

## **CHAPTER- 6: Reservation Policy**

### **6.0 Abbreviations**

D	: Delhi Region
OD	: Outside Delhi Region
GEN	: General Category
SC	: Scheduled Caste
ST	: Scheduled Tribe
Def	: Defence
PWD	: Persons With Disability
OBC	: Other Backward Castes
MGMT	: Management Quota
DSC	: Delhi region Scheduled Caste
DST	: Delhi region Scheduled Tribe
Ddef	: Delhi region Defence
DPWD	: Delhi region Persons With Disability
DOBC	: Delhi region Other Backward Castes
ODSC	: Outside Delhi region Scheduled Caste
ODST	: Outside Delhi region Scheduled Tribe
ODDef	: Outside Delhi region Defence
ODPWD	: Outside Delhi region Persons With Disability
AISC	: All India region Scheduled Caste
AIST	: All India region Scheduled Tribe
AIDef	: All India region Defence
AIPWD	: All India region Persons With Disability
KM	: Jammu and Kashmir Migrants

#### **6.0.1 Relaxation in Eligibility**

Candidates belonging to Scheduled Castes/Scheduled Tribes/Widows or Wards of Defence Personnel/ Persons With Disability will be allowed 5% relaxation of marks in the minimum eligibility requirement, irrespective of the fact whether there exists any reservation for any category of such candidates or not.

**Note:**

Relaxation of any kind, as mentioned above and elsewhere in this 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 these relaxation/s, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.

### **6.1 B.Tech./M.Tech./B.Arch./Professional Programmes (Except PGAC CET Code - 196)**

The Reservation Policy for the University Schools, Government Institutes and Self Financing Colleges/ Institutions affiliated with this University, other than minority institution, for the academic session 2017-18 for these CETs is as:-

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# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI - 110078

For University Schools of Studies and Government Institutions Located in NCT of Delhi <sup>1</sup>	For Institutions Located in NCT of Delhi in except minority status institutions <sup>3</sup>	Self Financing Institutions Located in NCR outside Delhi except minority status institutions <sup>2</sup>
85% of the sanctioned intake shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5% DOBC <sup>4</sup> - 27%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 17% DST - 1%	85% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for Delhi Region wherein reservation of seats shall be as under: DSC - 15% DST - 7.5%
15% of the sanctioned intake shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5%	15% of the sanctioned intake (minus the management quota which is 10% of total seats unless surrendered by the institution for common counselling) shall be allocated for outside Delhi Region wherein reservation of seats shall be as under: ODSC - 15% ODST - 7.5%

- 1 For Institutions funded by the Central Government, the seats are allocated on an all India Basis with reservation as (SC: 15%, ST: 7.5%). The defence (5%) and PWD (3%) reservation shall be in all categories in an horizontal manner. The OBC reservation shall be at the Undergraduate level only of 27%.
- 2 For minority institutions located outside NCT of Delhi in NCR, the seats are reserved as per the request of the Institution for the appropriate minority segment, and seats remaining thereafter are allocated on an all India basis with reservation for these all India region seats as (SC: 15%, ST: 7.5%). The defence (5%) and PWD (3%) reservation shall be in all categories in an horizontal manner except minority seats.
- 3 For minority institutions located in the NCT of Delhi, the seats are reserved as per the request of the Institution for the appropriate minority segment, and seats remaining thereafter are allocated with reservation as for self financing institutions but on an all India basis.
- 4 Reservation in OBC category is not applicable at Master's level and Post Graduate Diplomas.

## NOTE:

1. The candidate seeking admission under reserved categories /classes has to mandatorily produce the caste/category certificate in his/her name at the time of counselling. The certificate in name of either of the parent (Mother/Father) is not acceptable and the candidate shall not be entitled / eligible for admission against reserved seat, even on the basis of any undertaking.
2. The reservation certificate should be issued from the respective state/region in which the reservation is claimed e.g. in case any candidate claims for the seat reserved for DSC/DST/DOBC category then He/She has to bring SC/ST/OBC certificate issued by Govt. of NCT of Delhi and also should have passed his/ her qualifying exam from Delhi School/College.
3. 10% of the total seats (as per CET Code) will be allocated as management quota (unless surrendered by the college/institute) seats as per policy of Govt. of NCT of Delhi in self financing institutions. However in University Schools of Studies, Minority status Institutions and Government Institutions, there will be no Management Quota.

