

ARMY INSTITUTE OF EDUCATION

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

(Recognized by NCTE & RCI Approved, NAAC 'A' Grade Accredited and ISO 9001:2015 Certified Institute)



ADMISSION BROCHURE

ACADEMIC SESSION 2024-25

PLOT M-1, POCKET P-5, SECTOR CHI-2 GREATER NOIDA-201310 PHONE: 0120-2343741-42

E-MAIL: aie@awesindia.edu.in

WEBSITE: www.aie.ac.in

ARMY INSTITUTE OF EDUCATION

Vision: To prepare intellectually competent, socially concerned, morally upright and technically inclined teachers equipped with skill set who act as catalyst to shape the destiny of India.

Mission. To empower prospective teachers through continuum of knowledge and wisdom by equipping them with latest techniques assisted by technology.

“Wards, Wives and Widows serving & retired Army/Navy/Air Force Personnel are eligible for admission in B.Ed. Programme & B. Ed Spl Ed. (LD) Programme at AIE”

- Admission is on the basis of merit in the **Common Entrance Test (CET)** conducted by Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi.
- CUET Conducted by NTA.

CET Code for B.Ed. Programme: BED122
CET Code for B.Ed.Spl.Ed. Programme: BED159

Please visit regularly, Guru Gobind Singh Indraprastha University, New Delhi Website for Updates and Notifications on Admission.

www.ipu.ac.in

<https://ipu.admissions.nic.in>

Contact Details: -

**Army Institute of Education
Plot M-1, Pocket P-5, Sec CHI-2, Greater Noida (UP) 201310
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INTRODUCTION

1. Army Institute of Education (AIE) was established on 21 Feb 2003 with the aim of providing pre-service teacher education to the wards and dependents of the Army personnel. The Institute functions under the aegis of Army Welfare Education Society (AWES), which is managing 249 Pre Primary Schools, 137 Army Schools and 12 Army Professional Institutes situated at different locations in the country. AIE functions under the administrative control of HQ Delhi Area with Chief of Staff Delhi Area as Chairman of the Institute Managing Committee (IMC). IMC meetings are held on an average every quarter. Army Institute of Education is affiliated to Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi and is recognized by the National Council for Teacher Education (NCTE) for its Bachelor of Education (B.Ed.) programme and by Rehabilitation Council of India (RCI) for its Bachelor of Education Special Education (Learning Disability). AIE is ISO 9001:2015 certified and NAAC 'A' Grade accredited Institute. The Joint Assessment team of GGSIPU has awarded 'A' grade to this Institute consecutively since the last seven years.
2. Army Institute of Education shifted to Greater Noida from Delhi Cantt on 23 July 2013 and is located at Plot M-1, Pocket P-5, Greater Noida, Gautam Budh Nagar (UP) at a distance of 3.5 km from Pari Chowk (Adjacent to AWHO Township). The city is well connected to Noida and Delhi by public transport.
3. Situated in a lush green campus spread over nearly 15.34 acres of land in a prime location in the city, Army Institute of Education provides an ideal environment to the aspiring learners for pursuing their studies in education. The trees, sprawling lawns and peaceful surroundings add to the ambience of the campus. The chirping of birds all through the day and their singing melodies enhances the effect and catalyzes one's quest for excellence as one learns in harmony with nature. Army Institute of Education cradles a genuine concern for the pursuit of human enquiry and for the perpetuation of knowledge traditions in an environment conducive to an inspiring teacher education programme.

Academic Infrastructure and Facilities:

4. Army Institute of Education is endowed with a competent and experienced faculty and a team of sincere and committed administrative and supporting staff. The Institute is headed by the Principal and has the teaching faculty as per National Council for Teacher Education (NCTE) norms and Rehabilitation Council of India (RCI) norms.
5. The Institute has spacious classrooms with adequate furniture, Seminar Hall with latest audio visual equipment, well established resource centers for psychology, art and craft, teaching – learning, health and physical education, mathematics, science lab, ICT, library, special education resource room, special education library, boys common room, girls common room and sports facilities like Athletics, Football, Badminton, Volley Ball, Basket Ball, Table Tennis, Chess and Carom etc. Apart from Sports facilities, separate Gymnasium for boys and girls is provided to students to maintain good physical health.
6. Jagat Farm and Alpha I Commercial complex are the shopping outlets in the close vicinity of the Institute with facilities like banks and ATM etc. Basic necessity items & ATMs are also available in AWHO township & Omega-1 market close by.
7. Army Institute of Education has adequate provision for first-aid facilities. A visiting doctor is appointed to provide medical cover in the campus. In the event of an emergency, the entitled students can approach the ECHS Polyclinic Greater Noida, which is located at a distance of just 500 meters from the campus. Three ECHS empaneled hospitals – Kailash, Sharda & Yatharth Wellness are also located within 4 km distance. Students requiring clinical tests and advanced medical treatment from Base Hospital, Delhi are provided transport by the Institute.

Programme of Study

8. Army Institute of Education offers a residential full time professional pre-service teacher education programme of the duration of **two academic years** leading to Bachelor of Education (B.Ed.) and Bachelor of Education Special Education Learning Disability (B. Ed Spl Ed. (LD)) degree affiliated to Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi.

Seats:

9. The Institute has 100 seats for the B.Ed. programme and 30 seats for B. Ed Spl Edn (LD) every year. Seats will be allocated to the aspiring dependents of the serving / retired Army/Navy/Air Force personnel from across the country on the basis of their merit in the Common Entrance Test (CET) conducted by Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi. The prospective students are requested to refer to GGSIPU website for all details. The college does not offer management quota seats. **CET code for B Ed programme is 122 and for B Ed Spl Programme is 159.**

Admission:

10. Only CET and CUET qualified applicants shall be considered for admission, through university counselling, subject to fulfillment of eligibility and admission criteria. Common Entrance Test (CET) is conducted by GGSIP University. For details, visit university website (<http://www.ipu.ac.in>). CUET is conducted by NTA.

B.Ed. Programme

11. Two-year B.Ed. programme of the Guru Gobind Singh Indraprastha University, New Delhi consists of theory Programmes and practicum as per the details given below:

SEMESTER-I

S.No.	Course Title	Course Code	Credits	Max Marks
THEORY				
1.	Childhood and Growing up	BED 101	4 Credits	100
2.	Philosophical Foundations of Education	BED 103	4 Credits	100
3.	Language Across the Curriculum	BED 105	2 Credits	100
4.	Understanding Disciplines and Subjects	BED 107	4 Credits	100
5.	Critical Understanding of ICT	BED109	4 Credits	100
6.	School Organization and Management	BED 111	4 Credits	100
PRACTICAL				
7.	Understanding the Self	BED 151	2 Credits	100
8.	PSE-1 (Preliminary School Engagement)	BED 153	2 Credits	100
ELECTIVE				
9.	MOOC*		4 Credits	100
Total Credits& Marks			30 Credits	900

Preliminary School Engagement (PSE-1) (2 Weeks)

Update the Syllabus

12. Writing a reflective journal on observation of regular classroom teaching with respect to pedagogical practices and classroom management techniques used by the teachers.

13. Reflection on roles and responsibilities of different school staff and Critical study of the infrastructural facilities, namely Library, Laboratories, Playground, Canteen, Sports facilities, Seminar Halls, Auditorium etc. Which are available in the school.

14. The student-teacher shall also undertake the field activities pertaining to the practical's during this period.

SEMESTER-II

S.No.	CourseTitle	Course Code	Credits	Max Marks
THEORY				
1.	Learning and Teaching	BED 102	4 Credits	100
2.	Contemporary perspectives in Education	BED 104	4 Credits	100
3.	Assessment of Learning	BED 106	4 Credits	100
4.	Experiential Learning Entrepreneurial Mindset	BED 108	2 Credits	100
5.		BED 110	2 Credits	100
6.	Pedagogy of School Subject-(I)	BED116-150	4 Credits	100
7.	Pedagogy of School Subject-(II)	BED116- 150	4 Credits	100
PRACTICAL				
8.	Reading and Reflecting on Texts	BED 152	2 Credits	100
9.	PSE- II	BED 154	2 Credits	100
ELECTIVE				
10.	MOOC*		4 Credits	100
Total Credits & Marks			32 Credits	1000

*In a practical one credit is equivalent to two hours of teaching.

Preliminary School Engagement (PSE-2) (2 weeks)

15. Organization of co-curricular activities by pupil teachers by assisting and participating in the organization of the same and recording experiences of the same in a reflective journal.

16. Writing a reflective journal on the problems faced by teachers in assessment through the scheme of Continuous and Comprehensive Evaluation by observing the teacher's evaluating students and engaging with them to know their problems with respect to implementation of the scheme in their school.

17. The student-teacher shall also undertake the field activities pertaining to the practical during this period.

SEMESTER-III

Sr. No	Course Code	Course Title	Credits	Max Marks
PRACTICAL				
1.	BED251 & BED253	Internship-I	5x2=10 credits	100
				100
2.	BED255 & BED257	Internship-II	5x2= 10 credits	100
				100
ELECTIVE				
3.	MOOC*		4 Credits	100
4.	MOOC*		4 Credits	100
	Total Credits& Marks		28 credits	600

18. This semester shall entail a field engagement of 16 weeks wherein the first week will be exclusively dedicated to observing a regular classroom with a regular teacher and would include peer observations, teacher observations and observations of interns' lessons by faculty.

19. In the next 15 weeks of internship the student teacher shall be engaged in teaching experience wherein the aim shall be meaningful and holistic engagement including the writing of reflective journals. This shall be enriched through extended discussions with peers and faculty on different aspects of the teaching experience accompanied by presentations post the internship in schools.

School Internship Part-I (BED251 & BED253)

MM:(200 Marks)

10 Credits

S.No.	Components	Marks	
1	Simulated Teaching (2 in each pedagogy course)	10	10
2	Discussion Lessons (2 Lessons in each pedagogy course)	20	20
	Total 4 Discussion Lessons (10x4)		
3	50 Lesson Plans (in each pedagogy course) (25x2)	25	25
4	Achievement Test Report (ATR) (In one subject)	10	10
5	Two Lessons to be Delivered in each pedagogy course	10	10
	through the use of Multimedia (5x4=20)		
6	Text Book Review	10	10
7	Use of Teaching Learning Material in Classroom Discourse (including teaching aids and reference material)	10	10
8	Peer Group observation	05	05
Total		100	100

School Internship Part II (BED255 & BED257)

**MM: (200Marks)
10 Credits**

20. The School Internship Part-II shall entail the assessment of the final lesson plan at the culmination of the internship wherein the student teacher will be observed by external and internal examiners while they teach in the schools. This assessment shall be done for both the pedagogies of teaching subjects opted by the students-teacher and each shall carry 100marks.

SEMESTER-IV

Sr. No	Course Title	Course Code	Credits	Max Marks
THEORY				
1	Gender, School and Society	BED210	4 Credits	100
2	Knowledge and Curriculum: Perspectives in Education	BED212	4 Credits	100
3	Guidance & Counselling	BED214	4 Credits	100
4	Environmental Education	BED216	4 Credits	100
5	Creative an Inclusive School	BED218	2 Credits	100
6	Elective 1 (anyone)		4 Credits	100
	1. Human Rights and Value Education	BED220		
	2. Health & Physical Education	BED222		
	3. Adult & Population Education	BED224		
	4. Peace Education	BED226		
	5. Work Education	BED228		
	6. Education of the Marginalized Groups	BED230		
	7. Life Skills Education	BED232		
	8. School Leadership	BED234		

PRACTICAL				
7	Reflection on School Experience	BED252	2 Credits	100
8	Drama and Art in Education	BED254	2 Credits	100
ELECTIVE- 2				
9	MOOC*		4 Credits	100
	NCC/ NSS		2 Credits	100
	Total Credits & Marks		32 Credits	1000

*In a practical one credit is equivalent to two hours of teaching.

*Pedagogy of School Subject	Course Code
Teaching of Hindi	BED116
Teaching of Sanskrit	BED118
Teaching of English	BED120
Teaching of Punjabi	BED122
Teaching of Urdu	BED124
Teaching of Mathematics	BED126
Teaching of Social Sciences	BED128
Teaching of Home Science	BED130
Teaching of Accountancy	BED132
Teaching of Business Studies	BED134
Teaching of Political Science	BED136
Teaching of Economics	BED138
Teaching of Geography	BED140
Teaching of History	BED142
Teaching of Integrated Science	BED144
Teaching of Physics	BED146
Teaching of Chemistry	BED148
Teaching of Biology	BED150

TWO YEAR B.Ed. PROGRAMME AT A GLANCE

	Semester 1	Semester 2	Semester 3	Semester 4	Total
Courses	9	10	6	10	35
Credits	30 credits	32 credits	28 credits	32 credits	122 Credits
Marks	900	1000	600	1000	3500

21. Scheme of Exam:

- (a) The Two-year B.Ed. Programme is of 122 credits and the student will have to earn 120credits.
- (b) The medium of instruction shall be English.
- (c) In a Four credit course, three credits are assigned for theory and one credit for practical assignments or field work.
- (d) In a Two credit course, one credit is assigned for theory and one credit for practical assignments or field work.
- (e) In a theory course, one credit is equivalent to one hour of teaching.

(f) In the practical course, one credit is equivalent to two hours of engagement in teaching and learning.

(g) For theory courses, weightage is of 100 marks, breakup of marks of assessment, is given under; marks- 75 marks -Theory Exam

15marks- Practical Assignments / Field Engagement 10 marks- Minors.

(h) For a Practical course, weightage is of 100 marks and the ratio of External and Internal assessment of marks is 60:40.

(i) For passing in any course, minimum 50% marks are required to be secured.

(j) The student will be required to earn 120 credits for the award of the degree. The student will not have the option to drop any course covered in the scheme of the examination. The student will be required to register for all the courses listed in the scheme of the examination of the programme.

