

UNIVERSITY OF NORTH BENGAL

ACCREDITED BY NAAC WITH GRADE "A"



ENLIGHTENMENT TO PERFECTION

OFFICE OF THE SECRETARY

COUNCIL FOR UNDER GRADUATE STUDIES

Ref. No.:183 /UG-18(49)

Dated: 06.06.2018

*The Principals / Teachers-in-Charge / Officers-in-Charge
Of all Degree Colleges affiliated to the University of North Bengal*

Madam/Sir,

This is for information to Principals / Teachers-in-Charge / Officers-in-Charge of all Degree Colleges affiliated to the University of North Bengal that the Guidelines (*as per Annexure – I, II & III*) for online admissions to B.A. / B.Sc. / B.Com. /B.B.A. & B.C.A. (under mandatory CBCS) Courses for the Academic Session 2018-2019, are to be strictly followed. Principals / Teacher-in-Charges / Officers-in-Charges of all Degree Colleges affiliated to the University of North Bengal are requested to take necessary action strictly as per the Guidelines mentioned.

The matter may kindly be treated as **MOST URGENT**.

Sd/-

Secretary

Under Graduate Council
North Bengal University

Copy for information

1. *The Honourable Vice-Chancellor, University of North Bengal.*
2. *The Registrar, University of North Bengal.*
3. *The Inspector of Colleges, University of North Bengal.*
4. *The Controller of Examinations (Officiating), University of North Bengal.*

Sd/-

Secretary

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(Annexure – I)

UNIVERSITY OF NORTH BENGAL

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Guidelines for Admission

It is notified to the Principals, of all Degree Colleges, affiliated to the University of North Bengal that the following dates have been decided for admission to and commencement of 1st year B.A., B.Sc. B.Com. , BCA & BBA Honours Program & Program Course (under mandatory CBCS) for the Academic Session of 2018-19.

1. **Commencement of issuance of Online Applications for Admissions
Within 3(three) days from the publication of the Results of West Bengal Council of Higher Secondary Education, 2018.*
2. **Closing date of receiving of Online Application for Admissions
Within 8 (eight) days from the commencement of issuance of Online Applications*
3. **Last date of Admissions in All Courses:
30 working days (including Saturdays) from the date of commencement of issuance of Online Applications*
4. **Commencement of Classes:
Within 1st week of July, 2018*
5. *Last date of change of Subject(S)/Course/ Stream:
13th July, 2018*
6. *Last date of submission of Registration Form:
6th August, 2018 (Without Late Fine) [To College by the Student: 31.07.2018]
16th August, 2018 (With Late Fine) [To College by the Student: 10.08.2018]*
7. *Colleges are requested to keep the students' strength for each subject within the intake capacity sanctioned by the University and follow the reservation policy of Government of West Bengal Strictly.*

8. Intake in the number of students in Honours Program & Program Courses shall not exceed the specified number as approved by the University of North Bengal from time to time. In this context the provisions of clause 7 ii (b) of the Statues relating to affiliation of Colleges shall be strictly adhered to. In case of any violation, the University shall take appropriate action as deemed fit. Registrations, of all students who have been admitted, exceeding the approved intake of the University shall be automatically cancelled in order of their dates of admission in the respective Colleges.

9. No Online Admission shall take place after expiry of the last date of Admission as per this Notification. Registration of any candidate who has been admitted after expiry of the last date of admission shall be automatically cancelled. Requests for extension of the last date of Admission after the expiry date shall not be entertained by the University under any circumstances.

10. A student may be admitted to *B.A./B.Sc./B.Com/ BCA & BBA Honours Program & Program Course* after passing the *Higher Secondary Examination* conducted by the *West Bengal Council of Higher Secondary Education* or examinations conducted by *Indian School Certificate (ISC)* or *Central Board of Secondary Education (CBSE)* or any Other Board recognized as equivalent provided he/she has passed in at least *four subjects with English as Compulsory Subject, excluding Environmental Studies / Environmental Science / Environmental Education.*

11. Reservation of Seats for Online admission into *B.A. / B.Sc. / B.Com./ BCA & BBA Honours Program & Program Course* for *SC / ST / OBC-A / OBC-B* and persons with disabilities are to be maintained as per the relevant G.O.'s. (3% Reservation of Seats for persons with disabilities vide G.O. No. ED-340/2012 Dt. Kolkata, the 4th July, 2012) and also considering the amendments as proposed in notification No. : 621-Edn(U)/EH/1U-89/13, dated 25.06.2015 issued by the Higher Education Department Government of West Bengal (Photocopy of the notification attached)

