

UNIVERSITY OF NORTH BENGAL

OFFICE OF THE REGISTRAR



ENLIGHTENMENT TO PERFECTION

ADMISSION TO POSTGRADUATE DIPLOMA COURSE IN TEA MANAGEMENT

Applications are invited for admission to one-year Postgraduate Diploma Course in Tea Management for the session 2016-17 from candidates having Bachelors Degree in any discipline obtained under 10+2+3 academic system. For details regarding admission, visit University's website : www.nbu.ac.in

Advt. No. 23/R-2016 Dated: 04.07.2016

Registrar (Officiating)

Schedule of Admission

Date of Advertisement : 04.07.2016

Date of issue of Admission forms : 04,07.2016 to 03.08.2016

Last date of receiving forms : 03.08.2016

Date of written test and Oral test : 22.08.2016

Date of Admission (1st list) : 22.08.2017 and 23.08.2016

Date of publication of 2nd List : 24.08.2016

Date of Admission on the basis of 2nd list : 24.08.2016 & 26.08.2016

Date of commencement of class : 05.09.2016

University of North Bengal

PROSPECTUS

Department of Tea Science

Session: 2016-2017



P.O. North Bengal University

Raja Rammohunpur

Dist. Darjeeling, W.B., India

PIN – 734013

INTRODUCTION

To meet the long-felt need of a professional course in Tea Management, the University of North Bengal has introduced the Post-Graduate Diploma Course in Tea Management on self-financing basis from 1995-1996 academic sessions. The course aims at providing theoretical knowledge as well as practical training in the fields and factories on all aspects of tea production, manufacture, marketing and trade.

OBJECTIVE

To cater to the need of tea industry in respect of trained Assistant Managers or equivalent for plantation and factory.

To provide specialization and skill in the functional areas of tea plantation and management.

To help those who have already engaged themselves in Tea Plantation in the management cadre.

To contribute to the career development of individuals who would seek further advancement on the basis of professional qualification.

To train candidates in such a way as may help them get absorbed in the managerial cadre in the tea garden as well as in agrochemical and fertilizer industries closely related to tea and in tea broker firms.

FACULTY

The teachers and instructors include faculty from the university departments, professional institutes, research organizations, renowned tea scientists and senior planters with research and consultancy expertise.

DURATION & COURSE

The course is of one year duration. It will commence by the 1st week of September, 2016.

The Papers are as follows:

FIRST SEMESTER: 500 Marks.

Paper 1	:	Botany of Tea & Tea Nursery – 100 marks
Paper II	:	Agronomy of Tea – 100 marks
Paper III	:	Soil & Water Management – 100 marks
Paper IV	:	Pest Management – 100 marks
Paper V	:	Practical – 100 marks

SECOND SEMESTER: 500 Marks.

Paper VI	:	General Aspect of Tea – 100 marks
Paper VII	:	Biochemistry and Tea Manufacture – 100 marks
Paper VIII	:	Labour Laws & Management – 100 marks
Paper IX	:	Tea Economics – 50 marks
Paper X	:	Computer Application – 50 marks
Paper XI	:	Practical – 50 marks
Paper XII	:	Dissertation – 50 marks

CONDUCT

Any student found lacking in discipline during the tenure of this course or adopting unfair means during examinations is liable to be expelled from the course.

CLASS HOURS

Generally the theoretical classes commence at 10.30 A.M. Students will not be allowed to enter the classroom after the lecture starts. The timings and lecture schedule may change under special circumstances. Visit to tea gardens generally starts at 7 a.m. Classes may be held on Sunday and other Holidays too. Student

must report to the department at 10.15 sharp, even if any lecture schedule is cancelled or postponed due to cancellation of program by any faculty member. In that case some alternative class will be arranged.

The faculty members are not bound to deliver lecture notes to the students. Lectures will be delivered following audio-visual and other teaching aids, if necessary, and it is for the students to consult the Library of the Dept. or any other Library for preparation of notes. The teachers are always ready for discussion and guidance.

EVALUATION

Evaluation is based on continuous assessment, university examination at the end of each semester and comprehensive viva-voce. After satisfactory completion of the course, grades are awarded on the basis of performance in the examinations.

