MA/M.Sc (Criminology)	2	20
		M. Sc (Forensic Science)	2	20
15	National Institute of Mentally Handicapped, Regional Centre, Delhi, Kasturba Niketan, Lajpat Nagar - II, New Delhi - 110 024.	Bachelor of Rehabilitation Therapy (BRT)	4	20
16	Indian Red Cross Society, Red Cross Road, New Delhi.	Post-Graduate Diploma in Disaster Preparedness and Rehabilitation	1	30
17	State Council of Education Research & Training, Varun Marg, Defence Colony, New Delhi. Tel : 24623543	Bachelor of Education (B.Ed)	1	100
18	National Institute of Communicable Diseases, Sham Nath Marg, Delhi-110054	Master in Public Health (Field Epidemiology) [MPH (FE)]	2	20

TEACHING SUBJECTS AVAILABLE IN VARIOUS B.ED COLLEGES/INSTITUTES

S.NO	Name of the Institute	Teaching Subjects offered in B.ED course	
		For Graduate	For Post Graduate
1	Amity Institute of Education	English, Hindi, Mathematics, Social Science & Integrated Science	English, Hindi, Mathematics, Physics, Chemistry, Biology, History, Geography, Economics, Political Science, Psychology, Business Studies and Accountancy
2	Bhagwan Mahabir Jain Girls College of Education	English, Hindi, Social Science, Mathematics, Integrated Science, Sanskrit	Hindi, English, Business Studies, Accountancy, Geography, Physics, Chemistry
3	Delhi Teachers' Training College	Hindi, English, Integrated Science, Social Science, Mathematics & Urdu	History, Political Science, Chemistry, Business Studies, Accountancy, Biology, Hindi, English & Mathematics
4	Gitarattan Institute of Advanced Studies and Training (For Girls Only)	English, Hindi, Social Science, Mathematics, Integrated Science	English, Hindi, Business Studies, Accountancy, Mathematics, Biology, Chemistry, Economics
5	Guru Nanak College of Education	English, Hindi, Social Science, Mathematics, Integrated Science	English, Hindi, Economics, Mathematics, Biology, Accountancy, Business Studies
6	Ideal Institute of Management and Technology	English, Hindi, Mathematics, Social Science, Integrated Science	English, Hindi, Mathematics, Physics, Chemistry, Business Studies, Accountancy, Economics
7	Institute of Vocational Studies	English, Hindi, Integrated Science, Social Science, Mathematics	English, Hindi, Mathematics, Chemistry, Biology, History, Political Science, Business Studies, Accountancy
8	Kalka Institute for Research and Advanced Studies	English, Hindi, Integrated Science, Social Science, Mathematics	English, Hindi, Mathematics, Physics, Chemistry, Biology, Political Science, Geography, Accountancy, Business Studies
9	Kasturi Ram College of Higher Education	Hindi, English, Social Science, Integrated Science, Mathematics	Hindi, English, Physics, Mathematics, Economics, Business Studies, Accountancy, Chemistry
10	Lalita Devi Institute of Management and Science	Hindi, English, Social Science, Integrated Science, Mathematics	Hindi, English, Political Science, Chemistry, Mathematics, Economics, Biology, History

S.NO	Name of the Institute	Teaching Subjects offered in B.ED course	
		For Graduate	For Post Graduate
11	Maharaja Surajmal Institute	English, Hindi, Social Science, Mathematics, Integrated Science	Hindi, English, Business Studies, Accountancy, Mathematics, Political Science, Economics, Biology
12	Pradeep Memorial Comprehensive College of Education	English, Hindi, Social Science, Mathematics, Integrated Science	English, Hindi, Mathematics, Accountancy, Business Studies
13	R.C. Institute of Technology	English, Hindi, Sanskrit, Social Science, Mathematics, Integrated Science	Hindi, English, Mathematics, Biology, Business Studies, Accountancy, Sanskrit, Economics
14	Sirifort College of Computer Technology and Management	English, Hindi, Social Science, Mathematics, Integrated Science	English, Hindi, Mathematics, Economics, Physics, Chemistry, Business Studies, Accountancy
15	V.D. Institute of Technology	English, Hindi, Social Science, Mathematics, Integrated Science	Hindi, English, Business Studies, Accountancy, Chemistry, Mathematics

