



# **RABINDRA BHARATI UNIVERSITY**

**56A, B. T. ROAD, KOLKATA-700050**

## **Admission Notice For the academic programmes in M.Lib.I.Sc, B.Ed.Spl.Edn (VI&IE), & Diploma in Tagore Literature in 2017-2018 session**

Admission Notice: FC/PG-D/02 /17

July 10, 2017

The University invites online applications for admission to the academic programmes in M.Lib.I.Sc., B.Ed.Spl.Edn (VI&IE) and Diploma in Tagore Literature under the Faculty of Arts in the session 2017-2018. Online Application can be made on the University Website : [www.rbu.ac.in](http://www.rbu.ac.in) from **13/07/2017 to 24/07/2017** (upto 5.00 p.m.). Last date for online payment Through Payment Gateway is **25/07/2017 upto 4:00 p.m.**

**1.Master of Library and Information Science (M.Lib.I.Sc.) : 1- year (Self-financing under Semester system)**

### **Eligibility Criteria for admission:**

#### **1. Master of Library and Information Science (M.Lib.I.Sc.)**

**a.** Graduation with honours (10+2+3 pattern) or Master's degree (with honours) or a technical degree (of the pattern 10+2+4 or 10+2+5) such as Engineering, Computer Application, Pharmacy, Law etc. from any U.G.C recognized University or Institute.

**b.** Bachelor of Library and Information Science(B.Lib.I.Sc.) from any U.G.C. recognized University.

### **For Deputed Candidate :**

Being a professional course of study at Master's Degree level, forty percent (40%) of the intake of students may be drawn from library professionals of recognized Libraries fulfilling the conditions of aforesaid eligibility criteria for admission. Such candidates need to submit a "No Objection Certificate" from the competent authority.

**For freshers: Break of study permissible up to – 2 years** i.e the candidates who have passed B.Lib.I.Sc. in 2017, 2016 & 2015 are only eligible to apply. No break of studies for the Deputed candidates.

### **Admission Procedure:**

Admission to the M.Lib.I.Sc. course will be taken according to merit as per following norms prescribed by the University:

(i) Marks obtained in the B.Lib.I.Sc. Examination will be counted towards preparation of merit list provided that the said B.Lib.I.Sc. Course has been done on regular mode of studies .ie. not on distance mode of studies from Open Universities.

(ii) Candidates who have obtained B.Lib.I.Sc. degree on distance mode of studies from Open Universities will have to appear in the Written Entrance Test. Minimum qualifying marks would be 40% (30% for SC/ST/OBC/PH).

## **2: B. Ed. Spl. Ed.(VI & Inclusive Education)**

### **Eligibility:**

(a) Candidates with at least 50% (45% for SC/ST/OBC/PH) marks either in the Bachelor's Degree and/or in the Master's degree in Sciences/Social Sciences/Humanity, Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55% (50% for SC/ST/OBC/PH) marks or any other qualification equivalent thereto, are eligible for admission to the programme.

(b) Fresher candidates having break of studies for more than two years( i.e. the last degree obtained should not be prior to 2015) would not be eligible for admission.

### **Norms being adopted for preparation of merit list for provisional admission**

Self Assessment Form / Conversion Chart  
(Candidate has to fill up the Self Assessment proforma correctly)

Sl.no.	Name of course	Name of examinations	Percentage of marks obtained	Highest marks allotted	Grade Marks after conversion
	B.Ed.Spl.	(i) M.P. or its equivalent		10	
		(ii) H.S. its equivalent		20	
		(iii) B.A (Hons.) OR		30	
		(iv) B.A. (Pass)		10	
		(v) M.A./M.Sc		30	
		(vi) M.Phil. OR		05	
		(vii) Ph.D.		10	
Total Grade Marks =					
Grade marks will be awarded only at single stage of Degree level i.e. either (iii)B.A (Hons.) OR (iv) B.A. (Pass)/ vi) either M.Phil.OR(vii) Ph.D.					

#### **How to Convert**

In order to convert the marks to credit marks, % (percentage) of marks obtained in any examination be divided by 100 and multiplied by the highest marks allotted in the self assessment form e.g. an applicant obtaining 60 % marks in Madhyamik Examination be divided by 100 and multiplied by 10 to get Grade marks of 6.

### **3: Diploma in Tagore Literature (1 - year)**

**Minimum Eligibility:** Madhyamik or its equivalent. Students from any stream with Graduate or Post-Graduate qualifications may also apply.

**Intake capacity :** Up to 25 candidates

**Admission Procedure:** Admission to the Diploma in Tagore Literature will be taken according to the marks obtained in Madhyamik or its equivalent.

#### **Reservation of Seats**

1. Reservation of seats for the reserved categories of ST/SC/OBC-A&B/PWD(PH) will be as per the West Bengal Higher Educational Institutions (Reservation in Admission) Rules, 2013.

