



THE UNIVERSITY OF BURDWAN

Centre for Distance and Online Education

INSTRUCTIONS REGARDING ONLINE ADMISSION FOR REAPPEARING STUDENTS IN M.A/M.Com. Part-I (2019-21) & Part-II (2018-20 & 2019-21) EXAMINATION 2022

1. Candidates are directed to read the instructions carefully before the Form Fill-up. After reading and understanding the instructions, fill in the required fields properly and submit it.
2. Candidates must fill in the form carefully before submission. After filling in the required fields in the Online Reappearing form Students are advised to complete the payment through online. Dashboard for students show payment options i.e. '**Pay online**'. After clicking 'Pay online' the student will get the following options: (i) Debit Card, (ii) Credit Card, (iii) Net Banking, (iv) NEFT / RTGS, (v) QR code
Any one option from above is to be chosen for making payment.
3. Candidates are to take a print-out of the (i) **Online Payment Receipt** (by Debit Card/Credit Card/Net Banking/QR code) for online deposit or (ii) print-out of successful **NEFT / RTGS Challan**.
4. **The requisite fees for Reappearing are as follows :**
 - A. ₹ 500 for one or two paper(s).
 - B. ₹ 1000 for more than two papers.
 - C. ₹ 500 for Internal Assessment.
 - D. ₹ 200 as late fee.
 - E. ₹ 500 as incidental charge for Study centre(s) except Bardhaman centre.
5. Candidates are directed to visit the **CDOE (DDE) Administrative Office / respective Study Centres** with the **Application Form** along with the following documents:
 - a. **Online Payment Receipt.**
 - b. **Self signed photocopy of Enrolment Card.**
 - c. **Self signed photocopy of Admit Card (Respective exam.).**
 - d. **Original & Self signed photocopy of BU Registration Certificate.**
 - e. **Self signed photocopy of Mark sheet of Respective exam. (For fail candidates).**


Schedule for Re-appearing On-Line Form Fill up

M.A/M.Com. Part-I & Part-II Exam, 2022

Sl.No.	Part	Subject(s)	With/Without Late Fee	Date(s)
1.	M.A (Part-I) Session: 2019-2021	Bengali, English, Sanskrit, History, Philosophy	Without Late Fee	24.08.2022 to 31.08.2022
			With Late Fee	01.09.2022 & 02.09.2022
2.	M.A & M.Com. (Part-II) Session : 2018-2020 & 2019-2021	Bengali, English, Sanskrit, History, Philosophy (2019-2021 & 2018-2020)	Without Late Fee	24.08.2022 to 31.08.2022
		Political Sc. & Commerce (2018-2020)	With Late Fee	01.09.2022 & 02.09.2022

Date of form submission (All study Centre including CDOE, B.U)

Part	Date	Time
All subject(s) Part-I & Part-II	07.09.2022	12 noon to 2 pm


10/08/2022

Director