



SCHOOL OF PLANNING AND ARCHITECTURE
An "Institution of National Importance" under an Act of Parliament
(Ministry of Education, Government of India)
योजना तथा वास्तुकला विद्यालय
संसद के अधिनियम के तहत "राष्ट्रीय महत्व का संस्थान"
(शिक्षा मंत्रालय, भारत सरकार)

3 November 2021

ADMISSION TO B.ARCH/B.PLAN
IMPORTANT INSTRUCTIONS – UNDERGRADUATE ADMISSION 2021-22

FOR INDIAN NATIONALS ADMITTED THROUGH JoSAA

1. All the candidates who have received initial confirmation for admission in the SPA Delhi through JoSAA are requested to submit their documents on the email id <admission@spa.ac.in>, as a confirmation of seat provisionally for **ONLINE DOCUMENT VERIFICATION** for freezing the seat/admission. The date of physical verification will be notified in due course, when the School opens for physical teaching.
2. The documents which need to be uploaded are already mentioned in the fee notice uploaded on the SPA Delhi website under the tab **ADMISSION 2021**.
3. Documents are to be uploaded in a single folder having name of the candidate and JoSAA Id No.. This folder should contain all the files in a **SINGLE PDF**. These files are to be named according to the content of the documents. Also a photograph should be attached separately in JPG format.
4. These documents should be submitted on the email ID **admission@spa.ac.in** latest by date prescribed in the **JoSAA schedule**. For further clarification, you may visit JoSAA website and SPA Delhi website or contact on admission helpdesk of SPA-D at **mobile no.8750930108 only after fulfilling all formalities with JoSAA**.

— S —
REGISTRAR

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योजना तथा वास्तुकला विधालय, नई दिल्ली
SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI

संसद के अधिनियम के तहत "राष्ट्रीय महत्व का संस्थान"
An "Institution of National Importance" under an Act of Parliament
4, ब्लॉक बी, इंद्रप्रस्थ इस्टेट, नई दिल्ली-110002 (भारत)
4, Block-B, I.P. Estate, New Delhi-110002 (India)

Ref.No.F.100/33/SPA/AE-2021

03rd November, 2021

ADMISSION - cum -FEE NOTICE AND ONLINE REPORTING GUIDELINES
FOR NEW UNDER GRADUATE ADMISSION - 2021-22 (through JoSAA)

The selection of the candidates through Joint Entrance Examination (JEE-2021), conducted by the National Testing Agency (NTA), New Delhi, for admission to the Bachelor's Degree Programs in **Architecture/Planning** in the School for the session 2021-22, is subject to production and verification/submission of the self-attested photo copies of the following documents, payment of tuition fees and other charges required to be forwarded through email in a single PDF file to **admission@spa.ac.in** as per JoSAA schedule. The date of physical verification will be notified in due course.

1. Admission form (available in admission & examination section or can be downloaded from website of SPA, New Delhi) should be duly filled up with self-attested photographs.
2. Proof of Fee Receipt of First Semester.
3. Copy of Aadhar Card/other photo identity proof.
4. Copy of Admit Card issued by the JEE main/NTA.
5. Copy of Rank Card for the JEE-2021 issued by National Testing Agency.
6. A letter of offer for admission issued by CSAB (in original) / JoSAA.
7. Certificate of the Secondary School /10th Standard & Date of Birth Certificate.
8. Statement of Marks for Secondary School /10th Standard.
9. Provisional Certificate of the Senior Secondary School Examination /12th Standard or its equivalent.
10. Statement of Marks for the Senior Secondary School Examination /12th Standard or its equivalent.
11. Character Certificate issued by the institution last attended.
12. Certificate of SC / ST / OBC (Non-Creamy layer as per Central Govt. format) / EWS – as per format uploaded on the spa website / Domicile / Armed Personnel / Physically Challenged / Kashmiri Migrant in respect of the candidates selected under the reserved category.
13. Physical Fitness Certificate from the MBBS Doctor (in Original).
14. Anti-Ragging affidavits from student and parents / guardians (in Original).

