



RABINDRA BHARATI UNIVERSITY
56A, B.T. Road, Kolkata – 700050

Admission Notice : FC/ UG-A/ 02/19

Date : 27/05/2019

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 2019-2020. Application Forms can be filled up **Online** on the University Website at : www.rbu.ac.in & admission.rbu.net.in from **29/05/2019 to 13/06/2019** (upto 4.00 p.m.).

The **last date** for online payment of Application Processing Fee through **Payment Gateway** on **14/06/2019** (up to 4:00 p.m).

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 2019, 2018 & 2017 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 (GE) out of the following subjects of 4 courses as per CBCS syllabus- structure notified by the University Grants Commission.

Pool of subjects for G.E course

(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 $80 \times 20 / 100 = 16$

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 $70 \times 30 / 100 = 21$

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 $85 \times 50 / 100 = 42.5$

Therefore, the **Total Score** i.e. (a) + (b) + (c) = $16 + 21 + 42.5 = 79.5$

- (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.).

However, for the candidates passing from other states, countries and Open Boards (other than ISC & CBSE), there will be admission test to be conducted by the concerned department. Only qualified candidates will be eligible for admission.

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 candidates from the state other than West Bengal will be treated as unreserved 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. 2019-20, will get the chance to apply.

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

Application Processing Fees & Course Fees

1. Application Processing Fee : Rs.200/-+ additional charge of Bank (for PWD candidates: Rs.120/- + additional charge of Bank)

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

Rs. 5345 /- excluding examination fees

3.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 these 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 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.

- After **Submission** of the application, applicant will be able to download or take print out of the filled up 'Application Form' bearing the **AIN (Application Identification Number)** and his / her other information relating to instructions for payment of Application Processing Fees through **Payment Gateway**. Application shall be summarily rejected, if payment is not made as per instructions given in the auto-generated **Instruction Sheet for Payment**.
- 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.
- The applications, once applied by the Applicant cannot be cancelled or altered and the amount paid for the same by the Applicant is not refundable. All amount(s) paid by the Applicant, for application to the course(s) offered by 'Rabindra Bharati University' shall stand appropriated. In case of multiple payments, being processed for a single application, the extra amount may be refunded to the Applicant after verification, if applied for.

How to Make Payment

After successful **Submission** of the application, applicant will be able to download or take print out of the filled up 'Application Form' bearing the **AIN (Application Identification Number)** and his / her other information relating to instructions for payment of Application Processing Fees through **Payment Gateway**. Application shall be summarily rejected, if payment is not made as per instructions given in the auto-generated **Instruction Sheet for Payment**.

Step.1: The Applicant will be asked to click on the **Payment Button**. Once it is clicked on the Payment Button, the applicant will be redirected to the Payment Gateway for payment of requisite **Application Processing Fees**.

Step.2: Any one of the following 2(two) methods for payment of **Application Processing Fees** can be opted:

1. **Online payment** through Net Banking or Credit Cards or Debit Cards of any bank.
2. Through **Cash/Challan**: A Pay-in-slip will be auto generated. The candidate can submit the fees through **Cash/Challan** in any of the branches of **Allahabad Bank** after **24 hours of printing the auto-generated Cash/ Challan**.

Step.3: After payment of fees through any one of the aforesaid methods, the candidate is advised to log in again into the admission portal with his/her log in id and passwords and see payment history . Please note that in the case of payment through Net Banking or Credit Cards or Debit Cards, transaction history will be reflected immediately after successful transaction.

In the case of payment through Cash/Challan, transaction history will be reflected at least after 24 hours of payment at any branch of Allahabad Bank.

General Instructions to the Applicants

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 and copy of Bank payment receipt, 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 and copy of payment receipt 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 20/06/2019. The master list has been prepared on the basis of the marks entered by the applicants online. If any error in the score or error due 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 the office of the Secretary, Faculty Councils, with all relevant documents like downloaded admission form, bank payment receipts, copies of marksheets etc. on any working day between 11.30 a.m. to 4.00 p.m. on or before 24/06/2019.
- (iii) 1st Provisional Merit list prepared out of the **Master List** of all eligible applicants will be published on the University website on **28/06/2019**.
- (iv) The applicants whose names are enlisted in the 1st Provisional Merit list will only take **Provisional Admission** (through payment gateway) online on and from 29/06/2019 to 02/07/2019 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.
- (iii) **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.
- (iv) **Payment through Cash/Challan:** The candidates may also opt to pay through Cash/Challan . If this mode of payment is opted, a Pay-in-slip will be auto generated. The candidate can submit the fees through Cash/Challan in any of the branches of Allahabad Bank after 24 hours of printing the auto-generated Cash/ Challan.

