



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

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**NOTIFICATION AND INSTRUCTIONS FOR VERIFICATION OF ORIGINAL DOCUMENTS  
OF PROVISIONALLY SELECTED IN –SERVICE CANDIDATES IN THE SECOND MERIT  
LIST TO THE B.Ed. (ODL) PROGRAMME (Session: 2025-2027)**

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1. Provisionally **Selected candidates** need to visit the **CDOE** Administrative Office at **Golapbag, Bardhaman** with all the original documents for verification along with the Online payment receipt ( ₹ 500/- ) as per schedule mentioned in the e-mail or CDOE website..
2. During verification the candidates must produce the following documents in **original along with self-signed photocopies (Xerox)**:
  - a. Online payment receipt (₹ 500/-)
  - b. Admit Card of School Final or equivalent examination.
  - c. Mark sheet of School Final or equivalent examination.
  - d. Mark sheet of Higher Secondary. or equivalent examination.
  - e. Mark sheet of Under Graduate examination.
  - f. Mark sheet of Post Graduate examination (as the case may be).
  - g. Certificate of MPhil/PhD.
  - h. Mark sheet and Certificate of NCTE **Recognized Programme**.
  - i. B.U. Registration Certificate (applicable for BU students).
  - j. Caste certificate /PWD certificate.
  - k. Mark sheet and Certificate/Provisional Certificate of **NCTE** Recognized Programme **(through face to face mode)**
  - l. Joining Letter and Experience Certificate. (for In-service candidate)
  - m. Aadhaar Card
  - n. **ABC ID / APAAR ID Card**



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**Candidates are eligible if they have (For both Fresher's & In-Service)**

- a. Diploma in Pre-School Education (DPSE) or
- b. Diploma in Elementary Education (PTT) or
- c. Bachelor of Elementary Education (B.El.Ed.) or
- d. Diploma in Physical Education (D.P.Ed.) or
- e. Bachelor of Physical Education (B.P.Ed.) or
- f. Diploma in Elementary Education (D.El.Ed.) or
- g. Diploma in Arts Education (Visual Arts/Performing Arts)
- h. Others (recognised by NCTE)

**\*\* Candidates who have completed D.EL.Ed. Or similar NCTE recognised programme in (2 years) ODL mode and Montessori are not eligible for this course.**

- 3. After the original documents verification selected candidates need to login again on the system and pay the Course fees. **Admission will be finalized** depositing the requisite **Course Fees (₹40000/- for Part – I)** through online.
- 4. 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), and **ABC-ID card** in JPEG/JPG/PNG format (maximum 55 kb) separately.
- 5. After uploading the photograph and signature, **candidates need to take a print out of the application form.**



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**Date of Original Documents Verification, submission of Application form for Admission and Online payment:**

<b>1<sup>st</sup> Method Subject</b>	<b>Category</b>	<b>Date</b>	<b>Reporting Time</b>
<b>Bengali, English, and Sanskrit</b>	<b>In-service</b>	<b>09.10.2025</b>	<b>12 noon</b>
<b>Life Science, Physical Science and Mathematics</b>	<b>In-service</b>	<b>10.10.2025</b>	<b>12 noon</b>
<b>History and Education</b>	<b>In-service</b>	<b>11.10.2025</b>	<b>12 noon</b>
<b>Geography, Commerce and Political Science</b>	<b>In-service</b>	<b>13.10.2025</b>	<b>12 noon</b>

**FEES DETAILS**

6. Dashboard for students show payment option i.e. ‘Pay Online’. After clicking ‘Pay online’ the student will get the options: **Debit Card, Credit Card, Net Banking & UPI/QR Code**. Any one option from above is to be chosen for making payment. Candidates must take a print-out of the Online **Payment Receipt** (by Debit Card/Credit Card/Net Banking) for online deposit.
- a) **COURSE FEES: ₹ 40000/-** (Rupees Forty Thousand only) per Part (say, Part-I).
- b) **EXAMINATION FEES: ₹ 2000/-** (Rupees Two Thousand only) per Part.
- c) **REGISTRATION/RESTORATION FEES: ₹ 200/-** (Rupees Two Hundred only) for other University students.

**Sd/-**  
**DIRECTOR**