

# Bajkul Milani Mahavidyalaya

[Govt. Sponsored]

Estd. - 1964

P.O.-Kismat Bajkul●Dist.-Purba Medinipur●Pin Code-721655

Web: [www.bajkulcollege.org](http://www.bajkulcollege.org)

E-mail: [bajkul\\_college@rediffmail.com](mailto:bajkul_college@rediffmail.com)



## Admission of Students:

### Admission of Students:

- Students' admission strictly on the basis of merit.
- ONLINE Admission Process
- Admission Information in the College Website
- Counseling in different subjects
- Help Desk for Students' Admission
- Counseling Students for admission as per their merit, choice and opportunities.
- Admission Fees payment through offline way and also online way from Net Banking and Debit/ Credit Card.

## Admission Policy:

### ADMISSION POLICY:

Admission policy of Under-Graduate Degree Course in this College is framed by the Admission Committee on the basis of H.S. / Equivalent examination Results and the guidelines of the Affiliating University. Admission is made on merit basis subject to the fixed intake capacity scheduled by the Affiliating University. The seats are distributed among different categories of students as per Govt. rules. Students from the Board / Council other than that of W.B. are required to submit migration certificate duly, otherwise admission will be cancelled. Admission to PG Course in Sanskrit is made on the basis of Merit List prepared by the Affiliating University.

1. Admission to the College implies an undertaking by the students to the effect that the students shall try their utmost to enhance the reputation of the college and shall willingly abide by the rules and disciplines of the college.
  - ❖ On-line admission system has been launched from the session (2015-2016).
  - ❖ Applications are to be submitted through online process only.
  - ❖ Candidates should log-on college website: [www.bajkulcollege.org](http://www.bajkulcollege.org)
  - ❖ Guidelines for submissions of online applications are given on the website under "online admission" button.
  - ❖ Merit lists will be published on the website on the due date.
  - ❖ Selected candidates would visit college office on the particular dates of admission along with their original documents.
  - ❖ Documents will be verified on the day of admission.
  - ❖ Applications for Hostel Seat would be submitted by the candidates after having their admission.
  - ❖ Hostel seats will be allotted through proper selection procedure on the basis of the seats available.
  - ❖ Applicants can meet the "Help-Desk" in the college campus for any query during this admission procedure.
2. Application for admission is to be countersigned by the guardian and supported by the following documents -
  - Pass and character certificate from the Head of the Institution where she studied last.

➤ Original Admit Card of M.P. and Mark Sheet of the last University, or Board and Council are to be produced for verification at the time of admission.

3. The student must be accompanied by the guardian or the local guardian at the time of admission.

4. The student migrating from another University or Board may be provisionally admitted on payment of Migration Fee.

• The migrating student must submit at the time of admission (i) the migration certificate from the University or the Board from which she is coming and (ii) an attested copy of the marksheet of the examination passed. Admission rules are followed as per U.G.C. State Govt. & University guidelines.

### Admission Related Important Information:

#### **Admission Related Important Information:**

- ♣ A student in General Course will have to take 3 elective subjects with compulsory English, Bengali and Environmental Studies.
- ♣ A student in Honours Course will have to take 2 elective subjects in addition to Honours subject with compulsory English, Bengali and Environmental Studies.
- ♣ A student will not be allowed to take more than one language as elective subject in B.A. course.
- ♣ A candidate who appeared at the H.S. examination (or equivalent) but could not obtain pass marks in that subject will not be allowed to take up that subject in the Degree course.
- ♣ Students who have not passed in Mathematics at the H.S. examination (or equivalent) will not be eligible to apply for Economics, Physics and Chemistry.
- ♣ For B.A./B.Sc./B.Com. (Hons. & Gen.) curriculum, the new syllabus of Vidyasagar University for new 3-tier system would be followed.

### Admission Rules:

#### **Admission Rules:**

Additional Rules regarding admission to 1st year class w. e. f. July 2015.

