

RABINDRA BHARATI UNIVERSITY

56A, B.T. Road, Kolkata – 700050

Admission Notice: FC/ UG-A/ 01/2021 Date: 30/07/2021

The University invites online applications for admission to **B.A. Honours** Course of 3-year duration under Choice Based Credit System (CBCS) consisting of 6 Semesters of 6 - month each in the following subjects under the Faculty of Arts in the session 2021-2022. Application Forms can be filled up **Online** on the University Website at: www.rbu.ac.in / admission.rbu.net.in / online.rbu.net.in from **02/08/2021 to 20/08/2021**.

Subjects: Bengali, English, Sanskrit, History, Philosophy, Political Science and Economics.

Eligibility: Candidates having passed the H.S. Examination or its equivalent with 50 % marks (45 % for

SC/ST/PWD) in the respective subject in which Honours is sought for, are eligible to apply.

Note: (i) This 50 % cut off marks is not applicable to the candidates seeking admission under sports

category.

For Economics:

- (i) Candidates having Economics as Subject in H.S. level must have pass marks (30%) in Mathematics in H.S. level
- (ii) Candidates not having Economics as Subject in H.S. level must have 50% (45 % for SC/ST/PWD) marks in Mathematics in H.S. level.

Break of study admissible: 2 years i.e. the candidates who have passed H.S or its equivalent in 2021, 2020 & 2019 are only eligible to apply.

Elective Subjects

At the undergraduate level of studies under the faculty of Arts, students will have to take up any 1(one) Generic Elective (G.E.) out of the following subjects of 4 courses as per CBCS syllabus structure of the UGC guidelines

Pool of Elective Subjects

(i)English (ii) Bengali (iii) Sanskrit (iv) Political Science (v) Philosophy (vi) Economics, (vii) History (viii) Rabindra Sangeet (ix) Drama (x) Dance (xi) Vocal Music (xii) Instrumental Music (xiii) Percussion and (xiv) Mass Communication & Videography.

Note:

- (1) No student is allowed to choose the subject as G.E. Course which is his/her Honours subject, i.e. A student of English Honours cannot take English as G.E. Course any more. He/she will have to choose any other subject as his/her G.E. Course out of the given Pool of Elective subjects.
- (2) Other than usual fees, additional fees of Rs. **2000**/- will have to be paid by the students opting to take up Mass Communication & Videography as G.E. course within one month from the date of his/her admission.
- (3) Application for change of G.E. Course may be made within 1(one) month from the date of commencement of class.

Norms being adopted for preparation of merit list

Subjects: Bengali, English, Sanskrit, History, Philosophy, Political Science and Economics.

- (a) M.P / Class 10 or its equivalent 20 (score)
- (b) H.S / Class 12 or its equivalent 30 (score)
 (Best four subjects excluding ENVS)
- (c) 50 (score) in the concerned subject of H.S in which Honours is sought for.
- (d) Aggregate of the total score (a+b+c = total score) will be counted towards preparation of merit lists which will be subject to verification.

Example:

Percentage of Marks obtained in (a) M.P / Class 10 or its equivalent: 80%

Then the score for (a) will be $80 \times 20 / 100 = 16.000$

Percentage of Marks obtained (best four subjects excluding ENVS)

in (b) H.S / Class 12 or its equivalent: 70%

Then the score for (b) will be $70 \times 30 / 100 = 21.000$

Percentage of Marks obtained in (c) Concerned subject of H.S in which Honours is sought for, like English: 85%

Then the score for (c) will be $85 \times 50 / 100 = 42.500$

Therefore, the **Total Score** i.e. (a) + (b) + (c) = 16.000 + 21.000 + 42.500 =**79.500**

- (e) For English: There will be two separate merit lists (with category-wise break-up for each like General, SC, ST, OBC, etc.), one for the students passing H.S / Class 12 or its equivalent with English as First Language and the other for the students passing H.S / Class 12 or its equivalent with English as Second Language. For other subjects there will be only one merit list (category-wise like General, SC, ST, OBC, etc.).
- (f) For the candidate under PWD category merit list will be prepared on basis of academic score and percentage of physical disability.

