RABINDRA BHARATI UNIVERSITY

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

Admission Notice For the Faculty of Arts

Admission Notice: FC/PGA/01 /17   June 23 , 2017

The University invites online applications for admission to **Post-graduate** academic programmes (M.A) of 2-year duration consisting of 4 Semesters of 6- month each in the following subjects under the Faculty of Arts in the session 2017-2018. Online Application can be made on the University Website : www.rbu.ac.in from **28/06/2017 to 10/07/2017** (upto 5.00 p.m.). Last date for online payment through **Payment Gateway** is **11/07/2017 upto 4:00 p.m.**

A. Academic Programmes : M.A. (2 – year under semester system):

(i)   Subjects: Bengali, English, Sanskrit, History, Economics, Philosophy, Political Science, and Education

Eligibility : Graduation with Honours or its equivalent under 10+2+3 system from any U.G.C. recognized University in the concerned subject.

Note: Honours Graduate or its equivalent under 10+2+3 system with B.Ed may also apply for M.A. in Education.

Break of study permissible up to only 2 years i.e the candidates who have passed Graduation with Honours or its equivalent in 2017, 2016 & 2015 are only eligible to apply.

Admission to the above courses will be taken according to merit as per norms prescribed by the University.

(ii)   Subject: Journalism and Mass Communication

Eligibility : Honours Graduate or Post Graduate with honours or its equivalent under 10+2+3 system from any U.G.C. recognized University in any subject are eligible to apply.

Break of study permissible up to only 2 years i.e the candidates who have passed Graduation with Honours or Post Graduation with honours or its equivalent in 2017, 2016 & 2015 are only eligible to apply.

Admission to M.A in Journalism and Mass Communication will be made through admission test. (see norms being adopted for preparation of merit list for details)

B. Self-Financed Academic Programmes: M.A. (2 - year under semester system):

(i)   Subjects: Mathematics, Geography, Sociology and Hindi

Eligibility : Graduation with Honours or its equivalent under 10+2+3 system from any U.G.C. recognized University in the concerned subject.

Break of study permissible up to only 2 years i.e the candidates who have passed Graduation with Honours or its equivalent in 2017, 2016 & 2015 are eligible to apply.

   Admission to the above courses will be taken according to merit as per norms prescribed by the University.

(ii) Subjects: Environmental Studies and Human Rights and Human Development

(a)**Environmental Studies :** Graduation with Honours or its equivalent under 10+2+3 System in any subject from any U.G.C. recognized University.

   Break of study permissible up to only 2 years i.e the candidates who have passed Honours or its equivalent in 2017, 2016 & 2015 are eligible to apply.

Admission to the above courses will be taken according to merit as per norms prescribed by the University.

(iii) Human Rights and Human Development : Graduation with Honours or it equivalent from any UGC recognized University in any subject of Social Sciences under 10+2+3 system with 50% marks in aggregate (relaxation up to 10% for SC/ST/OBC-A &OBC-B/PWD candidates).

For freshers: Break of study permissible up to only 2 years i.e the candidates who have passed Graduation with Honours or its equivalent in 2017, 2016 & 2015 are eligible to apply.

Exception may be made for the candidates already working in Army / Paramilitary force / Police or in any human rights organization / NGO.

Admission to M.A course in Human Rights and Human Development will be made through admission test.

(iv) Academic Programmes : Master of Social Work (MSW) (2 – year self-financing under semester system)

Minimum Eligibility : Graduation with Honours or its equivalent under 10+2+3 system from any U.G.C. recognized University in any subject.

Break of study permissible up to only 2 years i.e the candidates who have passed Graduation with Honours or its equivalent in 2017, 2016 & 2015 are only eligible to apply.

Admission to the above courses will be taken according to merit as per norms prescribed by the University.

C.Norms being adopted for preparation of merit list:

1. For the subjects : Bengali, English, Sanskrit, Political Science, History, Philosophy, Economics,Education. Mathematics, Geography,Sociology, Hindi, Environmental Studies and M.S.W:

(a) H.S or its equivalent - 50 (on pro-rata basis when full score will be considered equivalent)

[(best 4 subjects other than Environmental Education (ENVS)]

(b) Honours or its equivalent - 50 (on pro-rata basis when full score will be considered equivalent)

Aggregate of the total score (a +b = total score) will be counted towards preparation of provisional merit lists which will be subject to verification.

2. For the subject of **Journalism and Mass Communication :**

(a)	H.S or its equivalent (best 4 subjects other than Environmental Education (ENVS)	-	10(on pro-rata basis when full score will be considered equivalent)
(b)	BA (Hons) or its equivalent **OR** MA or its equivalent (if applicant has a Master's degree, the marks of Master's will be considered)	-	10(on pro-rata basis when full score will be considered equivalent)
(c)	Admission Test (including Written Test and Viva-voce)	-	80 (score)
(C)	Admission Test: (i) Written Test: Full marks-60 (ii) Viva-voce:Full marks-20		

Qualifying Marks :

(i) Written Test: 40% (30% for SC/ST/OBC-A&B/PWD candidates)

(ii) Viva-voce: 40% (30% for SC/ST/OBC-A&B/PWD candidates)

The candidates who will qualify the Written Test will only be eligble for the Viva-voce. Aggregate of the total score (a + b + c = total score) will be counted towards preparation of the provisional merit lists which will be subject to verification.

For the subject: Human Rights and Human Development: **Admission to** M.A course in Human Rights and Human Development will be made through admission test. The candidates selected in the admission test will be eligible for admission.

