

Notice for Certificate/Value added programs

FOREIGN LANGUAGE COURSES

Session: 2019-2020



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, Pin. -713 104, West Bengal.

E-Mail: secretary_arts@buruniv.ac.in

Website: www.buruniv.ac.in

Admission to the Foreign Language Courses of Studies in French & Russian [Academic Session: 2019-20]

INFORMATION SHEET

Candidates are advised to follow the information and instructions as given below:

- Enter detailed marks of different examinations in the relevant columns neatly and carefully.
- 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.
- 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 **26.07.2019 to 19.08.2019** 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.

Instruction for S.C./S.T. candidates: Relevant Certificate must conform to West Bengal Govt. Memo No. 1813-BCW/MR-94/11 dated 20th June, 2011. Candidates claiming reservation against SC/ST quota of seats must submit relevant caste certificates issued in their favour by one of the authorities listed below:

- Deputy Collector of Land Revenue, Kolkata Collector of Stamp Revenue, Kolkata Metropolitan Magistrate, Kolkata, Addl. Chief Metropolitan Magistrate, Kolkata, Chief Metropolitan Magistrate, Kolkata, 1st Class Stipendiary Magistrate, Executive Magistrate, Sub-Divisional Magistrate, Sub-Divisional Officer, Deputy Collector, Addl. District Magistrate, Collector and District Magistrate within their respective jurisdictions in case of candidates claiming to be Scheduled Caste or Scheduled Tribe and ordinarily residing within such jurisdictions.
- Director /Deputy Director, Schedule Caste & Tribes Welfare, W.B. in case of candidates claiming to be SC/ST residing in any part of W.B.

Instruction for D. A. candidates: The Certificate must be live and issued by an appropriate authority not below the rank of Superintendent of Sub-Divisional Hospital. In the certificate, the extent of Physical Disability must not be below 40%. Candidates who claim reservation against such quota must also personally appear with all the supporting documents in original before the Medical Board **on 22.08.2019 (Thursday) at 12 noon at the Office Chamber of the Secretary, Faculty Council (Arts etc.), 3rd Floor, Composite Arts Building, Golapbag, B.U.** for determining their eligibility of admission in this quota.

Instruction for Sports Personality candidates: Candidates seeking admission against Sports (SP) quota of seats must have to submit certificates for their participation in Inter-State or Inter-University Sports and Athletic competitions (not earlier than Madhyamik level). Candidates who claim reservation against such quota must also personally appear with all the supporting documents in original before the Board on **22.08.2019 (Thursday) at 12.30 p.m. at the Office Chamber of the Secretary, Faculty Council (Arts etc.), 3rd Floor, Composite Arts Building, Golapbag, B.U.** for determining their eligibility of admission in this quota.

ADMISSION CALENDAR

(Only for the applicants to the certificate category for all subjects)

1. (a) Date of publication of provisional merit list : 27.08.2019
 - (b) Date and time of admission of the merit listed : to be notified latter on.
- Candidates

SPECIAL INSTRUCTIONS:

- Φ For Certificate Course: Selection for admission shall be made on academic merit basis i.e. marks obtained in the Graduation level.
- Φ For Diploma Course: Selection for admission shall be made on academic merit basis i.e. marks obtained in the Graduation level and Certificate Course.
- Φ 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 candidates 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: To be notified latter on.

Last date of submission of form: 19.08.2019



Secretary
Faculty Council (Arts etc.)

Session: 2020-2021



THE UNIVERSITY OF BURDWAN
Office of the Secretary, Faculty Council (Arts, Com., Law, etc.)
3rd Floor, Composite Arts Building, Golapbag, P.O.- Rajbati,
Dist.- Purba Burdwan, Pin. -713104, West Bengal.
E-Mail: secretary_arts@buruniv.ac.in
Website: www.buruniv.ac.in

No.: FCA/FLADMN/2020-21/118

Date: 17.03.2021

ADMISSION TO FOREIGN LANGUAGE COURSE OF STUDIES
Academic Session: 2020-21
INFORMATION SHEET

[Candidates are advised to follow the information given below]

1. Online application form for admission to Certificate/Diploma/Advanced Diploma in French and Russian Language (session 2020-21) in the Department of Foreign Language, are invited from the eligible intending applicants, through on-line mode from 19.03.2021 to 05.04.2021 in the online admission portal available in the University website (www.buruniv.ac.in)

2. Online payment of application fees (Rs. 150/- + transaction charge) will have to be paid online mode through SB Collect. Candidates are directed to upload the scanned copy of the e-receipt of online payment of application fees before proceeding with the online form.

Link for SB Collect: <https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=368252>

Link for fill-up the Form: <https://forms.gle/nuTe3vEUTK3bt2PHA>

QR Code for the Form:



3. On-line submission of application form by a candidate does not automatically ensure his/her admission to the programme.

4. Candidates, engaged in any Job/Full-time Research Work, shall not be allowed to pursue this course simultaneously unless the valid NOC of the employer is furnished.

5. Intake of students: Total Intake of the Different Centre of Studies

Subject	Total Intake
French	100
Russian	100

Final seat matrix will be published later on.

6. Eligibility:

a) **For Certificate Course in French & Russian:** Graduate in any discipline of any recognized University.

b) **For Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate obtained in the relevant Language.

c) **For Advanced Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate & Diploma obtained in the relevant Language.

