

INFORMATION BULLETIN

**ADMISSION TO EVENING PG COURSES
UNDER
THE CENTRE FOR CONTINUING AND ADULT EDUCATION
(CCAIE)
FOR THE ACADEMIC SESSION 2022-23**



VIDYASAGAR UNIVERSITY

P.O.: MIDNAPORE , DIST.: PASCHIM MEDINIPUR , WEST BENGAL
PIN- 721102

NOTIFICATION FOR ADMISSION TO EVENING PG COURSES UNDER CCAE FOR THE ACADEMIC YEAR 2022-23

Ref. No. : VU/PG/190/22

Date: 08.09.2022

Applications are invited for admission to Evening Post-Graduate Courses under CCAE for the academic year 2022-23

Application Procedure:

The candidates will fill in the Application Form only through **online portal** (<http://onlineadmission.vidyasagar.ac.in>). The applicants have to fill in the form with the personal details, academic details and have to upload the scanned copy(s) of all the Marksheets & certificates, photo and signature. As per order of the Govt. of West Bengal (Ref No. 507-Edn (CS)/10M-95/14, Dated: 30th June 2022), the authority of the University decided to waive the application fee.

The eligible applicants have to fill in the forms for admission to Post-Graduate Courses with their Percentage (%) of Marks (Part-I, II & III) obtained in UG (Honours/General) course in annual system as described in sections C or D. In case of semester system, applicant have to fill equivalent percentage of marks corresponding to their CGPA obtained as described in sections C or D as per the rule fixed by their home institution. Candidates have to upload the documents showing official conversion rule (reverse side of the marksheet if conversion rule for CGPA to equivalent percentage is mentioned. Otherwise candidates have to upload the official conversion rule for the same along with their marksheet). All the candidates have to produce all the original marksheets, certificates and identity proof at the time of verification.

*** Submission of Application Form (online) for admission to Evening Post-Graduate courses starts on: 10.09.2022**

*** Last date of submission of Application Form (online) for admission to Evening Post-Graduate courses: 25.09.2022**

N.B. The students are required to visit the university website regularly for further updates/changes.

(A) IMPORTANT DATES (*)

Sl. No.	Stage	Date (s)
1	Notification of Evening PG Admission through the University Website & Local Newspaper(s)	08/09/2022
2	Submission of <u>Online Admission Form(Merit Basis)</u> for Evening PG Admission	10/09/2022
3	Last date of submission of <u>Online Admission Form(Merit Basis)</u>	25/09/2022
4	Publication of Provisional Lists	28/09/2022
5	Correction/Modification of submitted data by the Candidate (in case of any mistake that occurred during online Form submission) through online portal. (Maximum two chances for data corrections)	29/09/2022 to 11/10/2022
6	Publication of Final Merit List	11/10/2022
7	Starting of Payment for Online Admission (e-Admission)	14/10/2022
8	Beginning of Classes	01/11/2022

**** The schedule may be changed due to unavoidable circumstances. The students are required to visit the university website regularly for further updates/changes if any.***

(B) Post-Graduate Courses Offered:

Graduate students of age less than 60 Years as on 01/09/2022 are only eligible for admission to the following Post-Graduate courses for the academic session 2022-23. Admissions are strictly on the number of approved seats and on Merit basis.

Sl No	Subject	Criteria	Intake	Semester Fees
1	MA in Bengali	3 Years BA degrees with Bengali as Honours or as Pass/Elective Subject	60	Rs 4000/-
2	MA in English	3 Years BA degrees with English as Honours or as Pass/Elective Subject	60	Rs 4000/-
3	MA in History	3 Years BA degrees with History as Honours or as Pass/Elective Subject	60	Rs 4000/-
4	MA in Political Science	3 Years BA degrees with Political Science as Honours or as Pass/Elective Subject	50	Rs 4000/-
5	MA in Philosophy	3 Years BA degrees with Philosophy as Honours or as Pass/Elective Subject	50	Rs 4000/-
6	MA in Sanskrit	3 Years BA degrees with Sanskrit as Honours or as Pass/Elective Subject	50	Rs 4000/-
7	M.Sc in Chemistry	B Sc with Honours in Chemistry	60	Rs 12000/-
8	M.Sc in Clinical Nutrition and Dietetics	B Sc with Honours in Nutrition/Food & Nutrition Science/Human Development/Home Science/Physiology/ Clinical Nutrition/BMLT	60	Rs 12000/-
9	M.Sc in Zoology	B.Sc with Honours in Zoology	60	Rs 11000/-
10	M.Sc in Geography	B.Sc with Honours in Geography	30	Rs 12000/-

(C) ADMISSION PROCESS FOR POST-GRADUATE (PG) COURSES

[The merit list will be prepared based on the marks obtained in the qualifying examinations.]

1.1. Preparation of Merit List

1.2. The admission of Evening PG Courses, the merit list will be prepared in the following manner.

- (a) UG (Hons/General) final percentage of marks (Part-I, Part-II & Part-III taking together) in case of annual system. OR
- (b) UG (Hons/General) equivalent percentage of marks converted from CGPA, in case of semester (CBCS) system.

