



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
"A STATE UNIVERSITY ESTABLISHED BY GOVT. OF NCT OF DELHI"
 SECTOR-16 C, DWARKA DELHI – 110078
 Website: www.ipu.ac.in

F. No. IPU-7/ Academic/Spot offline Counseling/2025/7214

Dated: 08th July, 2025**SCHEDULE OF SPOT COUNSELLING/ADMISSION SESSION: 2025-26****M.Sc. (Microbiology Code: 414) : SPOT COUNSELLING (Offline)****Counseling Date: 11.07.2025 (2:00 PM onwards)**

Venue of Counselling: Centre of Excellence in Pharmaceutical Sciences (CEPS)
 Guru Gobind Singh Indraprastha University,
 Sector 16 C, Dwarka, New Delhi-110078.

The candidates must read the complete schedule and ensure their presence.

1. Spot Counseling for M.Sc.(Microbiology) programme will be held as per following process:
 - a) Verification of documents
 - b) Allotment of seats

" Verification of Documents" for M.Sc.(Microbiology) CET qualified candidates.

Date	Category of Candidates	Time
11.07.2025 (Friday)	All CET qualified candidates of all categories from Delhi and outside Delhi	2:00PM- 2:30 PM

Allotment of Seats

Date	Category of Candidates	Time
11.07.2025 (Friday)	All M.Sc. (Microbiology) CET qualified candidates as per the CET merit list	2:30PM onwards

Important Points:

Offline Counseling Procedure

Candidates shall please refer to the Chapter 8: 'Offline Counseling Procedure' Part-A, Admission Brochure 2025-26.

1. The spot round of offline counseling will be held after the completion of 2nd counseling.
2. The vacant seats left after admission of candidates only shall be considered for filling in the spot counseling.
3. **The conversion of vacant seats reserved for SC,ST,OBC etc. to General category shall be done only after the completion of 2nd counseling for the reserved categories**
4. **All eligible candidates desirous of participating in the spot counseling shall have to pay a counseling (separate) participation fee of Spot counseling. The participation fee in the 'Spot Counselling' shall be 500/- INR (non-refundable).**
5. Any CET qualified candidates who have not taken admission in the previous counseling rounds will be eligible to participate in the spot counseling, against the available vacant seat (if any).
6. All "not admitted" candidates will be eligible to participate in the Spot Counselling.
7. The conversion of seats reserved for SC, ST, and OBC to General Category shall be done only after the completion of 2nd counseling for the reserved categories.
8. Allotment of Seats will stop as and when the seats get filled up.
9. **Eligibility Criteria for Programme- Master of Science (Microbiology) CET Code 414.**

Graduation in Sciences (B.Sc/B.Tech/B.Pharm) Degree with at least 50% marks in aggregate.

10. Fee

Bank Draft(s) of Rs.96,000/- in favor of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi. The candidate will write his/her name, date of admission, phone, address, mobile no, name of the programme, CET Rank and CET Roll Number on the back of the Bank Draft(s).

The students can also submit the fees via online mode on the following link:

<https://payments.billdesk.com/bdcollect/bd/gugosiuni/16435>


Documents Required for Verification and Allotment of Seats (along with a set of photocopies):

- a) Six passport sized photographs
 - b) PG CET Rank Card/Merit Order of PG CET-2025 (copy)
 - c) PG CET-2025 Admit Card (in original) 2025.
 - d) Filled Admission verification form as per Appendix 6 of Part F of Admission Brochure 2025-26.
 - e) Filled Preference sheet as per Appendix 11A of Part F of Admission Brochure 2025-26.
 - f) Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
 - g) 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.
 - h) For Distance / Open Learning Cases:
In case of students who have passed the qualifying examination through distance / open education system of any recognized University / Board / Institution, the necessary documentary evidence related to location of his / her study centre i.e. study centre proof, certificate from the University imparting open / distance education certifying the location of the study centre to be submitted.
 - i) 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-F in Admission Brochure 2025-26 (As per Appendix 5).
 - j) Result Awaited: candidates seeking admission as result awaited candidate must have to submit Appendix 4 of Part F of Admission Brochure 2025-2026.
 - 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 relaxation with necessary approval shall be submitted on or before 11.07.2025.
2. 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 verification of documents/counseling/allotment of seats, candidate should ensure that he/she fulfils all eligibility conditions as laid down in the respective Admission Brochure for the session 2025-26. 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 his/her and entire fee will also be forfeited.

3. **DATE AND TIME OF WITHDRAWAL OF ADMISSION**

Date of Withdrawal is 18.07.2025 (Friday).

The candidates must submit filled and signed appendix 11, i.e. form for withdrawal of Admission of Part F of Admission Brochure 2025-26 (Appendix-11) in the Room No. 002, CEPS, GGSIPU Sector 16C, Dwarka, New Delhi 110078. A proper receipt for withdrawal will be issued in lieu thereof. It is once again informed that the request for withdrawal has to be made in the Academic Branch, GGSIPU only and in the prescribed format necessarily.


(Prof. A.K. Narula)
Director-Incharge, CEPS

Copy to:

1. Controller of Finance, GGSIPU, for kind information and needful.
2. Controller of Examinations, GGSIPU for kind information
3. Finance Officer, GGSIPU with the request to depute an official at the counseling venue for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
4. PRO, GGSIPU with a request to display Counseling / Admission Schedule on the University's Notice Board (s).
5. In-charge, UITS, with the request to upload the schedule of Counseling on University's website. Also please flash a tagline in the University Website. "Spot Counseling for M.Sc. (Microbiology) will be held on **11.07.2025 at 2:00 PM**."
6. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor.
7. AR to Registrar, GGSIPU for information of Registrar.
8. Guard file.