

Ref. No. MBSC/Admissions/MQ/2026/04

Dated: 06.08.2026

## **NOTICE**

### **Schedule of Counselling along with Document Verification**

#### **Management Quota Seats for BBA, BCA, B.Com(H) and B.Tech (CSE, AIML, ECE & Civil Engg) Programmes**

This is to notify all applicants/candidates registered for admission under Management Quota (MQ) seats for the BBA, BCA, B.Com(H) and B.Tech. (CSE, CSE-AIML, ECE & Civil Engineering) Programmes for the Academic Session 2026-27 that the First Round of Physical Counselling shall be held on **7<sup>th</sup> August 2026**, as per below mentioned schedule at the Institute premises, in accordance with the schedule notified below. Candidates are advised to read this notice carefully and report well within the prescribed time.

| S.No. | Programme Name                           | Reporting Time       | Counselling Time     |
|-------|------------------------------------------|----------------------|----------------------|
| 1.    | BBA                                      | 10:00 AM to 10:30 AM | 10:30 AM to 11:30 AM |
| 2.    | BCA                                      | 11:30 AM to 12:00 PM | 12:00 PM to 1:00 PM  |
| 3.    | B.Com(Hons.)                             | 2:00 PM to 2:30 PM   | 2:30 PM to 3:30 PM   |
| 4.    | B.Tech<br>(CSE, AIML, ECE & Civil Engg.) | 3:30 PM to 4:00 PM   | 4:00 PM to 5:00 PM   |




**Director**

**Copy to:**

1. Notice Board
2. Website In-charge
3. Admission Committee
4. Admission Branch, GGSIPU
5. Guard File

**Note:**

1. The candidates are advised to carefully read the attached instructions.
2. Documents required for verification at the time counselling:
  - Candidates need to bring the required documents (list attached) in both Original and Photocopies (2 Sets Self Attested).

## **Important Instructions for Candidates**

1. It is mandatory for the candidate to have submitted the duly filled Application Form for the Management Quota seat along with the non-refundable Registration-cum-Counselling Fee within the stipulated time period. Candidates who have not done so shall not be eligible for allotment of a seat.
2. Only candidates whose names appear in the Rank-wise Merit List displayed on 6th August 2026 shall be eligible to participate in the counselling process, strictly as per the schedule notified above.
3. Candidates must adhere strictly to the reporting timing mentioned in the notice. No entry will be permitted after the prescribed time.
4. Along with the candidate, only one parent/guardian (father or mother) will be permitted to enter the Institute premises. No other relatives shall be allowed. A valid original photo ID (Aadhaar Card/Passport/PAN Card/Driving Licence) must be carried for verification at the entry point.
5. It is mandatory for the candidate to be physically present for verification of original documents along with two self-attested photocopies of each. Absence of the candidate in person shall render the candidature ineligible for participation in the counselling.
6. Only candidates with 'Not Admitted' status (i.e., not currently admitted in any Institute/University School affiliated to GGSIPU, and not already admitted under Management Quota elsewhere) are eligible to participate.
7. Management Quota seats will be filled purely on merit, based on the aggregate percentage/score in the qualifying examination, and allotted as per the candidate's stated preference of programme, subject to seat availability.
8. In case seats remain vacant after the First Counselling, priority in the subsequent round shall be given to merit-listed candidates who were present during the First Round but could not be allotted a seat, followed by candidates from the merit list who did not attend the First Round; walk-in candidates shall be considered only thereafter, subject to seat availability.
9. All admissions are provisional and subject to ratification/approval by GGSIPU, AICTE and the Council of Architecture (CoA), as applicable.
10. For further updates and notifications, candidates are advised to regularly check the Institute Notice Board and website.

## **Documents to be Brought (Original + Two Self-Attested Photocopies)**

- Proof of registration/submission of the Application Form for the MQ Seat.
- Original Admit Card of the relevant qualifying/entrance examination (JEE Mains 2026 / CET 2026 / CUET 2026, as applicable), with photocopy.
- Copy of Rank/Score obtained in the qualifying entrance examination.
- Original certificates and mark sheets of the qualifying examination (Class X and Class XII), with two self-attested photocopies.
- Reserved category certificate (SC/ST/OBC/EWS/PwD/Defence, as applicable) in original, with two self-attested photocopies.
- Medical Fitness Certificate, as prescribed in the Admission Brochure 2026-27.
- Anti-Ragging Undertaking by the student (online affidavit as prescribed by UGC/GGSIPU) and by the parent, as per the Admission Brochure.
- Character/Conduct Certificate in original from the Head of the Institution last attended, or from a Gazetted Officer, not more than six months old.
- Six recent colour passport-size photographs (front-view, white background).
- Copy of Aadhaar Card of the candidate.
- Gap Year Affidavit (notarized, on Rs. 10/- stamp paper), if applicable.

**Note: Candidates whose qualifying examination result is awaited shall not be eligible for admission under Management Quota. All the above documents are mandatorily required, in original, properly arranged; candidature is liable to be cancelled if any document is found missing at the time of verification.**

**Sd/-  
Director**