1.3. In case of a **tie**, marks obtained in the immediately preceding Examinations are to be considered for ranking.

2. Seat Reservation

2.1 Reservation policy will be considered as per Govt. order 906 Edn/Estt dated 18.09.1997. The category wise percentage (%) of reserved seat is as follows: SC-22%, ST-6%, OBC-A-10%, OBC-B-7%. Fraction of 0.5% or more will be rounded to the next whole number.

2.2 **5% of each category** will be reserved for **differently-abled** candidates. Merit list will be prepared on the percentage of disability. In case of non-availability of **differently-abled** candidate, the seat reserved for **differently-abled** candidates of the particular category will be converted to that Category only.

(D) Instructions for calculation of UG % of Marks:

(a) In case of annual system, percentage (%) of marks will be calculated on the basis of UG (Hons/General) marks obtained (Part-I, Part-II & Part-III) taking together.

(b) In case of semester (CBCS) system, UG (Hons/General) equivalent percentage of marks converted from CGPA based on the all semesters (Sem-I to Sem-VI), as per the rule fixed by their respective home institution.

(i) **For the Vidyasagar University semester system (CBCS):**

Let, CGPA = 7.1, The equivalent percentage of marks for V.U. students (as per conversion

Rule of V.U) = $7.1 \times 10 = 71$

(ii) For other institutions with semester system (CBCS):

Similarly, for the students of other University/ Institution and Autonomous Colleges affiliated to V.U, percentage of marks will be calculated as per the percentage conversion rule fixed by their home University/ Institution and Colleges.

(E) Documents to be uploaded at the time of application

1. Scanned Signature and recent colour passport size photograph [10KB-100KB each, JPG]
2. Age proof document (Birth certificate/Admit card of Madhyamik or 10th class examination showing date of birth/etc.) – [100KB-300KB, JPG/PDF]
3. Marksheet (scan copy) of Madhyamik or 10th examination [100KB-300KB, JPG/PDF].
4. Marksheet (scan copy) of Higher Secondary or 10+2 examination [100KB-300KB, JPG/PDF].
5. **All available Marksheets** (scan copy) of UG (Hons/General) in a **single PDF file** [within 750KB] in proper sequence.
6. Reservation (SC/ ST/ OBC-A/ OBC-B) certificate (as applicable) [100KB-300KB, PDF]
7. Differently-Abled certificate (as applicable) [100KB-300KB, PDF]
8. University(last attended) Registration Certificate [100KB-300KB,PDF]

N.B: *[In case of non-availability of final year mark sheet, student may upload the web version of mark sheet]*

(F) The following documents have to be brought by the provisionally admitted candidates at the time of physical verification

1. Print out of the online filled in Application Form with a passport size coloured photograph affixed in the box provided in the Application Form.
2. Self-attested photo copies of all the Mark sheets of Examinations passed (10th onwards), University Registration Certificate.
3. Self-attested photo-copy of the Admit Card/ Certificate of H.S. or equivalent /Madhyamik as evidence of the date of birth.
4. Self-attested photo-copy of SC/ ST/ OBC-A/ OBC-B/ differently-abled certificate (/s) issued by the appropriate authority, for those applying under respective quota.
5. Self-attested photo-copies of the Certificate of Games & Sports/ Cultural Competition (International/ National/ State in the last two years), for those applying under respective quota.

6. Migration Certificate (for other university candidates only) must be submitted within two months from the date of admission.
7. Self-attested copy of Aadhar Card.
8. All the originals of above documents (2 to 7) required to verify.

(G) IMPORTANT INFORMATION

- a. Online provisional admission will be done based on the merit list and category wise availability of seats published through the university admission portal.*
- b. All the provisionally admitted candidates are required to be present and to produce all the originals of uploaded Certificates, Mark Sheets and testimonials at the time of physical verification of admission.*
- c. The physical verification of testimonials & other documents for provisionally admitted students will be held in the concerned departments by the appropriate bodies when students will be asked to report for their offline classes in the Campus.*
- d. Application forms if not properly filled in and accompanied with attested copies of the documents are liable to cancellation.*
- e. Admission will be cancelled if the original documents are not found in conformity with the declaration in the forms submitted online.*
- f. If at any stage it is found that a candidate has concealed, suppressed or distorted any information/fact in the application form, his/her admission to the university, shall be summarily cancelled.*
- g. If any candidate shifts to another institution without intimation to the university within ten days from the date of commencement of classes, the admission fees paid will not be refunded (as per UGC Guidelines, 2nd August, 2022).*
- h. If a student applies to the university authority for cancellation of admission within ten days from the date of commencement of classes, processing fees will be deducted from Admission fees and the rest will be refunded (as per UGC Guidelines, 2nd August, 2022).*

(H) Important Instruction regarding payment of admission fees

The online provisional admission is phase wise time scheduled process. The eligible candidates have to pay the admission fees in the scheduled time.

- (i) In case of failure in any transaction, candidates are requested to pay it again and report the same to the office of the Director, CCAE immediately.*
- (ii) In case of multiple payments received from the candidate, it will be refunded to the source account as per the university rule.*

Sd/-
Secretary, Faculty Councils for PG Studies