

MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

Counselling Schedule for Admission under Management Quota 2023-2024

Candidates who have registered for admission under Management Quota Seats for LLM program shall report for counselling/admission as per the details given below:

Tentative Schedule of Counselling/Admission:

S.No.	Schedule	Date & Time
1	Physical Verification of entitlement documents to claim benefit of Reserved Categories (SC/ST/DEF/PH) as per GGSIPU Norms from the list of the students applied on the Institute/GGSIPU online portal	07.08.2023 (Reporting/Entry Time: From 9:00 AM to 9:30 AM)
2	Physical Verification of entitlement documents to claim admission of Un-Reserved Category from the list of the students applied on the Institute/GGSIPU online portal	07.08.2023 (Reporting/Entry Time: From 9:00 AM to 9:30 AM)
3	Display of the merit-wise list of the eligible students applied on the Institute/GGSIPU online portal	07.08.2023 (On or before 11:50 PM)
4	1 st Round of Counselling	10.08.2023 (Reporting/Entry Time: From 9:00 AM to 9:30 AM)
5	Display of vacant seats (if any)	10.08.2023 (On or before 11:50 PM)
6	2 nd Round of Counselling, if required	11.08.2023 (Reporting/Entry Time: From 11:00 AM to 11:30 AM)
The Candidates will assemble in Maharaja Agrasen Auditorium (For S.No. 1,2,4 &6)		

Important Points to be Noted:

1. Adhere strictly to the entry/reporting timings as mentioned above. No one is allowed to enter after the prescribed timings.
2. Along with candidate either his/her father or mother can only be allowed to enter the Institute premises. No relatives are allowed.
3. Laptops, mobile phones or any other electronic gadgets are strictly prohibited in the Institute premises. So it's your responsibility not to carry such items or make a proper arrangement to keep them outside the campus before entering. Institute has no responsibility for the same.
4. All Reserved category (SC/ST/DEF/PH) and Un-reserved category candidates of Delhi/Outside Delhi region shall present physically along with the desired documents for verification as per the date and time mentioned above.
5. It is mandatory for the Candidate to be present in person for physical verification of documents (Original + two self-attested photocopies) otherwise he/she will not be entitled for participation in the offline counselling for allotment of seat.
6. Only Candidates with **NOT Admitted Status** are eligible to take part in the Counselling for management quota. (Not admitted means a candidate who has not taken admission in any of the Institutes affiliated to GGSIPU nor in University Schools of GGSIPU) or admitted under Management Quota. **Original admit card of PG-CLAT 2023 is mandatory.**
7. Candidate shall submit an affidavit / undertaking on e-stamp paper (Rs. 10/-) that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
8. Candidate who has already taken admission through online counselling or under Management Quota in any of the Institutes affiliated to GGSIPU shall not be eligible for consideration of seat allotment under Management Quota.
9. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
10. The student to whom seat is allotted during the counselling must present original documents (for cross verification) along with two set of self-attested copies (to be deposited in the Institute).
11. The management quota seats will only be filled up on the merit basis derived from the aggregate percentage scored in the qualifying examination/ preference of the course or program opted by the candidate.

- 12. Admission is confirmed only after the submission of the Institute fees in full by the candidate on the same day of the allotment of seat.**
- 13. The entire session of Counselling/Admission will be video graphed.**
- 14. Candidates will be called strictly on merit of the qualifying examination based on the Aggregate percentage of Class 12th/ Graduation as applicable.**
- 15. Tentative Seat Matrix for Management Seats for LLM Programmes is also attached.**
- 16. All admissions are provisional subject to the ratification by the University.**
- 17. For further notification/s, applicants are advised to regularly visit the Institute website www.maims.ac.in.**
- 18. Institute fees once submitted after accepting the seat under management quota will not be refunded.**

Incharge (Admissions)

List of documents required for Physical Verification of entitlement documents to claim admission of Reserved and Un-Reserved Category candidates

- (i) Proof of registration/application submitted for Management Quote Seat applied on GGSIP University portal/Institute.
- (ii) Proof of registration on the Online Portal of GGSIPU for Centralized Counselling (Copy of Candidates Profile)
- (iii) PG-CLAT of 2023 Admit Card (Original & Photocopy).
- (iv) Copy of Rank obtained in PG-CLAT of 2023.
- (v) Original Certificates and Mark sheets of qualifying examination along with two sets of self-attested photocopies.
- (vi) Reserved category candidates shall bring original reserved category certificates along with two sets of self-attested photocopies.
- (vii) Admission Verification Form (Appendix-6 of GGSIP University Admission Brochure).
- (viii) Conduct and Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (Original), not more than 6 (six) months old.
- (ix) Copy of Aadhar and PAN card
- (x) Gap Year Affidavit (if applicable) as prescribed in the admission brochure provided by GGSIP University.
- (xi) Candidate shall submit an **affidavit** on stamp paper of Rupees Ten that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
 - a) Candidates who have already taken admission through online counselling shall not be eligible for consideration under M.Q seats.
 - b) Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.

