



**THE UNIVERSITY OF BURDWAN**  
Office of the Secretary Faculty Council (Arts etc.)

No. FC/PG(A)/Advt./F. Languages/2017-18/127

Date: 10.08.2017

**ADMISSION NOTIFICATION**

Applications in prescribed forms are invited for admission to the following Courses of Studies, during the academic session 2017-2018:

***One year Certificate/Diploma/Advanced Diploma in French & German Languages (Evening courses).***

**Minimum eligibility:**

(1) For **Certificate Course in French & German**: Graduate in any discipline of any recognized University. (2) For **Diploma Course in French & German**: Graduate in any discipline and Certificate obtained in the relevant course. (3) For **Advanced Diploma in French & German**: Graduate in any discipline and Certificate & Diploma obtained in the relevant course.

Candidates who have appeared at the examinations in the Certificate and Diploma courses of this University may also apply on production of the original Admit Card of these examinations.

**Reservation:** As per govt. rules.

**Availability of forms:** Application Forms for all the courses can be downloaded from the University Website (<http://www.buruniv.ac.in>) from **11/08/2017 to 31/08/2017** Applicants must enclose a demand draft of Rs. 150/- in favour of **"The Finance Officer, The University of Burdwan"** payable at SBI, Burdwan University Branch or a Cash Challan of Rs. 150/- after depositing in the University Cash Counter, Rajbati, at the time of submitting the application form.

For other details, candidates are advised to carefully follow the Information Sheet to be downloaded along with the application form.

**LAST DATE OF ISSUE AND SUBMISSION OF FORM: 31/08/2017**

Secretary  
Faculty Council (Arts etc.)

No. FC/PG (A)/Advt./F. Languages/2017-18/127/1(6)

Date: 10.08.2017

Copy to:

1. Dean (Arts), B.U.
2. Head, Department of Foreign Languages, B.U.
3. The Finance Officer, B.U.
4. P.S. to V.C., B.U.
5. P.A. to Registrar, B.U.
6. S.S. Sales & Information Section, B.U.

Secretary  
Faculty Council (Arts etc.)



# THE UNIVERSITY OF BURDWAN

Office of the Secretary, Faculty Council (Arts, Com., Law etc.)

3<sup>rd</sup> Floor, Composite Arts Building, Golapbag

P.O. Rajbati, Dist. Burdwan – 713 104, West Bengal

Email; [secretary\\_arts@buruniv.ac.in](mailto:secretary_arts@buruniv.ac.in)

Website: [www.buruniv.ac.in](http://www.buruniv.ac.in)

## Admission to the Foreign Languages Courses

[Academic Session: 2017-19]

### INFORMATION SHEET

Candidates are advised to follow the information and instructions as given below:

- (A) Enter detailed marks of different examinations in the relevant columns neatly and carefully.
- (B) Enclose self-attested photo copies of all the mark-sheets of all the public examinations passed starting from Madhyamik or its equivalent examination and also enclose self-attested photocopy of Madhyamik (or its equivalent) Admit Card.
- (C) Submit duly filled in application form at the Office of the Secretary, Faculty Council (Arts etc.), 3<sup>rd</sup> Floor Composite Arts Building, Golapbag, B.U. from **11/08/2017 to 31/08/2017** between **11 a.m. and 3 p.m.** on **all working days** excluding all Saturdays, Sundays and University's Holidays.

#### GENERAL INSTRUCTIONS:

No postal communication regarding selection and admission will be made to any candidate. Candidates are advised to turn up personally on the specified dates as mentioned in the admission calendar and follow the selection list carefully. Please note that no candidate will be entertained for admission in any case if he/she (or anybody on his/her behalf) fails to turn up by the stipulated last date of admission, mentioned in the list in which his/her name will appear as a selected candidate. Physical presence of a candidate on the day of admission is not as such compulsory. Anybody on his/her behalf, with due authorization letter, may come with original testimonials and fees to complete the admission process.

#### ADMISSION CALENDAR

*(Only for the applicants to the certificate category for all subjects)*

- |  |  |
|--|--|
| 1. (a) Date of publication of merit list                       | : 07/09/2017   |
| (b) Dates and time of admission of the merit listed Candidates | : 11/09/2017 & 12/09/2017<br>(Between 11 a.m. to 2 p.m.) |

#### SPECIAL INSTRUCTIONS:

- Φ For Certificate Course: Selection for admission shall be made on academic merit basis i.e. marks obtained in the Graduation level.
- Φ For Diploma Course : Selection for admission shall be made on academic merit basis i.e. marks obtained in the Graduation level and Certificate Course.
- Φ For Advance Diploma Course : Selection for admission shall be made on academic merit basis i.e. marks obtained in the Graduation level, Diploma Course and Certificate Course.

- Φ Candidates are required to produce the following documents in original at the time of admission (a) Madhyamik: Admit Card, (b) Mark-sheets of all the public examinations passed starting from Madhyamik or its equivalent, (c) Certificates in support of reservation claimed for.
- Φ In case of the uniform score of the candidates in Graduation, the percentage of marks obtained by the candidate in Higher Secondary Examination will be considered and calculated for determining the higher position in the merit list. And if the percentage of Higher Secondary marks appears to be the same, percentage of Secondary Examination will be considered for ranking.
- Φ If any incident of ragging comes to the notice of the University authority, the student concerned shall be given liberty to explain, and if his/her explanation is not found satisfactory, the authority shall take disciplinary action against him/her as deemed fit.

*(Following information is only for the candidates, who are waiting for the result of Certificate & Diploma Courses in all the above-mentioned Courses)*

- ❖ Applicants, waiting for the publication of the result of Diploma & Advanced Diploma of all the Courses, are advised to report at the Office of the undersigned after publication of their result and admission will be arranged accordingly.

Tentative date of commencement of classes: Third week of **September 2017**

**Last date of submission of form: 31/08/2017**



Secretary  
Faculty Council (Arts etc.)