

Vivekananda Institute of Professional Studies-Technical Campus

NAAC “A++” Accredited Institution

Date: 8th September, 2023

**Merit List and Schedule of Counselling for admission under the
Management Quota Seats
for **MCA** programme for the Academic Session 2023-24**

1. **Display of Merit List** **8th September, 2023**

2. **1st Round of Counselling for verification of documents & allotment of Seats on merit & payment of fee**
 - (a) **All SC/ST/PH/ Defence Category candidates &**
 - (b) **All General Category candidates applied for admission under Management Quota Seat & qualified NIMCET/CET/CUET**} **Monday, 11th Sept., 2023
(10:00 AM)**

2. **2nd Round of Counselling, if required** **- Tuesday, 12th September, 2023
(10:00 AM)**

Vacancies (if any) after completion of 1st Round of Counselling will be notified on the website of the Institute on 11th September 2023

Important Instructions: -

1. **Reporting timings of the candidates is from 10:00 AM to 11:00 AM in the Institute. Timings can be extended maximum by 30 minutes i.e. upto 11:30 AM.**
2. **Candidates whose names appeared in the merit list shall come personally along with only one Parent / Guardian with necessary documents for verification and deposit the prescribed fee. Details of documents to be submitted at the time of admission is attached as Annexure-A.**
3. **Candidates having reported in time as mentioned above for the Counseling, shall be first required to get all their documents verified, to ascertain their eligibility. After successful documents verification, all the eligible candidates shall be called strictly**

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4. on merit, based upon the aggregate percentage of marks obtained in qualifying examination, for allotment of seats. Counseling / Admission shall continue till the vacancy remains and shall be stopped as and when the seats are filled up. Please note that mere invitation for Counseling / having found eligible for admission and having participated in the counseling does not guarantee any admission.
5. Mobile Phone are prohibited in the Institute's premises. So, it is the responsibility of the candidate / parent / guardian not to carry mobile phone in the Institute Campus & make their own arrangement to keep mobile phone outside the campus, before entering into the campus.

Note:

- Candidates once admitted under Management Quota seat shall not be eligible to take admission in any other colleges affiliated to GGSIPU.
- Admission will be confirmed only when the prescribed fee is deposited. Fee once paid is not refundable.

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| Venue of counseling: | Seminar Hall, Block – C) |
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**Principal
VIPS-TC**

I. Candidates shall bring the following documents for verification:

- i) **Original Undertaking** from the candidate seeking admission under the Management Quota Seat for MCA programme counter signed by the parent.(attached as Annexure – B)
- ii) **Original Admission Verification Form** (*Appendix – 6, Part F*) of GGSIPU Brochure 2023 – 24) and 01 photocopy self-attested.
- iii) **Candidate’s Profile (Personal Details) of GGSIPU submitted** at the time of form filling of ₹ 1,500/- (02 Photocopies)
- iv) **Original Admit Card of NIMCET/CET/CUET** along with one photocopy. (If original Admit Card is lost obtain FIR).
- v) **NIMCET/CET/CUET Rank Card.** (02 Photocopies)
- vi) **10th Class Mark sheet-** (*02 Photocopies self-attested and Original for verification*).
- vii) **12th Class Mark sheet and Passing/ Provisional Certificate.** (*02 Photocopies self-attested and Original for verification*).
- viii) **Graduation Mark sheet-** (*02 Photocopies self-attested and Original for verification*).
- ix) **Original Character Certificate** and 01 photocopy self- attested (with date issued by (HOD/Principal of School/College) or by the Gazetted Officer (*Not older than 6 months*)).
- x) **Original Medical Certificate** and 01 photocopy self- attested (*Appendix – 5, Part F of GGSIPU Brochure 2023 – 24*) signed by MBBS Doctor.
- xi) **Original Anti Ragging Undertakings** and 01 photocopy of each (*Appendix – 7 and 8, Part – F of GGSIPU Brochure 2023 – 24*).
- xii) **Original Notarized Gap Year Affidavit** and 01 photocopy, (in case gap after passing of qualifying exam (if passed in 2022 or earlier), notarized on ₹10/- Stamp Paper.
- xiii) **Undertaking from result awaited candidates** for seeking provisional admission for the academic session 2023 – 24 (*Appendix – 4, Part F of GGSIPU Brochure 2023 – 24*).
- xiv) **Original SC/ST/Defence/PH Category Certificate for verification** along with self- attested photocopies and also bring **Online Document Verification Certificate issued by GGSIP University** for SC/ST/Defence/ PH Category candidates.
- xv) 04 Passport Size of Student & 01 Passport Size photo of parents (Mother & Father).

II. Candidates are required to deposit the fee preferably through Demand Draft/Debit Card/Credit Card (no cash/ cheque will be accepted). The demand draft shall be drawn in the favour of “**Vivekananda Institute of Professional Studies – Technical Campus**” payable at **New Delhi**.

Fee to be deposited at the institute includes University Charges, Alumni Contribution Fund (One Time Payment) and Security (*refundable*) are as under:

| Programme | Fee for 1 st Year (Academic Session 2023 – 24) to be paid in the Institute at the time of admission (Amount in Rupees) | Link for Fee Challan |
|-----------|--|----------------------------|
| • MCA | ₹ 1,95,300/- | Click here for fee challan |

Note:

- Admission will only be confirmed after depositing the full fee.
- All admissions will be provisional subject to the approval of the university.