#### UNIVERSITY OF NORTH BENGAL ACCREDITED BY NAAC WITH GRADE B++



#### समानो मन्त्रः समितिः समानी

Office of the Secretary, Faculty Council for P.G. Studies in Science and Secretary, Faculty Council for P.G. Studies in Arts, Commerce and Law, Raja Rammohunpur, P.O. N.B.U, Dist. Darjeeling, West Bengal, India, Pin: 734013 E-mail: secretary\_sc@nbu.ac.in, secretary\_acl@nbu.ac.in

Ref. No. F. 10/FCS/582/2024 Ref. No. F.14/ACL/1st Sem/24/443

Date: 18.09.2024

### NOTICE

Sub.: Class Commencement and Physical Verification of documents for M.A./M.Sc./M.Com./M.Lib.I.Sc. /LL.M. (Specialisation: Public Law) /B.Lib.I.Sc. for Semester-I for the Academic Session 2024-2025 under the Faculty Council for P.G. Studies in Science and Faculty Council for P.G. Studies in Arts, Commerce & Law, **University of North Bengal** 

As directed, all provisionally admitted students of Post Graduate (P.G.) Semester-I under the Faculty Council for P.G. Studies in Science and Faculty Council for P.G. Studies in Arts, Commerce & Law, University of North Bengal, for the session 2024-2025 are hereby requested to present themselves from 21.10.2024 to 29.10.2024 for physical verification of documents, failing which their provisional admission shall be liable to cancel and no further request shall be entertained.

The detailed Department-wise schedule of Physical Verification of documents and venue will be notified after the commencement of the class.

Please note The PG 1<sup>st</sup> semester class will start from 24.09.2024.

#### Students admitted from Other Universities are instructed to submit MIGRATION CERTIFICATE positively within 30.11.2024 and complete the REGISTRATION procedure from this University.

# The following measures have to be adopted by each student, during Verification of documents:

- 1. No attendant of the students shall be allowed inside the Venue. However, they can wait outside.
- 2. All stakeholders shall adhere to the COVID-19 norms/protocol issued by the Government from time to time.
- 3. Kindly check below the list of Documents required.

#### Sd/- Principal Secretary, FCSc

#### Copy for information to the: -

- 1. Hon'ble Vice-Chancellor, NBU
- 2. Dean, Faculty Council for P.G. Studies in Science & Dean (Addl.) Faculty Council for P.G. Studies in Arts, Commerce & Law, NBU
- 3. Registrar (Offg.), NBU, also with a request to arrange to upload to the University website.
- 4. Controller of Examinations, NBU
- 5. All Academic Head/Director of the Departments/Centre, Faculty Council for P.G. Studies in Science & Faculty Council for P.G. Studies in Arts, Commerce & Law, University of North Bengal, with a request to bring it to the notice of the students
- 6. Director, NBU Jalpaiguri Campus
- 7. System Manager, CIRM, NBU, with a request to arrange to upload in the University website
- 8. Assistant Registrar, NBU Jalpaiguri Campus
- 9. Officer-in-Charge, W/W, NBU
- 10. Notice Board
- 11. Office File.

18.09.2024.

Principal Secretary Faculty Council for P.G. Studies in Science University of North Bengal

Rupald 3, 09.24.

Secretary Faculty Council for P.G. Studies in Arts, Commerce & Law University of North Bengal.



Sd/-Secretary, FCACL

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The candidate will have to bring / submit ONE SET photocopies of the following documents (selfattested) along with its original copy at the time of verification of documents (after taking Online Admission):

- Print-out copy of the application form and Money Receipt payment details.
- o Age Certificate (Admit Card of Secondary/Madhyamik Examination.)
- 1 copy of recent coloured passport-size photograph
- Caste Certificate and Domicile certificate (wherever necessary) issued by the appropriate authority under Govt. of West Bengal
- Marksheet of Secondary/Madhyamik Examination
- Marksheet of Higher Secondary (10+2) or Equivalent Examination
- Marksheet of the B.A./ B.Sc./B. Com./BBA/BCA with Honours/Major under 10+2+3 mode of study or equivalent
- Registration Certificate of Graduation / Migration Certificate.
- Authentic NSS / NCC-C / PWD / Sports Certificate (if applicable) for the Honours Graduate in 2024 of the University of North Bengal issued by the University/State/National Level, should be submitted.
- RATION CARD (in candidate's name) from competent authority for AAY candidates for West Bengal only
- AADHAAR and PAN cards in the name of the Candidate
- EWS Certificate as per notification uploaded in the admission portal
- OBC-A or OBC-B category certificate with issuing date not earlier than the preceding year, that clearly indicates (i) the category (A or B) they belong to; (ii) that they do not belong to creamy layer of the society (Non-creamy layer certificate).
- Filled-up Undertaking(s) of Anti-Ragging by both student and the Parent/Guardian (as given in the Prospectus), *see below*
- o Filled in Library Membership Registration form (Hard copy) following the guidelines, see below

For instructions related to Anti-Ragging affidavit and RFID Card registration process please check the following

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# **UNDERTAKING BY THE STUDENT** [To be submitted at the time of admission only]

\_\_\_\_\_ (Full Name) a student of semester 1<sup>st</sup> in \_\_\_\_ 1. I,\_\_\_

(subject), S/o or D/o Mr./Mrs./Ms. , having been admitted to the University of North Bengal,

have received a copy of the UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009, carefully read

and fully understood the provisions contained in the said Regulations.