ABSENCE DURING INTERNAL ASSESSMENT / EXAMINATION / VIVA

Internal assessment may be taken without any prior intimation to the students. Absence during internal assessment, final examinations, viva-voce shall not be condoned and supplementary examination shall not be arranged for any student under any circumstances.

ATTENDANCE

75% attendance in Theory and Practical classes and 90% attendance during garden visits and 100% attendance during visit to the research centers are mandatory. There shall be no condoning of required attendance on any ground.

LIBRARY

Good collection of books and periodicals on tea and other plantation crops are available in the department library. Refundable Caution fees of Rs.2000/- will be charged from each student at the onset of the course.

AUDIO-VISUAL DEVICES

Most of the lectures are delivered by power point presentation. A good number of computers are available in the department for hands on training

PROTECTIVE CLOTHING AND OTHER MATERIALS

It is imperative for all the students to have their own rain coats, rain shoes (e.g., rubber shoes or gum boot), umbrella, shorts and caps. Each student should possess a measuring tape (preferably steel) and magnifying glass (lens). A suitable water pot (having cooling arrangement) would be useful during hot summer days at the time of tea garden visits.

TEA GARDEN VISITS

The students will be taken to adjacent tea gardens and the tea plantation of North Bengal University for obtaining hands on training on tea.

PLACEMENT

The department helps the students to get jobs in the tea gardens of Dooars / Terai / Darjeeling/Assam, bought leaf factories, agrochemical companies and allied organizations. Placement record so far is highly impressive (nearly 100% in case of willing candidates).

STUDY MATERIALS

Study materials in the form of notes in soft copies etc are provided to the students as far as practicable.

ADMISSION PROCEDURES

Schedule for admission procedure has been mentioned in the Application Form. List of the candidates for admission test, viva-voce and admission will be displayed on the notice board of the Registrar as well as the office of the

Department of Tea Science. It is for the candidates to see the notice board in time. The University will not take responsibility for any postal delay or non-receipt of letter by any candidate.

ELIGIBILITY

Any Graduate of the University of North Bengal or any other recognized University in any discipline including Agriculture is eligible to apply.

AGE LIMIT

For admission, preference will be given to candidates up to 25 years of age as on June 1 of the year.

SEATS

Total number of seats is 48 (forty eight)

Indian students: 39(General 19; Reserved for SC Category 22% - 9; Reserved for ST Category 6% - 2; Reserved for BPL / Antyodaya Category 3% - 1; Reserved for Physically challenged Category 3% - 1; Reserved for OBC-A 10% - 4, Reserved for OBC – B 7% - 3. Reserved for students of other SAARC countries – 2 ; Reserve for Foreign students other than SAARC countries – 5.

If the ST candidates fall short of the reserved quota, the vacancies will be filled up by the SC candidates. If the SC / OBC candidates fall short of the reserved quota, the vacancies will be filled up by the candidates of general category subject to the approval of the District Authority.

If there is no applicant from BPL/Antyodaya / Physically challenged categories, the seats will be filled up by the candidates of general category.

Other policies regarding admission will be as per the Admission Policy of the University.

If any problem arises regarding the interpretation of any item / part of the selection principles the matter shall be referred to the Vice-Chancellor.

SELECTION

Selection will be made on the basis of a written examination comprising questions on English, general knowledge, current affairs and general aptitude, followed by interview (for those who qualify in the former).

Admission test:

Distribution of Marks:

Written Test to be conducted by the Department: 50 marks (Objective type – 20 marks; Essay in English – 10 marks; Short questions – 20 marks)

Subjects/topics to be covered in the Written Test: Botany, Zoology, Chemistry, English, GK & Current affairs, Sense of reasoning etc.

Written test time: 1 (one) hour

Viva-Voce : 20 marks

COURSE FEE (NON-REFUNDABLE)

Indian Candidate Rs. 40,000/-

Candidate from other SAARC countries Rs. 50,000/-

Candidate from foreign countries other than SAARC countries Rs. 80,000/-

Above course fees is payable in two equal installments, the first at the time of admission and the second at the time of commencement of the Second Semester. Such fee shall cover only tuition fee. The students will have free access to the library of the department. Registration fee, Examination fee etc. will be charged as per the University regulations. Other expenses e.g., cost of preparation of project reports, dry and wet specimens, herbarium, practical exercise books, kits, dress, photocopy of course materials will have to be borne by the candidates themselves.