Reservation of Seats:

- 1. Reservation of seats for the reserved categories of ST/SC/OBC-A&B/PWD (PH) will be as per the West Bengal Higher Educational Institutions (Reservation in Admission) Rules, 2013. **Reserved category candidate whose Reservation Certificate issued by the competent authority, Govt. of West Bengal are only will be treated as reserved category**.
- 2. Few seats are reserved in each course for Foreign / NRI students against a higher rate of tuition fees. In case of non-availability of Foreign / NRI students, Indian students may be considered in those seats against the same higher rate of tuition fees. For these seats, application will be invited after the admission of 2nd merit list. Such applications will have to be downloaded from the University website by entering the system generated Application Identification Number (AIN) and the date of birth as entered during online application for admission. Therefore, it is to be noted that only the candidates who have already submitted online application for admission in this session i.e. 2021-2022, will get the chance to apply.

3. Sports quota is applicable only in the subjects under the Faculty of Arts.

Exercise of Option

As per Govt. Rules, the candidates belonging to reserved categories (SC/ST/OBC-A/ OBC-B) who have found place in the general merit list on the basis of their merit will also be placed in the merit list for the reserved categories of candidates. It is mandatory for such candidates to exercise their option on whether they would like to be placed in the general merit list or the separate merit list for reserved categories of candidates. Admission would be made as per the option exercised by the candidates. The option once exercised shall not be altered under any circumstances. Option will have to be submitted at the time of confirmation of admission. Details will be notified in due course.

Course Fees

1. Total Course fee of 6 (six) semesters:

Rs. 5345 /- excluding examination fees

2. Course fee to be paid at the time of admission in the 1st semester:

Rs. 1465/- excluding examination fees.

How to Apply

The applicants are advised to follow the instructions noted hereunder while filling up the Application Forms online:

- In order to apply online, applicants have to register themselves first.
- During registration, applicant will be asked to provide an e-mail id and a mobile number, these must
 be valid ones because initial login password will be sent to the provided e-mail id and mobile number
 via SMS, and in future, all correspondences in this regard may be made to this e-mail id and the given
 mobile no. via SMS.
- Applicants must provide valid email id & mobile number. else the registration process will not be completed.
- After registration, the password will be sent to the registered e-mail id and mobile number.
- It is recommended that the applicant should change their password on the first log in, if required.
- After successful login, applicant will be required to select course(s) he / she may wish to apply and check the eligibility first. Once found eligible he / she can fill up rest of the Admission Form.
- An applicant will be required to upload scanned copy of mark sheet of Secondary and Higher Secondary examination, his/her scanned Photograph and Signature during filling up the admission form, therefore, he/she is advised to keep these ready before filling up the admission form.
- If the applicant does not have all required information at the time of filling the form, he/she can save the incomplete application as a draft (by clicking on 'Next' or 'Previous' button) and log out. Later, by login back to his/her account again he/she may complete the rest of application form.

- After filling up all required information to submit the same, applicant must agree with the given declaration, clicking on check box. It is important to note that, once it is submitted, the information already entered cannot be altered under any circumstances. Therefore, they are advised to be sure about the accuracy and relevance of the filled up information before clicking the **submit** button.
- The automatically generated **AIN** (**Application Identification Number**) **number** shall be treated as unique identification number for an application during the admission process. Therefore, any Application Form erroneously downloaded and printed without automatically generated **AIN** (**Application Identification Number**) will not be accepted under any circumstances.

- 1. Candidates applying for more than one subject will have to apply separately following procedures mentioned above.
- 2. Duly filled-in downloaded application form should be signed by the candidate and his/her parent/guardian at the given spaces of the form.
- 3. The duly filled-in application form along with self-attested copies of all mark sheets, certificates and other relevant documents, has to be retained by the candidate. Applicants must preserve the acknowledgement receipt containing the Application Form ID No. etc. for the future reference.
- 4. The applicant is not required to submit the hard copy of duly filled-in downloaded Application Form to the University. However, the hard copy of duly filled-in downloaded Application Form along with self-attested copies of all mark sheets, certificates and other relevant documents will be required only at the later stage during confirmation of admission.

