



Guru Gobind Singh Indraprastha University

"A State University established by the Govt. of NCT of Delhi"

Dwarka, Sector-16/C, Delhi-110078

Website: <http://ipu.ac.in>

25

GGSIU/DI (Academic)/DHE/2026/2917

16th September 2026

To,
Directors/Principals
Self-Financing & Privately Managed Affiliated Institutions

Subject:- Filling up of vacant seats after completion of all the rounds of admission / counselling

Dear sir,

Please find attached herewith the Order issued by Directorate of Higher Education, Govt of NCT of Delhi, on above cited matter wherein detailed mechanism has been given for filling vacant seats after completion of all rounds of admission counseling by GGSIPU.

As stated in the Orders, all the institutes shall follow the instructions and policy and all the/guidelines stated in the Admission Brochure along with rules / regulations of respective statutory bodies.

(Prof. Udayan Ghose)
Director Incharge, Academic

Copy forwarded for information and necessary action to:

1. All Dean/Director for Information.
2. AR, Vice Chancellor Sectt., GGSIPU, for information of the Hon'ble Vice Chancellor.
3. AR, O/o Registrar, GGSIPU, for information of the Registrar
4. Projector Director UITS to upload on University Website.
5. Office copy.

(Dr. Vijay Kumar)
Dy. Registrar, Academic

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF HIGHER EDUCATION
BTE BUILDING, MUNI MAYA RAM MARG, PITAMPURA, DELHI-110034
E-mail: dtehedu@gmail.com**

ORDER

The recommendations in the Interim Report of the Sub-Committee constituted vide Order No. DHE.4(60)/Policy/2014-15/466-469 dated 27.04.2026 were duly approved by the Government of NCT of Delhi, wherein one of the recommendations duly accepted is to develop a mechanism by the Directorate of Higher Education for filling up of vacant seats of the affiliated Colleges/Institutions after completion of all rounds of admission counselling by the designated agency, i.e. GGSIP University.

In exercise of the powers conferred under Section 17 read with clause (g) of Section 3, and Section 13 of The Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and other Measures to Ensure Equity and Excellence) Act, 2007 (Delhi Act 08 of 2007), the Government of NCT of Delhi hereby orders the following interim measures, applicable for Academic Session 2026-27, for filling up of vacant seats remaining after completion of the prescribed admission/counselling process by the GGSIP University, which was appointed as the designated agency under the said Act vide order dated 5th May, 2011, for immediate implementation as under:

1. The affiliated Colleges/Institutions of GGSIP University shall be permitted to conduct admissions to fill the available vacant seats of the sanctioned intake, after completion of all rounds of online/offline counselling conducted by the designated agency, i.e. GGSIP University strictly in transparent manner on the basis of merit in National Level Test/CET/CUET, from the qualified candidates, who were somehow unable to get admission during the counselling conducted by the designated agency.
2. For the aforesaid exercise, these self-financing affiliated Institutions will have to issue a public advertisement, in at least two national level daily newspapers with explicit 5 days duration for the qualified candidates to apply to the College/Institute of his/her choice for admission. The institution shall publish the vacancies, eligibility criterion and counselling schedule on its website.
3. The affiliated Colleges/Institutions in first round of admission counselling will have to admit the students on the basis of merit of the eligible candidates, who have already registered with the designated agency i.e. GGSIPU other than already admitted candidates.
4. In case, if seats as per sanction intake still remain vacant, the affiliated Colleges/Institutions may conduct subsequent round of admissions counselling by permitting fresh eligible candidates, not having being admitted so far and who were unable to register earlier with the designated agency by inviting fresh application online for which not more than 3 days time may be allowed.
5. The affiliating Colleges/Institutions undertaking direct admissions against available vacant seats after completion of all rounds of counselling by designated agency, shall notify details of vacant seats programme-wise on their institutional website and shall also intimate to the designated agency simultaneously.
6. Every admission shall be uploaded/reported to the designated agency within the prescribed period. After completion of the process of direct admissions at

College/Institute level, the list of such admitted candidates shall be submitted to the designated agency for issuance of enrolment numbers within 07 days of last day of admission process.

7. For the completion of the entire exercise, fifteen days time shall be the upper limit, after the exhaustion of the centralised counselling process by the designated agency, subject to the stipulated deadlines prescribed by the statutory regulatory bodies.
8. Admissions shall be made only against sanctioned intake. No admission shall be made beyond the approved intake of the institution/course.
9. The eligibility criterion prescribed by the Directorate of Higher Education/ designated agency i.e. GGSIPU and the concerned statutory/regulatory body shall be strictly followed.
10. The College/Institution shall maintain complete record of all applications received and shall produce the same before the Directorate of Higher Education/GGSIPU, whenever required. The complete process shall be recorded electronically.
11. All fees charged from candidates admitted under this mechanism shall strictly conform to the fee structure prescribed/approved by the Government of NCT of Delhi/University. No College/Institution shall demand or collect any capitation fee, donation or amount over and above the prescribed fee/charges.
12. The mechanism shall operate only for the relevant academic session and shall not create a permanent right in favour of any institution.
13. The arrangement shall not affect the rights of candidates already admitted through centralised counselling.
14. GGSIP University shall designate a Nodal Officer for co-coordinating and monitoring the implementation of this mechanism for admissions by the affiliated Colleges/Institutions. The details of the Nodal Officer so designated shall be prominently displayed on the website and notice board of the university/institute. The grievance, if any, may be addressed to the Nodal Officer for immediate resolution. In case of any deviation or irregularity in the admission process, appropriate action shall be initiated against the concerned College/Institution as per the extant Act/Rules/ guidelines in the matter.
15. Each affiliated College/Institution shall also designate a Nodal Officer responsible for dealing with admission-related queries and grievances arising during the institution-level admission process. The name and contact details of such officer shall be prominently displayed on the official website and notice board of the College/Institution and shall be informed to the university.

This issues with the approval of the competent authority.

Digitally signed by
Awanish Kumar
Date: 14-09-2026
18:10:43

Dr. Awanish Kumar, IAS
Director, Directorate of Higher Education
GNCTD