ACCOMMODATION

The course is non-residential but all students will have to make their own arrangement for board and lodge in the vicinity of the University Campus. Some seats are available in the university hostel for this course on first come – first

served basis. Accommodation for the foreign students will be made in the University guest house, if asked for.

PROCEDURE FOR APPLICATION

Interested candidates may complete the Application form given below and send it to the under noted address along with a self-addressed envelope:

The Registrar

UNIVERSITY OF NORTH BENGAL

P.O. NORTH BENGAL UNIVERSITY

Raja Rammohunpur,

SILIGURI - 734013

Dist. Darjeeling, PIN: 734013 (WB)

Phone: (0353) 2776380 (O)

Fax: (0353) 2581212

e-mail: pgdtm_nbu@yahoo.com

Web site: www.nbu.ac.in

Application for Admission to the Post Graduate Diploma Course in Tea Management

Session: 2016-2017

Last date for receipt of Application :

Date of Admission Test and Viva :

Date of Admission :

To

The Registrar

North Bengal University

Darjeeling

Paste one stamp size photo here

Sir,

I do, hereby, submit my application for admission to the Postgraduate Diploma Course in Tea Management to be held during September 2016 to August 2017. I declare that all the statements made below are true to the best of my belief and knowledge. I know that any statement made in the application form, if found incorrect on scrutiny, will render the application liable to rejection and admission, if granted on the basis of that statement, will stand cancelled. I undertake to abide by all the regulations of the University.

Yours obediently,

Signature in full.....

(Affix one recent stamp size photograph in the space above and attach one copy with the application form for Identity Card, if selected.)

PARTICULARS TO BE FILLED IN BY THE CANDIDATE

1. Name of the Candidate:

Mr./Mrs./Miss.....

(In Block letters)

Name

Surname

2. (a) Father's Name (optional) :

(b) Mother's name:

3. Guardian's Name:

4. Address: (a) Present

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.....
.....

Telephone No. E-mail

(b) Permanent Address

.....
.....

Telephone No.

E-mail

5. Date of birth (to be supported by documentary evidence)

7. Name of the college and/or University last attended

8. Registration No. and year of registration

9. Whether he/she has submitted any application for admission in any other course of this University. If so, name of the department should be mentioned

.....
.....

10 Whether he/she got himself/herself admitted into any department at this University. If so, he/she should mention the name of the department & session

.....

11. Academic records: (Separate Sheet may be used if necessary)

Examination	University	Year	Subject	Division	Percentage	Aggregate Marks *	Remarks

*excluding the marks of the additional compulsory paper, if any at the graduation level.

12. Whether he/she is employed in a service. (give details)

.....

(if yes, a certificate indicating no-objection of the employing authority must be attached).

13. Whether he/she claims additional qualification for selection in this particular course of study.

14. Whether the candidate belongs to reserved category (SC/ST/OBC –A, OBC-B / BPL / Antyodaya etc.)

.....

15. Nationality

I affirm that the above declaration of the candidate is correct.

.....

Signature of the Candidate

Date:

Place:

- N.B. (a) Incomplete or irregular or late applications will not be considered.
- (b) A candidate who fails to appear at the written test or interview will not be considered.
- (c) The University has the right not to select a person who is considered to be unfit.

Particulars to be submitted:

- (i) Attested true copies of all Mark Sheets and Certificates.
- (ii) Certificates from competent authority in case of ST/SC/OBC-A/ OBC-B/ BPL / Antyodaya etc.) etc. candidates.
- (iii) Self addressed, stamped (for registered post) envelope.
- (iv) Stamp size photograph (two).

NOTE: Those intending to submit the application Form by downloading from NBU website (www.nbu.ac.in) are required to enclose a bank draft of Rs. 200.00 in favour of the University of North Bengal or pay the amount in cash at the cash counter of the university.

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