## 6.1.1 Scheduled Castes and Scheduled Tribes

In order to claim reservation under this Category, the candidate must have a rank in the merit list for the specific CET Code. Any unfilled seat(s) reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa and will not be offered to any other reserved category. In case sufficient number of eligible candidates of Scheduled Castes and Scheduled Tribes are not available, the seats thus remaining vacant will be treated as unreserved after the last but one counselling of the reserved categories (That is, if there are three rounds of counselling, after the third round of counselling for the reserved category, the vacant / unallocated seats of reserved counselling shall be unreserved and offered to the unreserved / general /open category candidates in the last round of counselling), and this shall be done before the Spot Round / Open House Counselling (which shall be

held if required). In the Open house / spot round there shall be no reservation on the basis of region or category, as this round is a mop - up round for filling of seats.

A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:-

- i) District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Taluk Magistrate, Executive Magistrate and Extra Assistant Commissioner;
- ii) Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate;
- iii) Revenue Officer not below the rank of Tehsildar;
- iv) Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

**NOTE:**

1. The candidates belonging to the communities, which are not included in the list of Scheduled Castes for Delhi, in the Presidential order, will not be entitled to admission in the University against the seats reserved for Scheduled Castes candidates of the Delhi Region. The candidates, belonging to the communities, included in the list of Scheduled Castes, in the Presidential order, in relation to Delhi will be entitled to be considered for admission in the University, against the seats reserved for SC candidates, in terms of the Presidential order dated 20th September, 1951, as amended time to time, by the law made in this regard.
2. The required certificate (s) for reserved categories/ classes will be essential at the time of the counselling/admission and no provisional admission shall be admissible for want of caste/category certificate from the local competent authority. Further, the caste/category certificate should invariably be in the name of candidate himself/herself and not in favour of respective parents/ guardians.
3. In case of married woman, applying to any course under reserved category, the applicant has to produce the caste certificate in her name. Certificate in the name of husband/ mother /father is not acceptable.
4. However for Central Government Institutions, seat allocation is on all India basis among the category of seats including SC/ST.

## 6.1.2 Defence Category

The Defence reservation of 5% shall be applicable as horizontal reservation across all category of reservation (that is, across general/open category, SC/ST category etc. except PWD and excluding management quota seats). In order to claim reservation under this Category, the candidate must have a rank in the merit list for the specific CET Code. If the seats of this subcategory remains vacant, then it shall first revert to the parent category. The reservation for Defence Category will be in the following order of priority:-

PRIORITY I	-	Widows/ wards of Defence Personnel/ Para Military Personnel killed in action. Required Certificate: Proof in Original.
PRIORITY II	-	Wards of Defence personnel and ex-servicemen/ Para Military Personnel disabled in action and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services in action and was boarded out.
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 service and boarded out from service with disability attributed to military service. Required Certificate: Original disability certificate clearly indicating the disability is attributable to Military Services and was boarded out..
PRIORITY V	-	Wards of serving Defence personnel and ex-servicemen / Para-Military /Police Personnel who are in receipt of Gallantry Awards. Required Certificate: Proof in Original. Only the following Gallantry Awards shall be considered: <ol style="list-style-type: none"><li>1. Param Vir Chakra</li><li>2. Ashok Chakra</li><li>3. Sarvottam Yudh Seva Medal</li></ol>

4. Mahavir Chakra
5. Kirti Chakra
6. Uttam Yudh Seva Medal
7. Vir Chakra
8. Shaurya Chakra
9. Yudh Seva Medal
10. Sena, Nau Sena, Vayu Sena Medal
11. President's Police Medal for Gallantry
12. Police Medal for Gallantry

**PRIORITY VI** - Wards of Ex-serviceman (Defence Personnel only). Required Certificate: Original ex-servicemen Identity Card/ discharge book/ PPO (Pension Payment Order).