Total No. of Credits offered in all four semesters – 92

22. The student will require to earn **88** credits for the award of the degree. The student will not have the option to drop any Programme covered in the scheme of the examination he/she will be required to register all the Programmes listed in the scheme of the examination of the programme.

23. Theory courses and practicum mentioned above are as notified in the Syllabus of Bachelor of Education Programme (B.Ed.) Two Years and Scheme of Examination (Session 2021-22 onwards) issued by the GGSIP University, New Delhi. The theory courses and practicum for the year 2021-22 may change subject to the decision of the affiliating university. In case of any change in any of the theory courses and practicum declared by the GGSIP University, New Delhi for the year 2021-22, the B.Ed. Programme in Army Institute of Education will be run as per the new theory courses and practicum laid down by the University for Admission to the B. Ed. Programme for the year 2021-22.

B.Ed.Spl.Ed. Programme

24. The duration of the course is two academic years with 2 Semester in each year, which can be completed in a maximum of three years from the date of admission to the programme (N+2) semesters. Two-year B.Ed.Spl.Ed. programme of the Guru Gobind Singh Indraprastha University, New Delhi consists of theory Programmes and practicum as per the details given below: -

SEMESTER-I

S.No.	Course Title	Course Code	Credits	Max
				Marks
THEORY				
A1	Human Growth & Development	BEDSE100101	4	100
A2	Contemporary India and Education	BEDSE100103	4	100
B7	Introduction to Sensory Disabilities (VI, HI, Deaf-blind)	BEDSE100105	2	100
B8	Introduction to Neuro Developmental Disabilities (LD, ID/ MR, ASD)	BEDSE100107	2	100
B9	Introduction to Locomotor & Multiple Disabilities (Deaf- Blind, CP, MD)	BEDSE100109	2	100
C12	Assessment and Identification of Needs	BEDSELD123111	4	100
PRACTICAL				
E1	Practical: Cross Disability and Inclusion	BEDSE100151	2	100
TOTAL			20	700

SEMESTER - II

S.No.	Course Title	Course Code	Credits	Max Marks
THEORY				
A3	Learning, Teaching and Assessment	BEDSE100102	4	100
A4	Pedagogy of School Subjects (ANY ONE from Part I to Part V)		4	100
	1. Mathematics	BEDSE100104		
	2. Science	BEDSE100106		
	3. Social Science	BEDSE100108		
A5	Pedagogy of School Subjects (ANY ONE from Part I to Part V)		4	100
	1. English	BEDSE100110		
	2. Hindi	BEDSE100112		
B6	Inclusive Education	BEDSE100116	2	100
C13	Curriculum Designing, Adaptation and Evaluation	BEDSELD123116	4	100
PRACTICAL				
E2	Practical: Disability specialization	BEDSELD123152	2	100
Total			20	600

SEMESTER-III

S.No.	Course Title	Course Code	Credits	Max Marks
C14	Intervention and Teaching Strategies	BEDSELD123201	4	100
C15	Technology and Disability	BEDSELD123203	4	100
C16	Psycho Social and Family Issues	BEDSELD123205	2	100
D17	Reading and Reflecting on Texts(EPC)	BEDSE100207	2	100
D18	Performing and Visual Arts	BEDSE100209	2	100
Practical				
E2	Practical: Disability Specialization	BEDSELD123251	4	100
F1	Main disability Special school (Related to Area C)	BEDSELD123253	4	100
TOTAL			22	700

SEMESTER-IV

Sr. No	Course Title	Course Code	Credits	Max Marks
B10	Skill based Optional Course (Cross disability and inclusion) ANY ONE		2	100
1.	Guidance and Counseling	BEDSE100202		
2.	Early Childhood Care and Education	BEDSE100204		
3.	Applied Behavior Analysis	BEDSE100206		
4.	Community Based Rehabilitation	BEDSE100208		
5.	Application of ICT in classrooms	BEDSE100210		
6.	Gender and Disability	BEDSE100212		
7.	Braille and Assistive Devices	BEDSE100214		
B11	Skill based Optional Course (specialization disability) ANY ONE		2	100
1.	Orientation and Mobility	BEDSE100216		
2.	Communication Options: Oralism	BEDSE100218		
3.	Communication Options: Manual (Indian Sign Language)	BEDSE100220		
4.	Augmentative and Alternative Communication	BEDSE100222		
5.	Management of Learning Disability	BEDSE100224		
6.	Vocational Training, Transition and Job Placement	BEDSE100226		
D19	Basic Research & Basic Statistics	BEDSE100228	2	100
Practical				
E1	Practical: Cross Disability and Inclusion	BEDSE100252	4	100
F2	Other disability special school	BEDSELD123254	4	100
F3	Inclusive school	BEDSE100256	4	100
Total				600

TWO YEAR B.Ed.Spl.Ed. PROGRAMME AT A GLANCE

Code	Area	Courses	Credits
A	THEORY: Core courses	5	20
B	THEORY: Cross Disability & Inclusive Education courses (Including optional courses)	6	12
C	THEORY: Disability Specialization Courses	5	18
D	THEORY: Enhancing Professional Capacities(EPC) / Professional Development Courses	3	06
E	Practical related to disability	2	12
F	Field Engagement/ School Internship	3	12
Total		24	80

Practical: Cross Disability and Inclusion (Area B)

25. Practical timing shall be included in the timetable (minimum of four week) Observations as mentioned are essential. However, if schools for other disabilities are not available in the nearby area, the same may be interpreted as observation at Inclusive school/ education/services being provided in the resource room/ home-based education or vice versa with other disability.

SI No.	Task for the Student-teachers	Disability Focus	Education Setting	No. of Lessons
1.1	Classroom observation	Other than Major disability	Special schools for other disabilities	Observation of all subjects at different level, minimum 15 School periods
		Any Disability	Inclusive Schools	Observation of all subjects at different level, minimum 15 School periods
1.2	Lesson Planning and execution on different levels for selected subjects	Any Disability	Special schools for other disabilities/ Resource Room	25 Lessons
			Inclusive Schools	25 Lessons
1.3	a. Individualized Teaching lessons on different levels for selected subjects		Special schools for other disabilities/ Resource Room	20 Lessons
	b. Individualized Teaching lessons	Any Disability	Inclusive Schools	20 Lessons

Area F2- Other Disability Special School (Area B)

SI No.	Task for the Student-teachers	Disability Focus	Set up	No. of Lessons
1	Classroom Teaching	Other than Major disability	Special schools for other disabilities	Minimum 180 school periods

Area F3- Inclusive School (Area B & C)

SI No.	Task for the Student-teachers	Disability Focus	Set up	No. of Lessons
1	Classroom Teaching	Any Disability	Inclusive school	Minimum 180 school periods

26. The programme has been developed on Semester basis with a total of 2600 marks in view of disability specific specialization.

27. **SCHEME OF EXAMINATION**

- (a) The Two Year B.Ed.Spl.Ed. Programme is of 80 credits and the student shall have to earn all the credits.
- (b) In a Four credit courses, three credits are assigned for theory and one credit for practical assignments or field work.
- (c) In a Two credit courses, one credit is assigned for theory and one credit for practical assignments or field work.
- (d) In a theory course, one credit is equivalent to one hour of teaching.
- (e) In the practical course, one credit is equivalent to two hours of engagement in teaching and learning.
- (f) For theory courses, break-up of marks is given under:
 - (i) 100 marks - 75 Theory Exam
 - 15 Practical Assignments / Field Engagement 10 Minor.
- (g) For a Practical course, the ratio of External and Internal marks is 60:40.
- (h) For passing in any course, minimum 50% marks are required to be secured.
- (i) The timetable for the B.Ed.Spl.Ed Programme should be prepared in a manner to ensure that it contains at least thirty-six working hours per week.

Total No. of Credits offered in all four semesters - 80

28. The student will require to earn all **80** credits for the award of the degree. The student will not have the option to drop any Programme covered in the scheme of the examination he/she will be required to register all the Programmes listed in the scheme of the examination of the programme.

Note: Theory courses and practicum mentioned above are as notified in the Syllabus of Bachelor of Education Programme (B.Ed.Spl.Ed.) Two Years and Scheme of Examination (Session 2017-18 onwards) issued by the GGSIP University, New Delhi. The theory courses and practicum for the year 2023-24, may change subject to the decision of the affiliating university. In case of any change in any of the theory courses and practicum declared by the GGSIP University, New Delhi for the year 2023-24, the B.Ed.Spl.Ed Programme in Army Institute of Education will be run as per the new theory courses and practicum laid down by the University for Admission to the B.Ed.Spl.Ed. Programme for the year 2023-24.

Programme Transaction

26. The B.Ed. and B. Ed Spl Ed programme involves lectures, discussions, tutorials, reflecting writing, case studies, school-based experiences, workshop experiences, psychology practical, visual education, community work and co-curricular activities including physical education. Preliminary School Engagement (PSE) and School Internship (SI) form the nuclei of the teacher education programme of AIE. As per NCTE & RCI norms, 20 weeks of rigorous field experience is given to the B.Ed. and B. Ed Spl Ed. student-teachers in reputable schools.

27. The Institute organizes personality development programme, seminars, conferences, guest lectures, symposia and workshops for academic excellence and encourages participation of its student-teachers in cultural activities for a multidimensional growth of their personality. Ample opportunities for working with the community instill a sense of social concern. Co-curricular activities provide opportunities for exposure to the diverse spectrum of the socio-cultural life in India as well as the rest of the world. Besides aiming at academic excellence, the Institute also gives due attention in nurturing social sensitivity and develop cultural affinity in its student-teachers.

28. Educational tours, excursions and field visits are organized regularly. It is mandatory for student-teachers to participate in excursions, tours and field visits organized by the Institute.

Timings

29. The working day timings for students are from 0900 hrs. to 1600 hrs. The Institute functions six days a week (Second and Fourth Saturday are holidays). The student-teachers are expected to remain in the campus all through the Institute working hours. During the PSE and School Internship, students are expected to be in their practice teaching school as per the school timings.

Medium of Instruction

30. The medium of instruction in Army Institute of Education is **English & Hindi**.

Attendance

31. The student-teachers are expected to attend the classes and other activities regularly. Under unavoidable circumstances prior permission for leave is essential. Leave applications addressed to the principal are routed through the concerned tutor/ mentor or school supervisor. As per GGSIPU New Delhi norms, students with **80%** attendance in theory courses and **90%** in practical courses are eligible to appear in End Term Examinations for each semester.

Hostel

32. Army Institute of Education is a fully residential Institute. It provides hostel facility separately for both boys and girls. The application for accommodation in the Army Institute of Education Girls Hostel/Boys Hostel should be submitted to the Institute on the prescribed form available at the time of admission, after recommendation/approval of the Principal/Admission Committee. For rules and regulations of the Hostels, student-teachers must read the handbook available on Institute website. Permission to attend B.Ed. Programme as a day scholar, may be granted by the Chairman. Students will have to live in hostel in campus unless exempted by institution to maximum 10% students.

Uniform

33. Uniform is compulsory which is to be stitched after joining AIE. It is advisable that students are in possession of black formal shoes (boys) and black flat bellies (girls). Wearing Identity Card is mandatory. It is expected that all student-teachers dress smartly in clean and proper uniform.

FEE STRUCTURE AND REFUND RULES

34. **Fees.** Main source of income of the Institute is the annual fee from the students. It is supplemented by interest on the Institution fund FDs and recovery of rental charges from staff staying in the campus. The fee per annum for the B.Ed. Programme and B. Ed Spl Ed. Programme at Army Institute of Education is as under: -

(a) **College Fee B. Ed : First Year (Academic Session 2024-25)**

S. No	Details	Fees (₹)
(a)	Tuition Fee	76,800.00
(b)	Activity Fee	1,000.00
(c)	Alumni Fee (One Time)	2,000.00
(d)	University Fee	20,000.00
(e)	Security Deposit (One Time) (Refundable)	10,000.00
	Total	109,800.00

Note: -

1. Fee for the full year to be paid at the time of Admission.
2. The Fees structure is notified as per the directions of GGSIP University during the academic session vide letter No GGSIPU/Affiliation/2023-24/6853 dt 15 June 2023 and Admission Brochure of GGSIPU for academic session 2024-25.

(b) **College Fee B. Ed : Second Year (Academic Session 2025-26)**

S.No	Details	Fees (₹)
(a)	Tuition Fee	76,800.00
(b)	Activity Fee	1,000.00
(c)	University Fee	20,000.00
	Total	97,800.00

Note: - Fee for the full year to be paid at the time of Commencement of Academic Session as notified by GGSIPU in the Academic Calendar 2024-25.

(c) **College Fee B. Ed Spl Ed : First Year (Academic Session 2024-25)**

S.No	Details	Fees (₹)
(a)	Tuition Fee	1,15,300.00
(b)	Activity Fee	1,000.00
(c)	Alumni Fee (One Time & Non-Refundable)	2,000.00
(d)	University Charges	20,000.00
(e)	Security Deposit (One Time) (Refundable)	10,000.00
	TOTAL	1,48,300.00

Note: -

1. Fee for the full year to be paid at the time of Admission.
2. The Fees structure is notified as per the directions of GGSIP University during the academic session vide letter No GGSIPU/Affiliation/2023-24/6853 dt 15 June 2023 and Admission Brochure of GGSIPU for academic session 2023-24.

(d) **College Fee B. Ed Spl Ed : Second Year (Academic Session 2025-26)**

S.No	Details	Fees (₹)
(a)	Tuition Fee	1,15,300.00
(b)	Activity Fee	1,000.00
(c)	University Charges	20,000.00
	TOTAL	1,36,300.00

Note: - Fee for the full year to be paid at the time of Commencement of Academic Session as notified by GGSIPU in the Academic Calendar 2024-25.

