



giBS

Gitarattan International Business School

◆ Estd. 2004 ◆ Grade 'A' Accredited by NAAC ◆ Affiliated with GGSIPU

STUDENT NOTICE

Ref: GIBS/ADM/STU/25-26/041

Dated: 20.08.2025

Reporting to the Institute for New Admissions, AY 2025-26 **BBA(H)(1st & 2nd Shift), BBA-MBA Integrated, MBA, MBA-IB**

Students admitted to Gitarattan International Business School (giBS) through seat allotment by GGSIPU for **CAT 2024 / CMAT 2025 / CET 2025** are required to follow the below mentioned instructions:

1. As per GGSIPU notice F.No. IPU-7/DI(Academic)/Online Counselling/2025/1144 dated 13.08.2025 & F.No. IPU-7/DI(Academic)/Online Counselling/2025/1140 dated 12.08.2025 students admitted in above mentioned courses are required to **MANDATORY** report to the allotted Colleges as scheduled below:

<u>Reporting of candidates to the allotted Institute/College/USS</u>	21.08.2025 (09:00AM to 04:00PM)	22.08.2025 (09:00AM to 04:00PM)
IT IS MANDATORY TO REPORT TO THE INSTITUTE FOR VERIFICATION OF DOCUMENTS & PAYMENT OF BALANCE FEES, FAILING WHICH ADMISSION SHALL BE AUTOMATICALLY STANDS CANCELLED.		

2. Verification of documents shall be conducted as per the University notification. All candidates who have got admission are to submit self-attested/attested photocopies of their documents. It is mandatory to bring all the documents in Original & 2 set of photocopies (list attached as **Annexure-1**).

For any query contact at: 011-27555607/608/609 or email at admissions@gitarattan.edu.in

Prof.(Dr.) Vikas Nath
Director

cc: Digital to upload on institute website.

Annexure-1

BBA(H)(1 st & 2 nd Shift), BBA-MBA Integrated, MBA, MBA-IB, CAT 2024 / CMAT 2025 / CET 2025		
S. No.	Documents Required	Remarks
1	DD of Rs.5000/- in the name of “The Registrar, GGSIP University”	Students who have upgraded their seats
2	Six Passport size photos (With white background)	Compulsory
3	Admit Card 2025 : CAT 2024 / CMAT 2025 / CET 2025	Compulsory (1 original & 1 copy)
4	Score/Rank Card 2025 : CAT 2024 / CMAT 2025 / CET 2025	Compulsory (1 original & 1 copy)
5	Online GGSIPU Registration Slip 2025	Compulsory (2 copies)
6	Online Generated Allotment Letter 2025	Compulsory (2 copies)
7	Online Generated Candidate Profile Letter 2025	Compulsory (2 copies)
8	Online Document Verification cum Seat Acceptance Letter 2025	Compulsory (2 copies)
9	Part Academic Fee Receipt of Rs.96,000/-	Compulsory (2 copies)
10	Proof of Date of Birth, Class 10 th Certificate	Original for Verification (2 copies)
11	10 th Class Marksheet	Original for Verification (2 copies)
12	12 th Class Marksheet	Original for Verification (2 copies)
13	12 th Class Certificate	Original for Verification (2 copies)
14	Graduation Marksheet/certificate (if applicable)	Original for Verification (2 copies)
15	Distance learning centre location certificate (In case of Open/ Distance Education)	Compulsory (1 original & 1 copy)
16	Medical Physical Fitness Certificate (Appendix-5)	Compulsory (1 original & 1 copy)
17	Reservation Certificate, if any	Original for Verification (2 copies)
18	Conduct and Character Certificate (Not more than 6 months old)	Compulsory (1 original & 1 copy)
19	Undertaking in case of result awaited (Appendix-4)	Compulsory (1 original & 1 copy)
20	Undertaking in case seeking admission against any Reserved category (Appendix-10)	Compulsory (1 original & 1 copy)
21	Admission Verification Form for the Academic Session 2025-26 (Appendix-6)	Compulsory (1 original & 1 copy)
22	Anti ragging Undertaking by the Student & Parent (Appendix-07 & Appendix-08)	Compulsory (1 original & 1 copy)
23	Aadhar Card	Compulsory (2 copies)