(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION BY
CANDIDATES SEEKING PROVISIONAL ADMISSIONS)

I, _____ (Name of the candidate) Son/Daughter/Wife of
 _____ (Father's/Husband's name) Resident of
 _____ (Permanent address) seeking admission to
 _____ (Name of the Course) of GGSIP University, hereby solemnly affirm
 and declare

- Deponent

Verified at _____ on this _____ day of _____, 2007 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 therefrom.

Deponent

Medical Certificate
(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)

I certify that I have carefully examined Shri/Km/Smt.* _____
son/daughter/wife of Shri/Smt.* _____ whose signature is given
below. Based on the examination, I certify that he/she is in good mental and physical health and is free from any physical
defects which may interfere with his/her studies including the active outdoor duties required of a professional.

Visible Mark of Identification _____

Signature of the Candidate _____

Place :

Date :

Name & Signature of the
Medical Officer with Seal and
Registration Number #

*Strike whichever is not applicable.

To be signed by a Registered Medical Practitioner holding a degree not below that of M.B.B.S.

Note : Use photocopy of this Form

GUIDELINES FOR FILLING UP THE APPLICATION FORM FOR CET-2007

- (i) The candidates are advised to go through the Admission Brochure carefully and acquaint themselves with all requirements in respect to filling up of the Application Forms for CET -2007.
- (ii) It will be the sole responsibility of the candidate to make sure that he/she is eligible and fulfills all the conditions prescribed for admission.
- (iii) If ineligibility of a candidate is detected at any stage before or after examination/declaration of result or during any stage of the programme, his/her candidature/admission will be cancelled without any notice, disciplinary action will be taken against him/her and entire fee will also be forfeited. The Vice Chancellor, Guru Gobind Singh Indraprastha University may cancel the admission of any student for specific reasons at any stage.
- (iv) The candidate must fill the application form in his/her own handwriting, clearly, legibly and in block letters.
- (v) The Application Form should be filled in English only.
- (vi) Incomplete application form will be summarily rejected and no request will be entertained in this regard.
- (vii) First, write in capital letters the required information with a **black ball point pen** in the boxes (wherever provided) and then darken with **HB pencil**, the appropriate ovals (indicating the relevant alphabet/numeral) underneath each letter. What you write in the boxes is only for your guidance and for verification that you are darkening the correct alphabet/numeral in ovals.
- (viii) **Test Code :** Please darken the ovals pertaining to test code, in the application form, indicating the code of the test for which the candidate wants to appear. **If more than one oval is darkened, the Application Form will be rejected.** If the candidate is desirous of appearing in more than one Test, separate Application Form should be submitted for each test. Photocopy of the Application Form will NOT BE ACCEPTED.
- (ix) **Name of the Candidate:** Candidate should write his/her Name in CAPITAL LETTERS as given in Class X or equivalent certificate. Write a single letter in a box. Do not leave any blank box within any word of your name. Leave only one blank box between consecutive words of your name. If your name has several initials, leave one blank after each of them.
- (x) **Name of Father/Mother:** Write the name of your Father or Mother exactly as in your Class X or equivalent certificate. Leave one and only one blank box between consecutive words of your father's/mother's name.
- (xi) **Date of Birth:** Enter the date, month and year of your birth as per English calendar and as recorded in your School/Board (Class-X)/Pre-University examination certificate. Use numerals 01 to 31 for Date, 01 to 12 for Month and four digits for Year of birth. For example, if born on 6th March 1985, the date should be entered as follows: 06.03.1985. Darken the appropriate ovals for date, month, and year in each column.
- (xii) **Category:** Darken the appropriate ovals for your categories - SC, ST, OBC, Physically Handicapped, Defence and J&K Migrant. Categories once declared by the candidate, cannot be changed at a later date (at the time of counseling/admission). **If no category is specified, you would be considered as falling under 'General' category only. And, no claim whatsoever shall be entertained thereafter.** If a candidate falls in more than two categories, he/she can darken more than one oval, e.g., if a candidate falls in SC & Physically Handicapped Categories then he/she should darken the ovals for SC and PH Categories.
- (xiii) **Gender:** Darken the appropriate oval indicated for 'Male' or 'Female'.
- (xiv) **Region:** Darken the oval titled "Delhi Region" if you have passed your qualifying examination from any school/college located in Delhi or from any institution affiliated to GGSIP University. Darken the oval titled "Outside Delhi" if you have passed your qualifying examination from any school/college located in any other part of the country (India) excluding the institutions affiliated to GGSIP University.
- (xv) **Qualifying Exam :** Darken the oval titled "**PASSED**" if you have already passed the 10+2 or any other specified qualifying examination, which makes you eligible for the Entrance Test. Darken the oval titled "**APPEARING**" if you are appearing for the examination, which makes you eligible. The title "APPEARING" covers the cases of "APPEARED" candidates also.