12. *Colleges shall fix-up year wise target of increase of intake of OBC "A" OBC "B" in such a manner that the total mandatory increase of seats is achieved within a maximum period of six years beginning with the academic session 2014-15 and then shall continue in the same manner. The provisions of this Act (Reservation in Admission) shall not apply to:*

- (i) *OBC-A and OBC-B students to creamy layer of the Society,*
- (ii) *A minority Educational Institution based on religion or language,*

*Sd/-
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(Annexure – II)

UNIVERSITY OF NORTH BENGAL

(Attention of the Colleges is also drawn to the following points)

Admission to all Honours Program Courses will be based strictly on merit. Merit shall be calculated as per the following norms:

Merit = {Marks obtained in English + Marks obtained in the subject opted for Honours + best marks of other two subjects [excluding EVS, the subject opted for Honours and English]} /4.

If the Student does not have the specific subject opted for Honours in his / her previous Course, the procedure for Merit Calculation will be as follows,

Merit = {Marks obtained in English + Marks in three other best of subjects excluding EVS} /4.

Admission to all Program Courses will also be based strictly on merit. Merit shall be calculated as per the following norms:

Merit = {Marks obtained in English + Marks in three other best of subjects excluding EVS} /4.

A single Merit List is to be prepared taking applicants from all recognized Boards together, vide Circular no. 359/UG-10(115) dated 22.06.2010, issued by the Office of the Secretary, Under-Graduate Council, University of North Bengal.

Henceforth no change of subjects, and change from Program to Honours Program and vice versa shall be granted after the filling in the Registration forms, by the candidates of the respective Colleges. Any change undertaken by the Colleges, in this matter shall indicate violation of University Statute, Regulation, Rules, Guidelines and Circulars etc. on the part of the Colleges.

It is also advisory to the Colleges that colleges shall offer subjects for which it has adequate number of teacher(s) as per UGC and University norms. All Colleges shall have to ensure adequate infrastructural facilities for all its examinees appearing from the respective Centers (Colleges).

The Council also resolved that "all students of *Higher Secondary (Vocational) Course [X + 2 levels]* will be treated as equivalent with the course curriculum and syllabus of the *West Bengal Council of Higher Secondary Education (WBCHSE) w.e.f. the session 2009-10*". Such students shall be admitted only in the 1st year Courses of B.A. / B.Sc. / B.Com. Program Courses.

* Students who have passed their Higher Secondary in 2015 and onwards are eligible to apply for Admission to the different Courses in the Colleges.

Applications seeking permission for admissions by any candidate to any college affiliated to the University of North Bengal after the last date of online admission shall not be entertained by the University Authorities under any circumstances. Principals are further requested not to forward any applications to the University Authorities of any such candidates seeking admission to any College.

Principals of all Degree Colleges affiliated to the University of North Bengal are requested to strictly adhere to the above mentioned stipulations of the online admission process.

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(Annexure – III)

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ENLIGHTENMENT TO PERFECTION

**Academic Calendar for the B.A./ B.Sc./ B.Com. / B.B.A/ B.C.A (Honours Program) and B.A./ B.Sc./ B.Com. (Program) Courses of Studies
(under CBCS with Semester-wise Examinations) for the Academic Session 2018-2019**

COURSE OF STUDIES	COMMENCEMENT OF CLASSES	FILLING UP OF FORM FOR UNIVERSITY EXAMINATION	INTERNAL ASSESSMENT (EXAMINATION) [BY THE COLLEGE]	COMMENCEMENT OF EXAMINATIONS (TENTATIVE)		PUBLICATION OF RESULT (TENTATIVE)
				PRACTICAL / TUTORIAL	THEORETICAL	
Semester – I	1 st week of July, 2018	November, 2018	3 rd week of November, 2018	4 th week of November, 2018	2 nd week of December, 2018	Within 45 days from the last date of Examination
Semester – II	Within 7 days from the completion of 1 st semester examination	May, 2019	3 rd week May, 2019	4 th week of May, 2019	2 nd week June, 2019	...Do...

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