



THE UNIVERSITY OF BURDWAN

Office of the Secretary, Faculty Council (Arts, Com., Law etc.)
3rd Floor, Composite Arts Building, Golapbag
P.O. Rajbati, Dist. Burdwan – 713 104, West Bengal
Email; secretary_arts@buruniv.ac.in
Website: 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.), 3rd 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 : 11/09/2017 & 12/09/2017
Candidates (Between 11 a.m. to 2 p.m.)

SPECIAL INSTRUCTIONS:

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

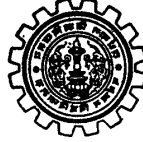
- ❖ Applicants, waiting for the publication of the result of Diploma & Advanced Diploma of all the Courses, are advised to report at the Office of the undersigned after publication of their result and admission will be arranged accordingly.

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.)

THE UNIVERSITY OF BURDWAN

**Application Form for Admission to One-Year Certificate/Diploma/Advanced Diploma
Foreign Language Courses in French /German**

Session: 2017-18

1. Name of the candidate (in block letters) : -----
2. Father's/Husband's name : -----
3. Mother's name : -----
4. Full Address with contact no.:
- (a) Permanent : -----
- : -----
- (b) Present : -----
- : -----

5. Course to which admission sought for: (mention certificate/Diploma/Advanced diploma)

6. Language in which admission sought for: (mention French or German)

7. Name of the University last attended : -----

8. Registration Number of the University of Burdwan with year of Registration : -----

9. Examination passed:

Examination	University/Board	Roll No. & year	Division	Marks obtained	% of marks
1. Madhyamik					
2. H. S.					
3. Graduation					
4. Masters					
5. Any other					

10. Date of Birth : -----

11. Nationality : -----

12. Gender : -----

13. Married or Unmarried : -----

14. Whether belongs to Schedule Caste/
Schedule Tribe or other Backward Classes : -----
(Caste/Tribe/ Backward Classes to be stated
and photocopy of the relevant certificate to
be enclosed)

15. DECLARATION:

I do hereby solemnly declare and affirm that the entries made above are true and that if any of the information furnished, proves to be false or incorrect, either wholly or partly, the University may cancel my admission or take such action as may be deemed fit.

Date: -----

(Full signature of the candidate)

Note: *Candidates must mention clearly the course and language on this form. Candidates will be admitted to Diploma or Advanced Diploma Course, as the case may be, only if they passed the Certificate or Diploma Course or its equivalent examination respectively. Incomplete applications are liable to be rejected.*

THE UNIVERSITY OF BURDWAN

ACKNOWLEDGEMENT

(To be filled in by the candidate)

1. Name of the candidate : -----

2. Address : -----

3. Course to which admission sought (a) Course : -----

(b) Language : -----

Date: -----

Signature of the Receiving Assistant

FOREIGN LANGUAGES: 2017-18