



Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-110078

Website: www.ipu.ac.in

Notification No.20/2021

F. No. IPU-7/Online Counselling/2021/ 1094

Dated: 21/09/2021

**SCHEDULE OF ONLINE COUNSELLING MCA/MCA(SE) (through NIMCET 2021),
CET CODE 105
AFTER DECLARATION OF ROUND 01, ROUND 02, ROUND 03, SLIDING ROUND
&
REPORTING OF CANDIDATES TO THE ALLOTTED INSTITUTE/COLLEGE
ACADEMIC SESSION 2021-22**

This is in continuation to University's Schedule Notification No.16/2021, dated 06.09.2021. The University in larger interest of NIMCET-2021 qualified candidates is giving one more opportunity for following category of candidates for participating in online counselling.

1. Candidates who have already filled Online Application Form(or registered) of GGSIPU and paid the requisite fee of Rs.1200/- (Non- Refundable), but did not register for online counselling by paying online participating fees of Rs.1000/-.
2. Candidates who have not filled Online Application Form(or not registered) of GGSIPU earlier as per notified dates by paying requisite fee of Rs.1200(Non-Refundable) and also subsequently did not register for online counselling by paying online participating fees of Rs.1000/-.

The Schedule after declaration of result of Round 01 on 21.09.2021, Round 02, Round 03, Sliding Round & Reporting of Candidates to the Allotted Institute/College for MCA/MCA(SE) (through NIMCET 2021), CET CODE 105 for Academic Session 2021-22 is given below:

**Round 01 Result Declared on 21.09.2021, Candidates may login to see the result
Online Activities to be followed after declaration of Round 01 Result**

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<u>Submit Willingness</u> Freeze / Float of Allotted Seat after every Round of Counselling	After declaration of result of Round 01	23.09.2021 (11.50 pm)
2.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling.	After declaration of result of Round 01	23.09.2021 (11.50 pm)
3.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-., It will be available only for the respective round within the specified period.	After declaration of result of Round 01	23.09.2021 (11.50 pm)

NOTE:

1. For Details Candidates are requested to refer the Admission Brochure for Academic Session 2021-22.
2. Candidates are advised to visit regularly the University Website www.ipu.ac.in as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22 concludes.

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4.	Withdrawal of Admissions After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 01	23.09.2021 (11.50 pm)
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ACTIVITIES FOR ROUND 02

Sl. No.	Category	Activity by the candidate	Starting Date	Closing Date
1.	Candidates who have already filled Online Application Form(or registered) of GGSIPU and paid the requisite fee of Rs.1200/- (Non-Refundable)	Such candidates are required to register for online counselling and pay the Counselling Participation Fee of Rs. 1000/- (Non-Refundable) through Net Banking/Credit Card and Debit Card. <i>*Candidates have to complete both the process i.e Registration for online counselling and Payment of Counselling Participation Fees of Rs.1,000/- to be eligible for Choice Filling</i>	24.09.2021 (2.00 p.m.)	25.09.2021 (11.50 p.m.)
2.	Candidates who have not filled Online Application Form(or not registered) of GGSIPU earlier as per notified dates.	Such candidates are required to fill online application form(or register) and pay the online application fee of Rs.1,200/- (Non-Refundable) & Also have to Register for online counselling and pay counselling Participation Fee of Rs.1,000/- (Non-Refundable) through Net Banking/Credit Card and Debit Card <i>*Candidates have to complete both the process i.e Registration for online counselling and Payment of Counselling Participation Fees of Rs.1,000/- to be eligible for Choice Filling</i>	24.09.2021 (2.00 p.m.)	25.09.2021 (11.50 p.m.)

NOTE:

1. For Details Candidates are requested to refer the Admission Brochure for Academic Session 2021-22.
2. Candidates are advised to visit regularly the University Website www.ipu.ac.in as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22 concludes.

