



DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi vide Act 6 of 2009

(Formerly Delhi College of Engineering)

Shahbad Daulatpur, Bawana Road, Delhi-110042

Instructions for Spot round of counseling for Integrated BSc & MSc Admissions 2024-2025

Reporting Date & Time: 17.09.2024 (Tuesday) (09:00 A.M.)

Venue: Convocation Hall (Civil Engg. Dept)

Spot round of counseling is in **OFFLINE** Mode. Final attendance will be called at 11.00 AM. No applicant will be allowed to mark his/her attendance after 11.00 AM and his/her name will be deleted from the list of eligible applicants. The allotment of seats will be done according to the Merit Serial Number of the applicants in the respective Merit List of each department, who have marked their attendance.

Those applicants who were absent in 1st round of counseling may participate in the spot round or special spot round (if scheduled), however there will be **no refund of fees** in spot round & Special Spot round.

Applicants will come for admission along with the following documents in original along with ONE set of self-attested photo-copies of the original documents, two recent passport size photographs, printout of the registration form duly signed by the applicant for the purpose of verification at the time of admission. The selected applicants in the first round of admission shall pay the requisite fee of **Rs. 75000/-** through online at the venue, and submit the fee receipt **or** Demand Draft in favour of "Registrar, Delhi Technological University" payable at New Delhi. The candidates are advised to bring the Demand Draft to make the process faster.

Below mentioned certificates/ documents in original are required to be presented by the applicants (refer to page number 23 of Int BSc & MSc Admission Brochure 2024-2025):

1. Print out of registration form
2. Date of Birth proof /10th certificate.
3. All mark sheets and certificate of qualifying examination (Class XII).
4. CUET Score card original
5. Applicants applying for any reserved seat (i.e. SC, ST, EWS, OBC-NCL, PwD, CW, SGC, KM) must produce the original certificates (as applicable) issued from an approved competent authority, at the time of document verification.
6. OBC (NCL) applicants are required to produce a caste certificate issued after March 31, 2024 from the authorities (Annexure-2). However, if the certificate is issued prior to March 31, 2024, it must be accompanied with an additional certificate regarding the present non-creamy layer status of the applicant, issued by the same competent authority. This additional certificate must have reference of his / her already issued original caste certificate.



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7. Applicants applying for admission to seat reserved for Differently Aabled Person (PwD) subcategory, the applicant must produce the certificates in original at the time of document verification as per Annexure-3.
8. The benefit of reservation under EWS can be availed by persons who are not covered under the scheme of reservation for SCs, STs and OBCs upon production of an Income and Asset Certificate issued by a competent authority based upon the Income and Assets criteria issued after March 31, 2024. The details and prescribed format issued by the Competent Authority is detailed at Annexure-4.
9. For admission to a seat reserved for Defence sub-category (CW), applicant must produce the relevant certificates (as applicable), in original, at the time of document verification.
10. The applicants seeking admission under SG category can submit an affidavit duly attested by competent authority as per Annexure-5.
11. The applicants seeking admission under Kashmiri Migrants (KM) seats must produce the following documents, in original, at the time of document verification:
 - a. Certificate of registration as Kashmiri Migrants issued by the Relief Commissioner, Jammu or Divisional Commissioner, Delhi to establish the status of the applicant as registered migrants as per Annexure-6.
 - b. Proof of property in Kashmir of the parent of the applicant.
12. Demand Draft of amount of **Rs. 75,000/-** drawn in favour of "Registrar, Delhi Technological University" payable at New Delhi as annual fee or the selected applicants shall pay annual fee through online at the venue.

Instructions to the Applicants:

1. If an applicant is found ineligible at any stage before or after admission or during any stage of the programme, his/her candidature/admission will be cancelled without any notice and suitable action shall be initiated against him/her including forfeiture of the fee.
2. The applicant seeking admission under reserved categories must mandatorily produce the caste/category certificate in his/her name at the time of counseling. The certificate in the name of either of the parents (mother/father) or any other family member is not acceptable and the applicant will not be entitled even to provisional admission.
3. It is the sole responsibility of the applicant to prove his / her eligibility for claiming reservations under any of the reserved categories. An applicant who is offered a seat under a reserved category/sub-category in any round of seat allotment and fails to produce the appropriate document in support of his/her allotted seat will be cancelled.
4. In addition to para 3, he/she shall be considered for allotment in the GENERAL (GN) category in subsequent rounds (if any) on submission of a written request by the applicant to the University in this regard, subject to eligibility, availability of vacant seats and his/her merit. University reserves the right to accept or reject such requests.
5. Offline Counseling requires an applicant to visit the venue in person, get the documents verified, submit the fee, and lock the seat. However, an applicant can send his authorized



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representative with all the required documents and fee to report for admission in case he/she is unable to report for admission in person. **The authorized representative must come with the authorization letter duly signed by the applicant.**

6. Applicants, whose final year result is awaited, may fill an Undertaking as per the format given in the Brochure (Annexure-1). The applicants would require to submit their final mark lists/degree by September 30, 2024.
7. Those applicants who have opted DTU while filling CUET form will ONLY be considered if they have registered at DTU. The allotment of seats is done strictly based on merit list based on the CUET-UG 2024 score as per the detailed given in Table 1 (Page 16) of Integrated BSc & MSc admission brochure 2024. The admission will be subject to verification of marks in individual subjects as per the Table 1.
8. Applicants must note that the admission fee must be paid in single installment failing which the admission offer will be withdrawn.
9. Admission is subject to the verification of the original documents. The original documents will be returned to the students after verification.
10. **There shall be no fee refund for withdrawal of admission taken in spot round.**

NOTE: Any change will be notified separately on DTU Website. Candidates are advised to visit DTU website (www.dtu.ac.in) regularly for notification/any information related to admission.

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Chairperson (Integrated BSc & M.Sc. Admission 2024-2025)



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For all the queries related to

Integrated BSc & MSc admission 2024-25

Email: coordinator_bscmsc@dtu.ac.in

Chairperson, Integrated BSc & MSc admission 2024-25

Delhi Technological University

Shahbad Daultapur, Bawana Road, Delhi-110042

Website: www.dtu.ac.in

