

Admission to the MBA (Software Enterprise Management) Programme will be made on the basis of the Common Entrance Test (MBACET 2009) conducted by CDAC, Noida. Students meeting the following criteria are eligible to appear in the MBACET 2009:

5.1 Eligibility Criteria

- ***B.E./ B. Tech with minimum of 60% marks,***
- ***M. Sc. (CS), M. Sc. (IT), M. Sc. (Electronics) with minimum of 60% marks,***
- ***MCA with minimum of 60% marks.***

The Candidates appearing in the qualifying examination are also eligible to apply provided:

- (a) That they are able to produce the proof of having acquired minimum prescribed qualifications at the time of counselling/admission.

OR

- (b) If the total result of qualifying examination is not declared by the concerned University till the date of counselling/admission, his/her admission in that case will be provisional subject to the following conditions:

- (i) Affidavit on non-judicial stamp paper of Rs.10/- in the prescribed performa (please see [Appendix-1](#)). Candidates/parents/guardians may further note that submission of false affidavit is a punishable offence.
- (ii) The candidate will have to submit the result of qualifying examination proving his/her eligibility on or before 15.11.2009 in the Academic Branch, Room No.108, Administrative Block, Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-110403 with a copy to Head, School of Management, CDAC, Noida.
- (iii) In case the candidate fails to submit his/her final result of qualifying examination in the manner as prescribed under (ii) above to prove his/her eligibility on or before 15.11.2009, whatsoever the reason may be, his/her admission will be treated as null and void and the entire fee will be forfeited and under no circumstances he/she will be allowed to appear in the End Term Exam.

- (c) It is further clarified that provisional admission will be considered only in such cases where the result of the qualifying examination has not been declared by the concerned University in its totality. In case the result has been declared by the concerned University but it has not been declared in a specific case, for any reason, such cases will NOT be considered under provisional admission category.

- (d) Provisionally admitted candidates will have a suffix (P) to the enrollment number printed on their admission slip. Provisionally admitted candidates are advised to check it on receipt of Admission Slip in addition to the other details.

- (e) There will be no rounding off percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission.

The final Merit List for admission will be prepared on the basis of candidate's performance in the Common Entrance Test (MBACET) 2009

5.2 Number of Seats : 60

5.3 Age Limit : 35 Years as on 01.08.2009 (*See para 5.5 also*)

5.4 Reservation of Seats

5.4.1 Reservation of seats in the programme would be as follows:

(i) **Scheduled Castes and Scheduled Tribes**

Fifteen percent seats are reserved for candidates belonging to Scheduled Castes and seven & half percent seats are reserved for candidates belonging to Scheduled Tribes. Any unfilled seats 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 second Counselling of the reserved categories.

A caste certificate in the name of the applicant from a competent authority will have to be submitted at the time of Counselling/admission. In case the certificate is in the candidate's parent name, admission will be provisional. In such a case, the candidate must produce the requisite certificate in his/her name latest by 15.11.2009. A list of approved Competent Authorities for the issuance of Scheduled Caste and Scheduled Tribe certificates is as under:

- a) 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.
- b) Chief Presidency Magistrate, Additional Chief Presidency Magistrate and Presidency Magistrate.
- c) Revenue Officer not below the rank of Tehsildar.
- d) Administrator, Secy. to the Administrator or the Development Officer (Lakshdweep & Minicoy Islands).

(ii) **Reservation for Defence Category**

Five percent of the seats are reserved for Defence Category in the following order of priority:

- a) Widows/Wards of Defence personnel killed in action.
- b) Wards of serving personnel and ex-servicemen disabled in action.
- c) Widows/wards of Defence personnel who died in peace-time with death attributable to military service.
- d) Wards of Defence Personnel disabled in peace-time with disability attributable to military service.
- e) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Award.
- f) Wards of ex-servicemen.
- g) Wards of serving personnel.

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 at the time of Counselling/admission.

Widows or wards of the officers and men of the armed forces who died or disabled in action must also submit a certificate from any one of the following authorities stating that the death or the disability, as the case may be, was attributable to military service:

- a) Secretary, Kendriya Sainik Board, New Delhi
- b) Secretary, Rajya or Zila Sainik Board
- c) Officer-in-Charge, Record Office
- d) 1st Class Stipendiary Magistrate

(iii) Physically Handicapped

Three percent of seats are reserved for Physically Handicapped candidates. A certificate from the Vocational Rehabilitation Centre for Physically Handicapped 9,10,11 Karkardooma, Vikas Marg, Delhi-110092 is to be produced at the time of Counselling/admission, who will certify that the applicant is fit for undergoing the said course. (See, [Appendix: 6](#))

5.4.2 The conversion of seats reserved for SC, ST, DEF, PH etc. to General Category shall be done only during the 2nd Counselling and no such conversion will be allowed during the 1st Counselling. However, while converting the seats, any unfilled seat 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.

5.4.3 Final decision regarding reservation policy will be taken by the Government (for year 2009-10) and same will be announced on University's Website (www.ipu.ac.in) in case any change(s) in the policy as described in above paragraphs.

5.5 Age Relaxation

The upper age limit may be relaxed up to a maximum of **five years** in exceptional cases by the Admission Officer of the Programme if he/she is satisfied with the merit of the case. Candidates exceeding upper age limit upto five years may provisionally apply/appear in Online Common Entrance Test. However, the candidate would be required to submit to the satisfaction of the Admission Officer an explanation regarding the gap period i.e. the details of the period spent by him/her after passing the qualifying examination to justify the relaxation. Such explanation should be in form of an application to concerned Admission Officer along with supporting documents (if any).

5.6 Relaxation in the Requirement of Marks for Reserved Category Candidates

Candidates belonging to Scheduled Castes and Scheduled Tribes/Widows or Wards of Defence Personnel / Physical Handicapped will be allowed **5 percent** 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 not be granted without necessary documents by the Admission Officer present at the Venue of the Counselling /Admission. Therefore, for seeking these relaxation(s), necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed.

5.7 Physical Fitness

The applicant must be in good mental and physical health and should be free from any physical defect which is likely to interfere with his/her studies including active outdoor duties required of a professional. Accordingly, all the students shall be required to submit a Medical Certificate indicating fitness from a Registered Medical Practitioner as per format given in [Appendix: 2](#).

5.8 Fee Structure:

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| <i>Academic Fee per annum</i> | : | <i>Rs. 65,000/-</i> |
| <i>University's Other Dues per Annum</i> | : | <i>Rs. 8,000/-</i> |
| <i>Total Fee</i> | : | <i>Rs. 73,000/-*</i> |
| <i>Student Activity Fee (per annum)</i> | : | <i>Rs. 1,000/-</i> |
| | : | |
| <i>Security Deposit (Refundable)</i> | | <i>Rs. 5,000/-</i> |

*Subject to revision as per GGSIP University guidelines

Students Activity Fees and Security Deposit fees (Refundable) shall be submitted in the Institute between **3rd August – 17th August 2009**.

All the students shall be required to pay the fee (Rs. 73000/-) of the programme at the time of their admission in the form of a demand draft for Rs. 73000/- in favour of CDAC, Noida, Payable at New Delhi/Noida.

No other mode of payment shall be acceptable under any circumstances.