



# Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, Delhi-110078

website: www.ipu.ac.in

No.: IPU-7/Incharge(Academic)/Upgradation-B.Tech./2026-27/ 2109

Dated: 06/04/2026

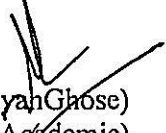
## NOTICE

**Subject:** Upgradation/Change of Stream of the students admitted in 1<sup>st</sup> Semester in the Academic Session 2025-26 in the B.Tech (Engineering programme) on the basis of their performance in 1<sup>st</sup> semester. Upgradation/ Change of Branch will be effective w.e.f. the 3<sup>rd</sup> semester which will commence from the Academic Session 2026-27.

1. The students of B.Tech Engineering Programme studying in University Schools of studies, affiliated Colleges/ Institutes of Guru Gobind Singh Indraprastha University, who will be promoted to the third semester in the Academic Session 2026-27 are hereby informed that the process of Upgradation / Change of Branch is being initiated by the University and the Upgradation/ Change of Branch will be within the same School/Institute and same shift wherever two shifts are functional.
2. The students who have been declared not eligible to appear in term-end examination of 1<sup>st</sup> semester (detained) are not eligible for consideration under the provisions of the Regulation titled "Regulation with respect to change of Branch/Upgradation of Students in Engineering Degree Programs/B.Tech in the Third Semester of Studies in the University School of studies (USS) and Affiliated Institutes/College of GGSIP University". In addition, students should have completed all the credits prescribed in the first semester of their studies, in their first attempt, without having had to pass any course requirement in the supplementary examination.
3. The Change of Branch/Upgradation of Students in Engineering Degree Programs in the Third Semester of Studies shall be strictly based on the common merit list of the students (without making any branch-wise differentiation) prepared on the basis of SGPA obtained by the student in the First Semester Examinations conducted by the University. It shall strictly be based on the University School/USS-wise, Institution wise, and shift wise criteria. Students studying in one institution/USS shall be considered for a change of branch/upgradation only within the same institution/USS and the same shift. That is, there will be no change in the institution/USS or shift in which the student was originally admitted in the first semester.
4. The University shall offer the unfilled vacancies from the previous Year/Academic Session of the First Year B.Tech. Programme (Programme Code 131). Additionally the vacant seats arising from students whose admission has been cancelled or who have withdrawn their admission in the First year upto 31<sup>st</sup> March, 2026 shall also be offered for Change of Branch/Upgradation of Students in Engineering Degree Programs in the Third Semester of Studies. No request for cancellation/withdrawal of admission of students, and thereby the addition of vacant seat(s) for change of branch/upgradation, shall be entertained from any School/Institute after the stipulated date, i.e, 31<sup>st</sup> March, 2026 as communicated vide University's email dated 20.03.2026. The Dean/ Director/ Principal of the University School/ affiliated college / institute are required to forward the details of vacant seats in Engineering Degree Programme as on 31/03/2026 for the 3<sup>rd</sup> semester to the Director-Incharge (Academic) by 15/04/2026 on the prescribed format.

5. The students of second semester (B.Tech) who will be joining 3<sup>rd</sup> Semester in the session 2026-27 and are desirous of Upgradation/Changing their Branch in the Engineering Programme, within the same institute and same shift may apply to the Dean/Director/Principal of the concerned University School of Studies/ Institute in the proforma enclosed latest by 30/04/2026. The intending eligible students shall apply using the prescribed form alongwith a duly notarized affidavit of Rs. 10/- attested by the Public notary (specimen attached). The application fee for upgradation will be Rs.2,000/- (non refundable).
- 5(a) The Deans/Director/Principal of the University Schools/affiliated colleges/ institutes shall be responsible to upload the list of candidates who have applied for Upgradation/ Change of Branch on their official website on 01.05.2026.
- 5(b) The Deans/Director/Principal are required to forward in a prescribed format a compiled list of all applicants alongwith the applications of the students seeking Upgradation/Change of branch to the University and also required to provide a certificate stating that all details filled in by the students in the application forms including annexures and affidavits enclosed by the candidates, the hard and soft copies provided by the Institute to the University have been verified and certified by the concerned Dean/Director/Principal.
- 5 (c) The Deans/Directors/Principal of the University School/affiliated college/ institute shall forward the consolidated list alongwith the original copy of applications (hard copy as well as soft copy) to the office of Director Incharge (Academic) latest by 04:00 pm of 01.05.2026.
- 5 (d) The concerned Dean/Director/Principal of the affiliated institutes/USS shall deposit the total fees per candidate @ Rs. 2000/- for change of branch/upgradation, received from the interested eligible candidates, into the University account through online mode or Challan and required to enclose the payment details/proof alongwith with consolidated list of the candidates.
6. The complete list of applications received in the University will be displayed on the University website tentatively on 07/05/2026. **The result of the upgradation/change of branch/programme will be notified latest by 28/05/2026 on the University's Website: [www.ipu.ac.in](http://www.ipu.ac.in).**
7. It is also informed that under no circumstances, those who have once applied for Upgradation/ Change of Branch and have been subsequently upgraded to any Branch/ Stream as per the options exercised by the candidate shall be allowed to withdraw their application. All changes of branch will be final and binding on the applicants.
8. Under no circumstances single application or part list for Upgradation/ Change of Branch shall be accepted in the Academic Branch No applications will be entertained/accepted for change of branch after the last date, i.e, 30.04.2026.

