

BANKURA UNIVERSITY
Department of Controller of Examinations

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Ref No.: BKU/CE/PG/Reg&Enrl-I&III/856/2018

Date: 20.11.18

NOTIFICATION

(Amended)

**Subject: Registration of PG Students admitted in University & affiliated colleges in AY 2018-19
& Enrolment, End Sem Exam Form fill up of Students in PG Sem I & Sem III in AY 2018-19**

It is notified for information of all concerned that Registration process of newly admitted students in PG courses in affiliated colleges would be done through online portal. Enrolment of students and End Semester Examinations Form fillup in PG Semester I and Semester III would also be processed through online portal as per following schedule.

Important dates

Commencement of date of application : 20.11.2018

Last date of submission of application online : 26.11.2018

Submission of hard copy application forms by the colleges to the university: 27.11.2018

Submission of verified forms from Secretary, FC (PG) to Dept of Controller of Exams: 28.11.2018

For the purpose of Registration, Enrolment and End Semester Examinations Form fillup, colleges/HoDs/TISC of University Departments would get filled in forms from the portal for all individual students. After completing the application process (getting signature, collection of fees etc, as applicable), the colleges /HoDs of University Departments would confirm the submission of applications online.

Colleges /HoDs of University Departments would then submit the hard copy forms to the office of the Secretary, FC (PG) for verification on the basis of admission data and Secretary, FC (PG) would forward the same to the Department of Controller of Examinations for further processing.

For any query and clarification, all concerned are requested to submit the same/contact as per instructions available in the portal.

Sd/-

S Datta

Controller of Examinations

Copy forwarded for information and necessary action to:

1. Registrar, Bankura University
2. Dean, Bankura University
3. Secretary, Faculty Council for PG Studies, Bankura University, with a request to verify and certify the registration forms after collecting from Principals/HoDs/TICs with admission data before final allotment of registration to the students and issue admit card for End Sem Examinations.
4. All HoDs/TICs of the of University Departments
5. All Principals/TICs/OICs of affiliated colleges under Bankura University
6. Secretary to the Vice Chancellor for information of the Vice Chancellor