Incharge (Admissions)

Candidates shall bring the following documents in Original along with two self-attested copies for verification/deposition in the Institute on the Day of Physical Counselling/Allotment of seats under Management Quota

- i Proof of registration/application submitted for Management Quote Seat applied on GGSIP University portal/Institute.
- ii CLAT/CET/CUET of 2023 Admit Card (Original & Photocopy).
- iii Copy of Rank obtained in CLAT/CET/CUET of 2023.
- iv Original Certificates and Mark sheets of qualifying examination along with two sets of self-attested photocopies.
- v. Reserved category candidates shall bring original reserved category certificates along with two sets of self-attested photocopies.
- vi. Admission Verification Form (Appendix-6 of GCSIP University Admission Brochure).
- vii. Physical Fitness Certificate. All students shall be required to submit a Medical Certificate as given in Part-8 in Admission Brochure 2022 (As per Appendix 5).
- viii. Undertaking by the student with respect to anti-ragging and undertaking by parent/guardian with respect to anti ragging as per Appendix 7 & 8 of Admission Brochure for Academic Session 2022 -23 available on the university website.
- ix. Conduct and Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (Original), not more than 6 (six) months old.
- x. Six Recent Photographs (Size 1.5 Inch X 2 Inch) In Coloured Showing Front View of Full Face with White Background is Required (Black & White Photograph with Colour or Dark Glasses Dark Background, Polaroid Prints or Computer Prints will Not Be Accepted)
- xi. Copy of Aadhar and PAN card
- xii. In case of gap year, the candidate is also required to submit a notarized Gap Year Affidavit on stamp paper of Rupees Ten along with one self-attested photocopy.
- xiii. Candidate shall submit an **affidavit** on stamp paper of Rupees Ten that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
 - c) Candidates who has already taken admission through online counselling shall not be eligible for consideration under M.Q seats.
 - d) Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
- xvi. The program-wise academic fee as mentioned below for the academic session 2022-23 is to be paid through Pay Order / DD payable at Delhi in favour of Maharaja Agrasen Institute of Management Studies (additional fees will be charged from the student's subject to revision of the fees as per Department of Higher Education , Govt. of Delhi /GGSIPU if any). (No cash payment will be accepted)

Program	Institute Fees to be Paid
BA/BBA (LLB)	143400/-
BBA	139800/-
B.COM (H)	135000/-
BA (JMC)	139800/-
BA (ECO) (H)	135000/-
LLM	139400/-

Incharge (Admissions)

Maharaja Agrasen Institute of Management Studies
Seat Matrix for Admissions Under Management Quota 2023-24

Branch	Total No. of Seats	No. of Seats reserved for Delhi Region (85%)						No. of Seats reserved for Outside Delhi Region (15%)					
		Seats for Delhi Region	Gen	SC (17%)	ST (1%)	PH (5%)	Def (5%)	Seats for Outside Delhi Region	Gen	SC (15%)	ST (7.5%)	PH (5%)	Def (5%)
LLM	3	3	3	0	0	0	0	0	0	0	0	0	0

Incharge (Admissions)

(On Stamp Paper of Rs.10/-)

AFFIDAVIT/UNDERTAKING

I, _____ S/o, D/o Shri _____

R/o _____

having IPU Application No. _____ CLAT/CET/CUET Rank _____

do hereby solemnly affirm and declare as under:-

That I have neither taken admission in any of the Institute affiliated to GGSIP University nor in University Schools through online counselling or Under Management Quota in BBA/B.Com(H)/ BA (JMC)/BA (Eco) (H)/ BA/BBA (LLB) (H)/ LLM programs in Maharaja Agrasen Institute of Management Studies for the Academic Session 2023-24.

DEPONENT

Verification:

Verified at Delhi on this.....day of, 2023 that the contents of the above Affidavit are true and correct to the best of my knowledge and belief no part of it is false and nothing material has been concealed there from.

DEPONENT