(e) **Hostel Fee: First Semester (Academic Session 2024-25)**

S.No	Details	Fees (₹)
(a)	Rent & Allied and power backup	18,048.00
(b)	Messing	23,760.00
(c)	Laundry	2,250.00
(d)	Conveyance Charges (Exam) for one year	3,000.00
(e)	Internet Charges for one year	1,000.00
(f)	Vidyarathi Suraksha Kavach for one year	130.00
	Total	48,188.00

Note: -

1. Fee to be paid before of the commencement of the Semester which is notified to commence by GGSIPU.
2. Messing and Laundry charges are subject to change as per the contractor rates.
3. Day boarders will have to pay conveyance charges, internet charges and Vidyarathi Suraksha Kavach on yearly basis.

(f) **Hostel Fee: Second Semester (Academic Session 2024-25)**

S.No	Details	Fees (₹)
(a)	Rent & Allied and power backup	18,048.00
(b)	Messing	23,760.00
(c)	Laundry	2,250.00
	Total	44,058.00

Note: -

1. Fee to be paid the week before of the commencement of the second Semester.
2. Messing and Laundry charges are subject to change as per the contractor rates.

(g) **Hostel Fee: Third Semester (Academic Session 2025-26)**

S.No	Details	Fees (₹)
(a)	Rent & Allied and power backup	18,048.00
(b)	Messing	23,160.00
(c)	Laundry	2,250.00
(d)	Conveyance Charges (Exam) for one year	3,000.00
(e)	Internet Charges for one year	1,000.00
(f)	Vidyarathi Suraksha Kavach for one year	130.00
	Total	48,188.00

Note:

1. Academic Session will commence as per academic calendar of GGSIPU.
2. Messing and Laundry charges are subject to change as per the contractor rates.
3. Fee to be paid by one week before commencement of third semester.
4. Day boarders will have to pay conveyance charges, internet charges and Vidyarthi Suraksha Kavach fee on yearly basis.

(h) Hostel Fee: Fourth Semester (Academic Session 2025-26).

S.No	Details	Fees (₹)
(a)	Rent & Allied and power backup	18,048.00
(b)	Messing	23,160.00
(c)	Laundry	2,250.00
	Total	44,058.00

Note: -

1. Fee to be paid one week before the commencement of the fourth Semester.
2. Messing and Laundry charges are subject to change as per the contractor rates.

(j) **College Uniform-** It will be compulsory to get the college uniform stitched from vendor as approved by the college. Students will be charged approx. ₹ 5250 for two shirts, two trousers and one coat.

Refund of Security Deposit

35. The security deposit will be refunded to the students after deducting dues, if any, on the completion of the B. Ed./B. Ed Spl Ed. Programme.

Mode and Schedule of Payment

36. All fees will be paid digitally through 'Canara easy fee'. Link is given on our website. The college fee will be paid annually, and Hostel fee will be paid semester wise. Modes of payments are as under: -

(a) College Fee.

(i) After the provisional allotment of seat by the University, the candidates will have to pay to the University directly, the part College (Academic) Fee of ₹ 60,000/- through Cash (challan will be generated and fee may be deposited through cash in any branch of Indian Bank) or through Net Banking/Credit Card/Debit Card. (Follow the details as given by GGSIPU for submission of this part amount of the fee).

(ii) The balance college fee of ₹49,800/- for B. Ed programme / ₹88,800/- for B. Ed Spl Ed. programme shall be paid in Army Institute of Education through NEFT/ Cheque/Demand Draft / payment link provided on website on the day of reporting to the college along with the University generated Admission Slip, Provisional Allotment Letter and Part Academic Fee Payment Receipt.

(iii) During the second year, the student will pay the College fee in one installment at the time of Commencement of Academic Session as notified by GGSIPU in the Academic Calendar 2024-25 through canara easy link available on institute website. The Institute will release a notification to this effect.

(b) **Hostel Fee.**

(i) To be paid in Army Institute of Education through NEFT/Cheque/Demand Draft/payment link provided on website at the time of admission for Semester I.

(ii) For Semester II, III & IV, Hostel Fee to be paid by after Institute releases the notification to this effect as per Academic Calendar announced by GGSIPU for the semesters in session 2024-25 & 2025-26.

(c) **Fee Payment Through Bank Portal.** All fee will be paid through "Canara Easy Fee". Link for necessary payment is provided on institutions website.

37. Details of Bank Acct Name & No, IFSC code are as under: -

(a) **College Fee B. Ed Programme**

Name of Account Holder	-	Army Institute of Education	Name of Bank	-
Canara Bank				
Branch	-	AWHO Gurjinder Vihar Greater NOIDA		
Account No	-	90082150000038		
IFSC Code	-	CNRB0019451		

(b) **College Fee B. Ed Spl Ed. Programme**

Name of Account Holder	-	Army Institute of Education		
Name of Bank	-	Canara Bank		
Branch	-	AWHO Gurjinder Vihar Greater NOIDA		
Account No	-	94512010010862		
IFSC Code	-	CNRB0019451		

(c) **Hostel Fee**

Name of Account Holder	-	AIE Girls Hostel		
Name of Bank	-	Canara Bank		
Branch	-	Alpha 1 Com Mkt Greater NOIDA		
Account No	-	90082140000013		
IFSC Code	-	CNRB0018689		

38. **Refund Rules. (As per GGSIPU Norms)**

(a) On taking admission to join the Programme, if a candidate fails to report to join the Programme or withdraws at any stage, he / she will forfeit deposits as per following four tier system:

S. No.	Percentage of Refund of Aggregate fees*	Point of Time when Notice of Withdrawal of Admission is Served to AIE
(i)	100%	15 days before the formally notified last date of admission
(ii)	80%	Not more than 15 days after the formally notified last date of admission
(iii)	50%	More than 15 days but less than 30 days after formally notified last date of admission
(iv)	00%	More than 30 days after formally notified last date of admission

*(Inclusive of Programme fees and non-tuition fees but exclusive of caution money and security deposit).

(b) Last date of admission will be notified by the University. Please visit the University website regularly.

(c) For details on Refund Policy for Admissions please refer GGSIPU Admission Brochure for academic session 2024-25 which is final and binding on all.

39. **Refund of Hostel Charges in case of withdrawn of admission.**

(a) Hostel/Rent & Allied Charges- After commencement of course if seat is filled by ~~any~~ candidate, a single day of the month will be treated as a month, and balance charges will be refunded. If seat remains vacant, one-year charges to be retained.

(b) Messing Charges - As per actual. A single day of the month will be treated as a month.

(c) Other Charges - As per actual. A single day of the month will be treated as a month.

ADMISSION PROCESS

40. **Important Instructions.**

(a) The term "University" in this admission brochure shall mean the Guru Gobind Singh Indraprastha University.

(b) The application forms shall be available in the online mode only from the University Website: <http://www.ipu.ac.in>

(c) The last date of application may be extended for any programme(s) / CETs by the University.

(d) It is the responsibility of the candidates to ascertain whether he/she possess the requisite eligibility and qualifications for admission. Applying for a particular CET, appearing for the written examination and qualifying the same does not necessarily mean acceptance of eligibility. Every applicant for a particular CET must satisfy the eligibility criterion as specified in GGSIPU Admission Brochure for academic session 2024-25 (or its amendments / corrections).

(e) The applicants are advised that since the form filling as well as admit cards shall be made available through the online mode only by the University, they must keep the details of their login id and the password secure and safe.

- (f) Applicants should be careful in choosing the CETs that they apply for, as no change would be permissible after the application has been submitted.
- (g) The language of the CET for B.Ed. shall be in both English and Hindi. The Question Paper shall be set both in English and Hindi Language (Except the English Comprehension Section which shall only be in English).
- (h) The University may add or remove programmes of studies from any or all CET Codes.
- (i) A Separate Application Form has to be filled-in for each programme (s) having distinct CET Code.
- (j) No separate intimation will be sent to the candidates regarding declaration of results and commencement of counselling/ admission. Result will be declared on University Website (<http://www.ipu.ac.in>). Detailed schedule of first counselling/admissions will be notified prior to commencement of respective counselling, on the University Website (<http://www.ipu.ac.in>).
- (k) The University will declare and display the ranks of only those candidates who are declared as qualified in the CET-2024. The admissions will be made only out of these qualified and eligible candidates strictly in order of merit. The rank of candidates who do not qualify in CET-2024 will not be declared.
- (l) Applicants should retain a printout of the CET application form as proof of application. In all communications regarding submission of application or otherwise related to admissions, the copy of the application form must be submitted as otherwise the communication would be deemed incomplete and no processing would be performed on the communication, without any notice to the applicant.
- (m) There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g. if a candidate obtained 49.99% marks in his/her qualifying examination, then it will not be rounded-off to 50%.
- (n) If a candidate clears the qualifying examinations in a particular year (A), and in the subsequent year (B) appears in the improvement examinations, then in the year B or later, if the candidate applies on the basis of the qualifying examination, the best marks obtained in the two result of the examination held in the year A or B, for a specific subject, shall be used for calculation / verification of eligibility for all papers for which result was declared by the examining body of the qualifying examinations.
- (o) For ascertaining the eligibility conditions, combination of mark sheets, shall be allowed, only and only if the mark sheets are from the same Board. If any particular candidate changes the Board e.g. CBSE to NIOS, appropriate proof of accepting the marks of earlier Board shall be required, by the new Board. Thus, such candidate shall supply the one complete mark sheet making him eligible.
- (p) The tentative schedule of counselling together with all appendices shall be notified on the University website <http://www.ipu.ac.in> while the detailed schedule shall be notified after declaration of merit/result of the CET.
- (q) The list of documents required shall be informed through the detailed counselling schedule as notified on the University website <http://www.ipu.ac.in>.
- (r) The candidates are advised to check their status with the help of the login id and password.

- (s) Write the complete e-mail address and phone number in the application form carefully. Please note that this e-mail address and phone number may be used by the University for future communications.
- (t) No admitted student pursuing a programme of study from the Guru Gobind Singh Indraprastha University is allowed to pursue any other (2nd or more) degree / diploma programme of study from any University including GGSIPU at any given moment of time. If at any stage it is found that an admitted student has registered for more than one programme of study in GGSIPU or any other University, simultaneously then the admission of such a candidate shall be cancelled from all programmes of studies of GGSIPU.
- (u) Only filling the application for admission (Common Entrance Test) shall not, *ipso facto*, entitle a candidate to get admission to a programme.
- (v) Only qualifying the Common Entrance Test shall not, *ipso facto*, entitle a candidate to get admission to a programme.
- (w) 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.
- (x) Please refer to the University Admission Brochure for academic session 2024-25 for detailed instructions.
- (y) **CUET:** As per the directions of NTA for conduction of exam. The counselling process will remain same as described above.

41. **Eligibility Conditions & Mandatory Requirements:** The candidates aspiring for admission to the B.Ed./B. Ed Spl Ed. programme at Army Institute of Education must meet the eligibility criteria given below:

- (a) The applicants must fall into one of the following categories: -
- (i) Wards / spouses of serving Army /Navy /Air Force personnel.
 - (ii) Wards / wives of Ex-Army/Navy/Air Force personnel granted / awarded regular pension, liberalized family pension, family pension or disability pension at the time of their superannuation, demise, discharge, release medical board / invalided medical board. This includes wards of recruits medically boarded out and granted disability pension.
 - (iii) Wards / wives of Ex-Army/Navy/Air Force personnel who have taken discharge / release after ten years of service.
- (b) **Adopted / Step Children and Children of Remarried Widows.**
- (i) Adopted Child of Army/Navy/Air Force personnel adopted at least five years prior to seeking admission.
 - (ii) Step Children are eligible provided they are born out of wedding where at least one parent belonged to the Army/Navy/Air Force.
 - (iii) Children of Widows of Army/Navy/Air Force personnel who are born as a result of second marriage with Army personnel. However, children of widows of Army/Navy/Air Force personnel born out of remarriage with Non – Army/Navy/Air Force personnel would not be eligible for admission.
- (c) **Eligibility Criteria for wards of Ex Army Medical Corps Officers/Army/Dental Corps Officers presently Serving with IN/IAF.** Wards of only those Ex-Army medical officers / Army Dental officers serving with Indian Navy or Indian Air Force who have served with the Army for 10 years.

- (d) **Eligibility Criteria for Children of APS Personnel.**
- (i) Children of APS personnel classified as ex-servicemen as per Government of India, Ministry of Defence letter No 9 (52)/88/D(Res) dated 19 Jul 89.
 - (ii) Children of those APS personnel who are on deputation and who have put in 10 years of service in the Army.
 - (iii) Children of APS personnel who are directly recruited into APS and of those who, as per their terms and conditions of service, retired from APS after completing their minimum pensionable service.
- (e) **Eligibility Criteria for Children of MNS/ TA Personnel** The following are eligible: -
- (i) Children of only those members of MNS who have 10 years' service as regular members of MNS or are in receipt of pension from the Army.
 - (ii) Children of only those TA personnel who have completed 10 years of embodied service.
- (f) **Definition of Dependent Children.** Dependent children are defined as sons/daughters till marriage or employment whichever is earlier.
- (g) **Ineligible Candidates.** The following categories of candidates are not eligible: - Those who are not included in any of the categories mentioned in Para 25 above on the date of the commencement of the course.
- (h) **Educational Qualifications.**
- (i) Candidates with at least fifty percent marks either in the bachelor's degree and/or in the Master's degree in Sciences/ Social Sciences/ Humanities, Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55 % marks or any other qualification equivalent thereto, are eligible for admission to the programme.
 - (ii) The College strictly adheres to the norms of GGSIPU New Delhi for Admission Criteria & Course Content. GGSIPU New Delhi shall follow NCTE guidelines/ regulations for the B.Ed. programme for admissions and implementation.

Note:

1. As per GGSIPU norms, Widows, Wards, and Wives of Serving/ Ex Servicemen Army Personnel will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study.
 2. Relaxation as mentioned above and elsewhere in University Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling / Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed. (Refer Appendix 1 to 5 in GGSIPU Admission Brochure (PART F) Academic Session 2024-25.
 3. Candidates having fulfilled the eligibility conditions, as mentioned above, may opt for any two teaching methodology subjects, as per details given below for graduates and post graduates.
- (j) **Graduates:** Candidates must have passed at least two subjects out of the following list of the teaching methodology subjects as mentioned below: (i) English (ii) Hindi (iii) Urdu (iv) Punjabi (v) Sanskrit (vi) Mathematics (vii) Integrated Science (viii) Social Science.