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.

- (v) **Admission Confirmation:** At the time of confirmation of admission on **19/07/2019 & 22/07/2019** (between 11:30 a.m. and 3:30 p.m. 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 marksheets, SC/ST/OBC/PWD certificates** issued by the competent authority (in case of candidates belonging to SC/ST/OBC/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.

- (vi) **Prospective date of commencement of classes:** 18/07/2019

Exercise of Option

As per Govt. Rules, the candidates belonging to reserved categories (SC/ST/OBC) 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.

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.
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.

Sd.-
Secretary, Faculty Councils

Annexure -I

USER MANUAL (How to apply)

1. STEP: 1


Registered user can fill-up online application form using their login credentials (E-mail Id & Password)

URL: <http://admission.rbu.net.in/>

Email Id :

Password :

Captcha : *



Please enter the captcha displayed in the image into the above input field.
This captcha is case sensitive.

New User? [Register now](#) | Forgot Password? [Click here](#)

If student do not have their login credentials they can click [New User? Register now](#) to register themselves and get their login credentials through SMS and E-mail.

Name : *


Email Id : *

Note: An auto generated password shall be sent to this Email Id. Please enter valid Email Id here

Mobile No. : *

Note: Enter your mobile no. Do not put '0' or '+91' as prefix

Captcha : *



Please enter the captcha displayed in the image into the above input field.
This captcha is case sensitive.

If registered student forget their credentials they can get their PASSWORD click on [Forgot Password? Click here](#)
Enter a valid Email id to get a new password

Email Id :

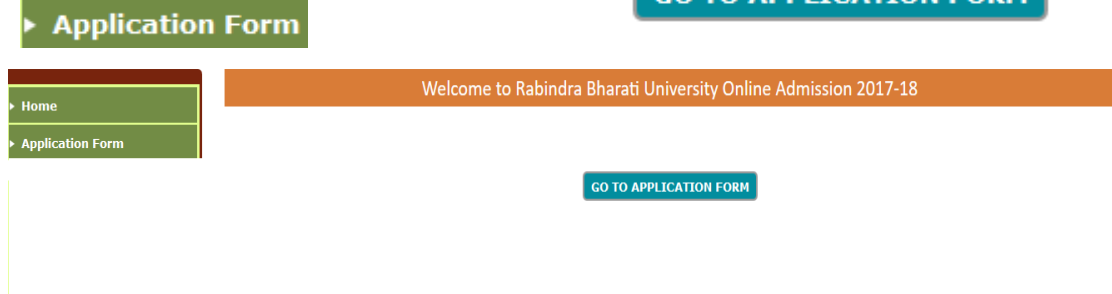
Captcha : *



Please enter the captcha displayed in the image into the above input field.
This captcha is case sensitive.

2. STEP: 2

After login user can fill-up their online form clicking **GO TO APPLICATION FORM** or



3. STEP: 3

User can add subject selecting Academic Programme and Subject Name they are applying for.

Add Subject

Applying for admission to the Academic Programme *

Subject Name *

Department

Faculty

Add Subject **Clear**

Then click on **Add Subject**
 Added Subject will

Admission Programme	Subject	Faculty	AIN No	Department		Payment	Regenerate Challan	Payment Status
B. A. (Hons.)	B. A. (Hons.) in Bengali	Faculty of Arts		Department of Bengali	Click Here for Application	Delete Course x		

Now, user can fill-up the application form clicking on **Click Here for Application**
 They even can delete the selected course clicking on **Delete Course x**

4. STEP: 4

Clicking **Click Here for Application** user will get the Eligibility form of online application

and they must provide right information and fill-up the form.