Fees Payable by the candidates:-

S.No.	Details of Fee	For all Except SC/ST Category Rupees	For SC / ST Category Rupees
1	Tuition Fees and other Dues	74,000/- *	54,000/- *

* Including Library Security Deposit (Refundable) = Rs. 10,000/- and School Security Deposit (Refundable) = Rs. 10,000/-.

- **Note:** All students are required to pay the balance fee of above after deducting a sum of Rs.33,000.00 / Rs.13,000.00 as the case may be as per the JoSAA schedule/detail mention in the JoSAA/CSAB website.

The above payment is to be made through the following mode: -

1. By visiting SPA, New Delhi Website www.spa.ac.in & clicking on online payment (SBI Collect) tab.
OR
2. By visiting SBI collect website - online.sbi.com → click on SB Collect → Accepting Terms & Condition → Selecting NCT Delhi → Select SPA Delhi in educational institute.

Note: -

- 1 After getting confirmation for payment gate way take out print of fee receipt.
1. E-Mail Photocopy of **Fee Receipt** immediately after Fee Payment to accounts@spa.ac.in.

RULES FOR REFUND OF FEES

- (I) Candidates withdrawing admission while the process of admission is on may be considered for refund on written request. The refund application will be accepted and refund will be applicable only if the vacant seats can be reported back to CSAB for further admission process and subsequently filled. Failing which, only caution money will be refunded.
- (II) For candidates applying through spot round or any further admission process CSAB/JoSAA or SPA, New Delhi, the fee refund will not be applicable. Only caution money will be refunded to the student.
- (III) No Refund of fees will be made (**except for the Refundable Security Deposit**) in the event of withdrawal of candidature or cancellation of admission due to failure in verification of documents after **as per JOSAA/CSAB schedule**.


(Anuj Bhardwaj)
Assistant Registrar



Application No.....
(To be filled in by the Office)

योजना तथा वास्तुकला विद्यालय

SCHOOL OF PLANNING AND ARCHITECTURE

An 'Institution of National Importance' under an Act of Parliament
4 Block - B, I.P. Estate, New Delhi – 110002.

E- Mail ID: admission@spa.ac.in

Paste here
your recent
photograph*

APPLICATION FORM FOR UG PROGRAMME (JoSAA)
(Architecture/Planning)
SESSION 2021-2022

Aadhaar No. _____

1 Details of Payment

Payment Transaction Details: _____ Amount.. _____
(JoSAA)

Payment Details (SPA) By visiting SPA, New Delhi, website www.spa.ac.in & clicking online
payment (SBI Collect) tab Amount _____

2. Name of the Course

3. Particulars of the JEE-2021 :

Roll No.

AIR Rank

4. Name of Candidate (In Block Letters) (in English)
First Name Middle Name Surname

(in Hindi)

5. Gender

Male

☐

Female

☐

Transgender

☐

6. Category

Open Gen

SC*

ST*

PwD*

OBC*

EWS*

KM

DS

☐☐☐☐☐☐☐☐

7. Nationality

8. Date of Birth

(Date)

(Month)

(Year)

9. Father's Name

10. Mother's Name

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

P.T.O

11. Permanent Address:

Pin Code:

STD Code:

Telephone No.

Mobile No.:

E- Mail ID:

12. Address for Communication/
Address of Local Guardian, if any

Pin Code:

STD Code:

Telephone No.

Mobile No.:

13. Name of the State of Domicile:

14. Marks obtained in numericals in '**Mathematics**' subject at 12th Standard
or equivalent (grades to be converted into numerals)

15. Details of Educational Qualification:

Name of the School	Examination/ Board	Year of Passing	Class/ Division	Marks Obtained/Max. Marks	Percentage of Aggregate Marks

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 decision of the Director, SPA, New Delhi shall be final and binding on me for all the matters concerning my admission, studies, scholarship, discipline and conduct etc.
- (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) In the event of my selection, I undertake to 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 at any stage during my study in the SPA-D.**

Date:

(Signature of the Candidate)

(Signature of the Parent / Guardian)

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)