

THE SANSKRIT COLLEGE AND UNIVERSITY
(1, BANKIM CHATTERJEE STREET, KOLKATA-700073)

INFORMATION BROCHURE REGARDING ADMISSION, 2018
TO
P.G. COURSE [CBCS]

IN

SANSKRIT / BENGALI / ENGLISH / PHILOSOPHY / ANCIENT INDIAN AND WORLD HISTORY

[For additional information, latest updates, please visit University website:
www.sanskritcollegeanduniversity.org.in regularly]

GENERAL GUIDELINES

1. It is hereby notified that Admission to Post Graduate (PG) course in **Sanskrit/ Bengali/ English/ Philosophy/ Ancient Indian and World History** under The Sanskrit College and University in the year 2018 will take place according to the Regulations of the University.
2. Application will have to be filled in online by logging on to the University website: www.sanskritcollegeanduniversity.org.in
- 2.1 Application forms need not to be submitted at the University but the applicant must preserve the printed form which will be required at the time of Counselling and Admission.

3. ELIGIBILITY CRITERIA:

- The eligibility criteria for admission to PG courses in the different subjects are given below:

SERIAL NO.	COURSE	ELIGIBILITY CRITERIA (GENERAL CATEGORY)
1.	Two Years (four Semesters) M.A in Sanskrit	50% In Honours In Sanskrit From Any Recognized University
2.	Two Years (four Semesters) M.A in Bengali	45% In Honours In Bengali From Any Recognized University
3.	Two Years (four Semesters) M.A in English	45% In Honours In English From Any Recognized University
4.	Two Years (four Semesters) M.A in Philosophy	45% In Honours In Philosophy From Any Recognized University
5.	Two Years (four Semesters) M.A in Ancient Indian and World History	45% In Honours In Ancient Indian and World History/ History From Any Recognized University

- Reservations for SC/ ST/ OBC/ PC candidates shall be applicable as per Government rules, directives and constitutional provisions. For candidates belonging to the SC and ST categories there will be, as mandated by the Government, a relaxation of the minimum eligibility criteria (cut-off percentage) by 10%. (Provided the candidate should achieve the qualifying marks in their respective honours subject)
- Candidates who have graduated with required criteria between 2014 and 2018 are eligible to apply for PG course in respective department.
- Candidates who have appeared in final exam of under graduate exam can also apply with their Part-1 or 5th semester result provided they have the eligible marks for application.
- **Candidate should enter the marks obtained only in the HONOURS/CORE COURSE (IN CASE OF CBCS) SUBJECT.**
- Merit list will be prepared purely on the basis of Merit Index (Marks obtained in respective subject in Honours Course). **No Admission Test will be held for the selection procedure.**

4. INTAKE CAPACITY:

- Total Number of the seats under different subjects are given below:

SUBJECT	GEN	SC	ST	OBC A	OBC B	PHYSICALLY CHALLENGED	TOTAL SEATS
Sanskrit	35	13	4	4	2	2	60
Bengali	23	9	3	2	2	1	40
English	23	9	3	2	2	1	40
Philosophy	16	6	2	3	2	1	30
Ancient Indian and World History	16	6	2	3	2	1	30

- **Rules and regulations in respect of Reserved Quota**

The following seats are reserved in each subject for the under mentioned categories:

i) For SC and ST - 22% and 6% respectively of the total seats of the concerned subject.

Eligibility - SC/ST candidates should submit SC/ST certificate issued as per the West Bengal Govt. SC/ST (identification) Act 1994. Candidates from other Universities outside West Bengal will have to submit domicile certificate along with their S.C./ S.T./ O.B.C. - A & B certificate.

ii) For Persons with Disability: reservation of 3% seats for PWD within each respective category (SC/ST, OBC-A, OBC- B/unreserved) of the concerned subject.

N.B. - Persons with disability candidates having degree of 40% and above should submit a certificate issued by the competent authority of a Govt. Hospital.

iii) For OBC-A/OBC-B: Percentage of seats for these categories has been fixed as per government rules.

5. FEES STRUCTURE:

- a. Online application fees: 100/- each Subject
- b. Tuition fees: 200/- per month
- c. Admission fees: 200/- per year
- d. Session charge: 1000/- per year
- e. Library Deposit fees (Refundable): 2000/-
- f. Library fees: 500/- per year
- g. Short Percentage fees: 100/-
- h. Transfer fees: 100/- per transfer.
- i. Delay fine for examination: 100/-
- j. Registration form fees: 50/-
- k. Provisional Diploma/ Certificate/ Special fees: 500/- (Ordinary).
- l. Provisional Diploma/ Certificate/ Special fees: 700/- (Urgent).
- m. Duplicate Diploma/ Certificate/ Special fees: 500/- (Ordinary).
- n. Registration fees: (if applicable) 200/- (General Category) & Rs. 100/- (SC/ST/OBC/PWD/BPL)
- o. Examination form fees: 50/-
- p. Examination fees: 400/- For each Semester
- q. Centre fees: 100/-
- r. Re-Examination fees: 100/- each paper
- s. Seminar fees: 1000/- for each
- t. Migration Certificate fees (Outgoing): 500/-
- u. Transcript fees: 200/- per copy within India.
- v. Transcript fees: \$ 100 per copy outside India.
- w. Duplicate Registration certificate fees: 100/-
- x. Duplicate Marksheet fees: 200/- (Ordinary)
- y. Duplicate Marksheet fees: 400/- (Urgent)

- After selection for admission, the candidate shall, within the date fixed by the University, deposit the necessary fees prescribed for the purpose. If the candidate fails to deposit the fees within the stipulated time, his/ her selection shall be liable for cancellation. Such a candidate shall not be admitted to the course unless specific order for admission is made or an extension of the date of payment is granted by the appropriate authority.

