

**Department of Commerce  
Delhi School of Economics  
University of Delhi  
Delhi – 110007**

**NOTICE**

**MBA (IB)/MBA (HRD) Admissions- Second Counselling**

The detailed schedule for MBA (IB)/MBA (HRD) admissions 2019 is as follows:

Day	Date	Category	Reporting Time	Time of Counseling for Admission
Tuesday	2 <sup>nd</sup> July, 2019	SC/ST/CW/PWD/EWS	10:00 a.m.	10:30 a.m.
		OBC	10:30 a.m.	11:00 a.m.
		UNRESERVED	11:00 a.m.	11:30 a.m.

Following is the status of vacant seats as on 21/06/2019 for MBA (IB) and MBA (HRD):

Category	MBA(IB)	MBA(HRD)	TOTAL
Unreserved	01	27	28
OBC	02	06	08
SC	01	04	05
ST	02	00	02
EWS	01	01	02
CW	01	00	01
PWD	01	00	01
Total	09	38	47

I. Eligible candidates are required to be present in person for the counseling process and mark your attendance as per the reporting time. Once counseling starts, in case of reporting late, the candidate will be offered a seat depending upon availability of seat in the particular course and as per rank. It may be noted that the counseling would take place up to the rank till the seats get filled.

II. Candidates are also required to bring the following documents at the time of counseling for verification.

- I. Copy of Application Form.

2. All Original Certificates/Mark sheets – (X, XII, and Graduation etc.)
3. CAT Score Card
4. ID Proof (Voter ID/PAN Card/Passport) along with a photocopy
5. Photograph (one)
6. Original Reserved Category Certificate for candidates belonging to the reserved category (OBC/SC/ST/PWD/CW/EWS). They must submit self-attested photocopy of appropriate certificate. The certificate for OBC Category must mention non-creamy layer status of the candidate and the relevant caste must appear in the Central list of OBC.
7. Self-attested photocopy of all the above.

**III. Admitted candidates are also required to deposit the following amount for the academic session 2019-21**

Programme Fee	: Rs. 9000
Enrolment, Admission, Examination	: Rs. 6696 (approx.)

IV. (a.) Candidates are required to complete the admission formalities on the day of your counseling upto 5:00 p.m. failing which this offer of admission will automatically stand cancelled and the same will be offered to the next in the waiting list.

(b.) The amount of Rs.15, 696/- admission fee is to be paid through online mode to the university within three days of counseling.

V. No request for the alteration / adjustment in the day of reporting schedule will be entertained.

VI. Out station students are advised to reach Delhi on the previous day.

**NOTE :-**

The University strictly adheres to Central Government Policies in matters of Reservation and Relaxation, and in order to avail the same under EWS / OBC / SC / ST quota a candidate has to produce a valid certificate issued by any of the following authorities:

- A. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.

B. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.

C. Revenue Officer not below the rank of Tehsildar.

D. Sub-Divisional Officer of the area where the Applicant and / or his family normally resides.

E. Administrator / Secretary to the Administrator / Development Officer (Lakshadweep Islands).

- The applicants must note that the EWS / OBC (Non-Creamy Layer) / SC / ST Certificate from any other person / authority shall not be accepted in any case.
- If the applicant happens to belong to OBC / SC or ST, applicant's Caste / Tribe must be listed in the appropriate Govt. of India Schedule. The Caste Certificate should clearly state:  
(a) Name of his / her Caste / Tribe (b) whether applicant belongs to OBC / SC or ST  
(c) District and the State or Union Territory of applicant, usual place of residence, and (d) the appropriate Govt. of India Schedule under which his / her Caste / Tribe is approved as OBC / SC / ST.
- At the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.
- However, if a/an EWS / OBC (Non-Creamy Layer) / SC / ST applicant seeks admission under some other category (for example: PwD / CW etc.) the applicant should satisfy the minimum eligibility requirement for that particular category.
- Those EWS / OBC (Non-Creamy Layer) / SC / ST applicants who get admission under Unreserved (UR) shall not be included in the reserved quota.
- All certificates should be issued in the name of the candidate. Certificates issued in the name of father will not be accepted.
- OBC Certificate must mention the non-creamy layer status of the candidate. The OBC candidate has to produce a certificate of his/her caste as specified in the Central List of OBC Category. At the time of admission, the applicants, will have to produce the OBC (Non-Creamy Layer) Certificate valid for the Financial Year 2019-2020 i.e must be issued after 31st March, 2019.
- The admission shall be cancelled in case a candidate is not able to pass the qualifying examination with minimum eligibility as required for the admission in respective categories. The qualifying examination result must be submitted latest by 31<sup>st</sup> August, 2019.
- The above status of vacant seats is as on 21st June, 2019. In case there are any further withdrawals till date of second counseling, the revised list would be put up on the Department's Notice board on the date of second counseling i.e. 2nd July, 2019.

  
8/106/2019  
Head of Department