

# UNIVERSITY OF NORTH BENGAL

ACCREDITED BY NAAC WITH GRADE "A"



OFFICE OF THE PRINCIPAL SECRETARY  
COUNCIL FOR UNDER GRADUATE STUDIES

Ref. No.: 65 /UG-21 (53)

**CIRCULAR**

Dated: 16.07.2021


***The Principals / Teacher-in-Charges / Officer-in-Charges  
Of all Degree Colleges affiliated to the University of North Bengal***

Madam/Sir,

This is for information to Principals / Teacher-in-Charges / Officer-in-Charges of all Degree Colleges affiliated to the University of North Bengal that the Guidelines (*as per Annexure – I & II*) for online admissions to B.A. / B.Sc. / B.Com. /B.B.A. & B.C.A. (under CBCS) Courses for the Academic Session 2021-2022, are to be strictly followed. Principals / Teacher-in-Charges / Officer-in-Charges of all Degree Colleges affiliated to the University of North Bengal are requested to take necessary action strictly as per the Guidelines attached herewith.

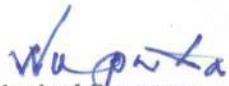
Attach further kindly also find the notification *No. 706-Edn (CS)/10M-95/14 dated: 13<sup>th</sup> July, 2021* as issued by the Government of West Bengal, Department of Higher Education for strict adherence.

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

  
Principal Secretary  
Council for Under Graduate Studies  
University of North Bengal

**Copy for information**

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

  
Principal Secretary  
Council for Under Graduate Studies  
University of North Bengal

**UNIVERSITY OF NORTH BENGAL**  
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**Guidelines for Admission**

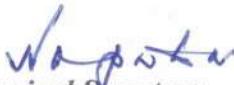
It is notified to the **Principals of all Degree Colleges** affiliated to the **University of North Bengal** that the following dates have been decided for admission to and commencement of **1<sup>st</sup> Semester B.A., B.Sc. B.Com. , BCA & BBA Honours Program & Program Course (under CBCS)** for the Academic Session of **2021-2022**.

1. *Date of opening of Online Portal for Application for Under Graduate Courses – 02<sup>nd</sup> August 2021*
2. *Completion of Application in the Online Portal for Under Graduate Courses by – 20<sup>th</sup> August 2021*
3. *Publication of Merit Lists in Under Graduate Courses by – 31<sup>st</sup> August 2021*
4. *Completion of Admission at the Under Graduate Courses by – 30<sup>th</sup> September 2021*
5. *Start of 1<sup>st</sup> Semester of Under Graduate Courses on – 1<sup>st</sup> October 2021*
6. *Proposed last date of submission of Registration Form Online: at [www.nbu.ac.in](http://www.nbu.ac.in) - 05.10.2021*
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 4<sup>th</sup> 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) Creamy layer of OBC-A and OBC-B of the Society,
- (ii) A minority Educational Institution based on religion or language,

  
Principal Secretary  
Under-Graduate Council  
University of North Bengal

Copy for information to:

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

## 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.

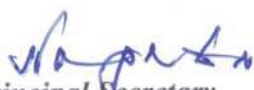
Henceforth **no change** of subjects, and **change from Program to Honours Program** and *vice versa* shall be granted after the filling in the Registration forms, by the candidates of the respective Colleges. Any change undertaken by the Colleges, in this matter shall indicate violation of University 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 **1<sup>st</sup> year Courses of B.A. / B.Sc. / B.Com. Program Courses**.

**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.**

  
**Principal Secretary**  
**Under-Graduate Council**  
**University of North Bengal**

**Copy for information to:**

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

Government of West Bengal  
Department of Higher Education  
College Sponsored Branch  
BikashBhavan, 6<sup>th</sup> Floor: SaltLake, Kolkata – 700 091

No.706- Edn(CS)/10M-95/14

Date: 13<sup>th</sup> July 2021

**NOTIFICATION**

**Sub : Online admissions for the Academic Session 2021-22 to all UG & PG Courses**

The results of the West Bengal Higher Secondary Examination 2021 and equivalent examinations are expected to be announced shortly. This Department has received queries from different Universities & Colleges regarding the admission modalities to be followed by them for the ensuing academic session 2021-22.