9. The upgradation/change of Branch shall be carried out as per "Regulation with respect to change of Branch/Upgradation of Students in Engineering Degree Programs/B.Tech in the Third Semester of Studies in the University School of studies (USS) and Affiliated Institutes/College of GGSIP University" notified by the University vide Notification No. 11/2025; GGSIPU/Academic/upgradation/2025-26/303 dated 07.04.2025 (available on the University website). The students are advised to go through the said Regulation for detailed information.

  
(Prof. Udayan Ghose)  
Director Incharge (Academic)

**Encls: (For Students) -**

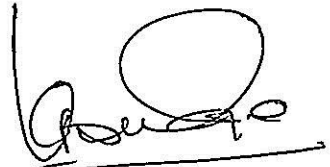
1. Application for Upgradation/ Change of Branch in the B.Tech Programme (Annexure-A)
2. Format for Affidavit (Annexure-B)

**Encls: (For USS/Institutes) -**

1. Format for obtaining details of vacant seats as on 31.03.2026 (Annexure-C)
2. List of Students admitted in B.Tech. Programme in the Academic Session 2025-26 (Branch-wise) (Annexure-D).
3. Format for Details of candidates who have made application for Upgradation/Change of Branch AS 2026-2027 (Annexure-E) (hard as well as soft copy).

Copy to:

1. Dean USICT, USCT& USAR, GGSIPU
2. Controller of Examinations (O), GGSIPU for kind Information.
3. All Directors / Principals of the affiliated colleges of GGSIPU
4. Head, UITS for uploading the same on the University website.
5. AR to Hon'ble Vice Chancellor, GGSIPU for kind information.
6. AR to Registrar, GGSIPU for kind information.
7. Guard File

  
(Dr. Vijay Kumar)  
Dy. Registrar (Academic)

**Application for Up-gradation/Change of Branch in the B.Tech Programmes**(Effective from 3<sup>rd</sup> Semester for the Academic Session 2026-27 within the same Institute/College)

1. Name of student (in capitals) \_\_\_\_\_
2. Name of Father/Mother (in capitals) \_\_\_\_\_
3. Name of the Institute where presently studying \_\_\_\_\_  
(enclosed a photocopy of college identity card/University exam card)
4. University Enrolment Number \_\_\_\_\_
5. JEE CRL with JEE application no. on the basis of which admission in B.Tech Program was taken by the candidate in the Academic session 2025-2026. \_\_\_\_\_
6. The Branch of Engineering/Programme being pursued at present \_\_\_\_\_  
(In case of institutions having shift, Shift should also be clearly mentioned i.e. 1<sup>st</sup> or 2<sup>nd</sup> Shift)
7. Name of the programme for Upgradation/Change from the present programme in order of preference
- 1<sup>st</sup> preference \_\_\_\_\_
- 2<sup>nd</sup> preference \_\_\_\_\_
- 3<sup>rd</sup> preference \_\_\_\_\_
- 4<sup>th</sup> preference \_\_\_\_\_
- 5<sup>th</sup> preference \_\_\_\_\_
- 6<sup>th</sup> preference \_\_\_\_\_
- 7<sup>th</sup> preference \_\_\_\_\_
- 8<sup>th</sup> preference \_\_\_\_\_
- 9<sup>th</sup> preference \_\_\_\_\_
- 10<sup>th</sup> preference \_\_\_\_\_

Affix Student's Latest Photograph

Note: (In case of institutions having shift, Shift should also be clearly mentioned i.e. 1<sup>st</sup> or 2<sup>nd</sup> Shift).

