



# DELHI TECHNOLOGICAL UNIVERSITY

(Established by Govt. of Delhi vide Act 6 of 2009)  
(formerly Delhi College of Engineering)

## East Delhi Campus

Vivek Vihar, Phase-II, Delhi-110095

### MBA-FBE Admissions 2022 Special Spot Round

#### Instructions for MBA FBE Admissions Special Spot Round 2022-24 (Offline Mode)

1. Special Spot Round of MBA (IEV) Admissions will be held on 1<sup>st</sup> November 2022 (offline Mode)
2. All candidates who have applied online are eligible to participate in Special Spot round. The last date of online registration is 31<sup>st</sup> October 2022 till 12:00 P.M students may register offline on 01<sup>st</sup> November 2022. The Special Spot Round schedule is as follow :

#### Schedule for Special Spot Round of MBA (FBE) Admissions on 01<sup>st</sup> November 2022

Reporting Date & Time: 01.11.2022 (9:00 A.M.)

Venue: Manthan Hall, Ground Floor, Main Admin Block, USME DTU, Vivek Vihar, New Delhi

3. Special Spot round of counselling is in OFFLINE Mode. Final Attendance will be called at 11.00 AM. Students will proceed for interaction thereafter.
4. Candidates are required to report physically to the special spot round venue at the above-mentioned date and time.
5. The eligible candidates would be assessed based on the following criteria
  - a. Interview -50% Weightage.
  - b. Qualifying Examination Marks -- 50% Weightage.
6. The result would be announced on the same day and the Payment of admission fees need to be made on the same day.
7. **No Refund of Fee on withdrawal:** Candidates taking withdrawal after getting admission in the Special Spot round will not be refunded any fee.
8. Below mentioned certificates/ documents in original are required to be presented by the
  - a. Signed copy of filled up Application Form.
  - b. Two recent passport size photographs
  - c. Self-attested copies of Date of Birth proof / 10th certificate (needs to be verified from original).
  - d. Self-attested copy of all mark sheets and certificate of qualifying examination (Graduation) (needs to be verified from original).
  - e. Self-attested copy of Aadhaar card.
  - f. SC/ST/OBC-NCL/ Persons with disability Certificate(s)/EWS/SG/CW/KM whichever applicable, on the basis of which reservation is claimed.
  - g. The documents must be as per the formats given in the annexures of Admission Brochure 2022-23 and issued from an approved district authority. (self-attested copy of the same needs to be verified with original).
  - h. Demand Draft of Rs. 212700/- drawn in favor of "Registrar, DTU Admissions, East Delhi Campus" payable at New Delhi as annual fee

*(Handwritten signature in blue ink)*



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### Instructions to the Candidates

1. If a candidate is found ineligible at any stage before or after examination / declaration of result or during any stage of the program, 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 candidate seeking admission under reserved categories has to mandatorily produce the caste/category certificate in his/her name at the time of counselling. The certificate in the name of either of the parents (mother/father) or any other family member is not acceptable and the candidate will not be entitled even for provisional admission.
3. It is the sole responsibility of the candidate to prove his /her eligibility for claiming reservation under any of the reserved categories. A candidate who is offered a seat under reserved category /sub-category in any round of seat allotment and fails to produce appropriate document in support, his/her allotted seat will be cancelled and he /she shall be considered for allotment in GENERAL (GN) category in subsequent rounds on submission of a written request by the candidate to 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.
4. Offline Counselling requires a candidate to visit the venue in person, get the documents verified, submit the fee and lock the seat. However, a candidate can send his authorized 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 candidate.
5. Upon payment of Admission fees, the candidate will be granted provisional admission. Admission is subject to the verification of the original documents. The original documents will be returned to the students after verification.

*Neha Maheshwari*