Publication of Lists & Modes of Admission

- (i) Master list of all applicants will be published on **24/08/2021**. The master list will be prepared on the basis of the marks entered by the applicants online. If any error in the score or error due to incomplete information entered by the applicant is found, the applicant will be completely liable for the same.
- (ii) The applicants whose names are not in the Master List, or any anomalies found in the Master List are strongly advised to contact to the Secretary, Faculty Councils, with all relevant documents like downloaded admission form, copies of mark sheets etc. through e-mail communication by 26/08/2021.
- (iii) Rectified Master list of all applicants will be published on 27/08/2021

- (iv)1st Provisional Merit list prepared out of the **Master List** of all eligible applicants will be published on the University website on **31/08/2021**.
- (v) The applicants whose names are enlisted in the 1st Provisional Merit list will only take **Provisional** Admission (though payment gateway) online on and from 01/09/2021 to 03/09/2021 by paying the requisite Course fee of Rs.1465/- + additional charge of Bank. To pay online, the candidates will have to use his/her previous Login ID and Password, AIN etc.
- (i) **Online Payment:** The candidates will have the options to pay through **Online** either by Net banking or by using their credit cards or debit cards of any bank.

After successful transaction of payment of Course fee, the candidate will be treated as admitted provisionally.

Please note that this provisional admission will be categorically treated as cancelled, if the information particularly marks entered during the filling up of Application Form do not tally with the actual marks reflected on the original mark sheets.

- (vi) Admission Confirmation: At the time of confirmation of admission (Details schedule will be notified latter), a set of hard copy of duly filled-in downloaded Application Form along with self- attested copies of all mark sheets, certificates and other relevant documents and copy of payment receipt will be required. For confirmation of admission, provisionally admitted candidates must also bring all original mark sheets, SC/ST/OBC-A/ OBC-B/PWD certificates issued by the competent authority (in case of candidates belonging to SC/ST/OBC-A/OBC-B/PWD category), and other relevant documents for physical verification. Only after successful verification, the provisional admission will be confirmed. If any discrepancies are found during verification of documents, marks, scores, etc. the provisional admission in the respective academic programme will be categorically cancelled and no refund of payment will be made. No further application for rectification will be entertained at this stage.
- (vii) Prospective date of commencement of classes will be 01/10/2021 as per guideline of the Department of Higher Education, Government of West Bengal.

General Information:

- 1. No student will participate in, abet or propagate ragging in the University campus and hostels as per order of the Honorable Supreme Court.
- 2. Candidates admitted elsewhere in any degree course must submit certificate or any other relevant document showing cancellation from the said degree course at the time of admission. Failing which, his/her candidature will be treated as cancelled.
- 3. No candidate will be allowed for admission to two or more concurrent degree courses in the same University (regular/external) in the same calendar year.
- 4. Candidates interested in admission will be required to collect all information regarding interview/test and admission dates in this regard from the University Website: www.rbu.ac.in/admission.rbu.net.in
- 5. Admission of a candidate will be cancelled if any information given by him/her is found to be wrong or suppressed.

- 6. Submission of application Forms for admission does not imply any right to admission and selection for admission does not assure accommodation in University Hostels.
- 7. The list of the Candidates selected for interview/written test /admission will generally be treated as cancelled as soon as the corresponding last date is over.
- 8. In case of any disputes, the decision of the University will be final and binding to all concerned.

Secretary, Faculty Councils

Annexure -II

Schedule for Admission in BA (Hons) in the Faculty of Arts:-

As desired by the Hon'ble Vice-Chancellor, the following schedule for admission to U.G Courses in the Various Subjects under the Faculty of Arts in 2021-22 session is hereby notified for information to all concerned:

- i) Publication and Notification of Advertisement in the website (<u>www.rbu.ac.in</u> / <u>admission.rbu.net.in</u> / <u>online.rbu.net.in</u>): 02/08/2021
- ii) Publication and Notification of Advertisement in the Newspaper: on or before 02/08/2021
- iii) Availability of online Admission form: 02/08/2021 to 20/08/2021
- iv) Publication of Master List: 24/08/2021
- v) Rectification of Master List: 25/08/2021 to 26/08/2021.
- vi) Rectified list published: 27/08/2021
- vii) Publication of 1st Provisional Merit List: 31/08/2021
- viii) Online Provisional Admission: 01/09/2021 to 03/09/2021
- ix) Commencement of Class :01/10/2021
- x) Confirmation of Admission through verification of original documents in the Faculty office: Notify later

