

Application No: .....

(To be filled by the Office)



योजना तथा वास्तुकला विद्यालय, नई दिल्ली

(संसद के अधिनियम के तहत "राष्ट्रीय महत्व" का संस्थान)

**SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI**

(An Institution of "National Importance" under an Act of Parliament)

4, Block - B, I.P. Estate, New Delhi -110002

Tel:011-23724383-2382, Fax: 011-23702383

**Session: 2020-21**

**Fee Payment Details: Online -**

1. By visiting SBI Collect website [www.onlinesbi.com](http://www.onlinesbi.com). Selecting NCT Delhi, then Educational Institution, then School of Planning and Architecture  
**OR**
2. By visiting SPA, New Delhi, website [www.spa.ac.in](http://www.spa.ac.in). Fee payment link

\_ Please attach photocopy of the receipt of Application Fee with the Application Form.

Please Affix Recent  
Passport Size  
Photograph  
(Self Attested)

**PERSONAL RECORD**

**1. APPLICATION FOR ADMISSION  
TO MASTER'S PROGRAMME IN**

(Mention complete detail including specialization, if applicable)

2. Name of Candidate (in English) .....  
(In BLOCK Letters) First Name Middle Name Surname  
(in Hindi) \_\_\_\_\_

3. Gender (Put (√) tick mark) Male  Female  Transgender

4. Date of Birth        
(Date) (Month) (Year)

5. Mother's Name

Father's Name

6. Category: (Put (√) tick mark) Open General SC\* ST\* PH\* OBC\*# (Non-Creamy Layer) EWS#

\* Required to submit essential certificate in the Prescribed format as per Central List of Govt of India, if applied for reserved seat

#Please attach recent relevant Income Certificate in the prescribed format as per GOI guidelines.

OTHERS, please specify   
(Foreign National / Non-Resident Indian / Person of Indian Origin/OCI/KM)

7. Nationality:







**15. CANDIDATE'S DECLARATION:**

(i) I hereby declare that the entries in this form are true to the best of my knowledge and belief. I have satisfied myself that I fulfill all the eligibility requirements.

I understand that the admission is granted to me on the terms, conditions and rules of the School and such modifications thereof as may be made by the authorities concerned. I agree to abide by the rules and regulations of the School for the time being in force and such modifications thereof, which may hereafter be made.

(ii) I agree that the Director's decision in all matters concerning my admission, studies, scholarship, discipline and conduct will be final and binding on me.

(iii) I understand that my association, active and passive, with any unlawful organization is forbidden.

(iv) I agree that the School shall have the right to forfeit my security deposits on the ground of my failure to claim the refund within two years from the date of withdrawal of my admission / on completion of the course.

(v) I hereby submit that if I am selected, I will submit an affidavit of Anti-Ragging as enclosed with the application form at the time of Admission.

(vi) **I understand that my admission may be cancelled if any information furnished by me is proved to be false or willfully suppressed.**

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Candidate)

\_\_\_\_\_  
(Signature of the Parent / Guardian)

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**16. PARENT'S/ GUARDIAN'S DECLARATION:**

My son / daughter / ward.....is seeking admission with my consent and I am, personally responsible to the school for the payment of all his / her dues, as the Director may decide. I also agree that the candidate will abide by the discipline of the institution as administered by the Director.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Parent / Guardian)

**17. (a) For Use of Sponsored Candidates Only:**

1. Name of the Candidate .....
2. Name and Address of the Employer .....
3. Designation .....
4. (a) Date of Joining..... (b) Period of Services .....
- (c) Pay Scale..... (d) Total Emoluments.....

Date:

Signature of the Candidate

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**17. (b) SPONSORED / EMPLOYER'S CERTIFICATE**

I (the undersigned) do hereby declare that to my personal knowledge, the details furnished by the candidate in the form are correct.

1. Name and Address of Employer / Organization .....
2. Designation.....
3. The candidature of Mr/Ms. ....is forwarded for admission as a sponsored candidate in the Master's Programme in \_\_\_\_\_.

