



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**SECTOR 16-C, DWARKA, NEW DELHI -110 078**

**Academic Branch**

No.GGSIPU/JR(Academics)/2016-17/ 13404


Dated: 06/9/18

**CIRCULAR**

The University is receiving number of requests / representation directly from the students / parents for withdrawal / cancellation of admission for the students admitted in the Academic session 2016-17. In this regard reference may please be taken for various notification of Counselling etc., as the admission process for number of programmes for Academic session 2016-17 has already been completed / closed with the conduct of spot counselling / Direct admissions.

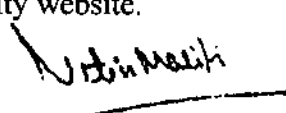
The University has already notified the fee refund policy for Academic session 2016-17 for Withdrawal / Cancellation of Admission, vide notification no.F.no.IPU-7 / Admissions / 2016-17 / 10379 dated 21.06.2016, as clearly specifying the process of withdrawal admissible etc., for Online Counselling and Offline Counselling. As notified in the said Fee Refund Policy, it is again specified that as per 1. Online Counselling (iv) as well as 2. Offline Counselling B (iii); **No withdrawal / Refund of fee is permissible for candidates admitted in Spot Counselling / Direct Round.**

As Direct Round / Spot Counselling for the various programme has also been completed for the Academic session 2016-17. No such request for withdrawal can be considered accordingly. However, for cancellation of admission of admitted student, if wish to cancel the admission, they may approach directly to the respective allotted Institute / College where the students is enrolled for the programmes. No application of cancellation will be entertained directly at the University / Academic branch.

  
(Prof. Pravin Chandra)  
In-Charge (Admissions)

Copy to:

1. All Director(s) / Principal(s) of All Affiliated Institutes / Colleges of GGSIPU
2. A.R to Registrar, GGSIPU for kind information of Registrar
3. AR to VC, GGSIPU for kind information of Hon'ble Vice Chancellor
4. SO to Pro-VC, GGSIPU for kind information of Pro-Vice Chancellor
5. In-charge, Server room, GGSIPU with a request to upload on University website.
6. Office Copy

  
(Dr. Nitin Malik)  
J.R(Academics)