



**THE UNIVERSITY OF BURDWAN**  
**CENTRE FOR DISTANCE AND ONLINE EDUCATION**

Schedule for Original documents verification & submission of admission forms along with supporting document of M.A. Part-I for the Academic Session: 2022-2024.

**This schedule only for the Students of Bardhaman Centre.**

**(Original documents verification of students of other study centres will be completed between 21.11.2022 to 27.11.2022 as per the centre's own schedule. Students are requested to contact their respective study centre in this regard.)**

Subject(s)	Date	Serial Nos.	Time
Bengali	21.11.2022	1022070477 - 1022071871	12noon to 2pm & 2.30pm to 4pm
	22.11.2022	1022071877 - 1022073150	
	23.11.2022	1022073156 - 1022074398	
	24.11.2022	1022074399 - 1022076006	
English	21.11.2022	1022070450 - 1022072405	12noon to 2pm & 2.30pm to 4pm
	22.11.2022	1022072421 - 1022074024	
	23.11.2022	1022074031 - 1022076019	
History	24.11.2022	1022070480 - 1022073115	12noon to 2pm & 2.30pm to 4pm
	25.11.2022	1022073117 - 1022076013	
Philosophy	25.11.2022	1022070474 - 1022072995	12noon to 2pm & 2.30pm to 4pm
	26.11.2022	1022073014 - 1022075995	12 noon to 3pm
Sanskrit	26.11.2022	1022070464 - 1022073091	12 noon to 3pm
	27.11.2022	1022073094 - 1022076005	

During verification the candidate must produce the following documents in **original and photocopies** (Xerox):

- a. **Online Application Form**
- b. **Receipt of online payment.**
- c. **Admit Card of S.F. or equivalent examination**
- d. **Marksheet of S.F. or equivalent examination**

- e. Marksheet of H.S. or equivalent examination
- f. Marksheet of UG examination
- g. Marksheet of PG examination (as the case may be)
- h. B.U. Registration Certificate (applicable for BU students)
- i. Caste certificate /PWD certificate
- j. Aadhar card

**N.B.**

**Candidates are directed to follow the above mentioned schedule positively, other than this schedule, verification will not be entertained by us. As per UGC guideline we have to upload the subject wise enrolled students details within 30<sup>th</sup> November,2022.**

**Cancellation of admission on other grounds**

- A. Candidates themselves may, however, choose to discontinue their studies at any point of time for any reason and may apply for withdrawal or cancellation of their admission / enrolment. While the University may not object to granting any such prayer, claim for refund of course fee will be entertained as per UGC/University rules.
- B. All admissions are provisional and admission of a student may be cancelled by the University (**without refund of the course fee deposited**) at any stage after verification, on any of the grounds mentioned below:
  - i) Non-fulfilment of basic eligibility criteria for admission.
  - ii) If there is any suppression of information or detection of false information supplied at any stage after admission ;
  - iii) For gross misconduct / indiscipline ; and
  - iv) For adoption of unfair means at the examination hall.

**Migration and Registration of Students from other universities**

Students of other universities seeking admission in M.A. courses must get themselves registered under this University **by 28.02.2023 for M.A.** at the latest, failing which their admission is liable to be cancelled. After obtaining the Enrolment Number from the Directorate they will also be required to submit application, through prescribed form (one for Inward Migration and the other for regular Registration) , to be downloaded from the CDOE Website (under Download Tab) for registration along with self-signed documents like –

- A. Original Migration Certificate.
- B. Photocopy of the Mark sheet of the last examination passed i.e., B.A./Bridge course/M.A. etc. (as the case may be),
- C. Photocopy of the Admit Card of Madhyamik /Secondary Examination,
- D. Photocopy of the Enrolment Card of the CDOE, B.U.
- E. A self-signed passport size photograph to be affixed on the space provided in the form.
- F. Photo copy of the online admission Payment Receipt (Student copy) of course fee as proof of deposit of the requisite fee of Rs.200 Candidates will be required to furnish migration certificate in original from the university last attended. Candidates must submit the forms completed in all respects personally at the CDOE, B.U./respective study centre. Submission of forms by post to the CDOE, B.U. is not allowed.

### **Restoration of Registration number of former B.U. students**

Student of Burdwan University, who meanwhile migrated to any other University for academic reasons, must get their original B.U Registration Number **restored by 28.02.2023 for M.A.** Courses in the manner as stipulated in the relevant University rules. However, they will be required to submit the Restoration form to be downloaded from the CDOE, B.U. website for Restoration furnishing Migration Certificate in original from the University last attended along with original B.U. Registration Certificate. They must submit the attested Photocopy of the Registration certificate to the CDOE, B.U. as soon as they receive it in the 'Restored' form.

### **Admission to M.A. Part-II Courses**

**Admission to Part-II courses is compulsory after the Part-I examinations are over. There is no scope for the students to wait for the results of their Part-I examinations.** Irrespective of whether Part-I results are declared, or they fail to obtain the qualifying marks in it, or they fail to appear at the examination, **they would require to submit the Part-II forms along with the prescribed fees and other documents for continuation of studentship** under the distance mode. **Admission will have to be completed within the period stipulated by the Directorate.**

#### **EXPLANATION:**

**A student admitted to 1<sup>st</sup> year M.A. Class during the session 2022-2024 shall get the consecutive chances to appear at the Part-I Examination of 2023, 2024, and 2025 and at the Part-II Examination of 2024, 2025 and 2026.**

**Director**