Eligibility

Applying for admission to B. A. (Hons.) in Bengali (Department of Bengali) under the Faculty of Arts

Note : All * fields are mandatory during submit.

1. Nationality * Indian Foreign National / NRI

2. Category

3. Year of passing Higher Secondary(Class 12) or its equivalent *

(Year of passing Higher Secondary (Class 12) or its equivalent should not be prior to 2016. Candidates having break of studies for more than two years would not be eligible for admission)

4. Whether Person with Disability (PH)? * Yes No

5. Are you applying under Sports Quota? * Yes No

6. Subject *

Marks in Bengali in H.S. (Class 12)* Full Marks * Total Marks Obtained * % of Marks *

7. Choice Elective Subject

8. Academic Record (Secondary / Class-X onwards)*

Note (for Higher Secondary - Class 12)

A. For Higher Secondary (Class 12), put marks obtained in best 4 subjects excluding Environmental Studies (ENVS).

B. Marks for Environmental Studies (ENVS) is optional, and will not add any grade marks in Total Grade score.

SL No	Examination Passed	Board / College / University	Year of Passing	Hons. / Specialization in	Subjects	Total Marks Obtained	Full Marks	Grade	% of Marks
1	Secondary (Class 10)	<input type="text"/>	<input type="text" value="YYYY"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Higher Secondary (Class 12): Best 4 subjects excluding Environmental Studies (ENVS)	<input type="text" value="-- Select --"/>	<input type="text" value="YYYY"/>	1st of Best 4 Subjects excluding ENVS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				2nd of Best 4 Subjects excluding ENVS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				3rd of Best 4 Subjects excluding ENVS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				4th of Best 4 Subjects excluding ENVS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For adding a new row click

Add Another Qualification

Note : Before clicking on the 'Submit & Proceed' button you are advised to make sure that you have entered all information correctly. Once submitted you can not alter the same any more.

Submit & Proceed

After fill-up the Eligibility form they must click on Submit & Proceed and find a page like

Admission Form

Applying for admission to B. A. (Hons.) in Bengali (Department of Bengali) under the Faculty of Arts

Note : All * fields are mandatory during final submit.

Subject Details

1. Applying for admission to the Academic Programme*

Subject Name *

Department

Faculty

NEXT

5. STEP: 5

Clicking on **NEXT** user will get the Personal Details page

Note: All * fields are mandatory during final submit.

PREVIOUS **NEXT**

Personal Details

2. Name of Applicant *
Name
Surname

3. Upload Scanned Photograph of Applicant*
 No file selected.
Note: Upload .jpg / .png / .bmp / .gif format only.

4. Upload Scanned Signature of Applicant*
 No file selected.
Note: Upload .jpg / .png / .bmp / .gif format only.

5. Mother's Name
Mrs.
Mother's Profession

6. Father's Name
Mr.
Father's Profession

7. Name of Guardian
Relationship with applicant

8. Annual Income *
 Rs.

9. Category

10. Gender *
 Male Female Third gender/Other

11. Aadhar No.

12. BPL / Antyodaya BPL Antyodaya
Card No. Issue Year

13. Blood Group *

14. Whether Person with Disability (PH)?
 Yes No

15. Sports Proficiency
 Yes No

16. Whether belongs to Minority Group? *
 Yes No

17. Nationality
 Indian Foreign National
State *

18. Date of Birth *

19. Religion *

20. Mother Tongue *

21. Whether employed ? *
 Yes No

PREVIOUS **NEXT**

At the time of form fill-up user can go to the next page click on **NEXT**

6. STEP: 6

The next page is Contact Details.

Contact Details	
22. Address for Communication*	<input type="text"/>
Village	<input type="text"/>
City / Town*	<input type="text"/>
State / Province *	-- Select State -- <input type="text"/>
District *	-- Select District -- <input type="text"/>
PIN / ZIP *	<input type="text"/>
Mobile No.	<input type="text" value="9007702902"/>
E-mail id	<input type="text" value="kalyanghosh@gmail.co.in"/>
Fax	<input type="text"/>
23. Permanent Address*	<input type="checkbox"/> Same as Communication Address
	<input type="text"/>
Village	<input type="text"/>
City / Town*	<input type="text"/>
State / Province *	-- Select State -- <input type="text"/>
District *	-- Select District -- <input type="text"/>
PIN / ZIP*	<input type="text"/>
Mobile / Land Line No. (Alternate)	<input type="text"/>
E-mail id (Alternate)	<input type="text"/>
Fax	<input type="text"/>
24. Name of local contact person (in case of emergency) (If any)	<input type="text"/>
Address	<input type="text"/>
PIN / ZIP	<input type="text"/>
Mobile No	<input type="text"/>
Relationship with applicant	<input type="text"/>
25. Distance from nearest railway station / bus stop to the University in K.M.*	<input type="text"/>