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Sl. No.	Online Verification of documents by University for Reserved category candidates	Starting Date	Closing Date
3.	<p>Online Verification of documents for Reserved category candidates to be done by GGSIP University who have successfully registered and paid the requisite fees:</p> <p>(Candidates may refer chapter 6:Reservation Policy of Admission Brochure available on website of university)</p> <p>Online Verification of entitlement documents to claim benefit of Reserved Category of Registered Candidates who have paid Counselling Participation fees (i.e. SC/ST/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS).</p> <p>The Candidate claiming benefits under reserved category have to upload the relevant supporting documents duly issued by Competent Authority, if not uploaded earlier.</p> <p>Reservation Certificate (i.e. SC/ST/JKM/PWD/DEFENCE/JAIN MINORITY/ SIKH MINORITY/ EWS).</p> <p>The candidates may kindly read Admission Brochure (Chapter 6) to see the details of documents required for being eligible to claim benefit under Reserved Category.</p> <p>Note: All the verification of reserved category candidate's will be done online by University</p>	24.09.2021 (2.00 p.m.)	26.09.2021 (03.00p.m.)

Sl. No.	Activity by the candidate	Starting Date	Closing Date
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4.	<u>Choices/Preferences filling (for Round 02)</u> <u>Edit/Modify/Add/Delete</u>	26.09.2021 (04.00 p.m)	27.09.2021 (11.50 p.m)
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Result of Round 02 to be declared on 29.09.2021

NOTE:

1. For Details Candidates are requested to refer the Admission Brochure for Academic Session 2021-22.
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Round 02 Result will be Declared on 29.09.2021, Candidates may login to see the result

Online Activities to be followed after declaration of Round 02 Result

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	Submit Willingness Freeze / Float of Allotted Seat after every Round of Counselling (Definition of Freeze/Float is defined below)	After declaration of result of Round 02	01.10.2021 (11.50 pm)
2.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling	After declaration of result of Round 02	01.10.2021 (11.50 pm)
3.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-., It will be available only for the respective round within the specified period.	After declaration of result of Round 02	01.10.2021 (11.50 pm)
4.	Withdrawal of Admissions After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 02	01.10.2021 (11.50 pm)
Activity for Round 03			
1.	Choices/Preferences filling Edit/Modify/Add/Delete	02.10.2021 (02.00 p.m)	03.10.2021 (11.50 p.m)
Result of Round 03 to be declared on 04.10.2021			

NOTE:

1. For Details Candidates are requested to refer the Admission Brochure for Academic Session 2021-22.
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Notification No.20/2021

Round 03 Result will be on 04.10.2021, Candidates may login to see the result

Online Activities to be followed after declaration of Round 03 Result

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<u>Submit Willingness</u> Freeze / Float of Allotted Seat after every Round of Counselling (Definition of Freeze/Float is defined below)	After declaration of result of Round 03	05.10.2021 (11.50 pm)
2.	After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling	After declaration of result of Round 03	05.10.2021 (11.50 pm)
3.	Candidate can print 1. Provisional Allotment Letter 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-., It will be available only for the respective round within the specified period.	After declaration of result of Round 03	05.10.2021 (11.50 pm)
4.	<u>Withdrawal of Admissions</u> After depositing of Part Academic Fees of Rs.40,000/-, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure	After declaration of result of Round 03	05.10.2021 (11.50 pm)

SLIDING OF ALLOTTED SEAT AFTER ROUND 03

Only the candidates who have been allocated seats before the sliding round and who paid the part academic fee of INR 40000/- and did not withdraw their admission or did not freeze the allotted seat by following due procedure of the University, shall be eligible for this round.

Result of Sliding will be declared on 06.10.2021

NOTE:

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After declaration of result of Sliding Round of Online Counselling

Sl. No.	Activity by the candidate	Starting Date	Closing Date
1.	<u>Reporting of candidates to the allotted institute/college</u> <u>Documents to be carried by candidates while Reporting to the Allotted Institute/College is mentioned in Point 10.</u>	07.10.2021 (10.00 a.m to 05.00 p.m)	11.10.2021 (10.00 a.m to 05.00 p.m)

IMPORTANT INSTRUCTIONS FOR CANDIDATES CLAIMING RESERVATION:-

- The candidate seeking admission under reserved categories have to mandatorily upload the entitled supporting certificate in his/her name. The Candidates for further details must read Chapter 6 (Reservation Policy of Admission Brochure 2021-22).
- The reservation certificate should be issued from the respective state under the "Region" in which the reservation is claimed.
- In case the candidate is claiming the seat reserved for DOBC/DSC/DST category then He/ She should have passed his/ her qualifying exam from Delhi School/College and must have OBC/SC/ST certificate issued by the Competent Authority of Govt. of NCT of Delhi only.
- Reservation in OBC Category is not applicable for Master's Level and Postgraduate Diploma programmes.
- The Reservation for EWS category is applicable only in University School of Studies and Govt. affiliated Colleges only. This will be implemented in accordance with the Govt. of India and Govt. of NCT of Delhi orders as applicable.
- Reserve Category Candidates who fail either to upload documents as per notified schedule or whose documents are not in order will forfeit his/her right for the reserve category claimed and will automatically be converted to General Category as per University rules.

