



THE SANSKRIT COLLEGE  
And  
UNIVERSITY

INFORMATION BROCHURE

**REGARDING ADMISSION**

**(2018-2019)**

TO

U.G. COURSES (B.A. Hons/Shastri), CBCS

IN

**SANSKRIT / PALI / LINGUISTICS / ANCIENT INDIAN AND WORLD HISTORY /  
PHILOSOPHY / BENGALI / ENGLISH / [SHASTRI IN] ADVAITA VEDANTA / PANINI  
VYAKARANA / SAHITYA (under TRADITIONAL ORIENTAL LEARNING [TOL] Faculty)**

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

### **GENERAL GUIDELINES**

**1.1.** It is hereby notified to all concerned that admission to Under Graduate (UG) programme of studies under The Sanskrit College and University in the year 2018 will take place according to the Regulations of the University.

**2.1.** Students who have passed the Higher Secondary or equivalent examination between the years 2004 to 2018 are eligible to apply for Honours courses (provided they have studied the subject wherever mentioned and have the minimum eligibility to apply).

**2.2.** Application will have to be filled in online by logging on to the University website: [www.sanskritcollegeanduniversity.org.in](http://www.sanskritcollegeanduniversity.org.in) **PLEASE NOTE THAT APPLICATION FORM WILL BE AVAILABLE ONLINE ONLY.**

**3.1.** Students who will qualify Higher Secondary or equivalent (in the 10+2 system) are eligible to apply for admission to the courses, subject to their fulfilling of the eligibility criteria as given below in points **3.2.** and **3.3.** below.

**3.2.** The total number of seats under different categories and the minimum eligibility criteria (cut-off percentage) for applying for admission to various Honours courses is given as under. (Aggregate is to be calculated based on best four electives at Higher Secondary or equivalent, with).

Subjects	Eligibility	GEN	SC	ST	OBC A	OBC B	Physically Challenged	Total seats
Sanskrit	60% in Aggregate, 60% in Sanskrit	35	13	4	4	2	2	60
Linguistics	50% in Aggregate	16	6	2	3	2	1	30
Pali	45% in Aggregate	16	6	2	3	2	1	30
Ancient Indian and World History	50% in Aggregate	16	6	2	3	2	1	30
Philosophy	45% in Aggregate	23	9	3	2	2	1	40
Bengali	60% in Aggregate, 60% in Bengali	23	9	3	2	2	1	40
English	60% in Aggregate, 60% in English	23	9	3	2	2	1	40
T.O.L. (in each Specialization i.e, Advaita- Vedanta, Panini Vyakarana, Sahitya)	45% in Aggregate, 45% in Sanskrit	15	5	2	1	1	1	25

**3.3.** All students wishing to take admission in Under-graduate Honours Degree course in different subjects must fulfill the minimum eligibility criteria as mentioned in point.

**3.3.1.** For admission to U.G. Honours courses in Sanskrit, English and Bengali, (if the Merit List will be prepared based on the Merit Index which will be calculated following the given formula: Merit Index = Aggregate + Marks secured in subject at the HS level or equivalent (Sanskrit or English or Bengali, as the case may be).

**3.4.** 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 they have achieved the qualifying marks in (10+2) examination.

**3.5.** All applications will be received online through the University website. The detailed admission schedule and procedure will be intimated at appropriate time during the admission process. Candidates wishing to take admission to U.G. courses in different subjects should regularly check the University website for updates and notices.