**PRIORITY VII** - Wards of serving personnel (Defence Personnel only). Required Certificate: Original Service Identity Card and Dependent Card/ Certificate issued by the Competent Authority.

For claiming reservation on a seat reserved for Defence Category, entitlement card in original issued by the Record Officer of the concerned unit or the regiment of the armed forces in case of personnel of the armed forces is to be produced as proof for claiming reservation in a particular category at the time of counselling/admission.

In addition to original entitlement card/ document as referred above, the candidate will also have to bring the relevant format as per Appendix 1 (PART 2 of the Brochure) duly completed in original and signed by the competent authority which will become part of the Admission file.

The policy of the University in regard to defence category, in effect at the time of notification of the counselling detailed schedule, shall be used for admission.

**Note:**

1. Sena/ Nau Sena/ Vayu Sena Medal: This Medal is awarded for Gallantry as well as for distinguished service. Accordingly, it is notified in correspondence as under:-
  - i. Sena Medal (G)/ Nau Sena Medal (G)/ Vayu Sena Medal (G) for the medal awarded for Gallantry.
  - ii. Sena Medal (D)/ Nau Sena Medal (D)/ Vayu Sena Medal (D) for the medal awarded for Distinguished Service. However, for the purpose of reservation, only notification which states that the Sena Medal has been awarded for Gallantry will be accepted and the Sena Medal for Distinguished Services will not be considered.
2. The expansion of the defence category to paramilitary (for priority I to priority V) and the inclusion of police personnel for priority V is as per the policy of the Govt. of NCT of Delhi, notified through the order No.F 6(32)/CC/2012-13/166 dated 11-04-2013.
3. For admission to a seat reserved for Defence Category:
  - i. Entitlement card in original issued by the Record Officer of the Unit/ Regiment of Armed Personnel of the Armed Forces in case of Armed Personnel or from the Home Ministry in case of Para-Military forces.
  - ii. The Children/ Widow of the officers and men of Armed forces including paramilitary personnel who died or disabled on duty must submit a certificate to that effect from the following authorities.
    - i. Secretary, Kendriya Sainik Board.
    - ii. Secretary, Rajya/ Zila Sainik Board.
    - iii. Officer-in-Charge, Record Office.

**Note: A statement to the effect that "the death/ disability is attributed to military service" is required to be included in the certificate.**
4. However, for Central Government funded institutions, seat allocation is on all India basis among the category of seats including Defence.

## 6.1.3 Persons With Disabilities (PWD)

This category shall also be considered as a synonym for the Physically Handicapped (PH) Category.

For candidates belonging to the Delhi region, a certificate from the designated hospitals authorised by Dept. of Social Welfare, Govt. of NCT of Delhi, in pursuance of the provisions of sub-clause (p) of Section 2 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, is to be produced at the time of document verification and counselling. The list as obtained from the Govt. of NCT of Delhi, on 14<sup>th</sup> February, 2017 (URL: [http://delhi.gov.in/wps/wcm/connect/doit\\_ocpd/DoIT\\_OCPD/OLD+Contents/Issuance+of+Disability+Certificates](http://delhi.gov.in/wps/wcm/connect/doit_ocpd/DoIT_OCPD/OLD+Contents/Issuance+of+Disability+Certificates)) ,

of authorised hospitals is as follows:

Sl.NO	Name of the Hospital	Districts
1.	Lok Nayak Hospital	New Delhi
2.	Aruna Asaf Ali Govt. Hospital	Central District
3.	Hindu Rao Hospital & Satyawadi Raja Harish Chandra Hospital (for rural area)	North District
4.	Guru Teg Bahadur Hospital	North-East District
5.	Pt. Madan Mohan Malviya Hospital	South District
6.	Guru Gobind Singh Hospital	West District
7.	Deendayal Upadhyay Hospital & Rao Tula Ram Memorial Hospital (rural area)	South West District
8.	IBHAS	I. Mental illness II. Mental disorder for all Delhi
9.	Lal Bahadur Shastri Hospital	East District
10.	Dr. Baba Sahib Ambedkar Hospital	North West

For candidates belonging to outside Delhi region, the candidate must produce a certificate from the designated hospitals authorised by the concerned state government in pursuance of the provisions of sub-clause (p) of Section 2 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, at the time of document verification and counselling.