7. STEP: 7

And the next page is Qualification Details

PREVIOUS
NEXT

Qualification Details

26. Are you pursuing any course? * Yes No

27. i. Are you a registered student of RBU? * Yes No

ii. Have you (ever) been migrated from RBU? * Yes No

Registration No. of RBU *

Registration Year of RBU *

28. Name of the Institute / College / University last attended * Year *

Registration No. * Registration Year *

29. Last Exam passed through* Regular Mode Distance Mode

PREVIOUS
NEXT

At the time of form fill-up user can go to the previous page click on

PREVIOUS

8. STEP: 8

Clicking on “NEXT” after filling up Qualification Details page user will get Verify & Submit page. Here user can see all the details they have provided and verify all the details. Scrolling down they will get it like

DECLARATION OF THE CANDIDATE

I, **KALYAN**, do hereby declare that I will always obey all the rules and regulations, manners and customs prescribed by the University and will maintain class percentage (80% in theory classes and 90% in practical classes) as stated above. Otherwise I will not be treated as eligible to appear at the examination and/or to get promotion for the next class and I will never claim for the same. I declare that all the information furnished above are true and correct.

I also solemnly declare that I shall not participate in, abet or propagate ragging in the university campus and hostels.

Application Processing Fee to be deposited within stipulated date : Date : Place : *

I Agree With Above Declaration

Note : 1. In order to submit this application you must agree with above declaration. Please click the checkbox ahead of 'I Agree With Above Declaration' to submit this application.
2. Once the application is submitted you can't change any information. Make sure all the required information that you provide are proper.

PREVIOUS

Submit

Here they must check I Agree With Above Declaration

before

Submit

9. STEP: 9

After final submit it will generate a AIN for the application and filled up application can be downloaded

Click Here to View Application

Admission Programme	Subject	Faculty	AIN No	Department		Payment	Regenerate Challan	Payment Status
B. A. (Hons.)	B. A. (Hons.) in Bengali	Faculty of Arts	R18BAHBNG00003	Department of Bengali	Click Here to View Application		Click Here for Payment	Your application fees payment status is not verified yet.

Once the form has been submitted User can't delete the course.

Now they can pay clicking on [Click Here for Payment](#) Online Payment

User can get the instruction from the [Click Here for how to make payment](#) link.

10. STEP: 10

After payment user can get their payment history from **▶ Payment History** in the left menu. They also can get their online payment challan again if required from **▶ Regenerate Challan** in the left menu.

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 2019-20 session is hereby notified for information to all concerned:

1. Publication and Notification of Advertisement in the website (www.rbu.ac.in) : 28/05/2019
2. Publication and Notification of Advertisement in the Newspaper on: 28/05/2019
3. Availability of online Admission form: 29/05/2019 to 13/06/2019 (up to 5.00 p.m.).
4. Last date of online payment of application fees through Payment Gateway: 14/06/2019 (up to 4.00 p.m.)
5. Publication of Master list : 20/06/2019
6. If any anomalies found in the Master list , the candidates are strongly advised to contact the office of the Secretary, Faculty Councils for rectification in the Master: 24/06/2019
7. Rectified Master list published on: 26/06/2019
8. Publication of 1st Provisional Merit List : 28/06/2019
9. Provisional Admission through online payment gateway on basis of the 1st Merit List : 29/06/2019 to 02/07/2019
10. Commencement of Classes: 18/07/ 2019
11. Confirmation of Admission at Faculty office: 19/07/2019 &22/07/2019
12. Interview of PWD (only for Arts Faculty) candidates: 02/07/2019 at 12 noon.