



Sidho - Kanho – Birsha University
Department of Inspector of Colleges

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Tapan Kumar Hazra
Inspector of Colleges

No. IC/ColGen/75/SKBU/2021

Date: 14.07.2021

To
The Principal/TIC/OIC
All Affiliated Colleges

Sub- Important Instructions and Admission Schedule for UG First Year Students in All Affiliated Colleges for the Academic Session 2021-2022.

Respected Madam/Sir,

I am directed by the Hon`ble Vice Chancellor, SKBU to make an important communication on subject mentioned above. Admission procedure will start from 02/08/2021(schedule annexed) and the guidelines as per Govt. Notification No. 706- Edn(CS)/10M-95/14 dated 13/07/2021 by the Department of Higher Education, Government of West Bengal, (copy annexed) **are to be strictly followed during the entire admission procedure.** Few important modalities are highlighted below for your kind perusal and necessary action:

- The admission process will be entirely online and according to merit for all UG courses (Honours & Program) at all affiliated colleges. Merit list will be published only on the basis of results of qualifying examinations. The process will start on the basis of notification issued by the Department of Higher Education, Govt. of West Bengal. Respective College will conduct and monitor the procedure through professionally managed admission portal using online mode as done previously in 2020-21 academic session. On the basis of data abstracted from successful applicants, provisional merit list and first merit list will be published in specified date and admission will be made according to merit list. Prospective students will not be called for counseling or verification of documents during admission process. Generally, few rounds of successive publication of merit lists against vacant seats may be continued in a chronological order until the closing date of admission as specified in the schedule.
- No charges shall be taken from the students for (i) scanning/uploading of documents (ii) providing/making available the application form/prospectus for admission to any course like previous academic year, for the academic session 2021-22 due to pandemic situation.
- Admission Regulation of the University and Reservation policy as per Government rules are to be followed.
- The candidates eligible for admission should be informed directly in a suitable way (letter/email/telecommunication) by the authority. E-counseling for both Honours and Program courses will be scheduled after publication of merit list against vacant seats in each category, followed by completion of all formalities of online admission in each phase, following specified dates as notified by the admission office. No physical presence of applicants on the college premises is required for any admission related issues until further directive is issued in this regard from competent authority.

- Payment of fees for admission should be done only through e-payment or designated banks and should not be deposited physically at colleges. List of eligible applicants should be handed over to the designated bank branches for verification and receiving requisite fees for admission.
- All testimonials are required to be uploaded online during application. Verification of documents, if required, should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted online.
- For any payment related issue/other query, HELP DESK NO may be provided.
- Updated admission data must be uploaded to SKBU portal on regular basis.
- All stakeholders shall adhere to the COVID-19 norms/protocol, issued by the Government time to time.

Thanking you,
Yours faithfully,



14.07.2021


(TAPAN KUMAR HAZRA)
Inspector of Colleges, SKBU

No- IC/ColGen/75(26)/SKBU/2021

Date: 14.07.2021

Copy forwarded for information and necessary action to:

1. The Registrar, SKBU
2. The Controller of Examinations, SKBU
3. The Secretary, Council of UG Studies
4. The Secretary to the Hon'ble Vice Chancellor, SKBU



14.07.2021

Tapan Kumar Hazra