



INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN  
Kashmere Gate, Delhi – 110006

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**NOTIFICATION**

**Schedule of 1<sup>st</sup> Counselling for admission to MCA Programme (Academic session 2018-19)**

1. All eligible candidates called for counseling as per the list available on igdtuw website are required to report at IGDTUW Delhi on **13<sup>th</sup> July 2018** along with the list of documents as mentioned below for seeking admission to MCA Programme, failing which they will not be allowed to appear in the counselling.
2. The information about the number of seats in each category can be found from the prospectus, available at [www.igdtuwadmission.nic.in](http://www.igdtuwadmission.nic.in).
3. Admission will be offered to candidates during the counselling strictly on the basis of merit of their performance in the entrance examination and based on the reservation category (GEN/OBC/SC/ST/PH etc and Delhi/Outside Delhi) which they belong to as per the University admission policy. To be called for counselling does not guarantee admission. University will not accept any claim of any type from candidates who will not be offered admission.
4. The schedule of counselling is given below: -

Description	Date	Reporting Time	Document Verification and Allotment of Seats	Venue
All SC, ST and OBC Candidates from Outside Delhi	13 <sup>th</sup> July, 2018	9:30 AM to 10:00 AM	10:00 AM to 11:00 AM	Room No. 111 and 112, Admin Block IGDTUW.
All GEN Candidates from Outside Delhi	13 <sup>th</sup> July, 2018	10:30 AM to 11:00 AM	11:00 AM to 12:00 Noon	
All SC, ST, PH, DEF and OBC Candidates from Delhi	13 <sup>th</sup> July, 2018	11:30 AM to 12:00 Noon	12:00 Noon to 1:00 PM	
All GEN Candidates from Delhi	13 <sup>th</sup> July, 2018	12:30 PM to 1:30 PM	2:00 PM to 4:30 PM	

Note: If the candidate does not report at the scheduled reporting time, she will not hold the right for admission

**Documents Required at the Time of Admission:**

All candidates must bring a set of self attested photocopies of the following documents along with all originals at the time of reporting/counselling as per counselling schedule:

- (i) Printout of application form duly signed by the candidate
- (ii) Receipt of application fee of **Rs. 1000/-** paid by the candidate and its photocopy
- (iii) Original & Self attested copy of Identity Proof(Passport/Aadhar card/Driving license/Voter ID/ PAN card)
- (iv) Demand Draft of **Rs. 85,000/-** in favor of "REGISTRAR, IGDTUW STUDENT FEE S/B ACCOUNT" payable at Delhi/New Delhi.
- (v) Three passport size recent color photographs.
- (vi) Downloaded self-attested Printout of the Admit Card of IGDTUW Entrance Examination
- (vii) The original and self-attested copy of marks sheet of the qualifying examination i.e. from Class XII, Graduation etc., clearly showing the marks obtained (Where grades/CPI/CGPA etc. are awarded, sheet showing calculation formula for overall %)

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*[Handwritten signature]*

- (viii) The original and self-attested copy of Date of Birth certificate as indicated in High School or equivalent examination i.e. Class X
- (ix) The original certificate and self-attested copy for the reserved category, if other than the General Category. For candidates belonging to OBC – Non Creamy Layer will be required to submit the Certificate issued on or later then 1st April 2018 as given in Annexure B.(see the notice on [www.igdtuwadmission.nic.in](http://www.igdtuwadmission.nic.in))
- (x) Medical fitness certificate original in case of General/SC/ST/DP/OBC/PH/DEF.
- (xi) Character Certificate in original issued by Principal/HOD/Dean/Director of the last attended Institution or from a Gazetted Officer not less than six months earlier.
- (xii) Undertaking for anti ragging as per the format from self and parent as per the direction of Hon'ble Supreme Court of India.
- (xiii) For Defence Category(CW) following priority will be used for admission (As per annexure):
- Priority I - Widows/wards of Defence Personnel/Para-Military Personnel killed in action. Required Certificate: Proof in Original.
- Priority II - Wards of serving Defence personnel and ex-servicemen/Para-Military Personnel disabled in action. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services.
- Priority III - Widows/wards of Defence Personnel/Para-Military Personnel who died in peace time with death attributable to Military Service. Required Certificate: Original death certificate clearly indicating the cause of death is attributable to Military Services.
- Priority IV - Wards of Defence Personnel/Para-Military Personnel disabled in peace time with disability attributable to Military Service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services.
- Priority V - Wards of serving Defence Personnel and ex-servicemen Para-Military / police personnel who are in receipt of Gallantry Awards.
- Priority VI – Wards of Defence Ex-servicemen. Required Certificate: Original ex-servicemen Identity Card/discharge book/PPO (Pension Payment Order).
- Priority VII – Wards of Serving Defence personnel. Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority
- (xiv) A certificate from the *Vocational Rehabilitation Centre for Physically Handicapped Karkardooma, Vikas Marg, Delhi-110092* is to be produced at the time of counselling/admission, which will certify that the applicant is fit for undergoing the said course (Annexure). No certificate other than this shall be allowed for availing seat under 'PH' Category.