1. GENERAL INSTRUCTIONS:

- The candidates must read the conditions of eligibility for admission as given in the Admission Brochure for 2021-22 carefully and must satisfy themselves regarding their eligibility for admission in various programmes before registering online for admission and submitting the Counselling Participation Fees.
- It is the sole responsibility of the candidate to ensure that they fulfill the minimum eligibility criteria in the programmes they seek admission; the correctness of the details filled with respect to region; category or any other such details for allotment of seat. If at any stage of admission procedure the information furnished by the candidate is found to be incorrect or false the admission to the programme shall be cancelled and all the fees paid will be forfeited.
- In order to avoid last minute rush, the candidates are advised to apply early enough. The University will not be responsible for network problems or any other problem of such nature for either submission of online application or any other activity during the last minute.
- Candidates claiming seat in Delhi "Region" must have passed the qualifying examination (i.e.10+2/Graduation) from any of the institutes/ Colleges located in Delhi. Allotment of seats in wrong region on account of incorrect filling of form will lead to cancellation of the allotment at any later stage and candidate will automatically lose the right to the seat in his bonafied region if not available at the time of cancellation of seat.

NOTE:

- For Details Candidates are requested to refer the Admission Brochure for Academic Session 2021-22.
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2. REGISTRATION: ONLINE REGISTRATION PROCESS:

In this stage, all the candidates as per eligibility criteria are required to register online from any place convenient to them. The candidate can registered only once.

(i) Candidate Registration:

The candidate is required to enter Name, Father's Name, Mother's Name, DOB, Gender etc. choose a password for subsequent logins. After successful registration, an application number will be generated by the system and provided to the candidate. Candidate will login by using system generated application number and password to complete the remaining activities.

(ii) Sign-in:

Candidate will use the Application Number and chosen password during registration for subsequent logins. After successful login, candidate will be redirected to the home page to perform the remaining activities like Application form submission, upload images and documents, registration fee payment etc.

(iii) Multistep Application Form Submission:

After submission of registration form, candidate will login to complete the remaining activities. To complete the registration process, candidate will provide personal detail, contact detail, Qualification and Competitive Exam detail etc.

(iv) Uploading of Images/Documents:

Candidate need to upload the scanned images/Documents mandatory documents for Photo, Signature, Category and Subcategory etc as per the predefined size and format.

(v) Registration Fee Payment :

Applicant will pay the registration fee online using EPG Services after uploading of documents. The payment gateway services have the various options like credit card, debit card, net banking etc to pay the registration fee.

(vi) Downloading of Confirmation Page:

If applicant completed all the required steps then a link for downloading of "Confirmation Page" will be enabled. Applicant may take re-printout of the confirmation page, if desired. Alternatively, a confirmation email including attached confirmation page will be sent to the applicant's verified email address.

(vii) **Email and Mobile Number Verification (Optional):** A separate link/button will be available in candidate's home page for verification of his/her email address and mobile no.. Candidate can verify his/her email address by sending the OTP.

(viii) **Editing Registration Details:** Candidates can amend/edit the registration details filled in the registration form by choosing "Edit Details" option from the menu within the specified period of registration.

(ix) It is in the interest of the candidate to remember the password and keep it confidential, to avoid misuse by others for which University will not be responsible.

(x) **Change password:** The candidates can also change the password if required using the change Password menu.

(xi) In case the candidate has problems in registration or fails to register, he/she needs to report in person to the Helpdesk of the University with the relevant proof of depositing the Counselling Participation Fee before the end of the Registration period.

(xii) Candidates are advised to check all the filled in details before taking the print out.

(xiii) All candidates must take two print outs of the Registration Form.

