



22-July-2017

IMPORTANT NOTICE

**REPORTING OF CANDIDATES AND VERIFICATION OF DOCUMENTS AND
PAYMENT OF BALANCE FEE FOR 2017-18 BATCH AT AMITY LAW SCHOOL, DELHI
(AN INSTITUTION OF RITNAND BALVED EDUCATION FOUNDATION)
(AFFILIATED TO GGSIP UNIVERSITY)**

1. This is in supersession of the earlier notification of dated 20th July, 2017 on the above subject.
2. As per the notification of GGSIPU vide no. *F.No..IPU-7/Online Counseling/2017-18/22449* dated 21/7/2017, the reporting dates of candidates have been changed from 24th July to 26th July, 2017.
3. All the students who have taken admission through GGSIP University for Amity Law School, Delhi are hereby informed that they should report for verification of documents and payment of balance fee at Amity Law School, F1-Block, 1st Floor, Amity University Campus, Sector-125, Noida from 24th July 2017 to 26th July 2017 from 10:00 am to 5:00 pm as per schedule given below:-

<u>Schedule</u>	<u>Reporting Date</u>
All the candidates who have been allotted seat in Amity Law School, Delhi in ROUND 1 & ROUND 2	24 th July, 2017 & 25 th July, 2017
All the candidates who have been allotted seat in Amity Law School, Delhi in ROUND 3, Reserved Candidates Category and all the Remaining Candidates who have been allotted seat subsequently in Amity Law School, Delhi	26 th July, 2017

In addition to the fee of Rs. 40,000/- already paid to the IP University, the students are required to pay an additional amount of Rs. 41,400/- (Rupees Forty One Thousand and Four Hundred only).

The fee should be paid through a Demand Draft in favour of AMITY LAW SCHOOL payable at DELHI.

Two sets of photocopies from (1-9) of the following details along with all originals documents required at the time of reporting of candidates at Amity Law School, Delhi completion for verification:-

1. ADMIT CARD OF CET-2017 (ORIGINAL)
2. ALLOTMENT LETTER/PROVISIONAL LETTER
3. PART ACADEMIC FEE RECEIPT (OF RS. 40,000/-)
4. RESERVED CATEGORY CERTIFICATE (ORIGINAL)
5. ALL CANDIDATES SHALL BRING ALL ORIGINAL MARKSHEETS & PASS CERTIFICATES FOR X & XII, CERTIFICATE FROM 10TH (OR EQUIVALENT) ONWARDS FOR VERIFICATION. TWO SETS OF PHOTOCOPIES OF SELF ATTESTED MARKSHEETS AND CERTIFICATES TO BE SUBMITTED AND SHALL BE RETAINED BY THE COLLEGE. IN THE ABSENCE OF MANDATORY DOCUMENTS OF PROOF OF ELIGIBILITY FOR ADMISSION IN B.A.LL.B (H) PROGRAMME, THE CANDIDATURE SHALL BE CANCELLED.
6. IN CASE OF STUDENTS WHO HAVE PASSED THE QUALIFYING EXAMINATION THROUGH DISTANCE/OPEN EDUCATION SYSTEM OF ANY RECOGNIZED UNIVERSITY/ BOARD/ INSTITUTION, THE NECESSARY DOCUMENTARY EVIDENCE RELATED TO LOCATION OF HIS/HER STUDY CENTRE I.E. STUDY CENTRE PROOF, CERTIFICATE FROM THE UNIVERSITY IMPARTING OPEN/ DISTANCE EDUCATION CERTIFYING THE LOCATION OF THE STUDY CENTRE.
7. CONDUCT AND CHARACTER CERTIFICATE IN ORIGINAL FROM THE HEAD OF THE INSTITUTION FROM WHERE THE QUALIFYING EXAMINATION HAS BEEN PASSED OR FROM A GAZETTED OFFICER (ORIGINAL), NOT MORE THAN 6 (SIX) MONTHS OLD.
8. IN CASE, THE RESULT OF QUALIFYING EXAMINATION IS AWAITED, THE CANDIDATES NEED TO SUBMIT THE UNDERTAKING TO THAT EFFECT.
9. MEDICAL CERTIFICATE (ORIGINAL FORMAT OF GGSIPU)
10. 3 PASSPORT SIZE PHOTOGRAPHS
11. 3 STAMP SIZE PHOTOGRAPHS
12. FAMILY PHOTOGRAPH (LATEST)
13. REGISTRATION CUM ENROLMENT FORM OF AMITY LAW SCHOOL DELHI (UPLOADED ON THE WEBSITE)

14. REGISTRATION FORM FOR THE I- CARD (*UPLOADED ON THE WEBSITE*)
15. UNDERTAKING FOR ANTI RAGGING DULY FILLED IN BY THE STUDENT (*in the prescribed format*) (*UPLOADED ON THE WEBSITE*)
16. UNDERTAKING FOR ANTI RAGGING DULY FILLED IN BY THE PARENT/GAURDIAN (*in the prescribed format*) (*UPLOADED ON THE WEBSITE*)
17. PHOTOCOPY OF THE DEMAND DRAFT & RECEIPT OF THE SAME TO BE SUBMITTED IN THE COLLEGE (*BALANCE AMOUNT OF RS 41,400/-*)

NOTE:

1. Dates may change according to IP University online Counseling Schedule.
2. The students are requested to bring Original Documents from serial no. 1-9 for verification with 02 sets of photocopies.

Shyama Kashyap
22/07/17



ACADEMIC & STUDENT SUPPORT OFFICE
AMITY LAW SCHOOL, DELHI
0120-4392682, 2690

Note: Candidates are requested to come from gate no. 1