- 📖 Students who have passed from any recognized State and Central Boards / Councils of India and abroad will be considered eligible for admission.
- 📖 Students who have passed Higher Secondary or equivalent examination with minimum 45% marks in the aggregate (To be calculated by adding the marks obtained in 'best five' subject with Bengali/Hindi & English excluding Environmental Studies) or 50% marks in the subject or related subject are eligible to apply for admission in the Honours Course. (Other than English, Bengali, Sanskrit and Geography).
- 📖 Students carrying pass marks in at least five subjects are eligible to apply for admission in General Course.
- 📖 Admission is to be done on Merit basis and Merit point for admission in Honours Course is to be calculated by adding 10% of total marks obtained in the 'best five' subjects including English & Bengali / Hindi excluding Environmental Studies, at Higher Secondary / equivalent examination and the marks obtained in the subject or a related subject in which the admission in Honours Course is sought.
- 📖 Merit point for admission in General Course is to be calculated by adding the marks obtained in 'best five' subjects excluding Environmental Studies at Higher Secondary / equivalent examination.
- 📖 For admission in General and Honours course, a student must have passed in two language subjects of which one must be English at Higher Secondary / Equivalent Examination.
- 📖 If any student of science stream in higher secondary / equivalent examination apply for honours course in
- 📖 Bengali / English / Hindi her merit point is to be calculated proportionately by deduction marks obtained in the practical examination.
- 📖 Regarding admission in Nutrition (Hons) Course:- Only those students are eligible who have passed in
  - ♣ Nutrition with Biology or Chemistry at Higher Secondary / equivalent examination. or,
  - ♣ Biology and / or Chemistry at Higher Secondary / equivalent examination.
- 📖 Students must take subjects as per the classifications mentioned in "Subject Bunching".

## Guidelines for the Online Admission:

Sl. No.	Guidelines for Admission to UG Course
1.	Admission of 1 <sup>st</sup> Year B.A. / B.Sc. (Honours and General) classes will be made according to the norms of Vidyasagar University and College.
2.	Application for admission to 1 <sup>st</sup> Year B.A. / B.Sc. (Honours and General) classes may be made online
3.	Steps for Online Application -
4.	(i) Visit the College Website: <a href="http://www.bajkulcollege.org">http://www.bajkulcollege.org</a>
	(ii) Click on the 'Online Admission Portal'
	(iii) You can avail the prospectus, guidelines for filling up online application forms, eligibility criteria, intake capacity, subject combination, fee structure and important dates.
	(iv) Please check "Eligibility Criteria", "Application Procedure", "Subject Taught", "Intake Capacity", "Important Dates" & also "Guidelines" carefully
	(v) Please check <u>Specimen Copy of Filled-up Form</u>
	(vi) Enter Online Admission, Select any on Course & Re-enter your choice based Course
	(vii) Fill the requisite details in block letters for different parts of the form
	(viii) Upload Passport Size scan Photo and Signature or Paste a passport size colour photo in the space provided
	(ix) Submit all data & do not leave any essential box empty
	(x) Please verify information before clicking the submit form button
	(xi) Please confirm Date of Birth then submit your Application Form
	(xii) Do not forget to take the printout of the receipt. You can also save a pdf version (not all the fields will be shown in the print out).
	(xiii) Enter Payment Status & Candidates have to re-enter their Application ID No. as User ID and Date of Birth as Password then submit.
	(xiv) Print Duplicate Form & Bank Challan
	(xv) The candidate & guardian must put their signature in the space provided
	(xvi) Please enclose following documents - <ul style="list-style-type: none"> <li>✳ Attested copy of Admit card of M.P.</li> <li>✳ Attested copy of Mark Sheet for H.S. Exam.</li> <li>✳ Attested copy of S.C. / S.T. / O.B.C./ P.H. Certificate (if applicable)</li> <li>✳ Attested copy of BPL Certificate (if applicable)</li> </ul>
	(xvii) In case of applying for more than one subject at one sitting, click on "APPLY ANOTHER" button after the successful submission of one form and put the requisite data.
	(xviii) Do not submit any Printout or Fee at the College. After the publication of Merit List the selected candidates must bring THE PRINTOUT OF THE APPLICATION FORM, ORIGINAL & PHOTO COPIES OF ALL TESTIMONIALS on the day of admission.
	(xix) Separate application form has to be filled in for each course (Hons. / Gen.).
	(xx) Then automatically generate a Bank Challan which will be submit to any branch of SBI with requisite Fees.
	(xxi) Merit lists of admission for each course (Hons. / Gen.) will be published in due time in college notice boards as well as in college website. The listed candidates must get admission within the scheduled day(s) mentioned; <i>otherwise</i> their candidature will be cancelled.
5.	Students who feel difficulty in applying online from outside may visit the college and contact Student Support Cell/ Admission Help Desk during the application period. Technical help will be provided in the application process.
6.	At the time of admission, the production of the original copies of the submitted PRINTED APPLICATION FORM (as in Point 4) is mandatory; <i>otherwise</i> there will be no admission.
7.	Fees once submitted will not be refundable.
8.	The guidelines said above are subject to change in need as per the decision of College authority.
9.	Incomplete applications will be cancelled.
10.	The guidelines said above are subject to change at the discretion of College authority.