



**Guru Gobind Singh Indraprastha University**  
**Sector 16C, Dwarka, New Delhi-110078**

Website: [www.ipu.ac.in](http://www.ipu.ac.in)

F. No. IPU-7/Online Counselling/ 2020/ 864

Dated: 03/12/2020

**Documents required at the time of Reporting of the candidates in their respective allotted Institute/ College for verification of documents and payment of the Balance Academic Fee for admission in various Programmes during Academic Session 2020-21**

The reporting of candidates in their respective allotted Institute/ College for verification of documents and payment of the Balance Academic Fee (if any) will start from 03.12.2020 (Thursday) onwards for different programmes, as per the Schedules displayed on the University Website from time to time. The candidate must follow the following instructions:

**A. Documents required at the time reporting:-**

The Candidates are required to report and join their respective Affiliated Colleges / Institutes and University School of Studies with the Provisional Allotment Letter, Receipt of Part Academic Fee, necessary documents pertaining to academic record for verification, Medical Certificate (Appendix 6) in original, Character Certificate in original, Reserved Category Certificate/ Minority Certificate (if claimed seat in Reserved Category) and related appendices as mentioned in Admission Brochure.

The Candidate are required to bring their original documents and one set of photocopy of documents for submission in concerned Institute/ College/ USS with him/her and pay the Balance Academic Fee (if any), as per schedule notified on the website, failing which the admission shall be cancelled automatically.

**NOTE:**

- (i) The balance amount of fees i.e. 39,000/- (Thirty Nine Thousand Only) in respective University School of Studies may be submitted through Demand Draft in favour of "Registrar, Guru Gobind Singh Indraprastha University".
- (ii) In Affiliated Colleges/ Institutes of GGSIPU, the balance amount of fees may be submitted through both online (Net Banking/ Credit Card/ Debit Card) / offline mode (Through Draft) as per the instructions issued by the respective Affiliated College / Institute.

**B. In Result Awaited / Compartment / Supplementary Cases:-**

All such candidates who have appeared in the qualifying examination (irrespective of the outcome of their final result) will have to submit the final result of qualifying degree proving his/her eligibility on or before 31<sup>st</sup> December 2020 to their concerned Dean/Principal/Director of their respective School/College/Institute where the admission has been granted provisionally.

The concerned Dean/Principal/Director will ensure that those candidates who have taken provisional admission on the basis undertaking that they will submit the result by 31<sup>st</sup> December, 2020 and if fail to do so by 31<sup>st</sup> December, 2020 shall not be allowed to sit in classes w.e.f. 1<sup>st</sup> January, 2021. The Dean / Principal / Director shall submit the list with the

details of such candidates to the University by 31<sup>st</sup> December, 2020. The Dean / Principal / Director shall be responsible to ensure mechanism to monitor the cases of such candidates admitted provisionally to ensure that the candidates are informed prior to 31<sup>st</sup> December, 2020 that failure to submit the result by 31<sup>st</sup> December, 2020 shall result in cancellation of their provisional admission. The Dean / Principal / Director will submit the list of all such candidates by 2<sup>nd</sup> of January, 2021 who have failed to submit the proof of eligibility by 31<sup>st</sup> December, 2020 and also certify that such candidates have been denied permission to attend the classes.

In case the candidate fails to submit his/her final result of qualifying degree in the manner as prescribed above to prove his/her eligibility on or before 31<sup>st</sup> December 2020, whatsoever, the reason may be, his/her admission will be treated as null and void (cancelled) and the entire fee will be forfeited and under no any circumstances he/she will be allowed to appear in the End Term Exam.

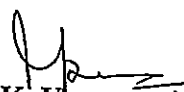
No extension beyond 31<sup>st</sup> December 2020 shall be allowed by the University in any case.

The Dean/Director/Principal will be responsible to ensure that the eligibility of all students are checked by them to ensure correctness of admissions specially incase of provisional students. The provisional admission will automatically stand cancelled if the candidates fail to submit result in time i.e. 31<sup>st</sup> December 2020.

- C. Guidelines/ Instruction regarding COVID -19 issued from Govt. of NCT must be followed by the candidates and as well as by the institutes/ colleges during the reporting in concerned allotted institutes/ colleges.**

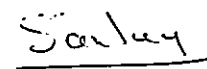
The Dean / Principal / Director of USS / Affiliated colleges may examine the request of the admitted candidates who have genuine difficulty in physically reporting for verification of documents and payment of balance fees and thereafter may allow such candidates to report online. The Dean / Principal / Director shall also may carry out the verification of documents of eligibility through online mode or through physical mode through authorized representatives of the candidate.

**Candidates are advised to visit regularly the University Website [www.ipu.ac.in](http://www.ipu.ac.in) as well as the online admission website <https://ipu.admissions.nic.in>**

  
(Brig. P. K. Upmanyu)  
Joint Registrar (Admissions)

Copy to:

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

  
Section Officer (Admissions)