

MANUAL 15

Particulars of facilities available to citizens for obtaining information

[Section 4(1)(b)(xv)]

Facilities available for obtaining information

S.No.	Facility available	Nature of information available	Working hours
1.	Website http://ipu.ac.in	<ul style="list-style-type: none">• Statutory Bodies (Univ. Court, Board of Management, Planning Board, Academic Council, Finance Committee, & Board of Affiliation)• Academics• Administration• Programmes conducted• University Schools of Studies• List of Affiliated Institutes• Examination procedure & Results• Admissions/ Counseling• CET Results• Facilities like Seminar Hall, Conference Hall, Auditorium, Hostel facilities (Boys & Girls), Playground, University Dispensary• Library (UIRC)• Alumni• Public Notice & Announcements• Colloquium• Establishment matters• Store & Purchase (Tender information)• Academic Calendar• Timetable• Norms and Ordinances (All Statutes, Ordinances and Regulations approved by the statutory authorities)• Syllabus• Placement	Round the clock

S.No.	Facility available	Nature of information available	Working hours
		<ul style="list-style-type: none"> • Telephone Directory • Students Welfare • Public Welfare • Laboratories/ Research 	
2.	Admission Help Line	<ul style="list-style-type: none"> • Admission help line is the most important part of the university. • It provides help regarding admission procedure, results, qualifying examination, and every activity that occur during admissions. • It is situated near the entrance main gate PRO Office • Knowledge impart—fully detailed brochure knowledge • Details of each programme offered by the University • Dates of CET, Last date of each programme, Date of CET result declaration. • Fee structure for USS & other Affiliated Institutes. • Eligibility criteria of various programmes offered. • Seat distribution – General (Delhi/Outside Delhi), SC, ST, Defence, Physically handicapped categories. • Management seats, minority seats and Foreign Students. • Lateral Entry • About the University recognition. • All examination queries • CET results. • Issue of Admit Card & postal status • Details of procedures followed by University in various entrance examination related problems. • All academic queries 	Monday to Friday (10 a.m. to 5 p.m.)

S.No.	Facility available	Nature of information available	Working hours
		<ul style="list-style-type: none"> • Counseling schedules • Last year details of counseling • Regarding affiliated Institutes, Address & Ph. no. • Placements offered by the University. • Admission procedure (counseling) followed by the University for Delhi and Outside Delhi region candidates. • Date & timings of counseling • Venue for counseling • Seat matrix • Document to be taken at the time of counseling 	