The organization will provide the candidate full salary or adequate financial assistance during the entire period of study.

Date:

Signature & Seal of forwarding Authority

**18. Attach all required enclosures and complete the following tables.**

(To be filled by Candidate)

**Record of Enclosures:**

(Self -Attested copies of certificates / documents)

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(a) Certificate showing Date of Birth Yes  No

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(b) Passing Certificate / Qualifying Degree / Diploma Examination Yes  No

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(c) Mark-sheets of all semesters / year of qualifying degree Yes  No

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(d) Score Card: (GATE / CEED / UGC (JRF/NET)) Yes  No

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(e) Prescribed Certificate (for the applicants under reserved seats) Yes  No

(for **EWS/OBC** Non Creamy Layer, latest income certificate in the prescribed format). Required to be submitted as per the Central List of Government of India, if applied for reserved seats)

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(f) Character Certificate  
(from the Last Institute attended/Gazetted officer ) Yes  No

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(g) Certificate of Professional Experience  
(if mentioned in Sr. No. 10) Yes  No

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(h) Certificate of Sponsorship  
[For Sponsored Candidate as mentioned in S. No. 16 (b)] Yes  No

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(i) Proof of Nationality (Voter Card/Passport etc.) Yes  No

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(j) Photocopy of the Receipt of Application Fee Yes  No

(Signature of Parent / Guardian)

(Signature of Candidate)

**19(a) Address for Communication:**

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Pin Code:  STD Code:   
Telephone No.  Mobile No.:   
E-mail ID:

**19(b) Permanent Address:**

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Pin Code:  STD Code:   
Telephone No.  Mobile No.:

**Note: A candidate can apply for SINGLE programme only. A fee of Rs.2, 500/- (Non Refundable) for Indian Nationals and US\$ 300 (Non Refundable) for Foreign Nationals/NRI/PIO/OCI in the form as specified in the Advertisement as well as Procedure on SPA, New Delhi ([www.spa.ac.in](http://www.spa.ac.in)) website. Attach photocopy of the Receipt of Application Fee with the Application Form.**





योजना तथा वास्तुकला विद्यालय, नई दिल्ली - 110002

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**SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI**

(An Institution of "National Importance" under an Act of Parliament)

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Tel:011-23724383-2382, Fax: 011-23702383 Email <admission@spa.ac.in>

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**APPLICATION FOR ADMISSION TO POST GRADUATE PROGRAMMES  
(Instructions to Candidates)**

Please read the instructions carefully before filling up the form. For any queries email to [admission@spa.ac.in](mailto:admission@spa.ac.in) or you may refer [FAQ \(Frequently Asked Questions\) uploaded on the website www.spa.ac.in](#) You may also see filled sample Application Form uploaded on the website of the school.

**A. APPLICATION FOR ADMISSION FOR MASTER'S PROGRAMME**

Course	Names of Programme (to be filled on Page 1 of the Application Form)
1.	Architectural Conservation
2.	Urban Design
3.	Industrial Design
4.	Building Engineering and Management
5.	Landscape Architecture
6.	Environmental Planning
7.	Housing
8.	Regional Planning
9.	Transport Planning
10.	Urban Planning

**B. GENERAL**

1. Candidates should check eligibility criteria for admission to particular course (mentioned in the advertisement) before applying for a particular course.
2. **An applicant can apply for a SINGLE course only. Applications for two or more courses from same candidate are liable to be rejected.** The application forms may be downloaded from the website: [www.spa.ac.in](http://www.spa.ac.in)
3. Candidate should fill up the application form without any cutting/overwriting.
4. Self-attested photo copies of the certificates, mark-sheets, GATE / CEED/ UGC (JRF/NET) Score Card, Testimonials etc. are to be attached with each application form.
5. Candidates who are yet to appear for their final examinations, are also eligible to apply provided they meet eligibility criteria and their final results are published and submitted by 30<sup>th</sup> October, 2020, 5:00 p.m. or as decided by the Authority of the School. In case a candidate is admitted to the course but on declaration of result, he/she does not meet minimum qualifying marks, candidate's admission shall stand cancelled and fee will be forfeited.