#### **Application Processing Fees & Course fees**

**1. Application Processing Fee :** Rs.200/-+ additional charge of Bank (Rs.120/- + additional charge of Bank for PWD candidates)

**2. Course Fees to be paid at the time of admission:**

**(a) Programme : M.Lib.I.Sc.:**

**(i) Rs. 7715/-** + additional Bank Charge for **internal** candidates (for 1<sup>st</sup> semester)

**(ii) Rs. 7815/-** + additional Bank Charge for **external** candidates (for 1<sup>st</sup> semester)

**(iii) Rs. 9615/-**+ additional Bank Charge for **foreign** candidates (for 1<sup>st</sup> semester)

**(iv) Rs. 4800/-** for 2<sup>nd</sup> semester.

**(b) Programme: B.Ed.Spl.Edn (VI&Inclusive Education)**

**(i) Rs. 11415/-** + additional Bank Charge for **internal** candidates (for 1<sup>st</sup> semester)

**(ii) Rs. 11515/-** + additional Bank Charge for **external** candidates (for 1<sup>st</sup> semester)

**(iii) Rs. 10200/-** for 2<sup>nd</sup> semester.

**(iv) Rs. 11415/-** for 3<sup>rd</sup> semester.

**(v) Rs. 10200/-** for 4<sup>th</sup> semester.

**(d) Programme : Diploma in Tagore Literature: Rs. 759/-** + additional Bank Charge (for entire course)

## How to Apply:

### The applicants are advised to follow the instructions noted hereunder while filling up the Application Forms online:

- In order to apply online, applicants have to register themselves first.
- During registration, applicant will be asked to provide an e-mail id and a mobile number, these must be valid ones because initial login password will be sent to the provided e-mail id and mobile number via SMS, and in future, all correspondences in this regard may be made to these e-mail id and the given mobile no. via SMS.
- Applicants must provide valid email id & mobile number. else the registration process will not be completed.
- After registration, the password will be sent to the registered e-mail id and mobile number.
- It is recommended that the applicant should change their password on the first log in, if required.
- After successful login, applicant will be required to select course(s) he / she may wish to apply and check the eligibility first. Once found eligible he / she can fill up rest of the Admission Form.
- An applicant will be required to upload his / her scanned Photograph and Signature during filling up the admission form, therefore, he/she is advised to keep these ready before filling up the admission form.
- If the applicant does not have all required information at the time of filling the form, he/she can save the incomplete application as a draft (by clicking on 'Next' or 'Previous' button) and log out. Later, by login back to his/her account again he/she may complete the rest of application form.
- After filling up all required information to submit the same, applicant must agree with the given declaration, clicking on check box. It is important to note that, once it is submitted, the information already entered cannot be altered under any circumstances. Therefore, they are advised to be sure about the accuracy and relevance of the filled up information before clicking the **submit** button.
- After **Submission** of the application, applicant will be able to download or take print out of the filled up 'Application Form' bearing the **AIN (Application Identification Number)** and his / her other information relating to instructions for payment of Application Processing Fees through **Payment Gateway**. Application shall be summarily rejected, if payment is not made as per instructions given in the auto-generated **Instruction Sheet for Payment**.

- The automatically generated **AIN (Application Identification Number)** number shall be treated as unique identification number for an application during the admission process. Therefore, any Application Form erroneously downloaded and printed without automatically generated **AIN (Application Identification Number)** **will not be accepted under any circumstances.**
- The applications, once applied by the Applicant cannot be cancelled or altered and the amount paid for the same by the Applicant is not refundable. All amount(s) paid by the Applicant, for application to the course(s) offered by 'Rabindra Bharati University' shall stand appropriated. In case of multiple payments, being processed for a single application, the extra amount may be refunded to the Applicant after verification, if applied for.

### **How to Make Payment:**

After successful **Submission** of the application, applicant will be able to download or take print out of the filled up 'Application Form' bearing the **AIN (Application Identification Number)** and his / her other information relating to instructions for payment of Application Processing Fees through **Payment Gateway**. Application shall be summarily rejected, if payment is not made as per instructions given in the auto-generated **Instruction Sheet for Payment**.

**Step.1:** The Applicant will be asked to click on the **Payment Button**. Once it is clicked on the Payment Button, the applicant will be redirected to the Payment Gateway for payment of requisite **Application Processing Fees**.