✓ <u>Step By Step Procedure For Online Application</u>

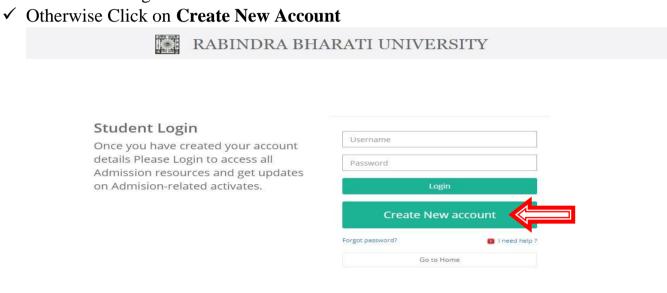
Go to https://www.rbu.ac.in
GO TO STUDENT LOGIN FOR ADMISSION
CLICK ON CREATE NEW ACOUNT
CLICK ON THE NEW ONLINE ADMISSION TO CREATE YOUR USER ACCOUNT ACCORDINGLY
CLICK ON THE LOGIN BUTTON AND ENTER WITH USER NAME AND PASSWORD (AS CREATED)
GO TO MENU OPTION FROM THE LEFT NAVIGATION AND CLICK ON THE " NEW ADMISSION" BUTTON
CLICK ON THE "APPLY FOR NEW PROGRAM" BUTTON
Click Here To Complete Your Application
FILL UP ELIGIBILITY STATUS
BASIC DETAILS
QUALIFICATION
UPLOAD DOCUMENT
PREVIEW FORM
PAYMENT DETAILS (Admission Fees Not Require. Please submit your Application)

✓ How to Apply

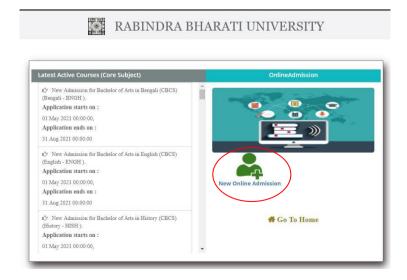
- ✓ First Log-On to the https://www.rbu.ac.in → Click on Admission Option
- ✓ Click on → Student Login for Admission



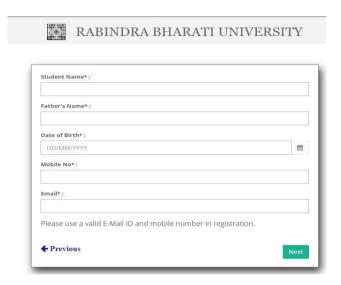
- ✓ If you already have created an account, then put registered username and password and then click on login



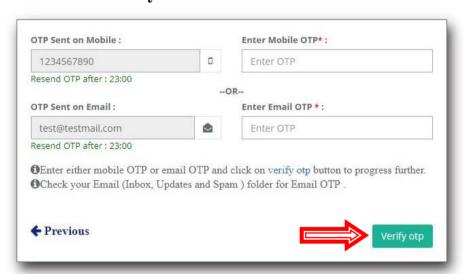
✓ Click on **→** New Online Admission



- ✓ Please fill up the Mandatory (*) fields and kindly fill-up an activate connection number and valid email-id for OTP generation
- ✓ Then Click on **Next**



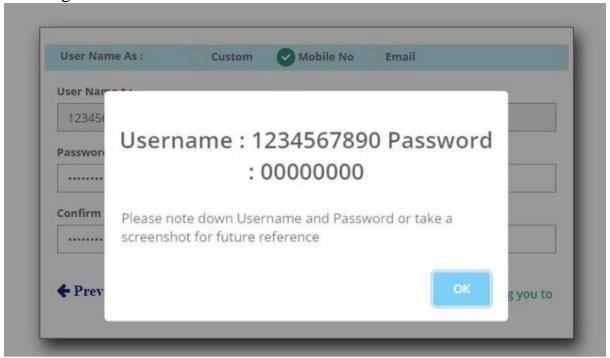
✓ Please enter the **5 Digit OTP**, send on your registered Mobile No and E-mail ID and then click on **Verify OTP**



- ✓ You can generate your **username** by
- ✓ Your Custom Data
- ✓ Your Registered Mobile Number
- ✓ Your Registered Email-ID
- ✓ Create your password minimum 8 character
- ✓ Re-enter the above given password
- ✓ Click on **Submit** Button