**Important Note:**

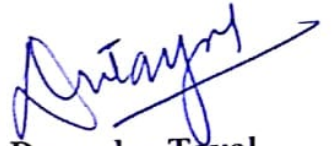
- (i) Those candidates who are seeking provisional admission due to non-declaration of their final year/final semester result, will however have to provide proof of having passed all papers in all the previous examination along with final result by 30<sup>th</sup> September 2018 to the University otherwise their admission will be treated as null and void (cancelled) and the entire fee will be forfeited.
- (ii) The Performa for various certificates are available in prospectus as [igdtuwadmission.nic.in](http://igdtuwadmission.nic.in).
- (iii) The documents mentioned in undertaking form submitted by applicant need to be submitted by 1<sup>st</sup> Aug'2018.
- (iv) If the candidate admitted wants to withdraw admission then withdrawal form need to be submitted to Ms. Neeta, PS to Dean(AA), 3<sup>rd</sup> Floor, Computer center Block, above the Library. In this case, guidelines mentioned in brochure regarding withdrawal will be applicable

  
Admission Officer 2018-19

Date:

**NOTICE**

All the OBC candidates interested in claiming reservation under NCL-OBC Category for MCA, M.Tech, Ph.D admissions should bring Undertaking Cum Declaration By Parent(s) of Candidate for OBC (NCL) Category in the format given in Annexure H at the time of admission counseling.



**Prof. Devendra Tayal**

**(Admission Officer 2018-2019)**

cc:

1. PS to Pro-Vc
2. PA to Registrar
3. Admission website
4. IGDTUW website

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Annexure -H

**UNDERTAKING CUM DECLARATION TO BE GIVEN BY PARENT(S)**  
**OF CANDIDATES FOR OBC(NCL) CATEGORY**

(An affidavit to be produced on Rs. 100/- stamp paper)

**TO WHOMSOEVER IT MAY CONCERN**

I, Mr./Ms..... (father/mother) of .....having  
Application. No. ....resident of village/town/city\_\_\_\_\_ district

\_\_\_\_\_ State hereby declare that my ward belongs to the \_\_\_\_\_  
(community) which is recognized as a backward class by the Government of Delhi for the  
purpose of reservation in PG./Ph.D Admissions 2018 of IGDTUW Delhi. I hereby undertake and  
state that the OBC(NCL) certificate provided by my ward for claiming reservation under OBC  
(NCL) category fulfils the eligibility conditions for OBC(NCL) as per the admission norms of  
PG./PH.D admissions, 2018.

I declare that total family income of candidate (including income from all the sources) is  
fall under eligibility of NCL-OBC for the financial year 2017-18. My family details are given as  
under for further verification

S.No	Name	Occupation	Organisation	PAN No.
1.				
2.				
3.	List other source of income (if any)			

I hereby declare that the above information provided by me is true to the best of my knowledge.  
If any discrepancy is found in the details, PG./Ph.D admission Committee has all rights to cancel  
admission of my ward and legal action may be taken as per norms.

Place : .....

Date : .....

*Name & Signature of Candidate*

*Name & Signature of Parent*