**3.6.** 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.

#### **4. 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.

## **FEES STRUCTURE**

### **U.G Course**

1. Online application fees: **Rs. 100/-** each Subject
2. Tuition fees: **Rs. 100/-** per month
3. Admission fees: **Rs. 500/-** per semester
4. Session charge: **Rs. 1000/-** per year
5. Library Deposit fees (Refundable): **Rs. 1000/-**
6. Library fees: **Rs. 100/-** per year
7. Short Percentage fees: **Rs. 100/-**
8. Transfer fees: **Rs. 100/-** per transfer.
9. Delay fine for examination: **Rs. 70/-**
10. Registration form fees: **Rs. 20/-**
11. Provisional Diploma/ Certificate/ Special fees: **Rs. 500/-** (Ordinary).
12. Provisional Diploma/ Certificate/ Special fees: **Rs. 700/-** (Urgent).
13. Duplicate Diploma/ Certificate/ Special fees: **Rs. 500/-** (Ordinary).
14. Registration fees: (if applicable) **Rs. 200/-** (General Category) & **Rs. 50/-** (SC/ST/OBC/PWD/BPL)
15. Examination form fees: **Rs. 30/-**
16. Examination fees: **Rs. 300/-** For each Semester
17. Centre fees: **Rs. 50/-**
18. Re-Examination fees: **Rs. 100/-** each paper
19. Migration Certificate fees (Outgoing): **Rs. 500/-**
20. Transcript fees: **Rs. 200/-** per copy within India.
21. Transcript fees: **\$ 100/-** per copy outside India.
22. Duplicate Registration certificate fees: **Rs. 100/-**
23. Duplicate Marksheet fees: **Rs. 200/-** (Ordinary)
24. Duplicate Marksheet fees: **Rs. 400/-** (Urgent)

### **INSTRUCTIONS FOR ON-LINE APPLICATION:**

1. Read the following instructions carefully before submission of Online Application.
2. Use either Google Chrome or Mozilla Firefox.
3. 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:*** In case of applying for more than one subject, fill in separate Online Application Form for each course.

***STEP 3:*** 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 4:** Print Bank Challan (Student and Bank copy) and Application Form (Student's Copy) after submission of Online Application. ( In case a 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 5:** Deposit the Online Admission Fee of Rs.100 (in cash only) at the College Street Branch of Bank of India (opposite Sanskrit College, Bankim Chatterjee Street) within the stipulated date. (In case a candidate applies for more than one subject, Online Application Fee will have to be paid separately for each subject).

4. 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.
5. 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 submitted/produced at the time of admission will be attached to the provisional merit lists.

#### **IMPORTANT DATES:**

- **Online Application Opens: 8<sup>th</sup> June, 2018 (Friday), [From 12 noon].**
- **Online Application Closes: 18<sup>th</sup> June, 2018 (Monday). (Till 11:59 P.M.).**
- **Application Fees submission Starts: 8<sup>th</sup> June, 2018 (Friday).**
- **Last date of Submission of the Application fee: 20<sup>th</sup> June, 2018 (Wednesday).**  
[Within normal banking hours]

**Application fees should be submitted Only at Bank of India (College Street Branch), opposite The Sanskrit College and University, 1-Bankim Chatterjee Street, Kolkata-700073.**

- **Publication of First provisional Merit List: 25<sup>th</sup> June, 2018 (Monday). (By 4-00 P.M.)**
- **First Counseling and Admission: 28<sup>th</sup> June, 2018 (Thursday).**
- **Publication of Second Provisional Merit List: 2<sup>nd</sup> July, 2018 (Monday), (If required).**
- **Second Counseling and Admission: 4<sup>th</sup> July, 2018 (Wednesday), (If required).**
- **1<sup>st</sup> Semester Class will commence on 5<sup>th</sup> July, 2018.**

### **Course of Study**

1. A candidate admitted to Under-graduate Honours Degree course shall register himself/herself as a full-time student of the The Sanskrit College and University.
2. All Under-graduate Honours Degree courses will follow the Choice Based Credit System (CBCS).
3. A student registered for Under-graduate Honours Degree course in a particular subject shall not be permitted to seek admission to and pursue concurrently any other equivalent or higher degree course in this university or elsewhere.
4. 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** in class lectures. Taking part in field trips/ educational tours, undertaking projects, participating in the department organized seminars, etc. will be treated mandatory. 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.
5. 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.
6. 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.
7. The University shall have the power to condone a deficiency in attendance, as per the instructions given by the competent authorities.
8. 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.
9. The syllabus as presented along with the Regulation shall be changed, if so required by the University from time to time.

N.B. : Please refer to the “Regulations Relating to UG Honours Course of Study (Six Semesters, following C.B.C.S.) in Sanskrit, Philosophy, Pali, Linguistics, Ancient Indian and World History, English, Bengali and other subjects under Humanities attached to the Under Graduate Faculty of Arts, UG Faculty of TOL, The Sanskrit College and University” for other information about course structure, examination regulations etc. Prospective students are also advised to carefully go through the syllabi of the various Honours Courses uploaded on the University website.

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Joint Convener Controller of Examinations  
The Sanskrit College and University,  
Kolkata