

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 BBA program shall report for counselling/admission as per the details given below:

Schedule of Counselling/Admission:

(Last date for submission of application form: 02.09.2023)

S.No.	Schedule	Date & Time
1	Counselling Participation Fees of Rs. 25000/- (Rs. 5000/-non- refundable & Rs. 20,000/-refundable/ Adjustable) to be paid through Online Portal as per the details mentioned below: Click the link to login using your GGSIPU Registration Number and previous Password created for doing registration on MAIMS online portal for MQ Admission 2023-24	03.09.2023 (10:00 PM) to 04.09.2023 (11:50 PM)
2	A. Physical Verification of entitlement documents to claim benefit of Reserved Categories (SC/ST/DEF /PH) of both Delhi and Outside Delhi Region as per GGSIPU Norms from the list of the students applied for MAIMS either through online portal of the Institute or Offline in the Institute. B. Physical Verification of entitlement documents to claim admission of Un-Reserved Category of Delhi & Outside Delhi Region from the list of the students applied for MAIMS either through online portal of the Institute or Offline in the Institute	05.09.2023 (Reporting/Entry Time: From 11:00 AM to 12:00 N)
3	Display of the merit-wise list of the eligible students applied for MAIMS either through online portal of the Institute or Offline in the Institute and attended the Physical Verification of Documents on September 5, 2023	05.09.2023 (On or before 11:50 PM)
4	1 st Round of Counselling	12.09.2023 Reporting/Entry Time: From 9:30 AM to 10:30 AM
5	Display of vacant seats (if any)	12.09.2023 (On or before 11:50 PM)
6	2 nd Round of Counselling	13.09.2023 Reporting/Entry Time: From 11:30 AM to 12:30 PM
The Candidates will assemble in Block-9 (For S.No. 2) The Candidates will assemble in Maharaja Agrasen Auditorium (For S.No. 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 IPU CET /CUET is mandatory.
7. Applied CUET candidates will be considered only after exhausting the list of the candidates having IPU CET rank.
8. 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.
9. 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.
10. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
11. 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).
12. 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.
13. 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.
14. The entire session of Counselling/Admission will be video graphed.
15. Candidates will be called strictly on merit of the qualifying examination based on the Aggregate percentage of Class 12th/ Graduation as applicable.
16. Seat Matrix for Management Seats for BBA Programme is also attached.
17. In the inter-se-merit of candidates securing equal aggregate percentage in class 12th, the candidate older in age shall rank higher.
18. All admissions are provisional subject to the ratification by the University.
19. For further notification/s, applicants are advised to regularly visit the Institute website www.maims.ac.in.
20. Institute fees once submitted after accepting the seat under management quota will not be refunded.

Sd\
Incharge (Admissions)
Mr. Deepak Sharma, AO

Sd\
Director
Prof. Rajni Dhingra Malhotra

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 Quota Seat applied for MAIMS either through online portal of the Institute or Offline in the Institute.
- ii IPU CET/CUET of 2023 Admit Card (Original & Photocopy).
- iii Copy of Rank obtained in IPU 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. 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.
- vii. Copy of Aadhar and PAN card
- viii. 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 has 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.

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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

1. Proof of registration/application submitted for Management Quota Seat for MAIMS either through online portal of the Institute or Offline in the Institute.
2. IPU CET/CUET of 2023 Admit Card (Original & Photocopy).
3. Copy of Rank obtained in IPU CET/CUET of 2023.
4. Original Certificates and Mark sheets of qualifying examination along with two sets of self-attested photocopies.
5. Reserved category candidates shall bring original reserved category certificates along with two sets of self-attested photocopies.
6. Physical Fitness Certificate. All students shall be required to submit a Medical Certificate as given in Admission Brochure 2023.
7. Undertaking by the Students with respect to anti ragging (as prescribed in the admission brochure provided by GGSIP university)
8. Undertaking by the parents with respect to anti ragging (as prescribed in the admission brochure provided by GGSIP university)
9. 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.
10. 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)
11. Copy of Aadhar and PAN card
12. 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.
13. 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 has 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.
14. The program-wise academic fee as mentioned below for the academic session 2023-24 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
BBA	Rs. 119800/- [Total Rs. 139800 – Rs. 20000 (Refundable/Adjustable)]

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Maharaja Agrasen Institute of Management Studies
Seat Matrix for Admissions in First year 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 (3%)	Def (5%)	Seats for Outside Delhi Region	Gen	SC (15%)	ST (7.5%)	PH (3%)	Def (5%)
BBA-1 st Shift	24	20	16	03	00	00	01	04	04	00	00	00	00
BBA-2 nd Shift	18	15	11	03	00	00	01	03	03	00	00	00	00

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(On Stamp Paper of Rs.10/-)

AFFIDAVIT/UNDERTAKING

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

R/o _____

having IPU Application No. _____ 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 program 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