Note:

1. University shall abide strictly to the NCTE norms for admission in B.Ed. programme.
 2. Candidates are advised not to choose two languages as teaching methodology subjects.
 3. The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the graduation level.
 4. The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. These two subjects should be available as teaching subjects in the institute / college in which the candidate seeks admission.
 5. The second teaching subject can be chosen either from the main subjects or a subsidiary subject passed by the candidate at the graduation level.
 6. The candidate who has studied either Political Science /History /Geography/ Economics/Philosophy/Sociology/Psychology or any other humanities stream will be eligible to take Social Science as one of the teaching subjects.
 7. Candidates who have studied either Physics/Chemistry/Botany/Zoology/Life Science or any other science stream will be eligible to take Integrated Science as one of the teaching subjects.
- (k) **Postgraduates:** Candidates must have passed at least two subjects out of the following list of the teaching methodology subjects as mentioned below:
- (i) English (ii) Hindi (iii) Urdu (iv) Punjabi (v) Sanskrit (vi) Mathematics (vii) Biology (viii) Physics (ix) Chemistry (x) Accountancy (xi) Business Studies (xii) Political Science (xiii) History (xiv) Geography (xv) Economics (XVI) Home Science.

Only post graduate students are eligible to take the above-mentioned subjects.

Note:

- 1) University shall abide strictly to the NCTE norms for admission in B.Ed. programme.
- 2) Candidates are advised not to choose two languages as teaching methodology subjects.
- 3) The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the post-graduation or graduation level.
- 4) The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. Candidates will be allotted teaching subjects from the subjects listed above provided the same is being offered by the College.
- 5) The First Teaching Subject can be chosen from the subjects passed by the candidate at post-graduation level.
- 6) The Second Teaching Subject can be chosen either from the main subjects or subsidiary subjects passed by the candidate at graduation level.

(l) **Age Limit.**

As on 01.08.2024 candidate should not be beyond 35 years of age as per GGSIPU New Delhi Admission norms (Refer GGSIPU Admission Brochure for Academic Session 2024-25).

(m) **Age Relaxation.**

- (i) Candidates desirous of applying for age relaxation as per norms above should apply in writing to Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078. The upper age limit may be relaxed upto a maximum of five years in exceptional cases by the Admission Officer (designated) of the concerned programme if he/she is satisfied with the merit of the case. Candidates exceeding the upper age limit upto five years may provisionally apply/appear in the CET. However, they would be required to

submit to the satisfaction of the Admission Officer an explanation regarding the gap period. The application should be submitted along with supporting documents (if any). Any age relaxation beyond this shall be given by the Registrar of the University.

(ii) The candidates desirous of applying for age relaxation should apply in writing to Joint Registrar(Admissions), Guru Gobind Singh Indraprastha University.

(iii) If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.

(n) **Responsibility for Ensuring Eligibility.** It is the responsibility of the candidates to ascertain whether he/she possess the requisite eligibility and qualifications for admission. Appearing for the written examination does not necessarily mean acceptance of eligibility.

(o) **Result Awaited/ Compartment/ Supplementary Cases.**

(i) All such candidates who have appeared in the qualifying examination (irrespective of the outcome of their final result) will be eligible to appear in the CET 2024 and all such candidates will be provisionally admitted in the respective programs; provided that the examination of the qualifying programme of study on the basis of which admission is sought is over before the commencement of classes in the University for the programme of study in which admission is sought. Further, such provisionally admitted candidates will have to fulfil his/her eligibility as per the eligibility laid down by the University. All such candidates whose result is awaited, will have to submit an undertaking / self- declaration form at the time of admission/ verification of document in the prescribed Performa.

(ii) The candidate will have to submit the final result of qualifying degree proving his/her eligibility on or before the date notified by the University, to the Principal of the College. 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 the notified date by the University, 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 circumstances he/she will be allowed to appear in the End Term Exam. If such an admitted student appears for the examination and even if the result of such students is declared, the candidature of such provisionally admitted candidates shall be cancelled and the result declared as null and void. No extension beyond date notified by the University on its website/admission brochure shall be allowed by the university in any case.

(iii) There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g. if a candidate obtained 49.9% marks in his/her qualifying examination, then it will not be rounded-off to 50%. Therefore, the candidate is not eligible for that programme where minimum requirement of marks is 50%. In case candidate for any reason fills the minimum % wrongly in Verification Form, he/she shall be solely responsible.

(p) **Physical Fitness.**

(i) The applicant must be in good mental and physical health and should be free from any physical / mental defect which is likely to interfere with his/her studies including active outdoor duties required of a professional.

(ii) Accordingly, all the students shall be required to submit a Medical Certificate indicating fitness from a Doctor with valid registration under the Medical Council of India Act, at the time of admissions / counselling (refer Appendix 6 of GGSIPU Admission Brochure for Academic Session 2024-25).

42. **Syllabus for B.Ed. CET CODE 122 / B. Ed Spl Ed CET CODE 159.**

- (a) Language Proficiency- 25%
- (b) Mental Ability and Reasoning - 25%
- (c) General Awareness – 25%
- (d) Aptitude for Teaching – 25%
- (e) The Question Paper shall be set both in English and Hindi Language (Except the English Comprehension Section which shall only be in English).

43. **General Guidelines for Common Entrance Examinations (CET).**

- (a) Computer Based Test (CBT Mode) will be conducted for CET.
- (b) The test centers for the Common Entrance Tests conducted by the University are Delhi NCR, Chandigarh, Chennai, Guwahati, Jaipur, Lucknow, Mumbai, Navi Mumbai (please refer GGSIPU Admission Brochure 2024-25).
- (c) There will be negative marking for every incorrect answer. Incorrect answers will include 'Wrong answers' as well as "those which contain more than one answer to the question." For each incorrect answer 1 mark will be deducted. The negative marking scheme of examination for a particular CET shall be specified.
- (d) Examination Centre once allotted by the University will not be changed and no request in this regard will be entertained under any circumstances. In case the first and second option for Centre are not invoked or due to any other reason, then the candidate will be allocated Delhi Centre.

44. **Scheme of Test (CET).**

- (a) The test paper will contain 100 objective-type questions in all for all CETs. Each question will be provided with four alternative answers marked as (1), (2), (3) and (4).
- (b) Each multiple choice question shall carry four marks. There will be negative marking for incorrect answer. One mark will be deducted for each incorrect answer.
- (c) The Online Examination will be of 150 minutes.
- (d) The medium test shall be in English and Hindi.
- (e) For those who are unable to appear in the test on the scheduled date for any reason, retest will not be held by the University under any circumstances. No refund of fee is permissible.

45. **CET Admit Card.** To be notified by CET Cell, GGSIPU.

46. **Online Counseling Procedure and Subsequent Admission.**

- (a) Online counseling will be done by University for B.Ed. programme.
- (b) The detailed instructions about the online counselling, User Manual, FAQs shall be available on the University website <http://www.ipu.ac.in> & www.ipuadmissions.nic.in. Candidates are advised to go through the details thoroughly at these sites before registration. This information shall be available before the start of the online counselling. Aspirants / candidates should keep seeing the University website(s) in this regard.

(c) For counseling schedule refer to notifications on GGSIPU official website ipu.ac.in & its admission website ipu.admissions.nic.in regularly.

47. Joining Instructions.

(a) Students are required to bring 06 passport size photographs along with the following documents at the time of reporting and joining AIE:

(b) **Mark-sheets and Degree.** (Original + 2 photocopies attested by a Gazetted officer or self-attested).

- (i) Class X/ D.O.B
- (ii) Class XII
- (iii) Graduation (All years/ semesters)
- (iv) Post- Graduation (All years/ semesters)
- (v) Aadhar Card

(c) The titles of the papers appeared at the graduation and post-graduation stage has to be clearly mentioned along with paper code in the photocopy of mark sheet or its back side.

(d) In case of students who have passed their qualifying examination through distance/open education from any recognized University/ Board/ Institution, the necessary documentary evidence related to location of his/her study Centre i.e. study Centre proof, certificate from University imparting Open/distance education certifying the location of study Centre must be submitted.

(e) **CET Documents.** (Original + 2 photocopies self-attested)

- (i) CET Application Form
- (ii) CET Admit Card
- (iii) Counselling Participation Fee Receipt
- (iv) Counselling Registration Form
- (v) Document Verification Slip for Army Category
- (vi) Document Verification Slip for Defence Category
- (vii) Admission Slip
- (viii) Provisional Allotment Letter
- (ix) Part Academic Fee Receipt of Rs 60,000/- (GGSIPU)

(f) **Character Certificate (in Original).** From the head of the institution from which the qualifying examination is passed or from a Gazetted Officer. It should not be more than six months old.

(g) **Medical Certificate.** Certified by a registered Medical Officer or MBBS Doctor.

(h) **Reserved Category (Army) Certificate.** In the name of the student.

(i) **Migration Certificate.** From the university from which the candidate has passed his / her last examination, in the original.

(j) **Undertakings.** In case of Result awaited, an Undertaking by the student stating he/she is responsible for proving his/her eligibility **before date notified by the University.**

(k) NEFT/Cheque/Demand Draft of Rs 49,800/- drawn in favour of Army Institute of Education payable at GREATER NOIDA.

48. **Custody of Original Certificates.** Original of all certificates, as mentioned above, will have to be produced by the candidate for verification of his eligibility for admission to the B. Ed. programme. These will be produced on the day of admission and will thereafter be returned to the candidates. Candidates are advised to apply / approach the university where they appeared for the last examination and obtain their migration certificate well in time. Admission may be denied if the migration certificate is not produced at the time of joining the Institute.

49. **Inability to Produce Original Documents at the Time of Admission.** In case a candidate is already pursuing a Programme of study in some other Institute and the original certificates are held elsewhere, he / she will be provisionally admitted on the basis of the attested copies of his/ her certificates. In such cases, the candidate must produce a letter from the Head of the College / Institution concerned stating the fact. Once the admission has been granted, the candidate must produce the original certificates within 15 days of his / her admission to the Institute for verification, failing which the admission of the candidate will be cancelled and the seat allotted to the candidate next in merit.

50. **Code of Conduct.** The students admitted to Army Institute of Education should: -

- (a) Not indulge in any act that tarnishes the image of the Indian Army in general and Army Institute of Education in particular.
- (b) Be respectful to all the members of the staff.
- (c) Be dressed appropriately and decently for classes and campus, and while moving in town and on social functions.
- (d) Not indulge in smoking, drinking and other forms of substance abuse in the college campus.
- (e) Assist in keeping the campus neat and clean.
- (f) Always move out of the campus keeping their Identity Card on their person.
- (g) Be punctual and regular in all classes and in other functions and activities.
- (h) Treat the Institute property with utmost care and help in its upkeep.
- (j) Not participate in any political, anti-national, anti-social, or undesirable activity in or outside the campus.
- (k) Not indulge in any form of ragging. The Institute follows a zero tolerance policy to ragging. Students accused of ragging and found guilty will be expelled from the college and action will be taken as per legal norms on the subject. It is mandatory for every student and his/her parent/guardian to submit an Anti-Ragging Affidavit/Undertaking as per UGC and GGSIPU norms.
- (l) Ensure that parents / spouses / children do not stay in the hostel with them.
- (m) Take pride in being the alumni of Army Institute of Education in future and aim at excellence in all fields.
- (n) Strictly follow procedures and timings for Out pass/Leave. Violation will invite strict disciplinary action including expulsion from AIE.
- (o) Adhere to rules, instructions and guidelines as contained in the Hostel prospectus, which will be provided at the time of joining the Institute.

51. **Discipline.** Being governed by AWES, students of the institution are expected to conduct themselves in the most disciplined manner. The discipline and behaviour of students will also be governed by the relevant ordinance of the affiliating university. The college authorities are empowered to take

appropriate disciplinary action for any act of misconduct ranging from rustication for two months to an outright expulsion. The Institute reserves the right to expel any student from the college hostel at short notice without assigning any reason.

52. **Students Grievance Redressal Committee:** As per para 3 (h) of the University Grant Commission (Redressal of Grievances of Students) regulation 2019 an aggrieved student can represent his / her Grievances includes complaints to the SGRC/ Disciplinary Committee of AIE. The Institute constitutes SGRC and Disciplinary committee every year. The contact number of all members of the committee are displayed at notice board, website and in the hostel. If student is not satisfied with redressal of SGRC he/she may make representation to University Student Grievance Committee (USGRC) of GGSIPU at usgrc@ipu.ac.in .

53. **Accident.** Army Institute of Education will not be responsible for any accident or death of any student during the entire duration of the Programme or during his/ her stay in the hostel, the institution or while on outdoor training/trips.

54. **Bond.** There is no liability / bond for the students admitted to Army Institute of Education to join armed forces after the completion of their B.Ed. Programme.

MISCELLANEOUS INSTRUCTIONS

55. All admissions made by Army Institute of Education to its B. Ed. Programme are provisional. The admissions will be considered final only when the eligibility criteria are met and the admissions are endorsed by GGSIP University, New Delhi.

56. All students must bring with them ECHS dependent card along with ECHS self-attested proforma for dependent son/daughter above 18 years of age duly countersigned by O/C Parent Polyclinic and dependent CSD Card, to utilize services of ECHS empaneled hospitals or CSD canteen located close by, when required.

57. No valuables (cash/jewelry/laptop etc) should be carried/kept in hostel or class rooms by the students. AIE will not be responsible for loss/theft/damage to any such personal item. Students themselves are responsible for safe custody of their belongings.

EDUCATION LOAN: CENTRAL SCHEME TO PROVIDE INTEREST SUBSIDY (CSIS)

Introduction.

1. Indian Banks' Association (IBA) has formulated a comprehensive model educational loan scheme for adoption by all banks aimed at providing financial support from the banking system to deserving/meritorious students for pursuing higher education in India/abroad.

