



Lingaya's Lalita Devi Institute of Management & Sciences

(NAAC Accredited "A" Grade Institute & Approved U/s 2(f) of UGC Act 1956)

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Reservation Policy Academic Session 2018-19

The Institute being affiliated to Guru Gobind Singh Indraprastha University (GGSIPU) is following the Reservation Policy of the University. The reservation quota and process has been given in the Admission Brochure 2018-19, chapter 6, Page 46-51(Copy Enclosed).

(DIRECTOR)

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**ADMISSION BROCHURE FOR
ACADEMIC SESSION 2018-19**

(PART - A)


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Guru Gobind Singh Indraprastha University
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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.


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6.1 B.Tech./M.Tech./B.Arch./Professional Programmes

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 2018-19 for these CETs is as:-

For University Schools of Studies and Government Institutions Located in NCT of Delhi ¹	For Institutions Located in NCT of Delhi in except minority status institutions ²	Self Financing Institutions Located in NCR outside Delhi except minority status institutions ^{3,4}
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 ⁴ - 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 (5%) 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 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.

3 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.

4 For institutions located in NCR, the bifurcation of seats (85% for Delhi Candidates and 15% for outside Delhi Candidates) is as per the policy received from Govt. of NCTD applicable for academic session 2017-18, if there is any change in this policy before the commencement of counseling / admissions in the current academic session, the same shall be applicable.

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.
4. Reservation in OBC category is not applicable at Master's level and Post Graduate Diplomas.

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 term "Defence" shall mean Army, Airforce, and Navy only. 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..

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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:

- | | |
|------------------------------|--|
| 1. Param Vir Chakra | 7. Vir Chakra |
| 2. Ashok Chakra | 8. Shaurya Chakra |
| 3. Sarvottam Yudh Seva Medal | 9. Yudh Seva Medal |
| 4. Mahavir Chakra | 10. Sena, Nau Sena, Vayu Sena Medal |
| 5. Kirti Chakra | 11. President's Police Medal for Gallantry |
| 6. Uttam Yudh Seva Medal | 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 B 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. category of seats including Defence.

6.1.3 Persons With Disabilities (PWD)

PH/PwD seats in Government Colleges shall be 5% horizontally in accordance with the provisions of 'The Rights of Persons with Disabilities Act 2016' (PWD ACT) while it shall be 3% as per Delhi Professional Colleges or Institutions, Act 2007 in Self Financing Institutions (horizontally). All the candidates who furnish PwD certificate from any Government Hospital located in Delhi or Outside Delhi under the provisions of 'The Rights of Persons with Disabilities Act 2016, shall be eligible for claiming reservation on Delhi and Outside Delhi seats (based on the location of their qualifying exam).

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 31st March, 2018.

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) 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/OBC categories, then admission is permissible only under Delhi General category for institutions where admission categories are Delhi and outside Delhi; while for institutions where admissions are done on all-India basis, these candidates shall be eligible to claim All India SC/ST/OBC reservation..

6.2 PGAC (CET Code 196)

1. The candidates must qualify AIA PGET - 2018.

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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

5% seats shall be reserved horizontally for the candidates belonging to Physically Challenged category. 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 as per section 6.1.3 of this brochure.

6.3 NEET based admissions

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

Note for Chapter 6:

Reservation policy as enumerated above may be modified in light of instructions received from Statutory bodies governing specific programmes of studies, Govt. Of India, Govt. Of NCT of Delhi, Hon'ble Court(s) and / or the University, before the start of counselling or admissions.


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