- I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging. 2.
- I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the panel and administrative action that 3. is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- I hereby solemnly aver and undertake that 4.
  - a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of Regulations
- 5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal Law or any Law for the time being in force.
- I hereby declare that I have not been expelled or debarred from admission in any institution in Country on account of being found guilty of, 6. abetting or being part of conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this day of month of year

Signature of deponent

Name:

#### VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at on this the of Place day month vear

Signature of deponent

Name:

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#### **UNDERTAKING BY THE PARENT/ GUARDIAN**

[To be submitted at the time of admission only]

1. I, Mr./Mrs./Ms.\_\_\_\_\_ (Full Name) Father / Mother / Guardian of \_\_\_\_\_

\_\_\_\_\_(Full Name of student), having been admitted to the University of North Bengal, have received a copy of the

UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009, carefully read and fully understood the

provisions contained in the said Regulations.

- 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the panel and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4. I hereby solemnly aver and undertake that
  - a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of Regulations
- 5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal Law or any Law for the time being in force.
- 6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in Country on account of being found guilty of, abetting or being part of conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_day of \_\_\_\_\_month of \_\_\_\_\_year

Signature of deponent

Name: Address:

Ph.No./ Mob. No.

#### VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at\_\_\_\_\_ of \_\_\_\_, \_\_\_\_ Place day month year

Signature of deponent

Name:



# Faculty Council for Post Graduate Studies in Arts, Commerce & Law and

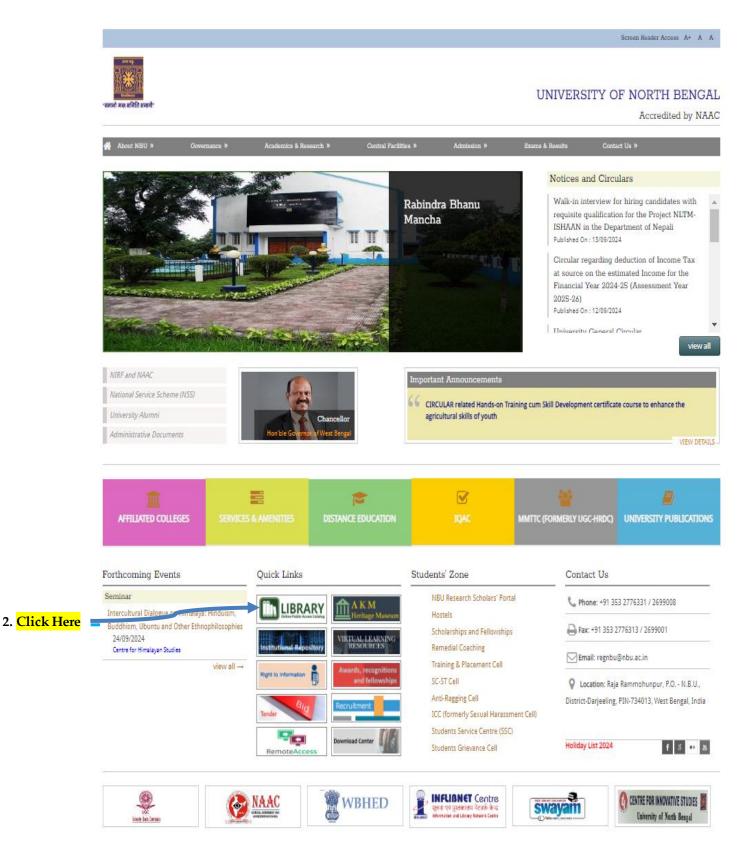
# Faculty Council for Post Graduate Studies in Science

