



DIRECTORATE OF DISTANCE EDUCATION THE UNIVERSITY OF BURDWAN

Instructions regarding online admission to B.Ed. Part-II programmes for the academic session: 2016-2018

- 1) Candidates are directed to login to his / her student profile and click on the Part II admission button.
- 3) Candidates will fill-up the admission form according to his / her first method paper.
- 4) Candidates once click, system will generate the Bank Challan for the B.Ed. Part II Admission and are to take print out of the Bank Challan for online admission and deposit the requisite fees as mentioned in the challan to the **nearest branch of SBI**. A candidate is to log on to his / her online form once again (**within 5 days of submission of application form**) to insert the Journal No., Branch Code, Branch Name and Date of Deposition given by the bank on the challan. The online application will be treated incomplete without insertion of the Journal No. given by the bank after making payment of the requisite fees **25,000/- (including all)**.
- 5) After verification of the payment details by our Office the candidates are directed to re-login the system and to take the print out of the B.Ed. part – II application form.
- 6) Candidates need to visit the DDE Administrative Office with the **application form** along with the following documents –
 - a) Original Bank Challan (University copy & Student copy)
 - b) Self signed Xerox of Enrolment Card.
 - c) Self signed Xerox copy of B.Ed. Part I Admit Card.
 - d) Self signed Original & Xerox copy of BU Registration Certificate.
- 7) After submitting the documents the admission of B.Ed. Part-II will be finalized and provided the study materials on the same day if available.

Schedule of Online Form Fill up and submission

Without Late Fee (Form fill up) : 08.01.2018 to 15.01.2018

Late fee will be applicable on & from 16.01.2018 to 20 days before commencement of B.Ed. Part – II Examination 2018.

Date of form submission : 24.01.2018 to 25.01.2018

Director