- (xi) **Religion:** Darken the appropriate oval.
- (xii) **Nationality:** If your nationality is Indian, darken the oval indicated for "INDIAN". If your nationality is not Indian; darken the oval indicated for "OTHERS".
- (xiii) **Mailing Address:** Write your name and complete mailing address IN CAPITAL LETTERS including the PIN CODE along with Telephone/Mobile numbers with relevant STD Code at which the communication is to be sent.
- (ix) **Photograph of the Candidate:** The candidate should affix his/her recent passport size photograph (without attestation) taken on or after 1st January 2007. The photograph should be pasted (NOT STAPLED) in the space marked for it.

Instructions for photograph:

- Photograph should not have cap, goggles etc. (spectacles are allowed). The photo should not be hazy ;
- The candidate should keep two identical photographs with him/her, in reserve which may have to be used at the time of Entrance Test /Counselling/Admission, in case of doubt regarding the identity.
- (xx) **Visible Mark of Identification:** Candidate should mention visible mark of identification.
- (xi) **Centre of Test**
 - Refer to the list of Centres of Common Entrance Test-2007 for the Academic Programmes and Test Codes mentioned in this Admission Brochure.

- Examination Centre once allotted by the University will not be changed and no request in this regard will be entertained under any circumstances.

- (xii) **Verification and Countersignatures:** While filling up of the application form, the candidate must verify the correctness of the all the particulars furnished by him/her by putting his/her signature at the appropriate spaces provided for the purpose in the application form. Signature is also required to be put within the box provided in the Admit Card. The candidate must also get his/her application form countersigned by the parent/guardian. Relationship of the person countersigning the application form with the candidate should also be specified in the box meant for the purpose. In case any candidate is found to have furnished false information or is found to have concealed any material information in his/her application, he/she will be debarred from admission. Further, such a candidate shall also be liable for punishment.

(xiii) **Be Careful while handling of Application Form**

- There should be no over-writing
- Do not write or mark on the Barcodes
- Refold the form only where it was originally folded. Do not put any pin or staple. Paste the photograph only with Fevistick/Gumstick
- Do not scribble, smudge, cut, tear or wrinkle the application form. Do not put any stray pencil/pen marks anywhere on the application form.

6 7

SIDE 2

INSTRUCTIONS :

(i) USE HB PENCIL ONLY TO DARKEN THE OVALS (○). (ii) DO NOT MAKE ANY STRAY MARKS ON THIS SHEET.

(iii) DARKEN THE OVAL FULLY AS ●. (iv) FOR DETAILS, REFER ADMISSION PROCEDURE : 2007-08.

