



THE UNIVERSITY OF BURDWAN
CENTRE FOR DISTANCE AND ONLINE EDUCATION
BARDHAMAN WEST BENGAL –713104
Ph: 7810922456

No. CDOE/Sectt/Admission/172 /2025-26/08

Dated: 19.06.2025

**ADMISSION NOTIFICATION AND INSTRUCTIONS REGARDING ONLINE
PROVISIONAL ADMISSION TO P.G. PROGRAMMES FOR
THE ACADEMIC SESSION: July 2025 – June 2027**

1. Candidates are directed to read & understand the instructions and fill the form carefully before online form submission. Incomplete form will be treated as cancelled.
2. **Date of online form fill-up: I) 20.06.2025 to 24.08.2025 (without late fee)**
ii) 25.08.2025 to 31.08.2025 (with late fee)
3. Before taking PG admission, every student must mandatorily create an ABC ID & DEB ID as per UGC DEB rules. If any correction needed in the Aadhaar Card or ABC ID card (ie. Name, Father's Name, Date of Birth, and Gender) it must be corrected before creating the DEB ID. No further correction can be made after the DEB ID is created. The link to CREATE DEB ID : <https://deb.ugc.ac.in/StudentDEBId>
4. Please select your preferable Study Centre after selecting the course.
 - a. Ananda Chandra College, Jalpaiguri,
 - b. Gangarampur College, Dakshin Dinajpur,
 - c. Malda College, Malda
 - d. Rampurhat College, Birbhum
 - e. Suri Vidyasagar College, Birbhum
 - f. Birbhum Mahavidyalaya, Suri, Birbhum
 - g. Bankura Zilla Saradamoni Mahila Mahavidyapith, Bankura
 - h. Tarakeswar Degree College, Hooghly
 - i. Syamaprasad College, Kolkata
5. According to the information given at the time of ABC ID creation, email and mobile number of the student will come by default in our system, so the email ID and phone number cannot be changed in our system until the email ID and phone number are updated in the student's ABC profile and DEB ID.
6. After filling in the required fields in the online form, candidates are to assign his/her password defined by them using at least 6 alpha-numeric characters (alphabets, e.g., a,b,c,..... and numerals, e.g., 1,2,3,.....) for logging back to their own form. Application ID generated after submission of form will be the user name of his/her profile. **Candidates are requested to remember their Application ID for future use.**
7. To complete the payment through online, candidates are requested to login once again. Dashboard for students show payment option i.e. 'Pay Online'. After clicking 'Pay Online'



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the student will get the following options :

- a. Debit Card**
- b. Credit Card**
- c. Net Banking**
- d. UPI/QR Code**

Any one option from above is to be chosen for making payment.

8. Candidates are to take a print-out of the (i) Online Payment Receipt (By Debit Card/Credit Card/ Net Banking/UPI/QR Code) for online deposit. The online application will be treated incomplete without making payment of the requisite fees.

A. One time Online Registration fees (Part-I): ₹ 500/-

B. Examination Fees: M.A. Part-I : ₹ 1000/- per year

C. Late Fees: ₹ 500/-

D. The requisite fees for different courses are as follows:

For M.A. Courses	₹ 8000	For BU students who will be admitted at Bardhaman Centre
	₹ 8200	For other University students who will be admitted at Bardhaman Centre
	₹ 8500	For BU students who will be admitted at Study Centre (except Bardhaman centre).
	₹ 8700	For other university students who will be admitted at Study Centre (except Bardhaman centre)

9. After making payment the candidates are directed to re-login on the system through student login and upload his/her recent clear (light colour background) **colour passport size photograph** (without signature), **signature** (black or blue pen), **ABC-ID card** in JPEG/JPG/PNG format (maximum 55 kb) separately.
10. After uploading document **candidates need to take the printout of the application form.**
11. Candidates are directed to visit the CDOE Administrative Office, BU or respective Study Centre with all the original documents for verification along with the Application Form & print out of the Payment Receipt as per schedule mentioned in the E-mail or website notification or on the date specified by the study centre.
12. During verification the candidates must produce the following documents in **original and photocopies** (Xerox):



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- a. Application Form
- b. Payment Receipt (University Copy)
- c. Admit Card of S.F. or equivalent examination
- d. Mark sheet of S.F. or equivalent examination
- e. Mark sheet of H.S. or equivalent examination
- f. Mark sheet of UG examination
- g. Mark sheet of PG examination (if applicable)
- h. B.U. Registration Certificate (applicable for BU students)
- i. Caste certificate /PWD certificate (if applicable)
- j. Aadhaar Card
- k. ABC (Academic Bank of Credits)-ID card

13. Without original documents verification Admission will be treated cancelled.

14. If false information is provided by any candidate, his/her application will be cancelled and in that case course fees will be refunded as per UGC norms.

15. Migration and Registration of Students from other Universities:

Students of other Universities seeking admission in M.A. courses must get themselves registered under Burdwan University **by 31st March, 2026 for M.A. course** at the latest, failing which their admission is liable to be cancelled. After obtaining the Enrolment Number from the CDOE, B.U. 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, B.U. Website under DOWNLOAD Tab for registration along with self-signed documents like –

- a. Photocopy of the Marksheet of the last examination passed i.e., B.Ed / B.A./B.Sc /Bridgecourse/M.A.etc. (as the case may be),
- b. Photocopy of the Admit Card of Madhyamik/Secondary Examination,
- c. Photocopy of the Enrolment Card of the CDOE, B.U.
- d. A self-signed attested passport size photograph to be affixed on the space provided in the Application form.
- e. **Photo copy of the Payment Receipt (Student copy) of course fee** as proof of deposit of the requisite fee of ₹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 or respective StudyCentres. Submission of forms by post to the CDOE, B.U. is not allowed.