✓ Your registered **Username and Password** will be shown for future reference



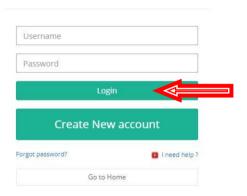
✓ Put your registered Username and Password and then click on **Login**



RABINDRA BHARATI UNIVERSITY

Student Login

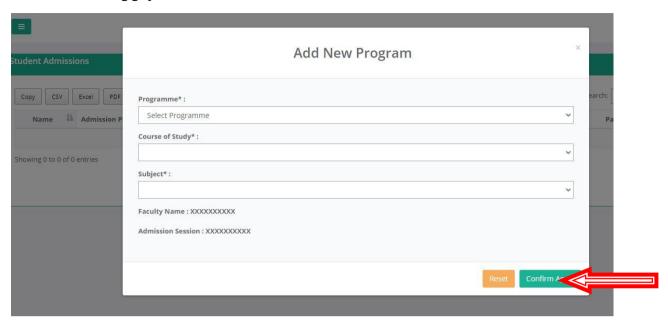
Once you have created your account details Please Login to access all Admission resources and get updates on Admision-related activates.



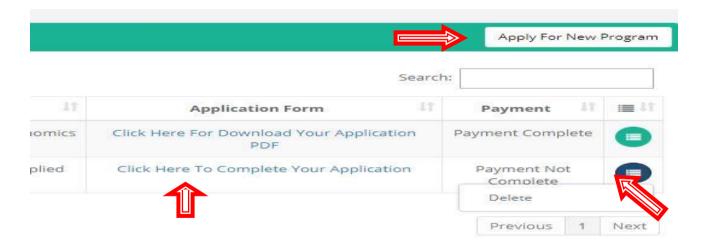
✓ Click on \rightarrow **Apply For New**



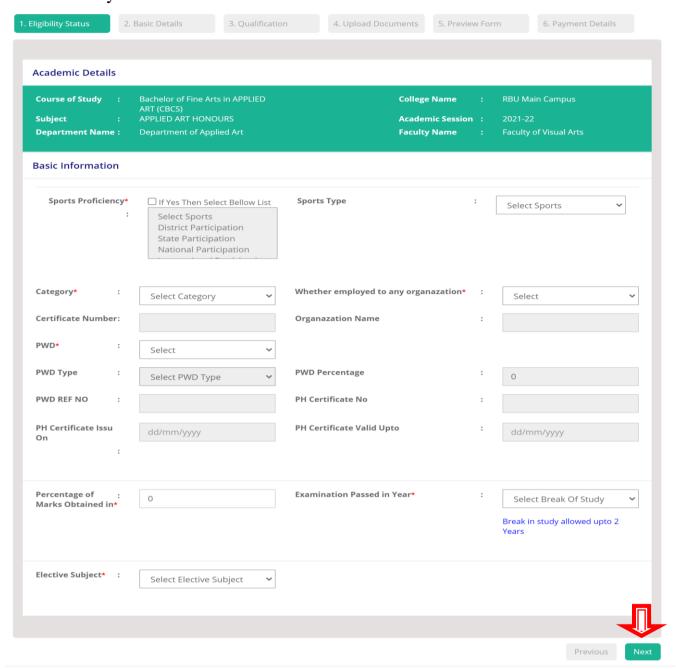
✓ Select Program Name, Course of Study and Subject form the list and then click on **Confirm Apply**