(v) ERASE COMPLETELY TO CHANGE RESPONSES. (vi) USE BLACK BALL POINT PEN FOR WRITING THE PARTICULARS IN BOXES ☐.

(vii) ALL SIGNATURES SHOULD BE IN BLACK BALL POINT PEN.

8. YEAR OF PASSING 10th CLASS OR EQUIVALENT 2 0 0 4 (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	9. PERCENTAGE OF MARKS IN 10th CLASS OR EQUIVALENT 8 4 2 1 (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	10. YEAR OF PASSING 12th CLASS OR EQUIVALENT 2 0 0 6 (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	11. PERCENTAGE OF MARKS IN 12th CLASS OR EQUIVALENT 7 9 1 6 (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	12. WHETHER PASSED OR APPEARING IN THE QUALIFYING EXAMINATION PASSED <input checked="" type="radio"/> APPEARING <input type="radio"/>	13. YEAR OF QUALIFYING EXAMINATION (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	14. PERCENTAGE QUALIFYING OF MARKS IN 12th CLASS OR EQUIVALENT (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)	15. CATE-GORY (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12)
16. NATIONALITY INDIAN <input checked="" type="radio"/> OTHERS <input type="radio"/>	17. GENDER MALE <input checked="" type="radio"/> (1) FEMALE <input type="radio"/> (2)	18. PARENTS/GUARDIAN'S OCCUPATION AGRICULTURE <input type="radio"/> BUSINESS <input checked="" type="radio"/> PUBLIC/GOVT. SERVICE <input type="radio"/> PRIVATE SERVICE <input type="radio"/> DEFENCE SERVICE <input type="radio"/> TEACHING/RESEARCH <input type="radio"/> OTHERS <input type="radio"/>	19. PARENTS/GUARDIAN'S TOTAL ANNUAL INCOME BELOW Rs. 50,000 <input type="radio"/> Rs. 50,001 - 1,00,000 <input type="radio"/> Rs. 1,00,001 - 2,00,000 <input type="radio"/> Rs. 2,00,001 - 3,00,000 <input checked="" type="radio"/> ABOVE Rs. 3,00,000 <input type="radio"/>	20. WORK EXPERIENCE (If applicable) (in Years) 1 year <input type="radio"/> 2 years <input type="radio"/> 3 years <input type="radio"/> 4 years <input type="radio"/> 5 years <input type="radio"/> 6 or above <input type="radio"/>			

21. PERMANENT ADDRESS

PERMANENT ADDRESS SUNITA KUMARI, D/o. SH. VIRESH PRATAP SINGH CHOWDHARY, H.NO.-5/2, MODEL TOWN -III,

STATE DELHI PIN CODE 110033 E-MAIL Sunita@yahoo.co.in

RES. PHONE 011-27679490 MOBILE NO. 999711488770

24. VISIBLE MARK OF IDENTIFICATION <u>Black mole on chin</u>	25. UNDERTAKING 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 College. Further, that my candidature for Examination/Selection and admission to the Course is liable to be cancelled. I agree to abide by the Rules and Regulations of the University. <div style="display: flex; justify-content: space-around;"> <div> <u>SH. VIRESH PRATAP</u> SIGNATURE OF PARENT(S)/GUARDIAN(S) </div> <div> <u>Sunita</u> SIGNATURE OF CANDIDATE </div> </div>
25. DATE AND PLACE Date : <u>31-01-06</u> Place : <u>DELHI</u>	

