ADMISSION PROCEDURE 2018-19

Students will be admitted through online system (E-Counselling mode) in this academic session (2018 - 19).

The following steps /rules to be followed strictly for applying to any course and for admission.

FOR SUBMISSION OF ONLINE APPLICATION FORM & ONLINE ADMISSION

Step1: • Candidate seeking admission in University BT & Evening College must apply online on and from 11/06/2018 up to 18/06/2018 following website: www.ubtec.org.in.

Step2: • In University BT & Evening College website, candidate seeking admission should click on the "Online Admission B.A/B.Sc/B.Com" button.

• Then student click on APPLY IN HONOURS/ APPLY IN GENERAL.

• After clicking those buttons admission form will be opened.

Step3: • After filling up the form, the candidate will receive a username and password through registered mobile number. Incomplete form will not be accepted. After successful submission of the form, candidate will get payment option online payment mode.

Step4: • In online payment, candidate can pay through debit card, credit card and net banking.

• In offline procedure candidate should pay through offline generated challan to nearest State bank of India branch after one day of online registration.

RULES TO BE FOLLOWED

1. Candidates must read the application procedure before filling up Admission forms.

2. Before applying Online, the candidates must possess the scanned Passport size photograph and Signature in JPG format of not more than 50Kb.

3. The candidate must submit a valid mobile number.

4. Before submitting the application, candidate must confirm their date of birth, mobile number and image.

5. After submitting the valid mobile number, no complaint will be entertained by the college related to lost of mobile or sim card etc.

6. The candidate will receive the confirmation of submission of registration or provisional admission within 48 hrs. of fee submission and they can also view payment status by login into the website.

7. A candidate can edit their application form excluding date of birth and mobile number up to 12 PM of 20/06/2018 up to 3PM no editing or modification will be allowed.

8. If any information of student is found wrong at the time of physical verification, his/her admission will be cancelled.

9. At the time of physical verification candidate must bring print copy of application form, bank challan and all relevant documents of online application and original copies of all certificates, marksheets and testimonials.

10. Regarding SC/ST/OBC-A/OBC-B reservation, only certificate from SDO will be accepted (as per Govt. norms).

11. A candidate can submit separate application formfor each Honours subject by paying Rs 50/- admission registration fee (bank charges extra).

12. For admission to General course, separate application has to be submit.

14. The published schedule of Admission is tentative and subject to change.

15. Candidates seeking admission must visit College website regularly and check SMS alerts in their registered mobile no.

16. Candidate must be present himself/herself physically on the date(s) of physical verification in the college premise.

17. Fees can be deposited to any branch of State Bank of India.

20. Fees once deposited cannot be refunded under any circumstances.

21. No candidate will be allowed to take one subject as Honours and/or General if he/she fails in that subject at H.S level.

DOCUMENTS REQUIRED FOR ADMISSION AT THE TIME OF PHYSICAL VERIFICATION IN THE COLLEGE

The following documents have to be submitted by a student at the time of admission:
1) Qualification certificate - Marksheet of 10+2 examination. (Original & Attested)
2) Age proof certificate - Admit card of Madhyamik Examination or equivalent document. (Original & Attested)
3) Character Certificate - A testimonial in original from the head of institution last attended.

4) Caste Certificate - Original certificate of the SC/ST applicants to be produced (along with two copies of the caste certificate) at the time of admission in case of reserved seats.

5) Physically Handicapped Certificate - Physically Handicapped certificate from the competent authority to be furnished at the time of admission.

6) Migration Certificate - Migration certificate to migrate from original Board or Council to be submitted at the time of admission. (Other than West Bengal Council for Higher Secondary Council)

RULES RELATED WITH ADMISSION

A student may be admitted to *B.A.IB.Sc.lB.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 I Environmental Science I Environmental Education*.

RESERVATION OF SEATS

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/IU-89/13, dated 25.06.2015 issued by the Higher Education Department Government of West Bengal

REGISTRATION

After admission every student is required to get registered with the University of North Bengal. All admissions are provisional until the registration is approved by the university. All admissions are liable to be cancelled if the University does not approve the registration form. Notice regarding Registration will be published in the college Notice Board.