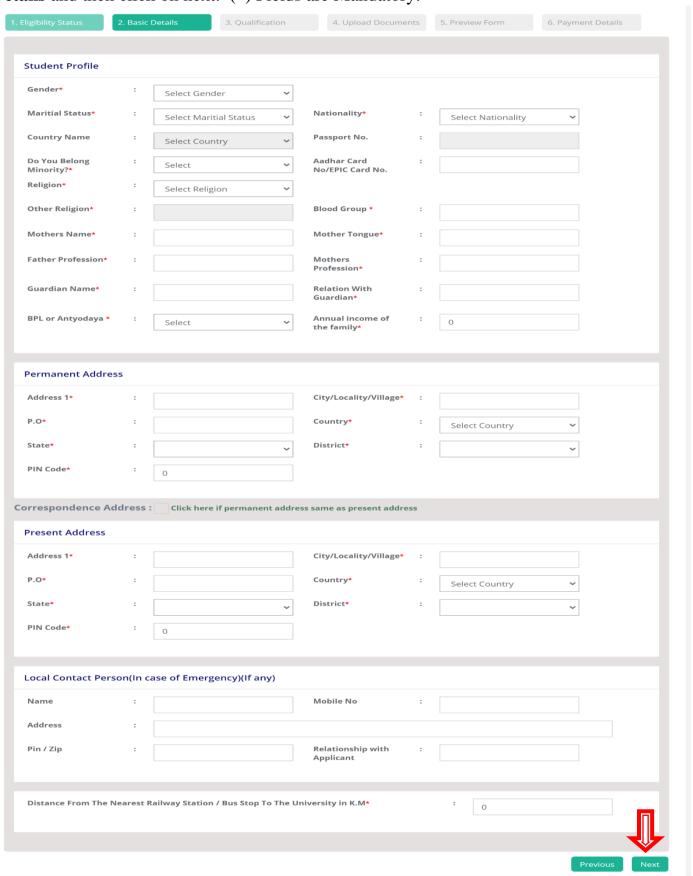
- ✓ Click on "Click Here To Complete Your Application" for fill-up the Application details
- ✓ If you choose wrong program by mistake then you can also delete the program by clicking on the 3 lines from the right corner of the program list and the click on **Delete**



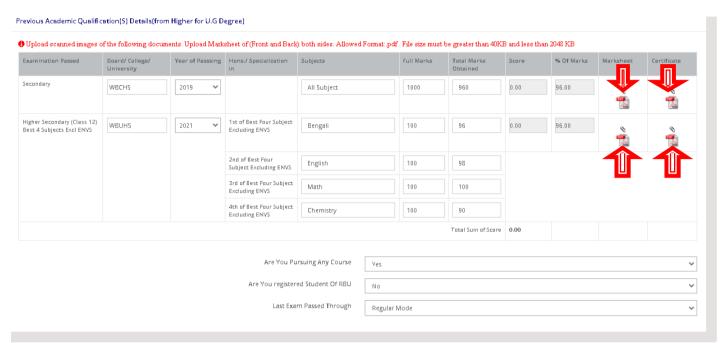
✓ <u>Application Page No 1</u> → Eligibility Status → Please fill up the required fields with your Eligibility Status details and then click on next. (*) Fields are Mandatory.



✓ <u>Application Page 2</u> → <u>Basic Details</u> → Please fill up the required fields with your <u>Basic Details</u> and then click on next. (*) Fields are Mandatory.

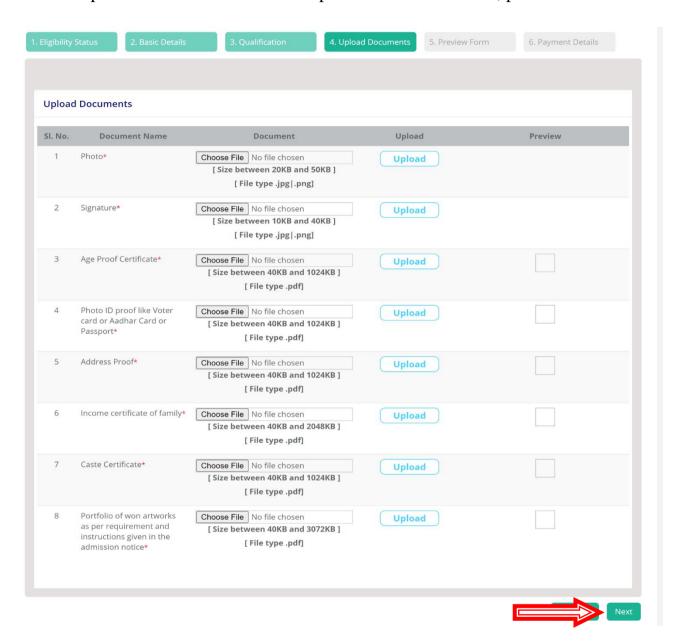


✓ <u>Application Page 3</u> → Qualification → Please fill up the required fields with your Qualification Details. Upload your Secondary and Higher Secondary Exam's Mark sheet and Certificate in .pdf format. File size greater than 40KB and less than 2048 KB. After filling-up the page 3, click on **Next**.