INSTRUCTIONS TO BE FOLLOWED IN THE EXAMINATION HALL

- (i) Five minutes before the commencement of the test, each candidate will be given a sealed Test Booklet and OMR answer sheet.
- (ii) The OMR answer sheet is of special type which will be scanned by an optical scanner.
- (iii) Immediately on receipt of the Test Booklet, each candidate shall fill in the required particulars on the cover page of the Test Booklet with a ballpoint pen only. He/she shall not open the seal of the Test Booklet until asked to do so by the invigilator.
- (iv) Candidate will then write the required particulars on OMR answer sheet with a black ballpoint pen. After this, they will wait for the signal by the invigilator to start marking the responses.
- (v) The Test will start exactly at the time mentioned on the Admit Card and an announcement to start will be made by the invigilator.
- (vi) While the test is in progress, the invigilator will check the Admit Cards of the candidates to satisfy himself/herself about the identity of each candidate. The invigilator will also put his/her signature in the space provided for the purpose on the OMR answer sheet as well as on the Admit Card.
- (vii) The candidate will have to sign the Attendance Sheet against his/her CET Roll Number.
- (viii) A signal will be given at the beginning of the Test and at half the time. A signal will also be given at the closing time when the candidates must stop marking the responses.
- (ix) No candidate, without the specific permission of the Centre Superintendent or the invigilator concerned, shall leave his/her seat in the examination hall until he/she has finished his/her paper and handed over the Test Booklet and the OMR answer sheet to the invigilator on duty.
- (x) After completing the Test and before handing over the Test Booklet and the OMR answer sheet to the invigilator, the candidates are advised to make sure that all the particulars required in the Test Booklet and the OMR answer sheet have been correctly written, i.e. CET Roll Number, Name of the Candidate, Centre Number, Test Booklet Number, Test Booklet Code, Religion, Region, Category and Gender.
- (xi) No candidate will move out of the examination hall until the time prescribed for the test is over.
- (xii) No candidate will take away the Test Booklet and/or the OMR answer sheet from the examination hall.
- (xiii) **A candidate must bring his/her own black ball point pen to fill the answers in ovals of OMR answer sheet.** In case the ovals are filled by any instrument other than the ball point pen, then the answer sheet may be rejected by the optical scanner when the same is being scanned. In all such cases, the responsibility shall rest on the candidates.
- (xiv) The candidate must ensure that the answer sheet is not folded. Also, he/she should not make any marks or write any kind of description on it.
- (xv) Candidates are advised to be sure about the correct answer before they darken the oval with ball point pen. They should also ensure that the each oval is completely darkened with ball point pen, partially or faintly darkened ovals may be rejected by the optical scanner. It may also be negatively marked.
- (xvi) Each question carries four marks. *For each incorrect response, one mark will be deducted* from the total number of marks obtained by the candidate. No deduction from the total marks will, however, be made if no response to a question is indicated. Candidates are advised not to attempt a question if they are not sure of the correct answer. If a candidate darkens more than one oval against a question, it will be deemed to be an incorrect answer and will be negatively marked.
- (xvii) The Test Booklet Code filled in by the candidate in the OMR answer-sheet will be accepted as final for the purpose of evaluation. When the space for the Booklet Code is left blank or more than one booklet code is indicated therein, it will be deemed to be an incorrect booklet code and the answer sheet will not be evaluated. **The candidate himself/herself will be solely responsible for all the consequences arising out of any error or omission in writing the Test Booklet Code.**

- (xiii) No candidate should do any rough work on the OMR answer-sheet. Rough work, if any, is to be done only in the Test Booklet at the space provided.
- (xiv) Candidates should check to make sure that the Test Booklet contains the number of pages as mentioned on the top of the first page. In case the numbers do not tally, it should be immediately brought to the notice of the invigilator. The candidates shall not remove any page(s) from the Test Booklet and if any page(s) is (are) found missing from a candidate's booklet, he/she will be proceeded against and shall be liable for prosecution under relevant provisions of Indian Penal Code.
- (xv) Smoking in the examination hall during the conduct of the test is strictly prohibited ;
- (xvi) Tea, coffee, cold drinks or snacks are not allowed inside the examination hall during the test.
- (xvii) Candidates shall maintain perfect silence and attend to their papers only. Any conversation, gesticulation or causing disturbance in the examination will be deemed to be an act of misbehaviour and is, therefore, strictly prohibited. Also, if a candidate is found impersonating or using unfair means, his/her candidature will be cancelled and he/she will be liable to be debarred from taking the entrance tests either permanently or for a specified period depending upon the nature of the offence, in addition to any other action which may be taken under the Indian Penal Code.
- (xviii) If any candidate is found using any unfair means or does not observe discipline during conduct of the Entrance Test, the University will take necessary disciplinary action against such candidate as per its rules.
- (xix) In case of any confusion, invigilator may be contacted.

