



**NETAJI SUBHAS OPEN UNIVERSITY**  
**DD-26, SECTOR-I, SALT LAKE, KOLKATA-64**

Memo No:03-01/551

Date: 18/07/2014

**ON-LINE BDP & PG RENEWAL NOTICE**

On-line Renewal for BDP Students Admitted during January 2007 to July 2013 & PG Students Admitted during January-2010 to July-2013 session.

**1) Categories of Students:**

**Students of Bachelors Degree Programme (BDP)**

January-2007 to July 2013

**2) Students of Post-Graduate Programme (PG)**

January-2010 to July-2013

**3) Mode of payment of fees and submissions of filled in renewal forms:**

**Steps to be followed are as stated in the following:**

**Step (i)** The applicant need to fill-up and submit on-line the application form and take print out of the filled in Renewal form & three-part pay-in-slip from our website [renewal.wbnsouadmissions.com](http://renewal.wbnsouadmissions.com).

**Step (ii)** The applicant needs to attach necessary documents with the filled-in computer generated Renewal form and then is required to report to the Study Centre, of his/her choice during its working hours to have it checked and verified by the coordinator concerned.

**Step (iii)** The applicant then needs to visit any branch of **Allahabad Bank** during banking hours to deposit his/her Renewal fees using the pre-printed challan collected at the time of on-line submission and stamped by the co-ordinator on verification. **After due payment he/she must obtain from the bank two copies of Bank Challans, one copy for his/her own record and one copy for the University.**

**Step (iv)** Then he/she needs to submit within stipulated date the computer generated Renewal form, necessary documents, photograph and university copy of the challan obtained from the bank to the Study Centre. Along with the aforesaid documents, the applicant may like to carry a photocopy of his/her computer generated Renewal form. After submitting all the documents to the Study Centre he/she may like to have a photocopy of the computer generated Renewal form signed and stamped by the person attending him/her in the Study Centre. This signed and stamped copy he/she may preserve as a proof of submission.



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**4) Applicable fees:**

**A. Bachelors Degree Programme (BDP)**

**i) Arts and Commerce courses under the school of Humanities and Social Sciences: (B.A , B.Com)**

a) Course fee	-	Rs. 1500.00
b) Annual Development fee	-	<u>Rs. 130.00</u>
<b>Total</b>	-	<u>Rs. 1630.00</u>

**ii) Science Courses under the School of Sciences: (B.SC)**

a) Course fee	-	Rs. 2200.00
b) Annual Development fee	-	<u>Rs. 130.00</u>
<b>Total</b>	-	<u>Rs. 2330.00</u>

**B. P.G Programme**

**i) Arts and Commerce Courses under the School of Humanities and Social Sciences ( MA , M.Com)**

a) Course fee	-	Rs. 2400.00
b) Annual Development fee	-	<u>Rs. 130.00</u>
<b>Total</b>	-	<u>Rs. 2530.00</u>

**ii) Science Courses under the School Of Sciences: ( M.SC - Math)**

a) Course fee	-	Rs. 3400.00
b) Annual Development fee	-	Rs. 130.00
<b>Total</b>	-	Rs. 3530.00

**iii) Science Courses under the School of Sciences: ( with laboratory based Geography & Zoology)**

a) Course fee	-	Rs. 16000.00
b) Annual Development fee	-	Rs. 130.00
<b>Total</b>	-	<u>Rs.16130.00</u>

**In addition to the fees payable to University, each students will be required to pay an amount of ₹35/- extra as collection charge payable to the respective branches of Allahabad Bank.**



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**Important Dates:**

- **B.D.P. & P.G** on-line Renewal system will be available for use at [renewal.wbnsouadmissions.com](http://renewal.wbnsouadmissions.com) on and from **02/08/2014**. Access to this website will be blocked after **12 noon on 27/12/2014**.
- **B.D.P. & P.G** Renewal fees collection by the Bank: **02/08/2014 to 31/12/2014** (Office hours of the Bank)
- **Verification and Endorsement of Renewal Form by the Study Centres: 02/08/2014 to 28/12/2014** (During office hours of the respective Study Centre: through the Study Centre are at liberty to give service to the applicant beyond their office hours)

**For Coordinators of Study Centres:**

Co-ordinators are required to arrange for sending

- 1. Computer Generated Renewal Form**
- 2. University Copy of the Renewal Fee Challan**

**to the Registrar's Department time to time.**

**Registrar**