



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

F. No. IPU/Admissions/ Counselling/Bachelor of Design/ 1681

Dated: 29/12/2021

**Counselling for Admission in Bachelor of Design Programme, 04 Years Programme (Code 600)**  
**for Academic Session 2021-22**

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

**Ref. No.**

- (i) University's notification no. 26/2021 vide No. 486 dated 07.10.2021,
- (ii) University's notification no. 41/2021 vide No. 1229 dated 14.10.2021,
- (iii) University's notification no. 75/2021 vide No. 14078 dated 18.11.2021
- (iv) University's notification no. F.8(5)/2021-USDI/54-L dated 07.12.2021,
- (v) University's notification no. 1568 dated 10.12.2021 and
- (vi) University's notification no. 1601 dated 16.12.2021

The Counselling for admission in **Bachelor of Design Programme, 04 Years Programme (Code 600)** **(on the basis of UCEED/JEE part-II/NATA Score/NID DAT/ NIFT Entrance Exam./FDDI AIST or any other national design entrance exams., and CET 2021, Conducted by GGSIPU)** i.e Verification of Documents and allotment of Seats (through Offline Mode) for Academic Session 2021-22 will be held as per the schedule as given below:

| <b>2<sup>nd</sup> COUNSELLING</b>                                                                                                          |                                                                                             |              |            |                                                                                                                                                                                                                                                                                                                         |           |
|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>VERIFICATION OF DOCUMENTS AND ALLOTMENT OF SEATS</b>                                                                                    |                                                                                             |              |            |                                                                                                                                                                                                                                                                                                                         |           |
| Sl. No.                                                                                                                                    | Activity                                                                                    | Mode         | Date       | Category                                                                                                                                                                                                                                                                                                                | Time      |
| 1                                                                                                                                          | Verification of Documents & Preparation of Rank/ Merit List (IF ANY) and Allotment of Seats | OFFLINE Mode | 31.12.2021 | All candidates who have registered in GGSIP University for seeking admission against seats reserved for 'All Categories (SC/ST/PWD/DEFENCE/ UR&EWS/ GENERAL) on the basis of UCEED Score Only.                                                                                                                          | 10:00 A.M |
| 2                                                                                                                                          | Verification of Documents & Preparation of Rank/ Merit List (IF ANY)                        | OFFLINE Mode | 31.12.2021 | For all registered candidates (on the basis of UCEED/ JEE part-II /NATA Score/ NID DAT/ NIFT Entrance Exam./FDDI AIST or any other national design entrance exams., and CET 2021) seeking admission as per Rank 1 onwards, irrespective of their region                                                                 | 11:00 A.M |
| 3                                                                                                                                          | Allotment of Seats                                                                          | OFFLINE Mode | 31.12.2021 |                                                                                                                                                                                                                                                                                                                         | 2:00 P.M  |
| <b>OPEN HOUSE COUNSELLING</b><br>(If seats remained vacant after 2 <sup>nd</sup> Counselling)<br>will be held on 04.01.2022 (i.e. Tuesday) |                                                                                             |              |            |                                                                                                                                                                                                                                                                                                                         |           |
| 4                                                                                                                                          | Verification of Documents & Allotment of Seats                                              | OFFLINE Mode | 04.01.2022 | All UCEED/ JEE part-II /NATA Score/ NID DAT/ NIFT Entrance Exam./FDDI AIST or any other national design entrance exams., and CET 2021 qualified candidates who have registered with GGSIPU and have not taken admission in Bachelor of Design Programme till date and seeking admission in Bachelor of Design Programme | 10:00 A.M |

**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 for Programme B.Design, Code-600:**

**Eligibility Criteria:**

10+2 (stream Science/Arts with mathematics) from any recognized board of education.

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

- a) (i) Bank Draft(s) of Rs. 2,06,000/- (Rs. Two Lakh Six 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).

(ii) NEFT as per details below:

|                       |                                                      |
|-----------------------|------------------------------------------------------|
| Account Holder Name   | Registrar, Guru Gobind Singh Indraprastha University |
| Account Number        | 965433641                                            |
| IFSC Code             | IDIB000G082                                          |
| Bank Name             | Indian Bank                                          |
| MICR Code             | 110019071                                            |
| Account Type          | SB (Saving Branch)                                   |
| CBS Code/Branch Code  | 02029                                                |
| Branch Name & Address | GGSIPIU. Sector 16C, Dwarka, New Delhi – 110078.     |

- (ii) Dean of the University School are requested to get the data of NEFT payment compiled in the format given below so that the reconciliation of the amount deposited can be done by the Accounts Division:

|                               |  |
|-------------------------------|--|
| <b>Name of the Student</b>    |  |
| <b>GGSIU Application No.</b>  |  |
| <b>Programme</b>              |  |
| <b>School/College</b>         |  |
| <b>Amount to be deposited</b> |  |
| <b>Amount deposited</b>       |  |
| <b>UTR No.</b>                |  |
| <b>Date of deposit</b>        |  |

- 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).
- 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:**

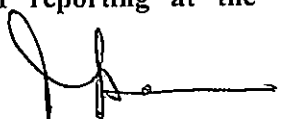
Open House Counselling / spot counselling: Counselling on the Open Day will be held only if any seat(s) remains vacant after two rounds of counselling. The said seat(s) will be offered on that day to the qualified candidate(s) in order of merit. The seat(s) shall be offered to the qualified candidate(s)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

**Guidelines/Instructions regarding COVID-19 issued by the Govt. of NCT must be followed by the candidates as well as by the Institute/College/USS during the period of reporting at the USS/Affiliated College/Institute.**

  
Brig. P.K. Upmanyu (Retd.)  
Consultant, Admissions

Copy to:

1. Project Director, East Campus, 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.