



INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN  
(ESTABLISHED BY GOVT. OF DELHI VIDE ACT 09 OF 2012)  
KASHMERE GATE, DELHI-110006  
website: www.igdtuw.ac.in



24<sup>th</sup> July, 2024

**Important instruction for reporting of shortlisted candidates for the Admission in B.Tech 2<sup>nd</sup> Year (Lateral Entry) 2024-25 in first counselling**

Shortlisted candidates for the admission in B. Tech 2<sup>nd</sup> Year (Lateral Entry) 2024-25 have to follow the instructions as enclosed. The candidates are required to produce all the original certificates and two sets of self- attested photocopies in support of their candidature at the time of document verification for first counselling. All the candidates are required to arrange their documents (**original certificates & self-attested photocopies**) in the following order for the process of document verification:

- a) The reporting time for all the candidates is 9:00 to 10:30 A.M. on 31/07/2024 (Wednesday) in Room No. 201, Mechanical and Automation Engineering Department, IGDTUW.
- b) If the candidate in the selected list does not report for the counselling till 11:00 A.M, her candidature will be rejected and seat will be offered to the next candidate.
- c) The total fee for the academic year 2024-25 is 144500/- (One lakh forty four thousand five hundred only) which is payable in the form of DD in favour of REGISTRAR, IGDTUVW-FEE ACCOUNT.  
[Annual Fee: Rs. 1,37,500/-  
Security Deposit (refundable): Rs. 5,000/-  
One time Alumni Fee: Rs. 2,000/-]
- d) Print-out of the online application form duly signed by the candidate with four passport size photo.
- e) 10th Class Certificate/equivalent (for Date of Birth proof).
- f) Diploma marksheet Certificate.
- g) Consolidated mark sheet for Diploma & mark sheets of all years/semesters for Diploma.
- h) Caste Certificate for SC/ST/OBC-NCL/EWS, if applicable. Candidates belonging to OBC-NCL & EWS will be required to submit the certificates issued on or later than 1st April 2024.
- i) ID Proof Aadhar card/Driving License/Voter ID/PAN Card.
- j) Proof of CGPA/CPI conversion to percentage.
- k) Proof of payment of Rs. 1000/- as registration fee.
- l) Medical Fitness Certificate.
- m) Undertaking for Final Year Appearing Candidates. Candidates who are appearing in their final semester/final year examination (i.e. their qualifying degree result is awaited), have to fill the undertaking form. Any Seat offered to a final year appearing candidate will be purely provisional and subject to fulfilment of minimum eligibility criteria, if such candidate is

*[Handwritten signature]*  
24/07/2024

unable to meet minimum eligibility criteria till the date declared by the University, her admission shall be cancelled and no fee will be refunded.

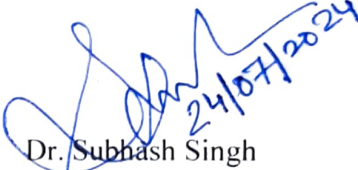
Candidate will be eligible for final seat allotment subject to the following conditions:

- i. Verification of all documents at the time of counselling and fulfilling of the eligibility criteria.
- ii. Availability of seat in the required field and payment of fees for the program.

If the candidate fails to produce any required documents, her candidature is liable to be cancelled. In case, the candidate fails to fulfil minimum eligibility criteria, her admission shall be cancelled and no fee will be refunded. Admission may be cancelled even after seat allotment & submission of fee if any data/document provided by the applicant is found to be incorrect.

**Note:**

The original documents are to be provided along with self-attested photocopies of the same in the same order.

  
24/07/2024  
Dr. Subhash Singh  
Admission Officer  
B.Tech (Lateral Entry)