However for Central Government funded Institutions, seat allocation is on all India basis among the category of seats including PWD.

The certificate for claiming the reservation PWD reservation shall be as per Appendix - 2 (available in PART B of the brochure).

PWD reservation shall be 3% horizontally across all seats / category (excluding management quota seats). If seats remain vacant in this subcategory, then its shall revert first to its parent category.

#### 6.1.4 Other Backward Castes

27% seats are reserved for Delhi OBC Category belonging to the list of OBC castes in Delhi. The reservation will be available only in the University Schools of Studies and other Government Institutions. Students will be admitted in this category on the submission of a certificate to this effect from the Competent Authority of the Government of NCT of Delhi. Certificate issued by Govt. of India or any state government will not be accepted under any circumstances. The reservation for OBC Category is only for candidates who are from Delhi Region. A certificate issued by a Competent Authority of Delhi to an individual on the basis of Caste Certificate of his/her parents from another state will be accepted for claiming a seat under OBC Category if and only if the caste is in the list of notified OBC list by Govt. of NCT of Delhi. Reservation in OBC Category is not applicable for Master's Level and Post Graduate Diploma programmes. The non-creamy layer certificate should be issued after 31<sup>st</sup> March, 2017.

The OBC reservation shall be applicable only to Undergraduate programmes of studies. No OBC reservation shall apply to post-graduation or higher level programmes of studies.

However for Central Government Institutions, seat allocation is on all India basis among the category of seats including OBC.

A list of approved Competent Authorities for the issuance of OBC certificates is as under:-

- i) District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate, City Magistrate (not below the rank of 1st class Stipendiary Magistrate), Sub-Divisional Magistrate, Executive Magistrate.

#### 6.1.5 Minority Institutions

Some of the self - financing institutions affiliated to the University have a minority status. In these institutions a



part or all the seats are reserved for the (concerned) minority. For the remaining seats (sanctioned intake minus the seats reserved for the minority community) shall have statutory reservations as for self-financing institutions on an all India basis.

### 6.1.6 Jammu & Kashmir Migrants

One seat, which will be supernumerary in nature is earmarked for Kashmiri migrants in each Institution. Admission will be based on merit through CET. A certificate of competent authority for availing admission against Kashmiri Migrant Quota is to be produced by the candidates at the time of counselling/ admission. Since the seats of Kashmiri Migrant Quota are supernumerary, they will not be converted at all in any other category in case they remain unfilled.

#### NOTE FOR SECTION 6.1:

1. The required certificate (s) for reserved categories/ classes will be essential at the time of the counselling/admission and no provisional admission shall be admissible for want of caste/category certificate from the local competent authority. Further, the caste/category certificate should invariably be in the name of candidate himself/herself and not in favour of respective parents/guardians.
2. In case of married woman applying to any course under reserved category has to produce the caste/tribe certificate in the name of herself. Certificate in the name of husband/mother/father is not acceptable.
3. The conversion of seats reserved for SC, ST, OBC, Minority, etc. to General Category shall be done only after the completion of last counselling for the reserved categories and no such conversion will be allowed during the 1st counselling. However, while converting the seats, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa and only after that the conversion of the reserved category seats shall be effected.
4. If any change in the reservation policy is made by the Government of NCT of Delhi, the same will be announced on University's Website ([www.ipu.ac.in](http://www.ipu.ac.in)) and implemented.
5. **Clarification for Admissions in Reserved Category:** Admission will be permissible to qualified candidates in any programme in the following conditions:-
  - i. If qualifying examination is passed from Delhi and Reservation certificate issued from Delhi for SC/ST/OBC categories, then admission is permissible under Delhi Reserved category.
  - ii. If qualifying examination is passed from Outside Delhi and Reservation certificate issued from anywhere in India, including Delhi for SC/ST categories, then admission is permissible under Outside Delhi Reserved category.
  - iii. If qualifying examination is passed from Delhi and Reservation certificate issued from Outside Delhi for SC/ST categories, then admission is permissible only under Delhi General category.

