

Trinity Institute of Professional Studies

Notice Admission 2022-2023

Physical Reporting of Students for Admission in TIPS for BBA/B.COM (H)/BCA/BAJMC/BALLB (H)

This is to inform candidates who have been allotted seat in TIPS in BBA / B.COM (H) / BCA / BA(JMC) / BALLB (H) programme after online counseling by GGSIP University to report to the Institute for admission and payment of balance fee and document verification **from 17th – 23rd September 2022 (11.00 A.M. to 4.00 P.M.)**

Candidate should report as per schedule given below from **17th – 23rd September 2022 (11.00 A.M. to 4.00 P.M.)**:

Course	Floor	Venue
BBA	Basement, Multi Purpose Hall	BLOCK 1
B.COM (H)	Basement, Multi Purpose Hall	BLOCK 2
BCA	Basement, Multi Purpose Hall	BLOCK 3
BA(JMC)	Basement, Multi Purpose Hall	BLOCK 4
BALLB (H)	7 th Floor	Moot Court

1. Candidates should bring the following documents for verification:

- i. Original Admission Verification Form (*Appendix 6*) Part E of GGSIPU Brochure 2022-23) and one self-attested photocopy of it.
- ii. Two self-attested Photocopies of Candidate's Profile (Personal Details) of GGSIPU Portal submitted at the time of form filling Rs 1,200/-
- iii. Original Admit Card (CET -2022) and one self-attested photocopy. (If original Admit Card is lost obtain FIR online).
- iv. Two self-attested Photocopies of CET Rank Card.
- v. Two self-attested Photocopies of Provisional Seat Allotment Letter.
- vi. Two self-attested Photocopies of 10th Class Mark sheet (Original for verification).
- vii. Two self-attested Photocopies of 12th Class Mark sheet and Passing or Provisional Certificate (Original for verification).
- viii. Original Character Certificate and One self-attested photocopy (with date issued by (HOD/Principal of School or by the Gazetted Officer -Not older than 6 months).
- ix. Original Medical Certificate and One self-attested photocopy (*Appendix 5 Part E* of GGSIPU Brochure 2022-23) signed by MBBS Doctor.
- x. Original Anti Ragging Undertaking and One self-attested photocopy (*Appendix 7 and 8 Part E* of GGSIPU Brochure 2022-23).

- xi. Original Notarized Gap Year Affidavit and One self-attested photocopy, if applicable (in case of gap after passing of qualifying exam (if passed in 2021 or earlier) on Notarized Rs 10 Stamp Paper.
- xii. Original Result Awaited Undertaking and One self-attested photocopy from result awaited candidates for seeking provisional admission for academic session 2022-23 (*Appendix 4 Part E of GGSIPU Brochure 2022- 23*).
- xiii. Bring Original SC/ST/Defence Category Certificate for verification along with Self Attested Photocopies and also bring Online Document Verification Certificate issued by GGSIP University for SC/ST/Defence Category students.
- xiv. Two self-attested Photocopies of Aadhaar card (Original for verification).
- xv. Four Passport size photographs.
- xvi. Fee Undertaking.

2. The students shall bring the following forms and appendixes duly filled in for which the *link* is given below:-

Admission Forms and Appendixes ([Click for Admission Forms and Appendixes for BBA/B.COM\(H\)/BCA/BA\(JMC\)/BALLB\(H\)](#))

3. After verification of documents, candidates are required to deposit the balance fee through Demand Draft/Debit Card/Credit Card. The demand draft shall be drawn in the favour of “**Trinity Institute of Professional Studies**” payable at **New Delhi**.

The balance fee to be deposited at the institute at the time of reporting is as under:

Programme	Balance Fee (for 1st Year) 2022-23 to be paid at the time of admission (Amount in Rupees)
BBA	71290
B.COM(H)	64690
BCA	69590
BA(JMC)	66690
BALLB(H)	74390

4. Fee will be accepted through Demand Draft/Debit Card/Credit Card (neither Cash nor Cheque will be accepted).
5. **Admission will be confirmed only after submission of balance fee. In case the student fails to report to the Institute by 4.00 PM up to 23rd September 2022 and/or do not deposit the balance fee, his/her vacancy will be intimated to GGSIP University to be filled up through the spot counseling.**

Director, TIPS