

**University School of Management Studies**  
**Guru Gobind Singh Indraprastha University**  
 Sector-16-C, Dwarka, New Delhi-78 Website: [www.ipu.ac.in](http://www.ipu.ac.in)

GGSIU/USMS-Schedule-PG-Diploma/2022-23/

Dated: 22.08.2022

**NOTIFICATION**  
**SCHEDULE OF 1<sup>st</sup> COUNSELLING/ADMISSION 2022-23**  
**FOR ONE YEAR POST GRADUATE DIPLOMA IN DATA ANALYTICS (PGDDA)**

Venue of Counselling: - University School of Management Studies,  
 Room No.313, D Block,  
 Guru Gobind Singh Indraprastha University,  
 Sector-16-C, Dwarka, New Delhi-110078.

All the candidates who have applied for the above said course shall report in person for Counselling/Admission at the above mentioned venue; on the date and time mentioned below as per their Category and Rank.

Date	CATEGORY OF CANDIDATES	Reporting Time
29.08.2022 (Monday)	ALL THE CANDIDATES WHO HAVE APPLIED UNDER THE RESERVED CATEGORY FOR THE PGDDA Programme	11.00 a.m
	ALL THE CANDIDATES WHO HAVE APPLIED FOR THE PGDDA Programme (Rank 1 to 30)- Unreserved	11:30 a.m
	ALL THE CANDIDATES WHO HAVE APPLIED FOR THE PGDDA Programme (Rank 31 onwards)- Unreserved	12:30 p.m

**Note:** COUNSELLING/ADMISSION FOR THE SEATS RESERVED FOR ANY REGION/ CATEGORY SHALL BE STOPPED AS AND WHEN SEATS IN SUCH CATEGORY/ REGION ARE FILLED UP.

- For seeking admission in ONE YEAR POST GRADUATE DIPLOMA, eligibility criteria mentioned in Admission Brochure- 2022-23 may be referred.
- The Candidate claiming the reservation under EWS/SC/ST/OBC/Physically Handicapped/Defence Category category must produce certificate issued by the competent authority at the time of verification of document and allotment of seat as per Admission Brochure.
- Document(s) required at the time of Counselling /Admission.**
  - Bank Draft(s) of Rs.53,000/- drawn in favor of Registrar, Guru Gobind Singh Indraprastha University payable at Delhi. Write the name of the candidate, name of the programme and Contact No. on the back of Bank Draft.

**Fee structure**

S. No.	Details	Amount
1	Counseling Fee (Non Refundable)	Rs. 1000/-
2	Alumni Fee (Non Refundable)	Rs. 2000/-
3	Security (Refundable)	Rs. 10000/-
4	Annual Course Fees	Rs. 40000/-
<b>Grand Total</b>		<b>Rs.53,000/-</b>

- Filled-in Verification Form as per Appendix: 6 of Part E Admission Brochure 2022-23  
<http://www.ipu.ac.in/Pubinfo2022/adm22brgen030322.pdf>
- Certificate and Mark Sheet of the qualifying examination issued by the University. (Original and One Photocopy).
- SC/ST/ Physically Handicapped/Defence Category/EWS Certificate(s) whichever applicable, on the basis of which reservation is claimed (Original and One Self-Attested Photocopy).

Conduct and Character Certificate from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer/Notary Public /Current employer (Original and One Photocopy).

➤ 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: 5 (Original)

<http://www.ipu.ac.in/Pubinfo2022/adm22brgen030322.pdf>

**Note :-**

- (a) *The Original Certificates (except the medical certificate,) will be returned to the candidates after verification. However, the photocopies of these certificates medical certificate (in original) and No objection certificate (in original) shall be retained.*
- (b) *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.*
- (c) *In case the Degree/certificate has been obtained from some University of any other country then an equivalence certificate must be obtained from Association of Indian universities prior to attending the counselling.*
- (d) *The required certificate(s) for reserved categories / classes will be essential at the time of the counselling/admission and no provisional admission shall be admissible for want of caste/ category certificate from the local competent authority. Further, the caste/ category certificate should invariably be in the name of candidate himself/ herself and not in favour of respective parents/ guardians.*
- (e) *In case of married woman applying under reserved category has to produce the caste certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.*
4. **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 fulfils all eligibility conditions as laid down in the respective Admission Brochure for the session 2022-23. 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.**
5. **Admission will be made strictly on merit basis (Rank-wise) and counselling/admissions will stop when all the seats get filled-up for the particular round.**
6. **The candidates are also advised, in their own interest to check the details of fee, their name, rank, programme, etc. on Admission Slip issued to him/her by the Admission Officer before leaving the counselling hall.**
7. **Withdrawal of Admission:**  
All the withdrawal application shall be processed in accordance with the Refund Policy 2022-23, as notified in the Admission Brochure 2022-23. The same is available on University website [www.ipu.ac.in](http://www.ipu.ac.in). All the candidates are requested to note the same and withdrawal will be carried out accordingly.

**Note: The candidates appearing for Counselling are required to strictly observe Covid-19 safety protocol; Government prescribed SOP including installation of Aarogya Setu Apps in their mobile.**

**Dean, USMS**

**Dated: 22.08.2022**

**GGSIU/USMS-Schedule-PG-Diploma/2022-23/**

**Copy to:**

1. Dean, USMS, GGSIP University.
2. JR (Admissions) GGSIP University.
3. Head, University's Web site, with the request to upload the schedule of Counselling along with Merit List on University's Web site.
4. Controller of Finance, GGSIP University.
5. AR O/o Hon'ble Vice-Chancellor, GGSIP University.
6. AR O/o Registrar, GGSIP University.
7. Guard File.