**Step.2:** Any one of the following 3(three) methods for payment of **Application Processing Fees** can be opted:

1. **Online payment** through Net Banking or Credit Cards or Debit Cards of any bank.
2. Through **Cash/Challan:** A Pay-in-slip will have to be generated. The candidate can submit the fees through **Cash/Challan** in any of the branches of **Allahabad Bank after 24 hours of printing the auto-generated Cash/ Challan.**
3. Through **NEFT:** A Pay-in-slip will have to be generated. The candidate can submit the fees through **NEFT** in any branch of the **Bank in which he/she has his/her Bank Account.**

**Example:** If a candidate has **bank account in State Bank of India (SBI)** , he/she can submit the fees through **NEFT** in any branches of the **State Bank of India (SBI).**

**Step.3:** After payment of fees through any one of the aforesaid methods, the candidate is advised to log in again into the admission portal with his/her log in id and passwords and see payment history . Candidates are advised to see the **payment history** at least after 24 hours of successful transaction.

## **Publication of Lists & Modes of Admission**

1. Master list of candidates will be published on the University website on **01/8/2017** (after 4:00 p.m.)
2. 1<sup>st</sup> Merit Lists of selected candidates for provisional admission will be published on the University website on **04/08/2017** (after 4:00 p.m.)
3. **Provisional Admission:** Provisional online admission of the candidates listed in the 1<sup>st</sup> Merit Lists will be open on **05/08/2017** to **09/08/2017**. The selected candidates will be required to pay the requisite Course fee through **Payment Gateway**. After successful transaction of payment of Course fee, the candidate will be treated as admitted provisionally. Please note that this provisional admission will be categorically treated as cancelled, if the information particularly marks entered during the filling up of Application Form do not tally with the actual marks reflected on the original mark sheets.
- 4) **Admission Confirmation:** On **10/08/2017** ( between 11:30 a.m. and 3:3:30 p.m.) provisionally admitted candidates must bring the duly filled –in downloaded Application Form bearing AIN and all original marksheets, SC/ST/OBC/PWD certificates issued by the competent authority (in case of candidates belonging to SC/ST/OBC/PWD category), and other relevant documents for physical verification and confirmation of admission. Only after successful verification, the provisional admission will be confirmed. If any discrepancies are found during verification of documents, marks, scores, etc. the provisional admission in the respective academic programme will be categorically cancelled and no refund of payment will be made. No further application for rectification will be entertained at this stage.  
**N.B:** A set of hard copy of duly filled-in downloaded Application Form along with self-attested copies of all mark sheets, certificates and other relevant documents and copy of payment receipt will be required at the time of confirmation of admission.

**5) Prospective date of commencement of classes: 17/08/2017**

### **Exercise of Option**

As per Govt. Rules, the candidates belonging to reserved categories (SC/ST/OBC) who have found place in the general merit list on the basis of their merit will also be placed in the merit list for the reserved categories of candidates. It is mandatory for such candidates to exercise their option on whether they would like to be placed in the general merit list or the separate merit list for reserved categories of candidates. Admission would be made as per the option exercised by the candidates. The option once exercised shall not be altered under any circumstances. Option will have to be submitted at the time of confirmation of admission. Details will be notified in due course.

### **General Instructions and Information to the Applicants :**

1. No student will participate in, abet or propagate ragging in the University campus and hostels as per order of the Hon'ble Supreme Court.
2. Candidates applying for more than one subject will have to apply separately following procedures mentioned above.
3. Candidates admitted elsewhere in any degree course must submit certificate or any other relevant document showing cancellation from the said degree course at the time of admission. Failing which, his/her candidature will be treated as cancelled.
4. No candidate will be allowed for admission to pursue two or more concurrent degree courses (regular/external) simultaneously as per UGC norms.
5. Candidates interested in admission will be required to collect all information regarding interview/test and admission dates in this regard from the University Website: [www.rbu.ac.in](http://www.rbu.ac.in). from time to time.
6. Admission of a candidate will be cancelled if any information given by him/her is found to be wrong or suppressed.
7. Submission of application Forms for admission does not imply any right to admission and selection for admission does not assure accommodation in University Hostels.
8. The list of the Candidates selected for interview/written test /admission will generally be treated as cancelled as soon as the corresponding last date is over.
9. Candidates applying for more than on subject will have to apply separately following procedures mentioned above.

10. Duly filled-in downloaded application form should be signed by the candidate and his/her parent/guardian at the given spaces of the form.
11. The duly filled-in application form along with self-attested copies of all mark sheets, certificates and other relevant documents and copy of Bank payment receipt, has to be retained by the candidate.
12. **The applicant is not required to submit the hard copy of duly filled-in downloaded Application Form to the University.** However, the hard copy of duly filled-in downloaded Application Form along with self-attested copies of all mark sheets, certificates and other relevant documents and copy of payment receipt will be required only at the later stage during admission test and if the candidate is provisionally selected for admission .
13. In case of any disputes, the decision of the University will be final and binding to all concerned.

(Ujjwol Kumar Basumata)

Secretary, Faculty Councils (Acting)