NOTE:

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3. REGISTRATION AND SUBMISSION OF COUNSELLING PARTICIPATION FEE:

- a. Candidate have to Register and have to deposit a fee Rs 1000/- plus charges as applicable, as one time (non refundable) Counselling Participation Fee, as per the schedule for each CET Code. The taxes and charges applicable have to be paid by the candidate and are non-refundable.
- b. For depositing the Counselling Participation Fee, the candidate has to visit the GGSIP University admission website <https://ipu.admissions.nic.in> and select the option for "payment of counselling participation fee", enter Registration details viz Application No., Date of Birth and Mobile Number etc.
- c. After submission of the details, the candidate will get option of Online payment:
 - a. Net Banking /Credit Card and Debit Card.
- d. The candidates are required to check the status of Registration/ Counselling Participation Fee payment on the website (<https://ipu.admissions.nic.in>) and must take the printout of online fee confirmation receipt with the transaction details, to be retained for all future reference. In case of payment of fee through Challan, the candidate must retain the copy of the Challan after depositing the fees.
- e. Candidates are advised in their own interest to complete the process of fee submission online much before the closing date and not to wait till the last minute to avoid transaction failure or any other technical fault due to congestion on web server on account of heavy load on internet/website.
- f. If the fee is paid through credit/debit card and status is not 'OK', it means the transaction got cancelled and the amount will be refunded to concerned credit/debit card. Such candidates have to pay the fee once again.
- g. In case of any problem regarding payment of Registration/ Counselling Participation Fee, non availability of fee confirmation receipt on the website within the specified time as mentioned in point 4, candidate can contact Helpdesk of University to resolve the issue.
- h. **Submission of Registration and Counselling Participation Fees is just a part of the counselling process; just payment of this fees does not entitle the candidate to admission.**

4. Choice Filling

1. Choice filling is compulsory for allotment of seat. Candidate will not be considered for online allotment of seat without the filled in choices/preferences.
2. After registration, candidate has to fill choices for allotment, from the list of all possible combinations of all institutes and courses available, in the order of his/her preference, during the choice filling period.
3. Once the period for filling of choices/preferences is over, choices/preferences filled by candidate will be used for allotment of seat.
4. Candidates are advised and encouraged in their own interest to fill maximum number of choices, as it increases the possibility of getting the desirable seat. For the benefit of the candidates, the streamwise and institute-wise and rank-wise Admission Rank cut off data is available on University Website and as relevant link in <https://ipu.admissions.nic.in>.
5. From previous experiences, it has been noted that some candidates fill up very few / limited number of choices, may result in non allotment of seat during seat allotment. Therefore it is once again advised that the candidates should fill as many choices as possible to ensure that they have better chances of allotment of seat.
6. Candidates, however, will be given the opportunity to edit/modify/add/delete preferences after allotment of seat in Round 01 for the subsequent round of counselling.
7. The candidates are also advised to fill choices/preferences, then save the same and then take the print out of the saved choices/preferences to be retained for future reference. 1

5. Result / Allocation of Seats in every round

1. After the choice filling period is over, all the choices/preferences filled by the candidate will be considered for online allotment of seat as per merit and respective category and region.
2. All such candidates, as listed below, will not be considered for allotment of seat:
 - i. Candidates who have not paid the counselling participation fee,
 - ii. Paid the counselling participation fee but not registered or vice versa,

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- iii. Paid the counselling participation fee and registered but not filled choices/preferences.
 - iv. Candidates who were allotted a seat in any round but did not pay the part academic fees of ` 40000/- shall not be considered in subsequent round of counselling.
 - v. Any other condition as defined by the communication of the University.
3. Results can be checked by the candidate through his/her account login given during the registration process.
 4. Candidate can print Provisional Allotment Letter, if the seat is allotted to him/her.
 5. The option of printing the Provisional Allotment Letter will be available only for the respective round; within the specified period and the record will not be available in the subsequent round of online counselling.
 6. After the allotment of seat, the candidates will have to pay the part Academic Fee of Rs 40,000/- to confirm the allotment and participation in the subsequent round of counselling, failing which, the candidate will lose any claim to the allotted seat and the candidate will not be considered further for any subsequent round of online counselling, even if he wishes to.
 7. Candidate can pay the admission fee against the provisionally allotted seat through Online option which are same as in case of the Counselling Participation Fee.
 - i. Through Net Banking/Credit Card/Debit Card.
 8. Candidate can print
 1. Provisional Allotment Letter
 2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-.,.

It will be available only for the respective round within the specified period.

