



THE UNIVERSITY OF BURDWAN
Rajbati, Burdwan

No.RC/Regn.&Mign./Cir/17-18/327 (75)

Date: 04-09-2017

From: The Registrar
The University Of Burdwan
Rajbati, Burdwan

To: The Principal / Teacher- in -Charge
of all Degree Colleges affiliated to this University

Sub: Registration of the students admitted to 1st year UG Programme (B.A/B.Sc./B.Com.) under CBCS mode / 1st year UG courses (BBA/BCA/Bio-Tech./Bio-Chem./Music/BALLB Hons.(5-Years)/Bachelor of Fine Arts (Art & Design))for the session 2017-2018.

Sir/Madam,

You are already aware that Registration of students admitted to 1st year UG Programme (B.A/B.Sc./B.Com.) under CBCS mode / 1st year UG courses (BBA/BCA/Bio-Tech./Bio-Chem./Music/BALLB Hons.(5-Years)/Bachelor of Fine Arts (Art & Design))for the session 2017-2018 will be done through Online mode. In this context, I would like to intimate you the following:

1. For Online Registration please visit www.buruniv.ac.in/ <https://www.digialm.com/SMBPortal/Login>
2. After successful submission of the Registration form by the college Authority, **Login Id & Password** will be provided to the students for checking the data mentioned in the Registration Form.
3. It is advisable to mention Aadhaar no. of the respective students in the Registration form(if available)
4. The mark sheet for Higher Secondary examination needs to be uploaded mandatorily for the candidates passed from the Other Higher secondary Boards beyond the list of approved boards as provided by the B.U.
5. Online Registration process will start on and from **11-09-2017** and end on **18-10-2017**.
6. For any further enquiry / Information, respective colleges may seek the assistance of helpdesk (Phone no. **74 07294005** or send a mail to registration@buruniv.ac.in).
7. Migration Certificates, applicable for the candidates passed from other Board/University, need not be sent to the University. Respective Colleges will keep those Migration Certificates in their custody.
8. It has been experienced that fake and spurious mark-sheets are being issued by some unholy rackets. Hence, academic documents in original should be thoroughly checked at your end.
9. No extra fees should be deposited for future adjustment.
10. Students admitted in the previous year can enroll themselves as a fresh candidate for the academic session 2017-2018, but B.U Registration granted to a candidate earlier will remain unchanged and new Roll No. will be provided to those candidates by the Dept. of Controller of Examinations, B.U.
11. Fee structure :

Registration fee	Rs.120
Enrolment fee	Rs.50
Sports fee	Rs.50 (One time)
Inward Migration fee (Wherever applicable)	Rs.100

Respective College Authorities will deduct Rs 15 /- (Rupees fifteen only) per student from Registration fee (collected from student) towards honorarium to be paid to the non-teaching staff of their respective college, who are actually performing the works of online filling up of Registration forms. Thereafter, they will deposit the rest amount of the collected fees through e-collect account of the University of Burdwan maintained with the State Bank of India using the menu 'Fees collection' and subsequently send a statement (in duplicate) mentioning student-wise break-up of fees.

This circular is issued in continuation of the Notification(s) bearing No.RC/Perm/Adm/113 dated 30-05-2017 and No.RC/Perm/Adm/137 dated 29-08-2017.

Thanking you,

Yours sincerely,


Registrar