



Notification No. 65/2021

**Guru Gobind Singh Indraprastha University**  
Sec 16 C Dwarka New Delhi 110078

F. No. IPU/Admissions/Offline Counselling/M.Plan./1370

Dated: 11/11/2021

**(Offline Counselling)**

**Schedule of 2<sup>nd</sup> Counselling / Admission 2021-22**  
Programme –M. Plan.(Urban and Regional Planning) , Code: 368

**Venue of Counselling:** Seminar Hall, E Block,  
Guru Gobind Singh Indraprastha University  
Sector-16C, Dwarka, New Delhi-110078.

1. The Counselling for M. Plan.(Urban and Regional Planning) programme will be held in two phase, i.e 1st Phase (Verification of documents) and 2nd Phase (for allotment of seats). The candidate must read the schedule for both the phases to ensure their presence for both.
2. All candidates who have registered in GGSIP University for Academic Session 2021-22 shall report in person for 2<sup>nd</sup> Counselling for 'Verification of Documents' and 'Allotment of Seats', at the venue of Counselling; on the date and time mentioned below, as per their Category and Rank.

Merit list will be displayed before commencement of Counselling/ Admission for M. Plan.(Urban and Regional Planning) programme.

**Verification of Documents and Allotment of Seats**

Date	Activity	Category of Candidates	Time
17.11.2021 (Wednesday)	Verification of Documents & Preparation of Rank/ Merit List	All candidates who have registered in GGSIP University for seeking admission against seats reserved for 'All Categories (SC/ST/PWD/DEFENCE/ UR&EWS/ GENERAL)	11.00 a.m.
	Allotment of Seats	All registered candidates as displayed at time of Counselling for seeking admission against seats reserved for Delhi and Outside Delhi Region – PWD/ SC/ ST/ DEFENCE/ UR&EWS Category	12.00 noon
		All registered candidates as displayed at time of Counselling for seeking admission against seats reserved for "Delhi and Outside Delhi Region - General Category"	12.30 p.m
		Open House Counselling For all registered candidates as displayed time of Counselling seeking admission against seats reserved as per Rank 1 onwards, irrespective of their region (Subject to availability of seats)	03.00 p.m.

*Sunday*

**Note:**

- Allotment of Seat will stop as and when the seats get filled up.
- The counselling will be subject to availability of vacant seats if any and in any category.

**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.
- The conversion of seats reserved for SC, ST etc. to General Category shall be done only after the completion of last counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be effected.
- Allotment of Seats will stop as and when the seats get filled up.
- The provision for reservation in OBC category is not applicable for Post Graduation / Master Level programmes. However, the OBC category candidates shall claim seats in General Category in the order of their rank as per merit, as per their respective regions.

**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 2021-22.

**4. Reservation Policy**

Candidates shall please refer to the Chapter 6 : 'Reservation Policy', Part-A, Admission Brochure 2021-22 and as notification issued by the GGSIP University from time to time in this regard.

**5. Eligibility Criteria & Admission Criteria for Programme M.Plan, CET Code-368**

**Eligibility Criteria:**

Minimum 55% or equivalent in the qualifying examination as under:

1. B. Planning or B.Tech (Planning) or equivalent
2. B. Arch or equivalent
3. B.E/B.Tech in Civil Engineering or equivalent
4. Master Degree in Geography/ Sociology/ Economics

Note: Equivalence for the qualifying degree shall be as per AICTE Gazette Notification ADVT- III/4/Exty./40/2017(162) dated 28th April 2017 or latest Gazette notification or COA guidelines/ regulation.

**Admission Criteria:**

The admission would be based on the merit list prepared on the basis of qualifying degree marks.

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**Note:**

1. For the purpose of percentage calculation in the qualifying degree, for the candidates who have completed their qualifying degree from GGSIPU, if the candidate has been awarded the final consolidated Cumulative Performance Index (CPI), then the Cumulative Performance Index (CPI) shall be taken as the percentage of marks while if the candidate has been awarded the final consolidated Cumulative Grade Point Average (CGPA), then the CGPA x 10 shall be taken as the percentage of marks.
2. In case any Board/ University awards grades instead of marks, the calculation of equivalent marks would be based on the procedure prescribed by the Board/ University awarding the qualifying degree. Document regarding the conversion must be provided by the candidate himself. In case a University does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing obtained CGPA with the maximum possible CGPA and multiplying the resultant with 100.

