



**Indira Gandhi Delhi Technical University for Women**  
**(Established by Govt. of Delhi vide Act 09 of 2012)**

Kashmere Gate, Delhi-110006

University website: [www.igdtuw.ac.in](http://www.igdtuw.ac.in)

**BBA ADMISSIONS 2022-23**  
**SPECIAL SPOT ROUND 2**  
**(Only for IGDTUW)**

A Special Spot Round 2 will be conducted against the vacant seats in BBA program as per following detail:

**Date of Spot Round 2 of Counseling: 12-12-2022 (Monday)**

**Reporting Time: 10 AM**

**Venue: Department of Management, Ground Floor IGDTUW**

**Seat Allotment Criteria:**

First Priority will be given to the CMAC registered candidates for Admission into BBA program. If seats remain vacant after exhausting all CMAC registered candidates, then seats will be offered to fresh candidates as per merit.

All female candidates who fulfill the minimum eligibility criteria as per IGDTUW BBA Admission Brochure 2022 will be eligible to appear for spot round 2. The admission shall be done strictly on the basis of merit list drawn on the basis of marks in **best of four subjects (including English)** in XII Board examination or its equivalent examination. Vocational courses (as specified in the CBSE list) will not be counted in the best four subjects.

For eligibility and other details please refer IGDTUW BBA Admission Brochure 2022 available on [igdtuw.ac.in](http://igdtuw.ac.in) and for any query please write to [bbaadmissions@igdtuw.ac.in](mailto:bbaadmissions@igdtuw.ac.in).

# Guidelines for Special Spot Round 2 of Admissions into BBA Programme on 12/12/2022

## 1. Minimum Eligibility:

A woman candidate who has scored at least 50% marks in 12<sup>th</sup> board examination from a recognized board and must also have passed English (Core/Elective/Functional) as a subject in the 12<sup>th</sup> Board Examination.

## 2. Admission Criteria

The merit list shall be drawn on the basis of marks in **best of four subjects (including English)** in XII Board examination or its equivalent examination. Vocational courses (as specified in the CBSE list) will not be counted in the best four subjects.

To resolve and determine inter se merit of candidates having same percentage in the best of four subjects (including English), following criterion will be used in the stated order of preference:

1. Candidates having higher score in English (core/elective/functional) will be given preference.
2. In case the score in English is same, then date of birth will be considered. Elder candidate will be given preference.

**NOTE:** Candidates who have appeared at the Annual Examination in the year 2022 and have been placed in compartment will not be eligible for admission for the year 2022.

## 3. Age Criteria

For BBA Program in IGDTUW, there is no minimum age criterion but maximum age should not be more than 40 years on 30.09.2022.

## 4. Relaxation in Minimum Marks Criterion in Qualifying Examination for Reserved Category/Sub-Category Candidates

Candidates belonging to various reserved categories namely OBC (Non-Creamy Layer), Scheduled Caste, Scheduled Tribe, and sub-categories namely Defence, Person with Disability, who apply for seats reserved for them, shall be allowed a relaxation in the minimum marks criterion as mentioned below:

- (i) **Other Backward Class (OBC-NCL):** Candidates claiming reservation under Other Backward Class (Non Creamy Layer) category shall be allowed a relaxation of 5% marks in the minimum marks criterion in the qualifying examination.
- (ii) **Scheduled Caste (SC), Scheduled Tribe (ST):** Candidates claiming reservation under Scheduled Caste (SC) or Scheduled Tribe (ST) shall be allowed a relaxation of 10% marks in the minimum marks criterion in the qualifying examination.
- (iii) **Defence (CW):** Candidates claiming reservation under Defence sub-category (CW) shall be allowed a relaxation of 5% marks in the minimum marks criterion in the qualifying examination.

**Persons with Disabilities (PwD):** Candidates claiming reservation under "Persons with Disabilities" (PwD) sub-category shall be allowed a relaxation of 10% marks. Priority – IV: For

candidates appearing in final year exam, merit will be generated as per cumulative percentage in declared results of graduation till date.

**Fee Structure of BBA Programme: As per BBA Admission Brochure 2022.**

**5. Schedule of Special Spot Round 2 of Counselling:**

**Date of Special Spot Round of Counseling: 12/12/2022 (Monday)**

**Reporting Time: 10 AM**

**Venue: Department of Management, Ground Floor IGDTUW**

All the participating candidates have to report by 10 am in the Department of Management, Ground Floor IGDTUW and mark their attendance compulsorily. The Special Spot Round will be conducted for admission to the BBA Program to fill the vacant seats as per the following criteria:

**6. Seat Allotment Criteria**

**First Priority will be given to the CMAC registered candidates for Admission into BBA program. If seats remain vacant after exhausting all CMAC registered candidates, then seats will be offered to fresh candidates as per merit.**

The merit list shall be drawn on the basis of marks in **best of four subjects (including English)** in XII Board examination or its equivalent examination. Vocational courses (as specified in the CBSE list) will not be counted in the best four subjects.

To resolve and determine inter se merit of candidates having same percentage in the best of four subjects (including English), following criterion will be used in the stated order of preference:

1. Candidates having higher score in English (core/elective/functional) will be given preference.
2. In case the score in English is same, then date of birth will be considered. Elder candidate will be given preference.

**NOTE:** Candidates who have appeared at the Annual Examination in the year 2020 and have been placed in compartment will not be eligible for admission for the year 2020.

**7. Fee to be paid at the Time of Admission:**

Every candidate who gets the admission offer in the BBA Program in the Special Spot Round 2 of Counselling shall pay **the course fee (AY 2022-23) Rs 98,500 (Ninety-Eight Thousand Five Hundred Only) in the form of DD in favour of "Registrar, IGDTUW- Fee Account"** payable at Kashmiri Gate SBI Branch, Delhi-110006. If the candidate fails to fulfill minimum eligibility criteria, her admission shall be cancelled and no fee shall be refunded.

The fresh candidates participating in the Special Spot Round 2 of Counseling and not registered with CMAC shall pay Rs. 1000/- as the counseling fee in the form of Demand Draft in favour of "Registrar, IGDTUW- Fee Account" payable at Kashmere Gate SBI Branch, Delhi- 110006. The candidates who are registered with CMAC 2022 need not to bring Rs. 1000/- DD as registration fee. Such CMAC registered candidates must bring the proof of registration with them.

#### 8. Withdrawal Policy

The fee paid will be **Non-Refundable** for Special Spot Round 2 except the security deposit of Rs 5000.

#### 9. No. of Seats

	Number of vacant seats (Tentative)			Total
	Delhi	Outside Delhi	Kashmiri Migrant	
Vacant Seats	07	02	01	9+1

Seat Conversion rule will be followed as per IGDTUW BBA Admission Brochure 2022.

#### 10. Documents Required at the Time of Counseling:

Following is the list of documents required for verification process:

1. Three passport size photograph
2. Class X Certificate for Date of Birth
3. Class XII Marksheet
4. Print Out of CMAC Registration Form (For CMAC Registered Candidates Only)
5. Medical Fitness Certificate (refer Annexure 2 in Brochure)
6. Category Certificate (EWS/SC/ST/OBC-NCL) (if applicable)
7. PD Medical Certificate (if applicable)
8. Defence Certificate (if applicable)
9. Demand Draft of Rs. 98,500 and of Rs. 1,000/- for fresh candidates

Note: If the candidate fails to produce any required documents, her candidature is liable to be cancelled. In case the candidate fails to fulfill minimum eligibility criteria, her admission shall be cancelled and no fee will be refunded.