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USE BLACK BALLPOINT PEN ONLY

INSTRUCTIONS FOR FILLING UP THE PARTICULARS AND
MATCHING AND ANSWER QUESTIONS

1. Use only Mark III (Only One correct answer) type questions in Section II.
 2. Use only Mark II (Multiple Choice) type questions in Section III.
 3. Answer questions in the order in which they are given.

FORWARD PASSAGE	WRITING METHOD
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4. Write answers to questions in the space provided. Please use a blue or black ink ballpoint pen or fountain pen.

5. Rough working must not be done in the answer sheet.

6. Mark your answers with a blue or black ballpoint pen against the number corresponding to the question number correctly.

My dear Ted, I would
be glad to show you
my new book.

The Road Set

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13-00000

Phone: 011-2610 9646
E-mail: info@india.gov.in

FILE

11 yrs - LFT
Caucasian - 5'11" tall
Age - 45
Weight - 175 lbs
Height - 5'11" tall
Weight - 175 lbs
Height - 5'11" tall
Weight - 175 lbs

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保片 廣告

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OBC	<input type="radio"/>

P.H. ●
P.E. ●

DEF

J&K MIGRANT

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• **EMAIL: 3750@BBS**

2. THE OF TEST

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NAME OF CANDIDATE TO GRADUATE LETTERS & PAPER NUMBER INKED: EIGHTY-ONE

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* KAST HEERENBACHEN (1978)

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6. STATE OF THE PROGRAMS

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7. FILE NO.	8. CENTRE CODE	9. TEST NUMBER IN	10. TEST BOOKLET CODE	11. MARKS	12. CATEGORY
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0301234	00	0301234	6		J&K MIGRANT <input type="radio"/>
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0301234	00	0301234	65		
0301234	00	0301234	66		

USE BLACK BALL POINT PEN ONLY



Guru Gobind Singh Indraprastha University Kashmere Gate, Delhi-110006

FORM FOR WITHDRAWAL OF ADMISSION

1. Programme : _____
(from which withdrawing)
2. Name of Student : _____
3. Parent / Guardian's Name : _____
4. Address (At which refund is required to be sent) : _____

PIN _____
5. (a) Telephone : _____
(b) Mobile : _____
6. Enrollment Number : _____
7. CET Roll Number : _____
8. (a) Cheque to be Issued in the Name of * : _____
- (b) Relationship : _____
(with Student)

7 3

U N D E R T A K I N G

We understand and know the refund rules of the University & agree to abide by the same and we further understand that the refund would be made in due course of time through a Crossed Cheque issued as per above request.

(Signature of Parents / Guardian)

(Signature of Student)

Dated _____

Dated _____

Compulsory Encl. : Both copies of Fee Receipt issued at the time of Admission / Counselling in ORIGINAL

* The cheque will be issued in the name of student if no information is given under column 8 above

Note : Use photocopy of this Form

CERTIFICATE FOR AVAILING ADMISSION AGAINST
PHYSICALLY HANDICAPPED QUOTA

(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)

Certified that Shri/ Km/ Smt. _____ son/daughter/wife
of Shri/Smt. _____ is physically handicapped due to
_____ and he/she is fit for undergoing
the course(s) _____ at Guru Gobind Singh Indraprastha
University, Delhi.

(Office seal)

Name & Signature of
The Officer In-charge
Vocational Rehabilitation Centre
For Physically Handicapped
9,10,11 Karkardooma, Vikas Marg
Delhi-110092.