16. Restoration of Registration number of former B.U. Students:

Students of Burdwan University, who meanwhile migrated to any other University for academic reasons, must get their original B.U Registration **Number restored by 31st March 2026, for M.A. course** in the manner as stipulated in the relevant University rules. However, candidate will be required to submit the Restoration form to be downloaded from the CDOE, B.U website



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under download tab for Restoration furnishing Migration Certificate in original from the University last attended along with original B.U. Registration Certificate. The candidate must submit the self-attested Photocopy of the Registration certificate to the CDOE, B.U as soon as they receive it in the 'Restored' form.

17. Medium of Instruction:

The Study Material of English will be supplied in English and other subjects in Bengali i.e. Sanskrit, Bengali, History & Philosophy.

18. Medium of Examination:

Medium of Examination shall, however, be as follows:

<u>Subject</u>	<u>Medium of Examination</u>
Bengali	Bengali
History	Bengali/English
Philosophy	Bengali/English
English	English
Sanskrit	Bengali/Sanskrit/English/Hindi

19. Cancellation of admission on other grounds:

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 provided at any stage after admission ;
- iii) For gross misconduct / indiscipline ; and
- iv) For adoption of unfair means at the examination hall,

Candidates themselves may, however, choose to discontinue their studies at any point of time for private reasons apply for withdrawal or cancellation of their admission / enrolment. While the University may not object to granting any such prayer, no claim for refund of course fee will be entertained in any case as per UGC norms.

20. Personal Contact Programmes:

Strictly need-based Personal Contact Programmes (PCPs) may be arranged by the CDOE, B.U/ respective study centers to principally facilitate face-to-face interaction between the students and respective subject teachers who give due academic counselling to the students. These face-to-face contact sessions will be arranged at our head quarter as well as all study centers. The duration of these sessions may vary from subject to subject, for such programmes students will be duly informed of the formalities to be completed by them.



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21. Admission to Part-II :

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 ODL mode. The Part-II Online forms are not priced. **Admission will have to be completed within the stipulated period provided by the CDOE, B.U.**

EXPLANATION:

A student admitted to 1st year M.A Class during the session 2025-2027 shall get the consecutive chances to appear at the Part-I Examination of 2026, 2027, and 2028 and at the Part-II Examination of 2027, 2028 and 2029

Name of the Courses: M.A. in BENGALI, SANSKRIT, ENGLISH, HISTORY & PHILOSOPHY.

ELIGIBILITY CRITERIA

Eligibility:	<ul style="list-style-type: none">• A minimum 2nd class Hons. (Regular or Special) graduate in the relevant subject having pursued the course in the 10+2+3 pattern from any recognized University, Or• An unsuccessful Hons. Graduate of the above pattern (i) who after having pursued the Hons. course at both the Part-I, Part-II and Part-III stages obtained Pass Degree certificate of 3 year course securing at least 35% marks in aggregate (in concerned Hons. subject), Or• A minimum 2nd class Hons. (Regular or Special) graduate in the relevant subject having pursued the course of the old 11+3 pattern, Or• A pass graduate in the 10+2+3 pattern having offered the relevant subject as a combination / elective one (of not less than 300 marks at the degree stage) securing at least 30% marks in it, Or• B.Sc. / B.A. Pass Graduates who subsequently passed Special B.A. (of not less than 300 marks in the relevant subject) securing at least 30% marks in it, Or• A pass graduate in the 10+2+2 / 10+1+3 / 11+3 pattern from any recognized institute who subsequently passed 1 year Bridge Course in the relevant subject (of not less than 300 marks at the degree level) and thus became equivalent to a pass graduate of 10+2+3 pattern securing at least 40% marks in it, Or• An M.A. in a subject willing to do M.A. in any other subject offered through Distance Mode irrespective of whether or not that subject was offered by him / her at the degree stage, provided that no M.A. in any professional subject like Music, Drama, Film Studies, Physical Education (M.P.Ed.), General Education (M.Ed.) etc. is entitled to this special provision. Provided further that no M.A. in "Islamic History and Culture" or "Ancient History and Culture" from any University is entitled to do M.A. again in History from this University.
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Duration:	2 Years
Pattern:	Yearly (Term-end Examination)

Table for Letter Grade Norm

CGPA	Letter Grade
9 and above	O (Outstanding)
8 to below 9	A+ (Excellent)
7 to below 8	A (very Good)
6 to below 7	B+ (Good)
5 to below 6	B (Average)
4 to below 5	P (Pass)
Below 4	F (Fail)

N.B: A candidate will be considered to have passed B.A. /B.Sc. Honours Programme if he/she secures a minimum Letter Grade B in CGPA subject to provisions laid down above and a candidate will be considered to have passed B.A. /B.Sc. general programme if he/she secures a minimum Letter Grade P in CGPA subject to the provisions laid down above.

Sd/- Director