**6. Documents Required for Verification and Allotment of Seats:**

- a) **Bank Draft(s) of Rs. 1,09,000/- (Rs. One Lakh Nine Thousand Only)** in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate will write his name, date of admission, phone, address, mobile no, name of the programme, Rank on the back of the Bank Draft(s).
- b) Four passport sized photographs (same as that in admit card)
- c) Copy of Admission verification form (Copy of Admission verification form as per Appendix 4A in Part E of Admission Brochure 2021-22.)
- d) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
- e) 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.
- f) 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-E in Admission Brochure 2021-22 (As per Appendix 6).
- j). Reserved Category Certificate:  
All reservation category candidates who are seeking admission in reserved category in UR&EWS/ SC / ST / DEF / PWD must bring their reservation certificate in original along with the self attested photocopy of the certificate for claiming seat against the reserved category. The Defence Category candidates, in addition, shall also bring Appendix 1 duly completed. The Appendices are available in Part E of Admission Brochure 2021-22.
- k). 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.
- l). Application regarding age or any other relaxation with necessary approval (if necessary).

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m). The candidate claiming reservation against UR&EWS category must produce certificate issued by the Competent Authority at the time of verification of documents and allotment of seat.

7. **Instructions to be followed at the time of 2<sup>nd</sup> counseling 2021-22**

- a) The students, who have been admitted during 1<sup>st</sup> counseling in any category, will not be allowed to change their category in 2<sup>nd</sup> Counselling.
- b) 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.**
- c) 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.
- d) **The conversion of seats reserved for SC, ST, DEF, PWD etc. to General Category shall be done only after completion of 2nd round of counselling for the reserved category in case of offline counselling. However, while converting the seats during 2nd round of counselling, any unfilled seat(s) reserved for ST Category will be offered first 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.**
- e) **De-reservation of unfilled Outside Delhi Quota Seats to Delhi Quota and Vice versa:**

In the Offline Counselling, Seats reserved for Outside Delhi Category will be converted to Delhi Category and Vice versa for the programmes for which offline counseling will be done during the **Open House Counselling** (which will only be held if seats are vacant after 2<sup>nd</sup> Round of Counselling has been completed in the respective region). Thereafter, seats remaining vacant shall be converted into general category.

8. **Seat Matrix:** To be displayed at the time of counselling.

9. **Open House Counselling:**

Open House Counselling / spot counselling: Counselling on the Open Day will be held only if any seat(s) remains vacant after two rounds of counselling. The said seat(s) will be offered on that day to the qualified candidate(s) in order of merit. The seat(s) shall be offered to the qualified candidate(s) in order of merit irrespective of his/her Region provided he/she has reported for counselling on that

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day. A counselling processing fee of Rs. 1000/- shall have to be paid by all eligible candidates to participate in the open house counselling.

**NOTE:** The candidate who has withdrawn after 1<sup>st</sup> round of counseling will be allowed to take admission during **Open House Counselling**.

10. **Withdrawal of Admission**

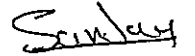
All the refund applications shall be processed in accordance with the Refund Policy 2021-22, notified in Part C (Chapter 12) of Admission Brochure 2021-22 or as per latest guidelines of UGC.



(Geeta Mahajan)  
Deputy Registrar (Admissions)

Copy to:

1. Dean, USAP, GGSIPU, for kind information
2. Controller of Finance, GGSIPU, for kind information
3. Controller of Examinations (O), GGSIPU for kind information
4. Finance Officer, GGSIPU with the request to depute an official for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
5. Deputy Registrar, GA, GGSIPU, to make the necessary arrangements keeping in view of COVID 19 pandemic.
6. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s)
7. In-charge, UITS, with the request to upload the schedule of Counselling on University's website.
8. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor
9. AR to Registrar, GGSIPU for information of Registrar
10. EDP section of Admission Branch.
11. Guard file.



(Sanjay Dalal)  
Section Officer (Admissions)