6. Admission will be based on performance in the qualifying examination and, or GATE / CEED / UGC (JRF/NET) / Project / Portfolio, Statement of Purpose, Test and/or an Interview as decided by the respective department.
7. The list of eligible candidates for Test, and/or Interview will be displayed on the website of the School.
8. **Candidate should not attach copy of Portfolio / Project / Summer Training. The Candidate should bring Portfolio / Project / Training Work, in original, at the time of Test / Interview.**
9. Due to very limited number of seats in the hostel, the candidate if selected, may have to make his/her own arrangements for accommodation.
10. Filled in Application Form should reach **on or before the last date** by Speed/ Registered post or in person to:

**SECTION OFFICER (A&E),  
SCHOOL OF PLANNING AND ARCHITECTURE,  
4, BLOCK - B, I.P. ESTATE,  
NEW DELHI – 110002**

**C. CONTACT**

Any query may be addressed to SO (A&E) in writing [or by email admission@spa.ac.in](mailto:admission@spa.ac.in) or by Phone- 011-23724383 (Admission), 011-23702382 (Registrar Office), 011-23350879 (Dean Office) on working days only.

**D. RESULT**

1. Final list of candidates to be admitted will be displayed on the website of the School.
2. Candidates admitted to the course may deposit the fee as prescribed within the dates mentioned.

**E.****IMPORTANT DATES**

1.	Application forms available on the website of the School	Tuesday	25 <sup>th</sup> February, 2020
2.	Last date for receipt of applications in the School	Friday	13 <sup>th</sup> March, 2020
3.	Display of list of eligible candidates on SPA New Delhi website	Wednesday	25 <sup>th</sup> March, 2020
4.	Test / Interview for PG Programme	Monday, Tuesday, Wednesday	30-31 <sup>st</sup> March, 2020-1st April, 2020 (from 9:00 a.m. onwards)
5.	Display of Selection List	Friday	17 <sup>th</sup> April, 2020
6.	Registration in respective departments	Wednesday	22 <sup>nd</sup> July, 2020
7.	Orientation & Registration	Friday	31 <sup>st</sup> July, 2020
8.	Commencement of Classes	Monday	3 <sup>rd</sup> August, 2020

**FAQ ( Frequently Asked Questions)****Q.1 Can I apply for more than one course?**Ans. No, you can **apply for SINGLE COURSE only.****Q.2 Can I change my choice of course before the test / interview?**

Ans. No, course mentioned by you in the Application Form will only be considered and no other change will be permitted before the Test / Interview or at the time of Test / Interview or at the time of admission.

**Q.3 My result is not yet declared. Am I eligible for applying to a particular course?**Ans. Yes, your aggregate marks of the previous semesters/year should be more than the minimum marks prescribed for admission. In case you are admitted, copy of the result should be submitted before 30<sup>th</sup> October, 2020, failing which admission will be cancelled and fee will be forfeited.**Q.4 How do I know that my application is received or not?**

Ans. Candidates may be informed about the receipt of the application form through website of the school.

**Q.5 a.) I have not passed the GATE Examination. Am I eligible to apply for a particular course?**

Ans. Yes, but you may not be eligible for Scholarship.

**b.) My GATE result is not yet declared and I do not have GATE Score Card?**Ans. You can still apply. Please inform the School about your GATE Score by e-mail at [admission@spa.ac.in](mailto:admission@spa.ac.in). Also bring a copy of GATE Score at the time of Test/Interview and get it attached to your application form.**Q.6 How do I make my travel plans?**

Ans. Please ensure your eligibility while filling the Application Form, and book your travel. You may cross check final eligibility from the website of the School on 25th March, 2020. In case you are not on the eligibility list, you may cancel your travel booking.