

## UNIVERSITY GUIDELINES FOR THE ACADEMIC SESSION OF 2018 - 2019

It is notified to the Principals / Teachers-in-Charge / Officers-in-Charge, of all Degree Colleges, affiliated to the Cooch Behar Panchanan Barma University that the following dates have been decided for Online Admission to and commencement of 1<sup>st</sup> Semester General and Honours Course and Self Financed Course for the Academic Session of 2018 - 2019.

1. **Online Admission Forms to be issued by the Colleges: 11.06.2018**
2. **Last date of Online Admission Form fill up: 18.06.2018**
3. **Last date of Online Admission Payment (through Bank Challan): 19.06.2018**
4. **Publication of Provisional Merit List: 21.06.2018**
5. **Publication of Final Merit List: 23.06.2018**
6. **Last date of Admission: 31.07.2018**
7. **Last Date of Commencement of Classes: 01.08.2018**
8. **Registration (without fine): 25.08.2018**
9. **Registration (with fine): 28.08.2018**

10. Whenever a student is admitted to a College or the University for the first time he shall forward to the Registrar through the Principal an application for registration as a student of the University unless his name has already been so registered. Every such application shall be submitted within one month of the date of admission of the student to the College or the University.

11. Last date of submission of Registration Forms from the college to the Office of the Registrar is 31.08.2018 (All information and guidelines, related to filling in and submission of Registration Forms will be informed to the Principals / Teachers-in-Charge / Officers-in-Charge of all Degree Colleges affiliated to the Cooch Behar Panchanan Barma University by the Registrar, Cooch Behar Panchanan Barma University accordingly).

Attention of the Colleges is also drawn to the following points:

a. **Intake (in the number) of students in General and Honours courses shall not exceed the specified number as approved by the Cooch Behar Panchanan Barma University from time to time. 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 to the respective Colleges.**

b. No Admission shall take place after expiry of the Last date of Admission as per this notification.

Registration of candidates who have 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.

c. i) A student may be admitted to B.A./B.Sc./B.Com. three years Degree Course (Honours / General) after passing the Higher Secondary Examination in the general stream conducted



by the West Bengal Council of Higher Secondary Education in (10 + 2) pattern after a period of 12 years of study or examinations conducted by Indian School Certificate (ISC) or Central Board of Secondary Education (CBSE) or any Other Board recognized as equivalent by the University provided he/she has passed in at least four subjects with English as Compulsory Subject, excluding Environmental Studies/Environmental Science / Environmental Education.

**ii) Eligibility for Admission:**

Students who have passed the Higher Secondary Examination (10+2) conducted by the West Bengal Council of Higher Secondary Education (W.B.C.H.S.E.) after a period of 12 years study or any other equivalent (10+2) pattern examination conducted by the I.S.C. or C.B.S.E. or any other Board recognized as equivalent by the Cooch Behar Panchanan Barma University, provided the student has passed in at least four subjects with English as Compulsory Subject, excluding Environmental Studies/Environmental Education. Those students who have obtained either (i) 55% marks in the aggregate or (ii) 50% marks in the aggregate with 60% marks in the subject in the qualifying examinations shall be eligible to apply for admission to Honours in the subject concerned in general categories. However, the above criterion reduces to (i) 50% marks in the aggregate or (ii) 45% marks in the aggregate with 60% marks in the subject in the qualifying examinations shall be eligible to apply for admission to Honours in the subject concerned in SC/ST categories.

**For all laboratory based subjects, the student must have passed in that subject at 10+2 level, if that subject exists in the HS subjects list, or equivalent subject if it does not exist in the HS list of subjects , as per existing NBU admission guidelines.**

Reservation of Seats for admission into B.A. /B.Sc. / B.Com. (Honours and General) Courses for SC / ST / OBC 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).

As per G.O. No. WB(part - i)/98/SAR-354 dated Tuesday, September, 1995 order and notifications by the Governor of West Bengal I Government of West Bengal Schedule caste and Tribes welfare Department, Writers Building, Calcutta - 1 "For admission to the Course B.A. (Hons.) B.Sc. (Hons.), B.Com. (Hons.) SC or ST candidates getting admission should have in the previous examinations qualifying marks which are not lower by more than 25% from the marks obtained, by the last candidate of the general category. The candidates included in the general merit list will not be counted towards these reserved quotas."

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,

Admission to all Honours Course will be based strictly on merit. Merit shall be calculated as per the following formula.

$$\text{Merit} = (2S+T)/6$$



T = Aggregate = 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].

S= marks obtained in the subject opted for Honours.

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

Merit =  $T_1/4$

$T_1$ =marks obtained in English+ best of other three subjects excluding EVS.

This procedure is also applicable in case of General Course.

A single Merit List is to be prepared for a single type of programme.

No change of subjects, and change from General to Honours Courses and vice versa shall be granted after filling up to the Registration forms, by the candidates of the respective Colleges. If any change undertaken by the College, the matter shall be treated as violation of University Statute, Regulation, Rules, Guidelines and Circulars etc. on the part of the College.

Further resolved 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 Centres (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 - 2010". Such students shall be admitted only in the 1<sup>st</sup> year General Course of B.A. /B.Sc. / B.Com.

Applications seeking permission for admissions by any candidate to any college affiliated to the Cooch Behar Panchanan Barma University after the last date of admission shall not be entertained by the University Authorities under any circumstances. Principals / Teachers-in-Charge / Officers-in-Charge, are further requested not to forward any applications to the University Authorities of any such candidates seeking admission to any College.

Principals / Teachers-in-Charge / Officers-in-Charge of all Degree Colleges affiliated to the Cooch Behar Panchanan Barma University are requested to strictly adhere to the above mentioned stipulations.

*08/06/18*  
**REGISTRAR**  
COOCH BEHAR PANCHANAN BARMA UNIVERSITY  
VIVEKANANDA STREET, COOCH BEHAR- 736101



REGISTRAR  
Cooch Behar Panchanan  
Barma University