Objective.

2. The Govt has approved a scheme to provide full interest subsidy during the period of moratorium i.e. Programme period plus one year or six months after getting job whatever is earlier, on loans taken by students belonging to Economically Weaker Sections, from the scheduled banks under the educational loan scheme of IBA, for pursuing any of the approved Programmes in technical & professional streams, from recognized institutions in India. The nomenclature of the scheme would be 'Central Scheme to provide Interest Subsidy (CSIS) for the period of moratorium on educational loans.

Applicability.

3. The interest subsidy is restricted to students enrolled in recognized Tech/Professional Programmes(after class XII) in India in educational Institutions established by act of Parliament and other institutions recognized by concerned statutory bodies or set up by central/state govt.

Moratorium Period.

4. Programme period plan one year or six months after getting the job, whatever in earlier.

Income Limit/Proof.

5. The benefit of the scheme would be applicable to those students belonging to economically weakersections with an annual gross parents/family income upper limit of ₹4.5 Lakh per year from all sources. Income proof shall be required from the students from such public sanctioning, authorizedby the state govt.

Eligibility for Interest Subsidy.

6. The interest subsidy under the scheme shall be available to the eligible students only once, either for the first undergraduate degree Programme or the post graduate degree/diploma in India.

Awards/Certificate.

7. There would be a tag/marker on the degree of the student indicating his/her repayment liability. Tag will enable the employer to identify loanee.

Similar Schemes.

8. The National Minorities Development & Finance Corporation (NMDFC) has an educational loan scheme for individual beneficiaries which is implemented through state channelizing agencies. Interest on loan under these schemes shall also be subsidized for the period of moratorium as per terms & condition of this scheme.

9. Indian Army has an educational loan scheme for serving persons their wards/dependent sisters pursuing undergraduate studies in Govt recognized Colleges/Universities/Institutions. Details are given in Appendix 15.

Nodal Bank.

10. The scheme shall be implemented through CANARA Bank, which is the Nodal Bank.

List of Tech/Professional Programmes.

. The list of programmes for which the scheme is applicable, is brought out by the Ministry of HRD.UGC/AICTE also displayed the names of programmes & Institutions in their website.

ADMISSION FORM

ARMY INSTITUTE OF EDUCATION

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)
(NCTE & RCI Approved, NAAC 'A' Grade Accredited and ISO 9001:2015 Certified Institute)
Plot M-1, Pocket-P5, Sect- CHI-II, Greater NOIDA, Gautam Budh Nagar, (UP)- 201310

BACHELOR OF EDUCATION/BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR FORCE PERSONNEL)

IPU No. _____ CET CODE: _____

CET Rank _____ CET Roll No. _____

1. Name

2. Father's / Husband's Name _____

Father's/ Husband's Rank & Regiment in the Army _____

Contact No. Email Id _____

3. Mother's Name _____

Contact No. _____ Email Id _____

4. Nationality (01 – Indian, 02 – Others)

5. Marital Status (01 – Unmarried, 02 – Married, 03- Widow)

6. Date of Birth

7. Sex (01- Female, 02 - Male)

Paste here your duly self-attested latest passport size photograph (4.5 x 3.5 cms)

8. Details of Gallantry Awards /Distinguished Services / Mention in Dispatches / War widow
(Refer para 25 of Admission Brochure) _

9 Interest Areas/Hobbies: Singing/Dancing/Drama/Sports/Debate/others. _

10 Any Prizes/Medals won during School Education/Graduation/ Post Graduation
(Attach Certificates)

11. Academic Qualifications:

Qualification	Year	Institution/ University/ Board	Subjects (Including Subsidiary)	Division/ Percentage

12 Teaching Subjects allotted on the basis of Graduation/Post Graduation

(1) _____ (2) _____

13 Local Address: _____

14 Permanent Address: _____

15 Aadhar Card No: _____ Ph No*. _____

16. E-mail Id* _____

* It is mandatory to fill Aadhar Card, Mobile No & E mail ID

17. Official Address of Parent/ Husband: _____

(For serving Army personnel) _____

E-mail _____ (It is mandatory to fill mobile No & email ID.)

18. Declaration by the Candidate

I _____ hereby declare and affirm that: -
(Name of the Candidate)

- (a) I fulfill all the eligibility conditions for admission to the B. Ed. programme as laid down in the Admission Brochure 2024-25.
- (b) I have qualified/ I am appearing in the qualifying examination for admission to the B. Ed programme in the year 2024.
- (c) The information given by me in this application form is true to the best of my knowledge and belief.
- (d) I agree to conform to the rules, acts and statutes enforced by the Govt / Army HQ / AIE/ NCTE/ GGSIP University. I also undertake that during my stay in AIE as student, I will do nothing inside or outside the AIE that may lead to disciplinary action against me under the rules, acts and statutes of the affiliating NCTE/GGSIP University/AIE.
- (e) I fully understand that the Principal / Management of AIE will have full liberty to expel / rusticate me from the institute for any act of disobedience or infringement of rules prescribed by the university, NCTE and AIE.

Place: _____
Date: _____

(Signature of the Candidate)

a. Declaration by the Parent / Husband

I, _____ solemnly declare that:-
(Name of the Parent / Husband)

i. The particulars furnished by my wife / son / daughter Mrs / Mr / Miss _____
_____ in this application form are correct to the best of my knowledge and belief.

ii. I undertake and bind myself to pay on behalf of my wife / son / daughter such fees, charges etc, which AIE may levy from time to time and in the event of failure on my part and /or on the part of my wife / son / daughter in this regard, the management of the AIE may take such legal action against me / my wife/son/daughter as it may deem necessary.

Place: _____ Signature of Parent / Husband/ Guardian -----

Date: _____ Name and Rank of Parent / Husband/ Guardian -----

b. Mode of Fee Payment: _____ Amount: _____

Verified by Accountant _____ Cheque/DD must be drawn in favour of: AIE payable at Greater NOIDA

Note: Students are required to be very careful with the spelling of beneficiary's name in the cheque/draft.

Name & Signature of Admission Officer/Counsellor: _____

Date: _____

Registrar's Signature: _____ Principal's Signature: _____

College Stamp with Date: _____

ADMISSION FORM (IN DUPLICATE)**ARMY INSTITUTE OF EDUCATION****(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)**

(NCTE & RCI Approved, NAAC 'A' Grade Accredited and ISO 9001:2015 Certified Institute)

Plot M-1, Pocket-P5, Sect- CHI-II, Greater NOIDA, Gautam Budh Nagar, (UP)- 201310

BACHELOR OF EDUCATION/BACHELOR OF SPL EDUCATION PROGRAMME 2024-26**(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR FORCE PERSONNEL)**

IPU No. _____ CET CODE: _____

CET Rank _____ CET Roll No. _____

1. Name

2. Father's / Husband's Name _____

Father's/ Husband's Rank & Regiment in the Army _____

Contact No. Email Id _____

3. Mother's Name _____

Contact No. _____ Email Id _____

4. Nationality (01 – Indian, 02 – Others)5. Marital Status (01 – Unmarried, 02 – Married, 03- Widow)6. Date of Birth 7. Sex (02- Female, 02 - Male)

Paste here your
duly self-attested
latest passport
size photograph
(4.5 x 3.5 cms)

8. Details of Gallantry Awards /Distinguished Services / Mention in Dispatches / War widow (Refer para 25 of Admission Brochure) _

9. Interest Areas/Hobbies: Singing/Dancing/Drama/Sports/Debate/others. _____

10. Any Prizes/Medals won during School Education/Graduation/Post Graduation _
(Attach Certificates)

11. Academic Qualifications:

Qualification	Year	Institution/ University/ Board	Subjects (Including Subsidiary)	Division/ Percentage

12 Teaching Subjects allotted on the basis of Graduation/Post Graduation

(1) _____(2) _____

13 Local Address: _____

14 Permanent Address: _____

15 Aadhar Card No: _____ Ph No*. _____

16. E-mail Id* _____

* It is mandatory to fill Aadhar Card, Mobile No & E mail ID

17. Official Address of Parent/ Husband: _____

(For serving Army personnel) _____

E-mail _____ (It is mandatory to fill mobile No & email ID.

18. **Declaration by the Candidate**

I _____ hereby declare and affirm that: -
(Name of the Candidate)

- (a) I fulfill all the eligibility conditions for admission to the B. Ed. programme as laid down in the Admission Brochure 2024-25.
- (b) I have qualified/ I am appearing in the qualifying examination for admission to the B. Ed programme in the year 2024.
- (c) The information given by me in this application form is true to the best of my knowledge and belief.
- (d) I agree to conform to the rules, acts and statutes enforced by the Govt / Army HQ / AIE/ NCTE/ GGSIP University. I also undertake that during my stay in AIE as student, I will do nothing inside or outside the AIE that may lead to disciplinary action against me under the rules, acts and statutes of the affiliating NCTE/GGSIP University/AIE.
- (e) I fully understand that the Principal / Management of AIE will have full liberty to expel / rusticate me from the institute for any act of disobedience or infringement of rules prescribed by the university, NCTE and AIE.

Place
Date:

(Signature of the Candidate)

a. **Declaration by the Parent / Husband**

I, _____ solemnly declare that:-
(Name of the Parent / Husband)

i. The particulars furnished by my wife / son / daughter Mrs / Mr / Miss _____
_____ in this application form are correct to the best of my knowledge and belief.

ii. I undertake and bind myself to pay on behalf of my wife / son / daughter such fees, charges etc, which AIE may levy from time to time and in the event of failure on my part and /or on the part of my wife / son / daughter in this regard, the management of the AIE may take such legal action against me / my wife/son/daughter as it may deem necessary.

Place: Signature of Parent / Husband/ Guardian -----

Date: Name and Rank of Parent / Husband/ Guardian -----

b. **Mode of Fee Payment:** _____ **Amount:** _____

Verified by Accountant _____ Cheque/DD must be drawn in favour of: **AIE payable at Greater NOIDA**

Note: Students are required to be very careful with the spelling of beneficiary's name in the cheque/draft.

Name & Signature of Admission Officer/Counsellor: _____

Date: _____

Registrar's Signature: _____ Principal's Signature: _____

College Stamp with Date:

DOCUMENT CHECKLIST

ARMY INSTITUTE OF EDUCATION

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)

BACHELOR OF EDUCATION/BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

S. No.	Documents	Original	Two Photocopies
1	CET Application Form		
2	CET Admit Card		
3	Counselling Registration Form		
4	Part Academic Fee Receipt (GGSIPU)		
5	Document Verification Slip for Reserved Category		
6	Provisional Allotment Letter		
7	Mark Sheet of Class X		
8	Certificate of Class X		
9	Mark Sheet of Class XII		
10	Certificate of Class XII		
11	Mark Sheets & Certificate of Graduation(I, II, III Year)		
12	Mark Sheet & Certificates of Post-Graduation (I, II Year)		
13	Migration Certificate		
14	Character Certificate not more than 06 months old		
15	Medical Certificate		
16	Army Category Certificate with Supporting Documents		
17	Anti- Ragging Affidavit by Student		
18	Anti- Ragging Affidavit by Parent/ Guardian		
19	Parent's/Guardian's consent for sending ward/spouse for Camp and outdoor activities		
20	Balance College Fee payment receipt: Cheque/ NEFT/ DD of Rs 69,800/- drawn in favor of AIE payable at Greater NOIDA		
21	Attendance Compliance Undertaking (by student and Parent/ Guardians)		
22	Adherence to Fee Policy Undertaking (by student and Parent/ Guardians)		
23	Adherence to Code of Conduct and Discipline (by student and Parent/ Guardians)		
24	Aadhar Card		
25	Undertaking from Result Awaited Candidates for Seeking Provisional Admission		

Name & Signature of Admission Officer/Counsellor: _____

Date: _____

Registrar's Signature: _____

Principal's Signature: _____

College Stamp with Date:



BACHELOR OF EDUCATION/BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR FORCE PERSONNEL)

UNDERTAKING ON FEE POLICY

I/ We undertake to abide by any changes in fee notified by Govt. of NCT of Delhi/DHE/GGSIP University, Delhi at any later stage during the B.Ed. programme and will pay the balance fee/any other dues etc. as notified.

Place _____

Signature of Student: _____

Date _____

Name of the Student: _____

Aadhar Card No.: _____

Signature of Parent/ Guardian: _____ Name of Parent/

Guardian: _____ Relationship with the

Candidate: _____ Aadhar Card No: __



BACHELOR OF EDUCATION/BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR FORCE PERSONNEL)

UNDERTAKING **CODE OF CONDUCT AND DISCIPLINE**

I, Mr./Mrs./Ms. _____ Son/Daughter of
Sh./Smt _____, a permanent resident of
_____ State _____ student, of AIE do
hereby undertake the following on this _____ (day) of _____ (month), _____ (year).

- (a) That, I shall conduct myself within and outside the precincts of the Institute in a matter befitting to the students of an institution of national importance, particularly of GGSIPU, Army Institute of Education, Greater NOIDA.
- (b) That, I am aware of, as per the order of the Hon'ble Supreme Court of India, ragging in any form is banned and Acts of ragging will be considered as a matter of gross indiscipline and will be severally dealt with.
- (c) That, I am aware, the following act of omission and /or commission shall constitute gross violation of the Code of Conduct and I am liable to be invoked with disciplinary measures, if there is omission and /or commission of any or more of the following:
- (i) Ragging/ bullying of any kind.
 - (ii) Lack of courtesy and decorum; indecent behaviour anywhere within or outside the campus.
 - (iii) Willful damage or stealthy removal of any property/belongings of the Institute or of fellow students.
 - (iv) Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.
 - (v) Mutilation or unauthorized possession of library books.
 - (vi) Noisy and unseemly behavior, disturbing studies of fellow students.
 - (vii) Hacking in computer systems (such as entering other person's area without prior permission, manipulation and / or damage of computer hardware and software etc.).