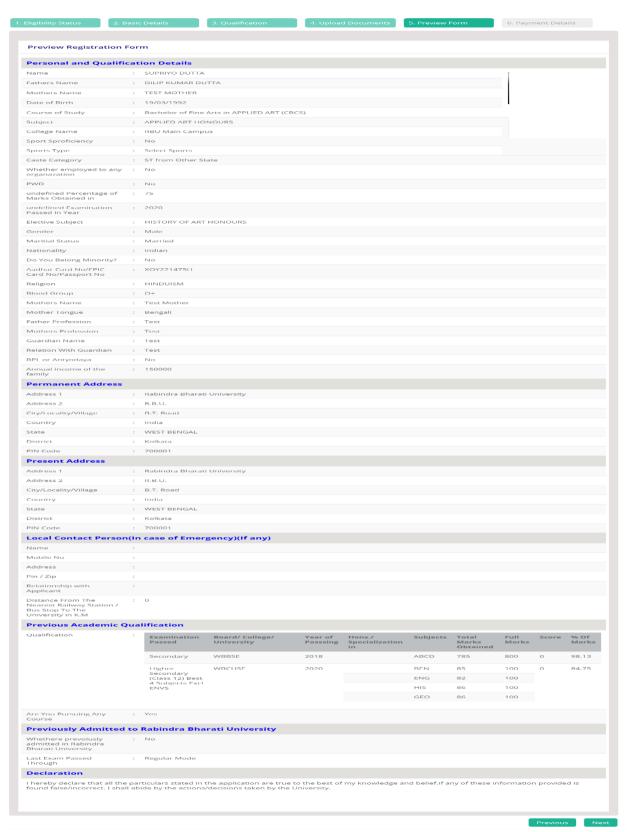




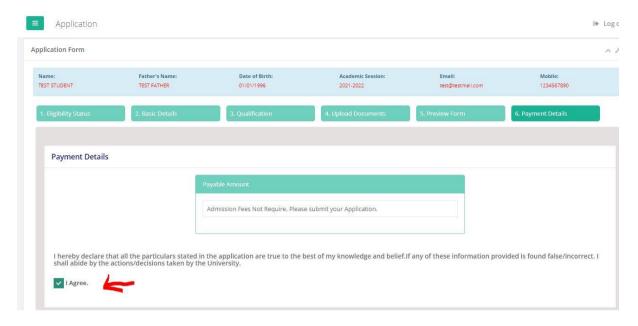
✓ <u>Application Page 4</u> → <u>Upload Documents</u> → Please upload all the required documents in mentioned size and format. After Choose file, please click on <u>Upload</u> button to preview the document. After upload all the documents, please click on <u>Next</u>



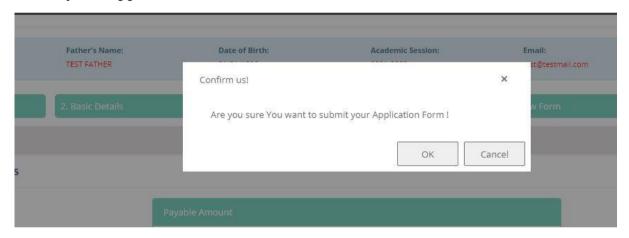
- ✓ <u>Application Page 5</u> → <u>Preview</u> → Preview all your filled-up data carefully and click on next.
- ✓ If any changes required then click on **Previous** Button \rightarrow correct your data \rightarrow click on next and so on.



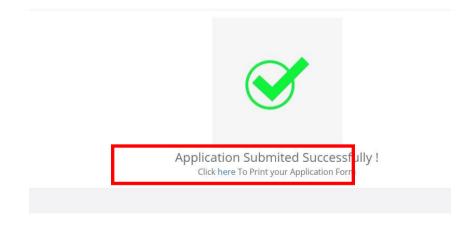
✓ Application Page 6 → Payment Details → Click on "I Agree" and click on Submit



✓ Confirm your Application Submission or Cancel.



✓ After Submission the Application → Click on "<u>Click Here</u>" to download your application form.



✓ If you forgot to download the application from this page, you can download it anytime from your login dash-board.