D. Publication of Lists for Admission Test, Merit Lists, Admission Test Schedule, Online Admission Dates etc.:

1.Subjects: **Journalism and Mass Communication and Human Right and Human Development**

Provisional lists of the candidates selected for Admission Test will be published on the University website on 18/07/2017 after 4:00 p.m.

2.Downloading of Admit Cards:

Downloading of Admit Cards: 20/07/2017 to 21/07/2017

Admit Cards will have to be downloaded by the candidates themselves by entering their Application Identification Number (AIN) printed on their downloaded Application Form. The candidates must print two copies of the downloaded admit card .The admit Card will be required to be produced at the time of Admission Test. Candidate will not be allowed to sit for the Admission Test without Admit Card.

3.Schedule of Admission Test and Admission:

1. A) Prospective date of Written Test for **Journalism and Mass Communication**: **24/07/2017**.

   B) Prospective dates of Viva-voce for Journalism and Mass Communication: **02/08/2017 & 03/08//2017.**

2. Prospective date of Admission Test (Viva-voce) for **Human Rights and Human Development**: 24/07/2017 .

3.Publication of 1st provisional merit list in the subjects- **Journalism and Mass Communication and Human Rights and Human Development**: (on the website): 09/08/2017 (after 4.00 p.m.)

4. Online Admission of 1st provisional merit list : 10/08/2017 to 11/08/2017 (from 11:30 a.m to 3.30 p.m)

5.Confirmation of Admission 16/08/2017

6. Prospective date of commencement of classes: 17.8.2017

7.Mode of admission of the candidates passed from Open Universities/Foreign Universities /ODL system:

Admission of the candidates passed from Open Universities/Foreign Universities /ODL system will be made through admission test to be conducted by the concerned department.

Lists of such candidates will be notified in due course along with the schedule for Admission Test. Such candidates are advised to follow the admission notices on the University website: **www.rbu.ac.in** regularly.

8. Publication of Master Lists, Provisional Merit Lists & Modes of Admission:

Subjects: Bengali, English, Sanskrit, Political Science, History, Philosophy, Economics, Education. Mathematics, Geography,Sociology, Hindi, Environmental Studies and M.S.W:

Master Lists of the Candidates for the above subjects will be published on the University website on 21.06.2017 after 5:00 p.m.

8.1: 1st Provisional Merit list of the candidates selected for admission in the above subjects and other details will be published on the University website on **24/07/2017** (after 5:00 pm) .

8.2: **Online Provisional Admission:** On   25/07/2017 and   26/07/2017 the selected candidates will be required to pay the Course fee. Once again the candidate will be offered to pay 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.

8.3:**Admission Confirmation**: 27/07/2017 (between 11:30 a.m. and 3:30 p.m.) For confirmation of admission, 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. 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.

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.

8.4:**Prospective date of commencement of classes:** 17/08/2017

E. 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.

2. Few seats are reserved in each course for Foreign / NRI students against a higher rate of tuition fees. In case of non-availability of Foreign / NRI students, Indian students may be considered in those seats against the same higher rate of tuition fees. For these seats, application will be invited after the admission of 2nd merit list. Such applications will have to be downloaded from the University website by entering the system generated Application Identification Number (AIN) and the date of birth as entered during online application for admission. Therefore, it is to be noted that only the candidates who have already submitted online application for admission in this session i.e. 2017-18, will get the chance to apply.

3. Sports quota is applicable only in the subjects under the Faculty of Arts.

F.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.

G.Application Processing Fees & Course fees:

1. **Application Processing Fee :**

   (i) For all subjects other than Journalism and Mass Communication and Human Rights and Human Development: Rs.200/-+ additional charge of Bank (Rs.120/- + additional charge of Bank for PWD candidates)

   (ii)For the subjects- Journalism and Mass Communication and Human Rights and Human Development: Rs.250/-+ additional charge of Bank (Rs.150/- + additional charge of Bank for PWD candidates)

2. **Course Fees to be paid at the time of admission in 1ˢᵗ Semester :**

3. **(i) Subjects:** Bengali, English, History, Political Science, Sanskrit and Philosophy: **Rs.1765/-**+ additional Bank Charge and for Foreign Students Rs. **4415/-**+ Additional Bank Charge

4. **(ii) Subject:** Economics**: Rs.1965/-** + additional Bank Charge and for Foreign Students Rs. **4415/-**+ Additional Bank Charge

5. **(iii) Subject:** Education: **Rs. 3015**/-+ additional Bank Charge and for Foreign Students Rs. **4315/-** + Additional Bank Charge

6. **(iv) Subject:** Journalism and Mass Communication: **Rs. 6415**/-+ additional Bank Charge and for Foreign Students Rs. **7315/-**+ Additional Bank Charge

7. **(v) Subject :** Mathematics : **Rs. 6405**/-+ additional Bank Charge and for Foreign Students Rs. **7065/-**+ Additional Bank Charge

8. **(vi) Subjecy :** Geography , Environmental Studies: Rs. 6815/-+ additional Bank Charge and for Foreign Students Rs. **7315/-**+ Additional Bank Charge

   (vii) Subject : Hindi, Sociology, Human Rights and Human Development Studies :

9. **Rs. 5815**/- + additional Bank Charge and for Foreign Students Rs. **7315/-**+ Additional Bank Charge

10. **(viii) Subject :** Master of Social Work : **Rs. 10568**/- + additional Bank Charge and for Foreign Students Rs. **11888/-**+ Additional Bank Charge

H.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 eligibly 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.

I.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.

J.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. 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)