- (viii) Lack of Adherence to the college time-table and Schedule.
- (ix) Any other act of gross indiscipline. Commensurate with the gravity of the offence, the punishment may be Reprimand, fine, and expulsion from the college, debarment from an examination, rustication for a specified period or even outright expulsion from the Institute.
- (x) Adherence to Attendance Rules.

Signature of the Parent/Guardian:

Name of the Parent:

Relationship:

Full Address

Phone No:

E-Mail ID:

Signature of the Student

Name:

Phone No:

E-Mail ID:

Place _____ Date _____



ARMY INSTITUTE OF EDUCATION

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Plot M-1, Pocket-P5, Sect- CHI-II, Greater NOIDA, Gautam Budh Nagar, (UP)- 201310 (NCTE & RCI
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BACHELOR OF EDUCATION / BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

**(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR
FORCE PERSONNEL)**

UNDERTAKING **FULFILLING CONDITION OF MINIMUM ATTENDANCE FOR STUDENT**

I, (Name of the student) _____ am fully aware that I am required to maintain minimum 80% attendance in theory and 90% in Practicum courses/classes during each Semester, and I am required to submit term work, assignments, etc., as applicable, within the notified time limit. I am also aware that if I fail to maintain the required minimum attendance and fail to submit term work then I will be detained and not be allowed to appear for the End- Semester University Examination.

Code of Conduct- I do undertake that I will respect and obey all the instructions, rules, and regulations of the college and will adhere to norms of GGSIPU and AIE.

Signature of Student

Name:

Aadhar Card No.:

CET Roll No.



BACHELOR OF EDUCATION /BACHELOR OF SPL EDUCATION PROGRAMME : 2024-26
(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY/NAVY/AIR
FORCE PERSONNEL)

PARENT'S/ GUARDIAN'S UNDERTAKING FOR STUDENTS FULFILLING CONDITION OF MINIMUM ATTENDANCE

I, _____ Mother/Father/Guardian/Spouse of
am aware that as per GGSIPU norms and Army Institute of Education (AIE) Rules, my ward has to maintain a minimum of 80% attendance in theory classes and 90% attendance in practicum classes/course during each semester of her/his B.Ed. programme.

I also agree and undertake that if s/he fails to comply with minimum 80% attendance in theory and 90% in practicum as per the requirement of GGSIP University, s/he may be detained.

Code of Conduct- I do undertake that my daughter/son/ward/spouse will respect and obey all the instructions, rules, and regulations of the college and will adhere to norms of GGSIPU and AIE.

Signature of Mother/Father/Guardian/Spouse Name:

Aadhar Card No.:

Contact No.-

E-Mail ID:



BACHELOR OF EDUCATION / BACHELOR OF SPL EDUCATION PROGRAMME 2024-26

(ONLY FOR WARDS, SPOUSES/WIVES AND WIDOWS OF SERVING & RETIRED ARMY /NAVY/AIR FORCE PERSONNEL)

PARENT'S/ GUARDIAN'S CONSENT FOR SENDING WARD/SPOUSE TO CAMP/TOUR/OUTDOOR ACTIVITIES

I, _____ Mother/Father/Guardian/Spouse of _____

hereby agree to send my son/daughter/ward/spouse to any camp/tour/other outdoor activities organized by the Institution from the date of joining till he/she completes his/her education at AIE, Greater NOIDA.

I understand and agree that the organizers will do their best for the safe and smooth conduct of the aforesaid outdoor activities; still in case of unnatural happening or any misfortunate incident, I will not hold the Institute responsible.

Name of the Student:

Phone No:

CET Roll No:

E-Mail ID:

Signature of the Parent/Guardian: Name of the Parent: Relationship:

Full Address Phone No:

E-Mail ID:

Place _____ Date _____

**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

(A State University established by the Govt. of NCT of Delhi)

Accredited as NAAC A++ Grade

UNDERTAKING FOR DEFENCE CATEGORY

(To be submitted at the Time of Counselling /Admissionfor Academic Session 2024-25)

I _____ Son/Daughter of _____ NLT /CET/CUET

Application No. _____ NLT /CET/CUET Rank _____ Programme _____ hereby

undertake that I fall under the following Priority of Defence category as tick marked below:-

Priority I : Widows/Wards of Defence personnel/Para Military Personnel killed in action..

Priority II : Wards of Defence Personnel and ex-servicemen/Para Military personnel disable in action and boarded out from service with disability attributed to military service

Priority III : Widows/Wards of Defence personnel/Para Military personnel who died in peace time with death attributable to military service.

Priority IV : Wards of Defence personnel/Para Military personnel disabled in service and boarded out from servicewith disability attributable to military service.

Priority V : Wards of serving Defence personnel and Ex-Servicemen/Para military/police personnel who are in receipt of Gallantry Awards.

i. Param Vir Chakra

ii. Ashok Chakra

iii. Maha Vir Chakra

iv. Kirti Chakra

v. Vir Chakra

vi. Shaurya Chakra

vii. Sena, Nau Sena, Vayu Sena Medal

viii. Mention in Despatches

ix. President's Police Medal for Gallantry

x. Police Medal for Gallantry Priority VI : Wards of Ex-Servicemen.

Priority VII : Wives of

i. Defence personnel disabled in action and boarded out from service.

ii. Defence personnel disabled in service and boarded out with disability attributable to military service.

iii. Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. Priority

VIII : Wards of Serving Personnel.

Priority IX : Wives of Serving Personnel.

Name of Father/Mother _____ Name of Candidate _____ Rank _____

Address _____

Service No. _____ Unit _____ Tel No: _____

Signature of Father/Mother _____ Signature of Candidate: _____

Countersigned by: Secretary, Kendriya Sainik Board, New Delhi / Secretary, Rajya or Zila Sainik Board / Officer-in- Charge, Record Office/Concerned Officials of Ministry of Home Affairs in case of Para Military Forces/ Police personnel who are in receipt of Gallantry Awards.

I have checked the original documents and I certify that he/she is entitled for reservation under defence category under priority _____ (Note: The priority must be filled otherwise the claim shall be rejected).

Date :

Place : _____ Seal/ Signature of the officer

Note: Entitlement card in original issued by Record Officer of the Unit/Regiment of Armed personnel of the Armed Forces in case of Armed personnel or from Home Ministry in case of Para Military Forces / Police personnel who are in receipt of Gallantry Awards.



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi)
Accredited as NAAC A++ Grade



**Certificate for availing Admission
against Physically Handicapped/Persons with Disability Quota
for Academic Session 2024-25**

(To be submitted at the Time of Counselling/Admission)

Photograph
duly attested by
the officer who
has certified
this certificate

Certified that Shri/ Km/ Smt. _____ Son/daughter/wife of

Shri/Smt. With NLT /CET /CUET Application No _____ and NLT

/CET /CUET Rank _____ is Physically Handicapped/Persons with

Disability due to _____ and he/she is fit for undergoing the following

Programmes of Study(s) :

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

at Guru Gobind Singh Indraprastha University, Delhi for the Academic Session 2023-24.

Date of Issue: _____

Name, Designation & Signature with date
and Office Seal of the Issuing Authority

Name: _____

Designation: _____

Hospital: _____



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi)
Accredited as NAAC A++ Grade



**UNDERTAKING FOR SEEKING ADMISSION IN MINORITY QUOTA
For Academic Session 2024-25**

(To be submitted at the time of counselling / admissions/ verification of documents by candidates seeking admission in the University)

Photograph
duly attested by
the officer who
has certified
this certificate

I, _____ s/o d/o _____ an Indian citizen, residing at _____ Aged _____ years do hereby solemnly affirm and say that I belong to the _____ (Sikh, Christian/ Muslim /Jain) Community that has been notified as a minority community by Govt. of India.

Date: _____

Candidate's Signature _____ **Name** _____
of the Candidate _____
(In Bold Letters) Address of Candidate _____

Mobile No. _____

Counter Signed by the Parent/Guardian _____

(In Bold Letters) Relationship with the Candidate _____
Name of the Parent/Guardian _____

Note: The Undertaking has to be filled by the candidate only in his/her handwriting.

SPECIMEN COPY OF SIKH MINORITY COMMUNITY



ਦਿੱਲੀ ਸਿੱਖ ਗੁਰਦੁਆਰਾ ਪ੍ਰਬੰਧਕ ਕਮੇਟੀ

ਗੁਰੂ ਗੋਬਿੰਦ ਸਿੰਘ ਭਵਨ, ਗੁਰਦੁਆਰਾ ਰਕਾਬ ਗੰਜ ਸਾਹਿਬ, ਨਵੀਂ ਦਿੱਲੀ-੧੧੦੦੦੧

DELHI SIKH GURDWARA MANAGEMENT COMMITTEE

Guru Gobind Singh Bhawan, Gurdwara Rakab Ganj Sahib, New Delhi-110001

Phones : 23712580, 23712581, 23712582, 23737328, 23737329 Fax : 23317511

Ref. :

Date

TO WHOM SO EVER IT MAY CONCERN

This is certified that (Name of Student)

S/o/D/o.....

resident of

belongs to Sikh Minority Community and is entitled for seat under SIKH MINORITY QUOTA.

President/Gen Secy./Authorised Signatory (Authorised by President DSGMC)



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi) Accredited as NAAC A++ Grade

**UNDERTAKING FROM RESULT AWAITED CANDIDATES FOR SEEKING PROVISIONAL
ADMISSION FOR ACADEMIC SESSION 2024-25**

I/My Ward _____ (Name of the candidate), Son/Daughter/Wife of
_____ (Father's/Husband's name), NLT Application No/CET /CUET/
Application No _____ and NLT Rank/CET Rank /CUET Rank _____ Resident
_____ (Permanent Address) seeking admission to _____

Name of the Programme of GGSIP University, hereby solemnly affirm and declare:

- i) that I/My ward have/has appeared in the 12th class/final semester/final year (name of the qualifying degree) e.g. B.A., B.Sc. etc.,) _____ Examination, 2024 of (Board/University) during the time of reporting in allotted College/ Institute, the result of which has not yet been declared and is expected to be declared latest by 30th September, 2024, ;
- ii) I have passed all the papers of the qualifying degree _____ (name of the qualifying degree) examination other than the final year /final semester examination.
- iii) I have no compartment as on this date in my 12th class/qualifying degree examination.
- iv) I am seeking provisional admission due to non-declaration of result of final year/final semester of the qualifying degree examination by Board/University and not on account of compartment in current or previous years of the qualifying degree examination as on date of admission.
- v) That I/My ward have/has carefully gone through the rules regarding provisional admission and fully understand that in the event of my/my ward's failure to submit to the concerned Dean/Principal/Director of the concerned School/College where the admission has been granted, appropriate proof of my/my ward securing at least ___ marks in the qualifying examination for admission to _____ (Name of the Course) of GGSIP University by 30th September, 2023, my/my ward's provisional admission to the said course will automatically get cancelled and full fee deposited will be forfeited.

Deponent

Verification:

Verified at _____ on this _____ day of _____, 2024
that the contents of the above Undertaking are true and correct to the best of my knowledge and belief.
No part of it is false and nothing material has been concealed therefrom.

Deponent

Notes:

- i) In case the candidate is minor i.e. below 18 years of age; in that case, the Undertaking shall be signed by his/her parent/guardian.
- ii) Submission of false Undertaking is punishable offence. If it is found at any stage that false Undertaking was submitted, admission shall be cancelled and legal proceedings shall be initiated, for which candidate/parent/guardian shall be responsible.



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi) Accredited as NAAC A++ Grade

MEDICAL CERTIFICATE**

(FOR THE ACADEMIC SESSION 2024-25)
(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)

Photograph
duly attested
by the officer
who has
certified this
certificate

I certify that I have carefully examined Shri/Km/Smt.* _____
son/ daughter/wife of Shri/Smt.* _____ whose
signature is given below. Based on the examination, I certify that he/she is in good mental and
physical health and is free from any physical defects which may interfere with his/her studies including
the active outdoor duties required of a professional. Visible Mark of Identification

Signature of the Candidate _____

Place :

Date :

Name & Signature of the Medical Officer
with Seal and Registration Number

* Strike whichever is not applicable.

** To be signed by a Registered Medical Practitioner holding a Medical degree.

Note : Use photocopy of this Form



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi)



ADMISSION VERIFICATION FORM FOR THE ACADEMIC SESSION 2024-25

Name of Candidate: (Mr./Miss/Mrs.) _____

Father's/ Guardian's Name: (Mr./ Shri) _____

Address: _____

PIN Code _____ Tele. No. (with STD code) _____ Mobile No. _____

Email: _____ Minority Community (If applicable) (Sikh / Muslim / Jain / Christian)

NLT/CET/CUET Application No. _____ Category (SC/ST/OBC/Defence/PWD/Kashmiri Migrant/Army)

_____ NLT /CET /CUET Rank _____ Programme _____

1. School / College location of qualifying examination _____ (Delhi / Outside Delhi)
2. Date of Birth _____ Age as on 1-8-2024 : years ___ months ___ days _____ (As per Secondary School Certificate)
3. Passed Senior Secondary Examination / Three year Diploma in Engg/B Sc Graduation (3 yrs) _____
4. Aggregate percentage of all subjects in Sr. Secondary Examination/Dip. in Engg/ B Sc Graduation (3 yrs) _____
5. Passed in English in 12 Class (Yes/No) _____
6. PCM/PCBM Percentage in 12 Class _____
7. Percentage in qualifying degree as per the eligibility condition specified in PART A of the Admission Brochure: _____
8. Passed in Maths / Computer Science / Computer Applications in 12 Class _____
9. Category Certificate SC/ST/OBC/PWD/Defence/Kashmiri Migrants/Minority Community (Attach photocopy):
10. Character Certificate (Attach photocopy) (Yes/No) _____
11. Medical Certificate (Attach Original) (Yes/No) _____
12. Passed Graduation in the year ___ Percentage of marks in graduation _____
13. Passed Post-Graduation in the year ___ Percentage of marks in post-graduation _____
14. (a) CAT/CMAT/CET Score/Rank _____
(b) Year of Passing _____
15. Details of Demand Draft(s) for Submission of fees
Amt: _____ DD No. _____ Bank/Branch _____ Amt: _____ DD No. _____
_____ Bank/Branch_ Amt: _____ DD No. _____ Bank/Branch _____

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the college. Further, that my candidature for examination/selection and admission to the course is liable to be cancelled. I agree to abide by the rules & regulations of the University.