Considering the success achieved in online admission process, and in view of the fact that the requisite infrastructure has already been put in place in the State's higher education institutions, it is hereby informed to all concerned that admissions to all Under Graduate (Honours and General) and Post Graduate courses in the State-funded Higher Education Institutions in West Bengal for the ensuing academic session 2021-2022 will be made online, as per the schedule & modalities detailed below:

**Schedule:**

**For Under Graduate Courses ( 1<sup>st</sup> year admission)**

- a) Date of opening of Online Portal for Application for UG Courses – 02<sup>nd</sup> August 2021
- b) Completion of Application in the Online Portal for UG Courses by - 20<sup>th</sup> August 2021
- c) Publication of Merit Lists in UG Courses by - 31<sup>st</sup> August 2021
- d) Completion of Admission at the UG Courses by - 30<sup>th</sup> September 2021
- e) Start of 1<sup>st</sup> Semester of UG Courses on - 1<sup>st</sup> October 2021

**For Post Graduate Courses (1<sup>st</sup> year admission)**

- a) Publication of Results of the Final Semester of UG Courses by - 31<sup>st</sup> August 2021
- b) Date of opening of Online Portal for Application for PG Courses - 1<sup>st</sup> September 2021
- c) Completion of Application in the Online Portal for PG Courses by - 15<sup>th</sup> September 2021
- d) Publication of Merit Lists in PG Courses by - 20<sup>th</sup> September 2021
- e) Completion of Admission at the PG Courses by - 25<sup>th</sup> October 2021
- f) Start of 1<sup>st</sup> Semester of PG Courses by - Last week of October 2021

**Modalities:**

- 1) On-line admission process should be done based on merit. Prospective students should not be called for counseling or verification of documents during the process of admission. No physical presence will be required at the College / University.

- 2) No Charges shall be taken from the students for (i) scanning/ uploading of documents for online admission and (ii) providing/ making available the application form/ prospectus of admission in all UG/ PG level courses like last year.
- 3) Eligible applicants should be informed directly by the College/ University authorities through letter or e-mail or telecommunication.
- 4) Payment of fees should be done only through e-payment or designated banks and not physically at the colleges.
- 5) List of eligible applicants should be handed over to the designated bank branches for verification during payment through banks. Banks will receive admission fees on the basis of merit list.
- 6) All testimonials are required to be uploaded online during application. Verification of documents, if required, should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted on-line.
- 7) The ratio for Home University students and other University students shall be 80:20. However, the unfilled Home University Seats, if any, will be filled up by the outside University students and vice-versa in PG courses.
- 8) All Stakeholders shall adhere to the COVID-19 norms/ protocol, issued by the Government time to time.

Vice-Chancellors of all State-aided Universities are requested to take necessary steps in this regard, including issuing suitable instructions to all the affiliated institutions. However, the Netaji Subhas Open University shall follow the time schedule as per guidelines of Open Distance Learning as done last year.

This advisory does not apply to admission to teacher training courses such as B.Ed., B.P.Ed., M.Ed., or M.P.Ed. etc., for which a separate Notification has been issued.

Sd/-

Special Secretary

No. 706/1(37)- Edn(CS)/10M-95/14

Date: 13<sup>th</sup> July 2021

Copy forwarded for taking necessary action to the :-

- 1) Director of Public Instruction., West Bengal, Bikash Bhawan, Kolkata-700091; --- **She is requested to send copy to each Govt./Govt. aided College for taking necessary action.**
- 2) Vice-Chancellor, University of Calcutta, College Street, Senate House, Kolkata- 700073;
- 3) Vice-Chancellor, Jadavpur University, Jadavpur, Kolkata- 700032;
- 4) Vice-Chancellor, University of Burdwan, Rajbati, Burdwan, Pin-713104;
- 5) Vice-Chancellor, University of Kalyani, Nadia, Pin-741235;
- 6) Vice-Chancellor, Rabindra Bharati University, 56A, B.T. Road, Kolkata- 700050;
- 7) Vice-Chancellor, University of North Bengal, Raja Rammohanpur, North Bengal, Darjeeling, Pin-734013;