6. INSTRUCTIONS FOR ON-LINE APPLICATION:

- Read the following instructions carefully before submission of Online Application.
- Use either Google Chrome or Mozilla Firefox.
- The Steps to be taken for Online submission of application:

STEP 1: Fill all the Fields of the Online Application Form correctly and sequentially. Please do not enter wrong data as that might lead to summary rejection of application. Note that the candidate will be solely responsible for data entered in the Application Form.

STEP 2: Note down the unique Application ID No. which will be generated automatically after submission of the Online Application Form for future reference. This is very important.

STEP 3: Print Bank Challan (Student copy, **University Copy** and Bank copy) and Application Form (Student's Copy) after submission of Online Application. (In case, candidate fails to print Bank Challan / Application Form (Student's Copy), she/he will click 'Print Application Form / Bank Challan' menu which is located on the right-hand side of 'Apply Online' menu.)

STEP 4: Deposit the Online Admission Fee of Rs.100 (in cash only) at **BANK OF INDIA, THE COLLEGE STREET BRANCH, BANKIM CHATTERJEE STREET, KOLKATA-700073**) within the stipulated date.

- Candidates are advised to be very careful while filling up the form as no corrections can be made once the form is submitted. However, if after submission, it is found that incorrect entries have been made, a fresh form has to be filled online.
- No copies of documents such as marks sheet will have to be produced at the time of application or submission of online admission fee. The list of documents that will have to be submitted/produced at the time of admission will be attached to the provisional merit lists.

7. IMPORTANT DATES:

- **Opening of Online Application:** 04.07.2018
- **Closing Of Online Application:** 24.07.2018 [till 11.59 P.M]
- **Fees Submission:** 04.07.2018- 26.07.2018 [Within normal Banking Hours at **BANK OF INDIA, THE COLLEGE STREET BRANCH , BANKIM CHATTERJEE STREET, KOLKATA- 700073**]
- **Publication of First Provisional Merit List:** 31.07.2018
- **Provisional Admission:** 02.08.2018 -07.08.2018
- **Publication of Second Merit list (if required) will be announced later**
- **PG (1st semester) class will commence on and from 10.08.2018**

8. COURSE OF STUDY:

- i. A candidate admitted to Post Graduate (Master in Arts) Degree course shall register himself/ herself as a full-time student of The Sanskrit College and University.
- ii. All Post Graduate (Master in Arts) Degree courses will follow the Choice Based Credit System (CBCS).
- iii. A student registered for Post Graduate (Master in Arts) Degree course in a particular subject shall not be permitted to seek admission and pursue concurrently to any other equivalent or higher degree course in this university or elsewhere.
- iv. A student shall be deemed to have pursued a regular course of study in a subject provided he/ she has an attendance of at least **75 per cent**. Taking part in field trips/ educational tours, undertaking projects, presenting seminars, writing dissertations, appearing for VIVA etc. will be treated mandatory in calculation of the said percentage. A student will only be allowed to write the end-semester examination if his/her total attendance percentage for that semester is 75% and above.

- v. The attendance of a candidate shall be counted from the date on which the respective classes begin (to be notified by the respective departments), or from the date on which he/ she is admitted, whichever is later.
- vi. A candidate with attendance between 65% to 74% will be declared Non-collegiate. Such a candidate may be permitted to write his/her end semester examination after being allowed by the Vice-Chancellor on the recommendation of the Head of the Department in writing and after having paid the appropriate Non-collegiate fees.
- vii. The University shall have the power to condone a deficiency in attendance, as per the instructions given by the competent authorities.
- viii. A student debarred from writing the end-semester examination due to insufficient attendance may be allowed to take re-admission for the same semester only in the next year.
- ix. If a student becomes unsuccessful in any end-semester Examination, he/she may continue with his/ her study in next semester and may appear in the term-end examination with the next batch (as per odd/ even semester schedule).
- x. The syllabus as presented along with the Regulation shall be changed, if so required by the University from time to time.
- xi. Candidates, if they wish, can cancel their admission within 10th August, 2018. No cancellation will be considered after the mentioned date.

N.B. : Please refer to the “Regulations Relating to PG Course of Study (Four Semesters, following CBCS) in Sanskrit, Bengali, English, Philosophy, Ancient Indian and World History under Humanities attached to the Post Graduate Faculty of Arts, The Sanskrit College and University” for other information about course structure, examination regulations etc.

**Controller of Examinations,
The Sanskrit College and University**

**Joint Conveners,
Admission Committee**