However, no change in shift is allowed.

8. Complete Postal Address (in capitals)  
(along with Mobile /Telephone numbers)
- Mobile/Telephone No.

9. Application fee Rs.2000/- paid  Yes  NO
10. Affidavit on Rs. 10/- non judicial stamped paper duly notarized enclosed  Yes  NO

## 11. Details of Result

(Enclose the photocopy of marksheet of the 1<sup>st</sup> semester of B.Tech programme downloaded from the University Website/Issued by the University).Aggregate % of marks and SGPA obtained in the 1<sup>st</sup> semester of B.Tech programme

% of Marks = \_\_\_\_\_

SGPA = \_\_\_\_\_

JEE CRL 2025 = (to photocopy enclosed) \_\_\_\_\_

**Undertaking:** I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to disciplinary action and also forgo my claim to the seat in the college. I also undertake that I will abide by the decision of the University which is the final authority.

Counter Signature of Parent/ Guardian

Signature of candidate with date

I certify that the above details as mentioned by the student have been examined/checked and certified and the same are true and correct in all respects.

Name:

Signature:

Date:

Counter Signature of the Dean/ Director/ Principal

**FORMAT FOR AFFIDAVIT**

(To be submitted alongwith Application form for Upgradation in B.Tech. programme on non-judicial stamp paper of Rs.10/- duly notarized by Notary Public)

I, \_\_\_\_\_ (Name of the candidate),

S/o./D/o. \_\_\_\_\_ and resident of (Permanent address) \_\_\_\_\_ do hereby solemnly

affirm and declare that:-

I. I have applied for upgradation in 3<sup>rd</sup> semester of B.Tech. Programme within same Institute/ within same shift.

II. I was admitted through JEE rank in year \_\_\_\_\_ vide University Enrolment No. \_\_\_\_\_ and at present I am studying in

\_\_\_\_\_ ( Name of College) \_\_\_\_\_

\_\_\_\_\_ (in Shift, if applicable) in \_\_\_\_\_ (Branch of Engineering).

III. My JEE CRL 2025 is \_\_\_\_\_.

IV. My JEE Application No. 2025 \_\_\_\_\_.

V. I am aware that upgradation process is on the basis of performance (SGPA) in 1<sup>st</sup> semester of B.Tech. programme and subject to availability of vacant seats in a particular branch of engineering as per my preferences filled in para 7 below.

VI. I have cleared all the papers of 1<sup>st</sup> semester of B.Tech. Programme in their first attempt, without having had to pass any course requirement in the supplementary examination and I have not been declared detained to appear in Term End exam of first semester.

VII. I want to exercise my option for Upgradation / Change of Branch from present stream i.e. \_\_\_\_\_ to the branch of B.Tech. Programme in order of preference as below:-

Preference 1: \_\_\_\_\_

Preference 2: \_\_\_\_\_

Preference 3: \_\_\_\_\_

Preference 4: \_\_\_\_\_

Preference 5: \_\_\_\_\_

Preference 6: \_\_\_\_\_

Preference 7: \_\_\_\_\_

Preference 8: \_\_\_\_\_

Preference 9: \_\_\_\_\_

Preference 10: \_\_\_\_\_

VIII. I hereby undertake that the seat falling vacant due to my upgradation will be allotted to some other Student during the process of Upgradation / Change of Branch, therefore, I shall not claim in the seat in old Stream.

IX. I hereby undertake that in the event of being successful in Upgradation / Change of Branch from my present branch to the branch as per my option, I will not request for withdrawal/cancellation of my upgradation.

X. I also undertake that after Upgradation I will not make any representation for refusal to accept the allotted option as I am aware that cancellation of my upgradation will jeopardise the sequence of Upgradation affecting other students.

XI. I am exercising my option fully under my consciousness with my own desire and free will for Upgradation and my parents are fully aware about my decision.

XII. I am forwarding my application for Upgradation / Change of Branch through proper channel i.e. through Dean/ Director/ Principal of the concerned University School/ institute.

**Signature of Student with date/Deponent**

## VERIFICATION

Verified at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ that the contents of the above Affidavit are true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therefrom. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to disciplinary action and also forego my claim to the seat in the University School/ Affiliated College / Institute. I also undertake that I will abide by the decision of the University which is the final authority.

Signature of Student with date/Deponent

(Signature of Parents/ Guardian)