# University of North Bengal

# **Guidelines for filling the University Membership Registration Form (RFID Card)**

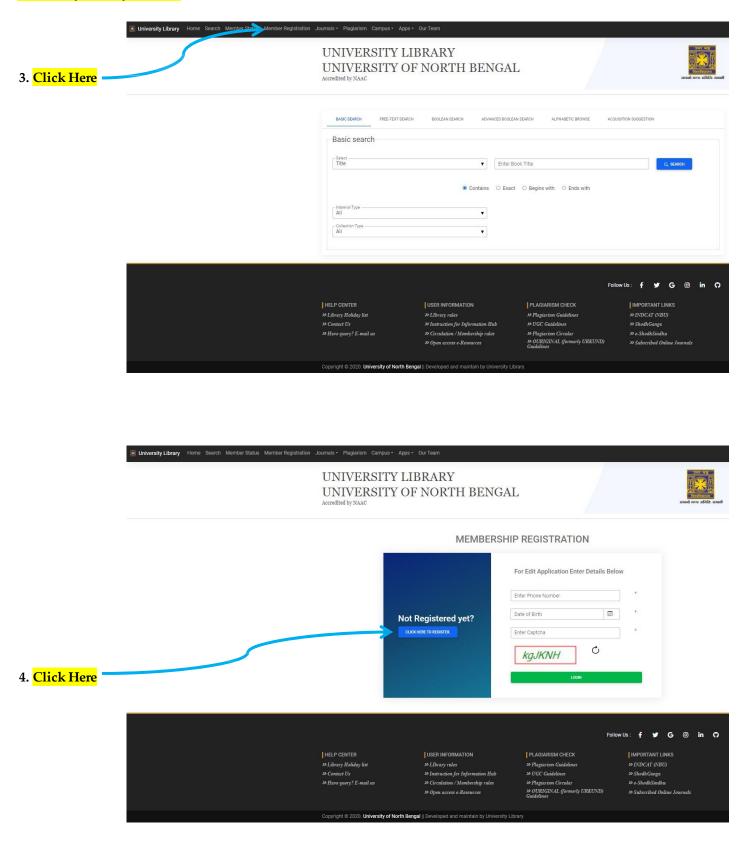
# Post Graduate Students: Academic Session 2024 - 2025

# 1. Go to the University Website: <u>WWW.NBU.AC.IN</u>





#### University Library Website





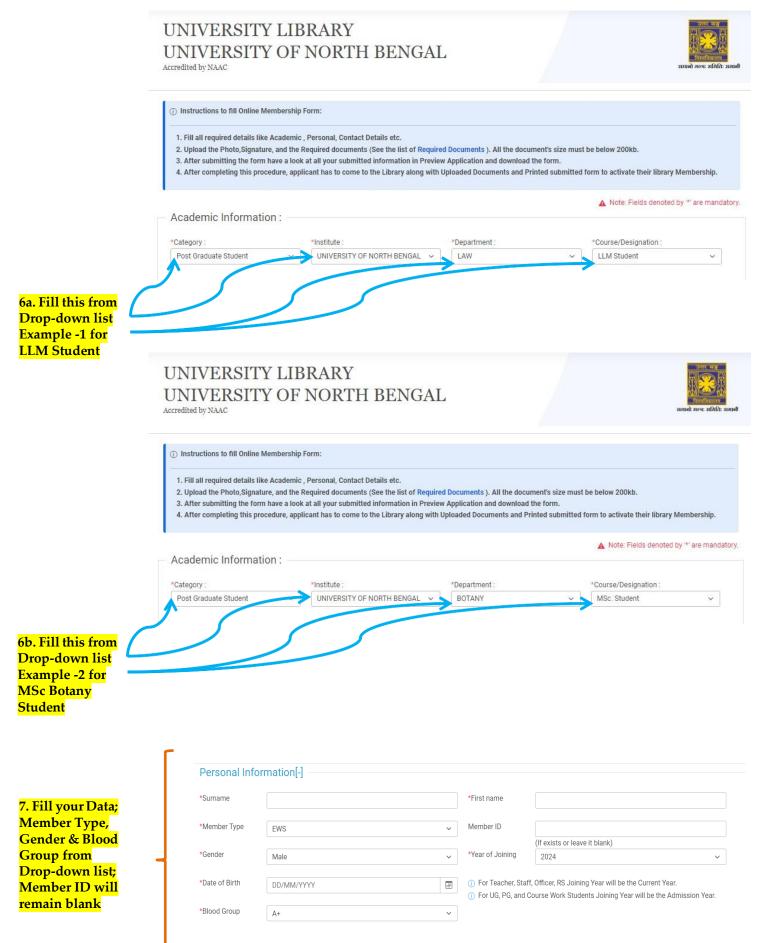
## 5. Whole page appears like this

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I hereby declare that the details furnished above ane true and correct to the best of my knowledge and belief and i undertake to inform you of any changes therein, immediately, in case any of the above information is found to be failed or untrue or misleading or misnegreatering, i am aware that imay be held liable for it.









8. Enter Money Receipt No of	*Receipt No.		*Fee Receipt Date	DD/MM/YYYY					
Provisional Admission									
	Contact Information[-]								
	*Permanent Address								
9. Fill this as provided in the Application	*City :	*PIN :	*Mobile	No. :	#				
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	City :	PIN :	Phone :						
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OTP and all future purpose									
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information, Tick here and press SUBMIT REQUES	RESET				SUBMIT REQUEST				

<u>Note:</u> Students must bring the Printed Copy generated after successful submission of this Membership Registration Form at the time of Physical Document Verification in the stipulated time failing which the Admission process will remain incomplete.

**Button**