ELIGIBILITY FOR ADMISSION IN HONOURS COURSE:

The following formula is applying for calculation

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]}

if the students 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 of three other subjects [excluding EVS,]}

Seat Capacity for 1st year admission for the academic session 2018-19

Subject	Total Seat	Gen 55%	PH 3%	Sc 22%	PH 3%	ST 6%	PH 3%	OBC A 10%	PH 3%	OBC B 7%	PH 3%
Bengali	89	49	1	20	1	5	-	7	-	6	-
English	89	49	1	20	1	5	-	7	-	6	-
History	48	26	1	11	-	3	-	4	-	3	-
Philosophy	48	26	1	11	-	3	-	4	-	3	-
Pol.Science	48	26	1	11	-	3	-	4	-	3	-
Economics	48	26	1	11	-	3	-	4	-	3	-
Geography	36	20	1	8	-	2	-	2	-	3	-
Sanskrit	36	20	1	8	-	2	-	2	-	3	-
Accountancy	48	26	1	11	-	3	-	4	-	3	-
Education	30	17	1	7	-	2	-	1	-	2	-
Mathematics	10	6	-	2	-	1	-	0	-	1	-
B.A. Gen	942	518	16	207	6	57	2	66	2	66	2
B.Com Gen	160	88	3	35	1	10	-	12	-	11	-

(The following Discipline specific Course subject and Generic Elective Course Subject combinations are to be strictly followed)
B. A. HONOURS PROGRAM COURSE (SELECT ANY ONE COURSE)

Bengali
English
Geography
History
Sanskrit
Economics
Education
Philosophy
Political Science

Two Generic Elective Courses (GE) to be selected as any ONE from each basket below for BA Honours Program and SEC course will be same as DSC course

Group A	Group B
Bengali	Geography
English	Education
Economics	Philosophy
History	Political Science
Sanskrit	

B.A. PROGRAM COURSE

A) Discipline Specific Courses (DSC) and Generic Elective (GE) Course subject: Select any Three Course subject (taking any one Course subject each from any two group as DSC and any one Course subject from remaining one group as GE of the 3 groups below and SEC course subject will be same as DSC course subject):

Group A	Group B	Group C
Bengali	Economics	Geography
English	Education	Political Science
Sanskrit	History	
	Philosophy	

AECC – II
Bengali
Hindi
English

B.Sc Hons In Mathematics

Mathematics, Physics, Computer Application

B.Com Hons Program and B.Com Program Courses

*As per Course Structure

Scheme for CBCS in B.A. /B.Sc. /B.Com. /B.B.A. & B.C.A. Honours Program

Year	Semester	Discipline Specific Core Course (DSC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)	Generic Elective Course (GE)
1	1	Paper - 1 Paper - 2	AECC-1			GE - 1 Paper 1
	2	Paper – 3 Paper - 4	AECC-2			GE – 1 Paper - 2
2	3	Paper - 5 Paper - 6 Paper - 7		SEC Paper - 1		GE – 2 Paper - 1
	4	Paper - 8 Paper - 9 Paper - 10		SEC Paper - 2		GE – 2 Paper - 2
3	5	Paper - 11 Paper – 12			DSE Paper - 1 DSE Paper - 2	
	6	Paper – 13 Paper – 14			DSE Paper – 3 DSE Paper - 4	

Students pursuing DSC in a particular subject will have to opt for SEC and DSE in the same subject
GE Course subject must be different from DSC Course subject.
Practical/ Tutorial: Every Discipline specific Core, Discipline Specific Elective and Generic Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

University BT & Evening College

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		Scheme for CBCS in B.A. Program						
Year	Semester	Discipline specific Core Course (DSC)	Language Core Course (LCC	Language Core Course	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course	Discipline Specific Elective Course (DSE)	Generic Elective Course
1	1	Discipline Specific Core 1 (Paper-1) / Discipline Specific Core 2 (Paper-1)	Bengali / Sanskrit/ Nepali/Hindi (Paper-1)		AECC-1			
1	2	Discipline Specific Core 1 (Paper-2) / Discipline Specific Core 2 (Paper-2)		English (Paper-1)	AECC-2			
2	3	Discipline Specific Core 1 (Paper-3) / Discipline Specific Core 2 (Paper-3)	Bengali / Sanskrit/ Nepali/Hindi (Paper-2)			SEC 1 Paper-1		
2	4	Discipline Specific Core 1 (Paper-4) / Discipline Specific Core 2 (Paper-4)		English (Paper-2)		SEC 1 Paper-2		
3	5					SEC 2 Paper-1	DSE 1 Paper 1 / DSE 2 Paper 1	GE-1 (Paper-1)
3	6					SEC 2 Paper-2	DSE 1 Paper 2 / DSE 2 Paper 2	GE-1 (Paper-2)

DSE 1 and SEC 1 Course subject will be the same as DSC 1 Course subject & DSE 2 and SEC 2 Course subject will be the same as DSC 2 Course subject.