Signature of the Parent/Guardian & Date

Signature of Candidate & Date

FOR OFFICE USE ONLY

Certificates Checked and Verified by University official/Officer during counselling: Signature of the Deputed Officers/Officials _____

Name of the Officer/Officials _____

University Enrolment No. _____

Note: Use Photocopy of this form



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UNDERTAKING BY THE STUDENT WITH RESPECT TO ANTI RAGGING

I, _____ S/D of Mr./ Mrs. /Ms. _____, having been admitted to Programme/Stream _____, at (Institute/College) _____ have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address :

Telephone/Mobile No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ on this the _____ of _____.

Signature of deponent



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi)
Accredited as NAAC A++ Grade



UNDERTAKING BY PARENT/GUARDIAN WITH RESPECT OF ANTI RAGGING

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of, (full name of student with admission/registration/enrolment number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behave our or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagates through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___ day of _____ month of ___ year.

Signature of deponent Name: _____

Address: _____

Telephone/Mobile No.: _____

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ on this the ___ of _____.

Signature of deponent



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi) Accredited as NAAC A++ Grade

CERTIFICATE NO – 1
(For admission in Army Institute of Education, Greater NOIDA)

CHILDREN OF SERVING ARMY /NAVY/AIR FORCE PERSONNEL HAVING 10 YEARS CONTINUOUS SERVICE IN THE ARMY/NAVY/ AIR FORCE RETIRED/RELEASED/DISCHARGED AFTER 10 YEARS OF SERVICE OR GRANTED/ AWARDED REGULAR/FAMILY/LIBERALISED FAMILY/DISABILITY PENSION

(By OC Unit/Pers Branch, AHQ/DSS & A Board/Record Office)

1. Certified that Mr./Ms. _____ is
Son/Daughter of No _____ Rank _____
Name _____ Unit _____
_____ who has 10 years
of continuous service in the Army /Navy/ Air Force from _____ to _____.

2. Certified that Mr./Ms. _____ is
Son/Daughter of No _____ Rank _____
Name _____ who has been
granted/awarded regular pension, family pension, liberalized family pension or disability pension at the
time of his superannuation, demise, discharge or Release / Invalidment Medical Board.

3. Certified that Mr./Ms. _____ is Son/Daughter of
No/Ex Recruit No _____ Rank _____
Name _____ who was medically boarded out and granted disability pension.

Place: OC Unit/Pers Branch, AHQ (for serving personnel)
Date: DSS&A Board/ Record Office (for retired personnel)
Office Seal
Name _____ Designation

Name and Signature of the Candidate
Name and Signature of Parent

Notes:

1. Strike out the portion which is not applicable.
2. If retired/released with pension benefits, attach certificate from Pension paying authority.
3. If retired/released on medical grounds with disability pension, attach copy of Medical Board proceedings.
4. If released/discharged after 10 years of service, attach copy of Discharge certificate/ Release order.



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
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CERTIFICATE NO – 2

(For admission in Army Institute)

STEP CHILDREN OF ARMY PERSONNEL WHO WERE BORN FROM WEDLOCK WHERE ATLEAST ONE PARENT BELONGED TO THE ARMY/NAVY/AIR FORCE ADOPTED CHILDREN OF ARMY PERSONNEL WHO HAVE BEEN ADOPTED ATLEAST 5 YEARS PRIOR TO COMMENCEMENT OF COURSE

By OC Unit/Pers Branch, AHQ/DSS & A Board/Record Office)

1. Certified that Mr./Ms. _____ is Son/Daughter of No _____ Rank _____ Name _____ Unit _____ and he/she was born from wedlock where the father/mother belonged to Army/Navy/Air Force and had served in the Army/Navy/Air Force for 10 years or is serving in the Army and has minimum 10 years of service.

2. Certified that Mr./Ms. _____ is Son/Daughter of No _____ Rank _____ Name _____ who had served in the Army/Navy/Air Force for 10 years or is serving in the Army/Navy/Air Force and has minimum 10 years of service and he/she was adopted on ____ (5 years prior to commencement of course).

Name and Signature of Parent

Place: OC Unit/Pers Branch, AHQ (for serving personnel)
Date: DSS&A Board/ Record Office (for retired personnel)
Office Seal Designation Name

Notes:

- 1. Attach copy of legal papers and Part II order of adoption of child.
- 2. Attach Certificate/ Part II order of birth and copy of kindred roll.





GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
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CERTIFICATE NO – 3

(For admission in Army Institute of Education, Greater NOIDA)

CHILDREN OF ARMY MEDICAL/DENTAL CORPS OFFICERS SERVING IN AIR FORCE/NAVY AND MNS/APS AND TA PERSONNEL

(By Parent & Countersignature by OC Unit/Pers Branch, AHQ/DSS & A Board/Record Office)

I, No. _____ Rank _____ Name _____ Father/Mother of _____

certify that:-

a. The applicants must fall into one of the following categories:

- i. Children of serving Army personnel with minimum 10 year of continuous service in the Army.
- ii. Children of ex Army personnel granted/awarded regular pension, liberalized family pension, family pension or disability pension at the time of their superannuation, demise, discharge, release medical board/invalided medical board. This includes Children of recruits medically boarded out and granted disability pension.
- iii. Children of ex Army personnel who have taken discharge/release after ten years of service.

b. Adopted/Step Children and Children of Remarried Widows:

- i. Adopted Child of Army personnel adopted at least five years prior to seeking admission.
- ii. Step Children are eligible provided they are born out of a wedding where at least one parent belonged to the Army.
- iii. Children of Widows of Army personnel who are born as a result of second marriage with Army personnel. However, children of widows of Army personnel born out of remarriage with Non-Army personnel would not be eligible for admission.

c. Eligibility Criteria in Special Cases:

(a) Eligibility Criteria for Children of Ex Army Medical Corps Officers/Army Dental Corps Officers Presently Serving with IN/IAF:

- (i) Children of only those ex Army medical officers/ Army Dental Corps officers presently serving with Indian Navy or Indian Air Force who have served with the Army for 10 years.

(ii) Eligibility Criteria for Children of APS Personnel:

- i. Children of APS personnel classified as ex-servicemen as per Government of India, Ministry of Defence letter no. 9(52)/88/D(Res) dated 19 Jul 89.
- ii. Children of those APS personnel who are on deputation and who have put in 10 years of service in the Army.
- iii. Children of APS personnel who are directly recruited into APS and of those who, as per their terms and conditions of service, retired from APS after completing their minimum pensionable service.

d. Eligibility Criteria for Children of MNS/TA Personnel: The following are eligible:-

- i. Children of only those members of MNS who have 10 years service as regular members of MNS or are in receipt of pension from the Army.
- ii. Children of only those TA personnel who have completed 10 years of embodied service.

Place: _____ Signature _____
Date: _____ Name, Designation and Unit _____

COUNTERSIGNED

The facts in the above mentioned undertaking have been verified from official records and found correct.

Place: _____ OC Unit/Pers Branch, AHQ (for serving personnel)
Date: _____ DSS&A Board/ Record Office (for retired personnel)
Name _____ Office Seal _____ Designation _____

Name and Signature of the Candidate

1. Strike out the Portion/Para not applicable.
2. Relevant documents of service record.



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
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Appendix



**UNDERTAKING FROM THE CANDIDATES WHO ARE SEEKING ADMISSION AGAINST SEAT IN ANY RESERVED CATEGORY
For Academic Session 2024-25**

(To be submitted at the time of counselling / admissions/ verification of documents by candidates seeking admission in the University)

I, _____ Son/Daughter of _____ an Indian citizen, residing at _____ Aged _____ years do hereby solemnly affirm and say that I belong to the _____ (SC/ST/OBC/EWS/DEFENCE/PH/KM/MINORITY/ARMY) Category. The Certificate of reservation, on the basis of which I am claiming seat in counselling, has been uploaded. I know that the Certificate uploaded is bonafide and as per the eligibility to claim benefits of reservation.

I understand, in case, upon verification, the Reserved Category Certificate submitted by me, found to be fake and fraudulent, my admission is liable to be cancelled at any stage of my pursuing the Degree /Diploma.

Date:

Candidate's Signature _____

Name of the Candidate _____

(In Bold Letters) Address of Candidate _____

Mobile No. _____

Counter Signed by the Parent/Guardian _____

Name of the Parent/Guardian _____

(In Bold Letters) Relationship with the Candidate _____

Note: The Undertaking has to be filled by the candidate only in his/her handwriting.



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
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Appendix



FORM FOR WITHDRAWAL OF ADMISSIONS FOR ACADEMIC SESSION 2024-25
(Must be submitted in Admission Branch Only)

Sl.N. Programme & Institute _____

(From candidate is seeking withdrawals)

1. Name of Student _____
2. Parent Name _____
3. Address _____
4. (a) Telephone _____
(b) Mobile _____
(c) Email Address _____
5. Enrollment Number _____
6. NLT/CET/CUET Application Number _____
7. (a) Name & Relationship of the concerned Account Holder
in favour of whom bank transfer is to be made. _____

(b) Bank detail of above concerned to be furnished in the given format:

(Kindly Enclosed copy of cancelled Cheque)

Name of the Bank	Address of the Bank	Complete Bank Account No.	IFSC CODE OF THE BANK BRANCH

UNDERTAKING

We understand and know the refund rules of the University & agree to abide by the same and we further understand that the refund would be made in due course of time through bank transfer only as per above request.

(Signature of Parent / Guardian)

Date: _____

(Signature of Student)

Date: _____

Compulsory Encl.:

1. Both copies of Fee Receipt issued at the time of Admission / Counselling in ORIGINAL
 2. Cancelled cheque of CBS Bank branch, showing the detail of full bank A/c No.; IFSC code; beneficiary name etc. must be attached by the concerned student along with the Withdrawal Form
- Refund amount will directly be transferred in the bank account submitted by the student through electronic mode (ECS/RTGS/ NEFT). Therefore, student may ensure to provide correct details under S. no. 7 (a) & (b) & the required enclosures. University will not be liable for any wrong transfer of amount on account of incorrect bank information provided by the student.*

Note : Use photocopy of this Form



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
(A State University established by the Govt. of NCT of Delhi)
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Appendix 11(A)



PREFERENCE SHEET FOR THE ACADEMIC SESSION 2024-25

Name of the Programme: _____ Name: _____

Mr/Ms/Mrs. _____

Address: _____

_____ PIN: _____

Telephone No. (with STD Code): _____ Mob: _____ E-mail _____

Address: _____ NLT/CET/CUET Application No.. _____

Category: _____ Region _____.

Give preference in order of your Priority:

S.No.	Name of the College/Institute	Programme/Branch
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____

Date : _____

(Signature of the Candidate)

(Counter Signature of Parent/Guardian)

Note : The preference sheet is valid only for one particular counselling not for all round of counselling & waitinglist. The Candidate will fill up separate preference sheet in separate counselling.



UNDERTAKING BY THE STUDENT WITH RESPECT TO ANTI-RAGGING

I, _____ (full name of student with enrolment/ registration no) s/o, d/o Mr/Mrs/Ms _____ having been admitted to _____ (name of the institution) have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this. _____ day of _____ month of _____ year.

Signature of deponent:
Name:
Address:
Telephone/Mobile No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated there:

Verified at _____ (place) on this _____ (day) on _____ (month) of _____ (year)

Signature of Deponent



UNDERTAKING BY PARENT/GUARDIAN WITH RESPECT OF ANTI RAGGING

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of _____ (full name of student with admission/registration/enrolment number), having been admitted to _____ name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___ day of _____ month of ___ year.

Signature of deponent

Name: Address:

Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) _____ on this the (day) ___ of (month) _____, (year) _____.

Signature of deponent



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16/C, DWARKA, NEW DELHI – 110078

GGSIU/2019-20/Legal/1916

Dated: 23/05/2019

To

The Director /Principal
All Affiliated Colleges/Institutions of the Guru Gobind Singh Indraprastha
University

Subject: Directions issued under clause 3(ii)(d) of Statute 24 of University.

Dear Sir/Madam,

In pursuance to the oral observations and directions of the Hon'ble High Court dated 17.05.2019 in WP (Cri.) 793/2017, the following directions are hereby issued for immediate compliance by all the affiliated Colleges/Institutions;

1. Publish the University's advisory dated 18-07-2017 and these present directions dated 23.05.2018 at a prominent and conspicuous place on their website. Compliance Report with copy of the website publication to be sent by 7:00 PM on 23.05.2019 by return email message.
2. Incorporate the University's advisory dated 18.07.2017 and these present directions dated 23.05.2018 in their Prospectus/Admission Brochure issued for the current academic session i.e. AY 2019-20, if necessary, in the form of an Addendum to an already issued Prospectus/Admission Brochure. Compliance Report with copy of the Prospectus/Admission Brochure or the Addendum thereof be sent to the University within a week.