### 6.2 PGAC (CET Code 196)

1. The candidates must qualify CET for CET Code 196 conducted by the University
2. Out of total seats that shall be available for admissions, 50% seats will be reserved for BAMS graduates of Guru Gobind Singh Indraprastha University. Reservation will be applicable in these seats as per policy of University as applicable from time to time for Schedule Caste (SC) and Schedule Tribe (ST) candidates. These 50% seats will be termed as 'GGSIP University Quota' (State Quota).
3. Out of total seats that shall be available for admissions, 50% seats are reserved for All India Quota, to be filled up by the University for which GGSIP University graduates are also eligible.
4. The University follows a 200 point roster system for allocation of seats. The starting point for counselling for admissions shall be from the next point where the counselling ended in the previous year admissions of GGSIP University Quota and All India Quota separately.
5. Any change in regarding reservation policy, if taken by the Government, the counselling will be conducted in accordance to that.

#### Guidelines for Scheduled Caste and Scheduled Tribe Seats

In case any seats reserved for the candidates belonging to SC/ST category remain unfilled due to nonavailability of the eligible candidates under the said category, then the seats would be offered to the other category, i.e., seats of SC to ST and vice-versa as the case may be. In case sufficient number of eligible candidates of SC & ST is not available, the seats thus remaining vacant will be treated as unreserved. A Caste Certificate in the name of the applicant from a competent authority will have to be submitted at the time of Counselling. A list of approved authorities to issue the SC, ST and OBC Certificates are as under:-

1. District Magistrate, Additional District Magistrate, Deputy Commissioner, Collector, Additional Deputy Commissioner, Deputy Collector, 1st Class Stipendiary Magistrate (not below the rank of 1st Class

Stipendiary Magistrate), City Magistrate, Sub-Divisional Magistrate, Taluka Magistrate, Executive Magistrate and Extra Assistant Commissioner.

2. Chief Presidency Magistrate, Additional Chief Presidency Magistrate or Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.
5. Administrator, Secretary to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

### Guidelines for reservation of Physically Handicapped/Persons with Disabilities (PWD) seats

3% seats shall be reserved horizontally for the candidates belonging to Physically Challenged category. The seats for Physically challenged candidate will be reserved at roster point no. 39, 79, 118, 159, 196, under the 200 points roster. The Physically Challenged candidates with locomotory disorder having disability of lower limbs from 50% to 70% only are eligible and may apply. Such candidates will be required to submit a certificate alongwith the photograph of the candidate duly attested by the issuing authority, from any one of the authorities listed below, indicating the nature and extent of physical disability.

- I. Lok Nayak Hospital, New Delhi.
- II. Aruna Asaf Ali Govt. Hospital, Delhi.
- III. Deen Dayal Upadhyay Hospital, Delhi.
- IV. Guru Gobind Singh Govt. Hospital, Delhi.
- V. Sanjay Gandhi Memorial Hospital, Delhi.
- VI. Smt. Sucheta Kripalani Hospital, New Delhi.
- VII. Guru Tegh Bahadur Hospital, Delhi.
- VIII. Lal Bahadur Shastri Hospital, Delhi.
- IX. Babu Jagjivan Ram Memorial Hospital, Delhi.
- X. Rao Tula Ram Memorial Hospital, Delhi.
- XI. All India Institute of Medical Sciences, New Delhi.
- XII. Safdarjung Hospital, New Delhi.
- XIII. Dr. Ram Manohar Lohia Hospital, New Delhi.

In case, the PWD candidates belong to Scheduled Caste/ Scheduled Tribe, OBC category, they should also enclose appropriate certificate as mentioned in above clause. Provided that if the seat reserved for PWD remains unfilled due to non-availability of eligible candidate(s) under this category the same shall be treated as unreserved.

The PWD candidate category must match the 200 point roster point category where PWD reservation is given for admissions.

### 6.3 NEET based admissions

For Category-Wise distribution of seats and reservation policy see Chapter 7.

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