GE 1 Course subject must be different from DSC 1 and DSC 2 Course subject.

Practical/ Tutorial: Every Discipline specific Core, Discipline Specific and Generic Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

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Scheme for CBCS in B.Com. Program

Year	Semester	Discipline specific Core Course Program (DSC)	Language Core Course (LCC 1)	Language Core Course (LCC 2)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)	Generic Elective Course (GE)
1	1	DSC 1	Bengali / Sanskrit/ Nepali/ Hindi (Paper-1)		AECC-1			
		DSC 2						
	2	DSC 3		English (Paper-1)	AECC-2			
		DSC 4						
2	3	DSC 5	Bengali / Sanskrit/ Nepali/ Hindi (Paper-2)			SEC 1		
		DSC 6						
	4	DSC 7		English (Paper-2)		SEC 2		
		DSC 8						
3	5					SEC 3	DSE 1	GE-1
							DSE 2	
	6					SEC 4	DSE 3	GE-2
							DSE 4	

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Tentative Schedule for Admission into Honours & General Course for the Academic Session 2018-19

It is hereby notified for all concerned that the Online Admission into different undergraduate courses (B.A./B.Sc/B.Com Hons & Gen) for the academic session 2018-19 will be done as per the following schedule

Particulars	Date
Online Admission Application for B.A./B.Sc/B.Com. Honours and General Courses starts at 11:30 A.M.	11/06/2018
Online Admission Application for B.A./B.Sc/B.Com. Honours and General Courses will be closed on 12:00 midnight through internet Banking starts at 11:30 A.M.	18/06/2018
Offline Admission Application fee payment through Bank Challan will be closed on (Banking Hours)	19/06/2018
Publication of Provisional Merit List for Honours and General Courses (Subject & Category wise)	21/06/2018
Complaint lodging (11 A.M. to 4 P.M.)	22/06/2018
Publication of Final Merit List for Honours and General Courses (Subject & Category wise)	23/06/2018

Online Admission Process for Honours Courses

Particulars	Date
1st Phase of E-counselling for B.A/B.Sc/B.Com Honours course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 1st list of eligible candidates for E-Counselling of different Honours Subject	**25/06/2018**
a) Date of payment of Admission Fees at Bank (Online Payment or through e-challan	26/06/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	27/06/2018
2nd Phase of E-counselling for B.A/B.Sc/B.Com Honours course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 2nd list of eligible candidates for E-Counselling of different Honours Subject	**27/06/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	28/06/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	29/06/2018
3rd Phase of E-counselling for B.A/B.Sc/B.Com Honours course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 3rd list of eligible candidates for E-Counselling of different Honours Subject	**29/06/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	02/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	03/07/2018
4th Phase of E-counselling for B.A/B.Sc/B.Com Honours course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 4th list of eligible candidates for E-Counselling of different Honours Subject	**03/07/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	04/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	05/07/2018
5th Phase of E-counselling for B.A/B.Sc/B.Com Honours course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 5th list of eligible candidates for E-Counselling of different Honours Subject	**05/07/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	06/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	07/07/2018

Online Admission Process for General Courses

Particulars	Date
1st Phase of E-counselling for B.A/B.Sc/B.Com General course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 1st list of eligible candidates for E-Counselling of B.A./B.Com General Course	**29/06/2018**
a) Date of payment of Admission Fees at Bank (Online Payment or through e-challan	30/06/2018 & 02/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	04/07/2018
2nd Phase of E-counselling for B.A/B.Sc/B.Com General course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 2nd list of eligible candidates for E-Counselling of B.A./B.Com General Course	**05/07/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	06/07/2018 & 07/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	09/07/2018
3rd Phase of E-counselling for B.A/B.Sc/B.Com General course (UNRESERVED & ALL RESERVED CATEGORIES	
Publication of 3rd list of eligible candidates for E-Counselling of B.A./B.Com General Course	**09/07/2018**
a) Date of payment of admission Fees at Bank (online payment or through e-challan)	09/07/2018 & 10/07/2018
b) Physical attendance of the candidates for the verification of testimonials at the college from 11:00 AM to 4:00 PM	11/07/2018

Sd/-
Dr.SubhashChanda
Principal
University BT & Evening College