6. Freeze / Float of Allotted Seat after every Round of Counselling

1. After every round of Counselling, if the candidate is satisfied with the seat allotted to him and does not want to participate in subsequent rounds of counselling for upgradation, he/she can freeze his/her allotted seat by clicking the freeze option available in his/her account in the counselling website within the specified time period.
2. If the candidate wants to upgrade his/ her choice by participating in next round of counseling as per his/ her filled choices should choose option Float.
3. Those candidates who opts „FLOAT“ option will be able to participate in next round of counselling and his/ her allotted seat will get retained if the candidate is not able to get higher choice.

7. Withdrawal and Fee Refund after online Rounds of Counselling

1. After depositing of Academic Fees, if a candidate wants to withdraw the admission against the allotted seat, he/she can apply for withdrawal by clicking on the withdrawal option available in his/her account in the admission website within the specified time period, following the online withdrawal procedure.
2. All candidates who have withdrawn, froze their seat, not paid the Part Academic Fee of Rs. 40,000/- and who do not fulfill the eligibility criteria, will not be participating in the subsequent round of online counselling and the vacancies with respect to such candidates will be considered for allotment of seat in subsequent Rounds.

8. Last Round of Allotment of Seats for Online Counselling

1. In the last round of online-counselling, the seats (region-wise) and category wise shall be converted to unreserved category after doing seat allotment of the reserved category.
2. Only the candidates allocated seats, who have paid the Part Academic Fees of INR 40000/-, have not frozen their allotment, and have not withdrawn as per procedure notified, shall be eligible for the sliding round of online counselling.

NOTE:

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2. Candidates are advised to visit regularly the University Website www.ipu.ac.in as well as the online admission website <https://ipu.admissions.nic.in> till the admission process for Academic Session 2021-22 concludes.



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9. Sliding of Allotted Seat after Last Round of Online Allotment of Seats:

1. Enumerated below is the standard procedure;
2. Only the candidates who have been allocated seats before the sliding round and who paid the part academic fee of INR 40000/- and did not withdraw their admission or did not freeze the allotted seat by following due procedure of the University, shall be eligible for this round.
3. The sliding round shall be based on the preferences already entered by the candidates in the online counselling system on the basis of merit of CET of the candidates.
4. If a candidate, who has paid the Part Academic Fees does not want to participate in the sliding round, then such candidates must freeze their allotment.
5. After the sliding round, the allocated candidates must report to the allocated institutions for verification of documents and payment of the balance amount of fees (if any).

10. Reporting of candidates to the allotted institute/college:

1. Provisional Allotment Letter
2. Proof of payment of Part Academic Fee Payment receipt of Rs.40,000/ will be available in candidates profile-.,
3. It will be available only for the respective round within the specified period.
 1. The Candidate are required to report and join the respective School/college with the Provisional Allotment Letter, and the necessary record for verification of documents at the School / institution/college and pay the balance amount of fees (if any), as per schedule notified on the website, failing which the admission shall be automatically cancelled.
 2. The institutions / University Schools of Studies shall report the status of reported and non-reported candidates to the University. The vacant seats after the sliding round of online counselling and seats vacant due to non-reporting of candidates only shall be considered for spot counselling of the admission year.
 3. All admissions in the University shall be provisional till regularized by the University.
 4. Result Awaited candidates may please see the provisions contained in the clause 3.5 of Part A. 6. Candidates who report to the allocated institutions and are reflected in the list submitted by the institutions as reported / admitted, shall be called "admitted students", and if they wish to withdraw/cancel their admission, then they have to apply as per the refund policy of the University. The detailed refund policy of the University shall be notified separately on the University website.

All candidates who wish to participate in the online counselling for admission are advised in their own interest to visit the University website www.ipu.ac.in as well as the online admission website <https://ipu.admissions.nic.in> for regular updates.

Geeta Mahajan
Deputy Registrar (Admissions)

Copy to:

1. Dean / Directors, GGSIP University for information
2. Controller of Finance, GGSIP University, for information.
3. Consultant, Admissions for information
4. AR, Vice Chancellor Sectt., GGSIP University for information of Hon'ble Vice Chancellor.
5. AR, Registrar, GGSIP University, for information of Registrar.
6. PRO, GGSIP University with a request to display Schedule on the University's Notice Board(s).
7. Manager, Indian Bank for n/a.
8. NIC for uploading on <https://ipu.admissions.nic.in>.
9. EDP Section of Admissions Branch.
10. Guard File.

Sanjay Dalal
Section Officer (Admissions)

NOTE:

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