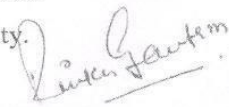
1/3

3. Mention at prominent and conspicuous place in their respective Prospectus/Admission Brochure for current Academic Year 2019-20 and their websites the full details about University's Student Grievance Redressal Committee and College/Institution Level Grievance Redressal Committee. Compliance Report with copy of the Prospectus/Admission Brochure or the Addendum thereof be sent to the University within a week.
4. The College/Institution Level Grievance Redressal Committee should adhere to the principles of natural justice in its proceedings and dispose of all grievances as expeditiously as possible; but no later than four weeks of its receipt. The Colleges /Institutions should hold meeting of Grievance Redressal Committee at least once every three months. The procedure for filling complaints, procedure for conduct of the proceedings and the time frame for disposal of the complaints/grievances shall be published on its website, Admission Brochure and Prospectus at a prominent and conspicuous places. Compliance Report with a copy of the document laying down the procedure be sent to the University within a week.
5. Immediately include elected student representative in the College/Institution level Grievance Redressal Committee and re-notify the newly constituted Committee at prominent and conspicuous places. All the Colleges and Institutions shall adopt the UGC (Grievance Redressal) Regulations 2012. The reconstituted Grievance Redressal Committee which includes the elected student representative and also complies with the provisions of the UGC (Grievance Redressal) Regulations 2012 shall be notified on their respective websites at prominent and conspicuous places. Compliance Report with copy of the re-constituted Grievance Redressal Committee be sent to the University before 15th September of each year.
6. Engage the services of medical practitioner(s) including specifically a Psychiatrist, a Psychologist and a professional Student Counsellor for regular consultation with students within the premises of the College/Institution.

2/3

- Compliance Report to be sent to the University within two weeks from the commencement of the new Academic Session every year.
7. Maintain comprehensive, meticulous and verifiable documentation of all the compliances of the above directions, including documentation of the proceedings of the Grievance Redressal Committee and the services rendered by the professional medical practitioners such as Psychiatrist, Psychologist and professional Student Counsellors.
 8. The documentation of the compliances of the aforesaid directions shall be subject matter of audit and evaluation by the University through the existing mechanisms of Joint Assessment Committees (JACs), the Academic Audit Committees or such other mechanism as deemed fit by the University from time to time.
 9. The Convener of the University Level Grievance Redressal Mechanism shall ensure comprehensive and verifiable documentation of all compliance reports submitted by the affiliated Colleges/Institutions from time to time.

This issues with the approval of the Competent Authority.


(Rinku Gautam)
Registrar

Registrar
G. G. S. Indraprastha University
Sector-12C, Dwarka, New Delhi-110078

Copy to:

1. All the Directors/Principals of the affiliated colleges/ institutions affiliated to GGSIP University.
2. Members of the University Level Grievance Redressal Committee.
3. All Deans, University School of Studies.
4. In-charge (Affiliation), GGSIP University.
5. Director, Students' Welfare
6. Director, Academic Affairs
7. Convener, University Level Students' Grievance Redressal Committee
8. AR to Hon'ble Vice Chancellor, GGSIP University
9. AR to Pro Vice Chancellor, GGSIP University
10. AR to Registrar, GGSIP University.
11. In-Charge, Server Room for notification on the University website.

c/n

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16/C, DWARKA, NEW DELHI - 110078

GGSIU/2017-18/ 1039/legal

Dated: 18/7/17

The Director/Principal
All Affiliated Colleges/Institutions of the GGS Indraprastha University

Subject: Advisory under Clause 3(ii)(d) of Statute 24 of the University.

Dear Sir/Madam,

The following advisory is hereby issued under Clause 3(ii)(d) of Statute 24 to all affiliated colleges and institutions for compliance and necessary action forthwith:

- a. The teachers and authorities of the Institution should maintain cordial, warm and confidence building relationship with the students in terms of Ordinance No. 32 of the Guru Gobind Singh Indraprastha University Act No. 09 of 1998. The Institution may also keep watch on such teachers and members of administration who are unable to build up such cordial and respectful relationship with students and appropriate remedial measures in the nature of counselling and short term training may be advised.
- b. Every letter /representation/e-mail in the nature of appeal by students should be attended with reformatory approach and sympathetic consideration. The Institute should inform the parents of the students by writing the letter intimating the shortage of attendance, which should be sent by speed post / registered post. The parents may also be informed by e-mail or telephonically about such cases.
- c. Institutions should be absolutely transparent in taking the decision on detention of students so as to avoid any suspicion of whimsical or selective action. The detention list should be displayed at least 10 working days before the commencement of the examination.
- d. Every institution should constitute 'Students' Grievance Redressal and Welfare Office'. It should be empowered to receive grievances from students, consider and address them within the framework of the prevailing rules and regulations with the perspectives of the welfare of the students. Such Committee constituted at the level of every college should be publicised and directed to regularly engage in welfare activities of the students, so as to gain the confidence of the students in its effectiveness and genuineness. Such College/Institution level Committee should be federated with the Directorate of Students' Welfare of the University which may supervise and advise

c. *Joain*
Page 1 of 2

c/n

them, actively engage them and assist them in redressing the grievances of the students from time to time.

- e. Any issue relating to arbitrary action, personal vendetta or personal grudges against students by any teacher / authority of the Institute should be earnestly looked into by 'Students' Grievance Redressal and Welfare Office' and it should be brought to the notice of Principal / Director of the Institute. If the issues are not resolved at the level of concerned college, the student should be advised to approach the Grievance Redressal Mechanism at the level of the University which shall act as the appellate mechanism.
- f. The University level Grievance Redressal Mechanism for the students, parents, faculty etc. related to affiliated colleges has been constituted and communicated to all concerned vide University letter ref. GGSIPU/Aff/Notification/180-L dated 11.01.2013. All the grievances, communications to the University level Grievance Redressal Mechanism should be addressed to the Convener of the Committee Dr. Neelima Markandey, Affiliation Branch, Administrative Block, Guru Gobind Singh Indraprastha University, Sector 16 C, Dwarka, Delhi 110078.

This issue with the approval of the competent authority.

C. Arvind
17-7-17
(C. Arvind)
Registrar

Copy to:

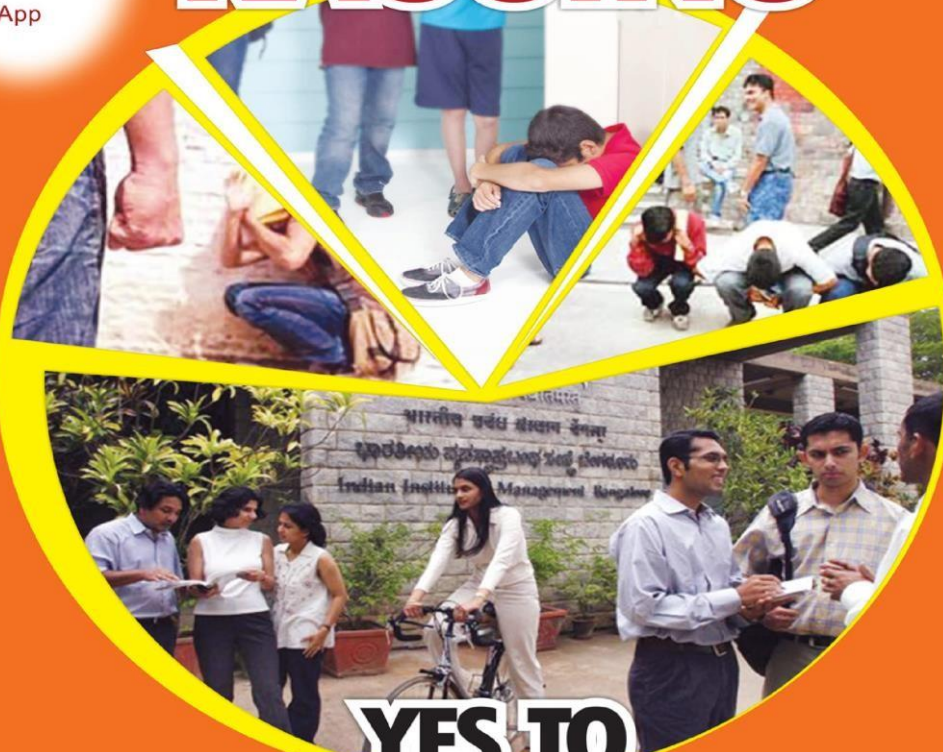
1. All the Directors/Principals of the affiliated colleges/institutions affiliated to GGS IP University
2. Members of the University Level Grievance Redressal Committee
3. All Deans, University Schools of Studies
4. Controller of Examinations
5. Director, Students' Welfare
6. Director, Academic Affairs
7. Dr. Neelima Markandey, Convener, Grievance Redressal Committee
8. AR to Hon'ble Vice Chancellor, GGS IP University
9. AR to Pro Vice Chancellor, GGS IP University
10. AR to Registrar, GGS IP University

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**ANTI
RAGGING**

App

SAY NO TO RAGGING



YES TO JOYFUL CAMPUS

What is Ragging? Any Act Resulting in:

- Mental/physical/sexual Abuse
- Verbal Abuse
- Indecent Behaviour
- Criminal Intimidation/wrongful Restraint
- Undermining Human Dignity
- Financial Exploitation/extortion
- Use Of Force

A STUDENT INDULGING IN RAGGING CAN BE:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing Scholarship/Fellowship and other benefits.
- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament or youth festival etc.
- **Collective punishment** : when the persons committing or abetting the crime of ragging are not identified the institution shall resort to collective punishment as a deterrent to ensure community pressure on potential ragger.



Immediately call
UGC Anti-Ragging Helpline
 1800-180-5522 (24X7 toll free)
 or send an e-mail to helpline@antiragging.in



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DEPARTMENT OF HIGHER EDUCATION
 MINISTRY OF HUMAN RESOURCE DEVELOPMENT
 GOVERNMENT OF INDIA



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NAAC 'A' Grade ACCREDITED & ISO 9001:2015 CERTIFIED INSTITUTE

IMPORTANT COMMITTEES ACADEMIC SESSION 2024-25

Committee	Chairperson	Contact No	Convener	Contact No
Anti-Ragging Committee	Principal AIE	0120-2343742	Ms Kriti Guleria Asst Prof AIE	9463793811
College Grievance Redressal Committee			Dr. Saidalavi Kundupuzhakkal Asst Prof AIE	9560513091
Internal Complaints Committee			Dr Kartikeyan Asst Prof AIE	9894529472
Hostel Committee			Ms. Kusum Mishra Warden Girls Hostel AIE	7206910172
Internal Committee for Students with Disabilities in Institute			Ms. Komal Choudhary Asst Prof AIE	9910013739

ANTI-RAGGING HELPLINE NOS:

0120-2343741/42, 9463793811



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THINK OF

Humiliation

Suspension

Ruined Career

Blacklisting

Expulsion

Possible Prosecution

Don't just stand and watch. Stop Ragging! Show Character

Remember RAGGING is for LOSERS

Visit UGC Website i.e. www.ugc.ac.in & www.antiragging.in to see UGC Anti Ragging regulations.

Are You Being Ragged ?

Immediately call UGC Anti Ragging Helpline- 1800-180-5522 (24x7 Toll Free)

Or Send an E-mail to helpline@antiragging.in



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INDIAN ARMY EDUCATION LOAN SCHEME

➤ HIGHLIGHTS OF THE SCHEME:-

❖ FOR SERVING PERS/ THEIR WARDS/ DEPENDENT SISTER PURSUING UNDER GRADUATE/ POST GRADUATE STUDIES IN GOVT RECOGNISED COLLEGES/UNIVERSITIES/INSTITUTIONS.

❖ UPPER LIMIT - Rs 5,00,000/-.

❖ INTEREST RATE - 7% P.A.

❖ EFFECTIVE ROI - 3.5 TO 3.8%.

❖ DURATION – MAX 5 YEARS OR SIX MONTHS BEFORE RETIREMENT (WHICHEVER IS EARLIER)

❖ REPAYMENT MODE - EMI (ECS MANDATE TO BEGIN WITH. LATER THROUGH CDA(O)/PAO(OR)

❖ COLLATERAL SECURITY - NIL

❖ MORATORIUM PERIOD - NIL

❖ CONCURRENT LOAN - LOAN CAN BE AVAILED FOR SECOND CHILD/WARD SUBJECT TO REPAYMENT CAPACITY.

➤ DOWNLOAD APPLICATION FORM FROM:-

[CLICK HERE TO DOWNLOAD THE FORM](#)

➤ FOR FURTHER DETAILS, CONTACT:-

❖ E-MAIL – aqbrloansec@gmail.com

❖ ARMY TELE – 34499

❖ CIVIL TELE – 011-20863017

❖ ADDRESS - EDUCATION LOAN SECTION
ADJUTANT GENERAL'S BRANCH INTEGRATED HQ OF MoD (ARMY) ROOM NO 17B, WEST
BLOCK-III RK PURAM, NEW DELHI-110066



INDIAN ARMY EDUCATION LOAN SCHEME

COMMON MISTAKES OBSERVED IN APPLICATION FORMS

➤ Following common mistakes have been observed while processing the application received to date:-

Countersignatures. Applications are not being countersigned by CO even though the unit is being commanded by a CO. OC Unit can only countersign in case of an independent entity.

Details of Countersigning Authority. Applicants are not submitting the details of countersigning authority like, name, e-mail address and contact number.

Non-submission of Other Loan Details. Applicants in some cases have not submitted details of other loans with EMI, if taken.

Non-submission of Proof of Admission in College/Institutions. Applicants in some cases have not submitted course offer letter with duration as proof of Admission from the concerned College/Institute.

Non-submission of Proof of Expenditure. Applicants having incurred expenses towards Laptops, Books etc are not submitting proof of purchase.

Hostel Expenditure. Applicants are not submitting hostel expenditure fees receipt nor rental/lease agreement in case of staying under private arrangements.

Non-submission of College Fee Breakdown. Applicants in some cases have not submitted fee structure from college/Institute where admission granted.

Non-submission of copy of CIBIL Score. Applicants in some cases have not submitted copy of CIBIL score.

Non-submission of 06 x Post-dated cheques.

(i) Applicants in some cases have not submitted 06 x post-dated cheques of DSP account duly signed in favour of “**Army Central Welfare Fund (Education**

Loan Section)”.

(ii) Applicants in some cases have submitted post-dated cheques issued by their previous bank branch. Cheques should only be from applicant's present branch where salary credited.

Submission of NACH Mandate Form. Applicants are required to fwd NACH mandate form duly signed at Ser No 1 (Signature of Primary Account Holder) only, and no other details are required to be filled in the form.