Date :

Note : Use photocopy of this Form

**CERTIFICATE FOR AVAILING ADMISSION AGAINST KASHMIRI
MIGRANT QUOTA**

(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)

Certified that Shri/Km/Smt. _____ son/daughter/
wife of Shri/ _____
resident of _____ is registered as migrant from Jammu &
Kashmir. The Registration number is _____ dated _____.

Name & Signature of
Deputy Commissioner/
Competent Authority

(Office Stamp)

7 5

Place :

Date :

(Fill up whichever is applicable and to be submitted at the time of Counselling/Admission only)

Note : Use photocopy of this Form



Guru Gobind Singh Indraprastha University, Delhi

ADMISSION VERIFICATION SLIP (2007-08)

(To be submitted at the time of counselling/admission.)

NAME OF THE PROGRAMME: _____ Test Code of the Programme _____

Name of Candidate : (Mr/Miss/Mrs) _____

Address: _____

_____ PIN Code _____

Tele. No. (with STD code) _____ Mobile No. _____

Minority Community (If applicable) _____ (Sikh/Muslim)

CET Roll No. _____ Category (SC/ST/OBC/Def/PH/Kashmiri Migrant) _____

CET Rank of _____

1. School / College location (of qualifying examination) _____ (Delhi / Outside Delhi)

2. Date of Birth _____ Age as on 1-8-2007 : years _____ months _____ days _____
(As per Secondary School Certificate)

3. Passed Senior Secondary Examination / Three year Diploma in Engg. _____ : Yes/No

4. Aggregate percentage of all subjects in Sr. Secondary Examination/Dip. in Engg _____ : %

5. Passed in English in 12th Class _____ : Yes/No

6. P.C.M. Percentage in 12th Class _____ : %

7. P.C.B. Percentage in 12th Class _____ : %

8. Passed in Maths / Computer Science / Computer Applications in 12th Class _____ : Yes / No

9. Category Certificate SC / ST / OBC / PH / Defence / Kashmiri Migrants /
Minority Community (Attach photo copy) _____ : Yes / No

10. Character Certificate (Attach photo copy) _____ : Yes / No

11. Medical Certificate (Attach Original) _____ : Yes / No

12. Passed Graduation in the year _____ Percentage of marks in graduation _____ : %

13. Passed Post-Graduation in the year _____ Percentage of marks in post-graduation _____ : %

14. Two Common School Subjects : (a) _____ (b) _____

At graduation/post-graduation level

(For B.Ed candidates only): (a) _____ (b) _____

15. Details of Demand Draft(s) for Submission of fees

Amt: _____ DD No. _____ Bank/Branch _____

Signature of the Candidate

I have carefully read and verified the information furnished by my son/daughter/ward and affirm that it is true and correct and he/she fulfills the eligibility conditions as mentioned in the Admission Brochure

Signature of the Parent/Guardian

FOR OFFICE USE ONLY

Certificates Checked and Verified by University official

Certificates Checked & Verified by :

Name _____

Signature of the Admission Assistant _____

University _____

Name of the Institute _____

Name _____

Signature of the Admission Officer _____

Note : Use Photocopy of this form



Guru Gobind Singh Indraprastha University
Kashmere Gate, Delhi-110006

PREFERENCE SHEET

NAME OF THE PROGRAMME: _____

Name: Mr/Miss/Mrs. _____

Address: _____ Mobile/Tel.No. _____

CET Roll No.

CET Rank

Region: Delhi/Outside Delhi

Category: Gen/SC/ST/OBC/Def/PH/KM

Give preference in order of your Priority :

S.No.	Name of the College/Institute	Programme/Branch
1.	-----	-----
2.	-----	-----
3.	-----	-----
4.	-----	-----
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11.	-----	-----
12.	-----	-----
13.	-----	-----
14.	-----	-----

Date : _____

(Signature of the Candidate)

(Counter Signature of Parent/Guardian)

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