7. Reservation: As per the rules of the Government of West Bengal.

Schedule Caste & Schedule Tribes:

Reservation for SC/ST candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** **“for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category.”** Relevant Certificate must conform to West Bengal Govt. Memo No. 1813-BCW/MR-94/11 dated 20th June, 2011. Candidates claiming reservation against SC/ST and OBC-A/OBC-B (relevant certificate is required) quota of seats must submit relevant caste certificates issued in their favour by one of the authorities listed below:

- Deputy Collector of Land Revenue,
- Kolkata Collector of Stamp Revenue,
- Kolkata Metropolitan Magistrate, Kolkata,
- Addl. Chief Metropolitan Magistrate, Kolkata,
- Chief Metropolitan Magistrate, Kolkata,
- 1st Class Stipendiary Magistrate,
- Executive Magistrate,
- Sub-Divisional Magistrate,
- Sub-Divisional Officer,
- Deputy Collector,
- Addl. District Magistrate,
- Collector and District Magistrate within their respective jurisdictions in case of candidates claiming to be Schedule Caste or Schedule Tribe and ordinarily residing within such jurisdictions.

OBC-A & OBC-B:

Reservation for OBC-A/OBC-B candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** **“for admission to different courses, an OBCA or OBCB candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 10% of the marks obtained by the last candidate of the general category”.** The West Bengal Higher Educational Institutions (The Reservation in Admissions) Act, 2013 enacted by Govt. of West Bengal has opened the opportunity for the students belonging to OBC-A and OBC-B (as determined and notified by Backward Classes Welfare Department, Govt. of West Bengal) for reservation of seats in higher education in the state. The communities listed by the Department of Backward Classes Welfare, Govt. of West Bengal as OBC-A and OBC-B would get the benefit of reservation.

Differently Abled:

The candidates seeking admission under this category must upload along with the online application for admission to the course, a valid certificate issued by an appropriate authority not below the rank of Superintendent of Sub-Divisional Hospital. In the certificate, the mentioned extent of Physical Disability must not be less than 40%.

Sports Personality:

Sports quota will be available only for the candidates who are pass-out of the University of Burdwan seeking admission. Candidates seeking admission against Sports (SP) quota of seats must have to upload certificates for their participation in National or Inter-University Sports and Athletic competitions (not earlier than Madhyamik level) and physically fit for representing the University team in AIU Games as per AIU norms. If in the SP category more than 1 (One) candidate qualifies then the ranking in Sports quota will be made on the basis of higher marks obtained in the Honours Level.

8. Mode of Selection for Admission:

Seats will be filled up on the basis of merit by calculating the marks of the Graduation.

9. The University also reserves right to drop or include any name if any suppression of facts on the part of the applicants or any mistake in the calculation of grade point is detected at any stage before and after admission.

- ❖ List of selected candidates for admission will be published in the website and selected candidates will be asked to get admitted through online payment of admission fees through the link that will be provided with the notification.



Secretary
Faculty Council (Arts etc.)

Session: 2021-2022



THE UNIVERSITY OF BURDWAN

Office of the Secretary, Faculty Council (Arts, Com., Law, etc.)

3rd Floor, Composite Arts Building, Room No.: CB402, Golapbag, P.O.- Rajbati,

Dist.- Purba Bardhaman, PIN-713104, West Bengal.

Website: www.buruniv.ac.in ♦ **E-mail:** secretary_arts@buruniv.ac.in ♦ **Mob:** (+91)947550930

No.: FCA/FLADMN/2021-2022/122

Date: 18.08.2022

ADMISSION TO FOREIGN LANGUAGE COURSE OF STUDIES Academic Session: 2021-2022

INFORMATION SHEET

[Candidates are advised to follow the information given below]

1. Online application form for admission to Certificate/Diploma/Advanced Diploma in French and Russian Language (Session 2021-2022) in the Department of Foreign Language, are invited from the eligible intending applicants, through on-line mode from 22.08.2022 to 05.09.2022 in the online admission portal available in the University website (www.buruniv.ac.in)

2. Link for fill-up the Form:

Link for Registration:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/Registration.html>

QR for Registration:



Link for Login:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/login.html>

QR for Login:



3. Online payment of application fees [Rs. 150/- + transaction charge (if any)] will have to be paid through online mode via payment gateway after successful submission of the online application form.
4. On-line submission of application form by a candidate does not automatically ensure his/her admission to the programme.
5. Candidates, engaged in any Job/Full-time Research Work, shall not be allowed to pursue this course simultaneously unless the valid NOC of the employer is furnished.

6. Intake of students: Total Intake of the Different Centre of Studies

Subject	Total Intake
French	100
Russian	100

Final seat matrix will be published later on.

7. Eligibility:

- a) **For Certificate Course in French & Russian:** Graduate in any discipline of any recognized University.
- b) **For Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate obtained in the relevant Language.
- c) **For Advanced Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate & Diploma obtained in the relevant Language.

8. Reservation: As per the rules of the Government of West Bengal.

Schedule Caste & Schedule Tribes:

Reservation for SC/ST candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** “for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category.” Relevant Certificate must conform to West Bengal Govt. Memo No. 1813-BCW/MR-94/11 dated 20th June, 2011. Candidates claiming reservation against SC/ST and OBC-A/OBC-B (relevant certificate is required) quota of seats must submit relevant caste certificates issued in their favour by one of the authorities listed below:

- Deputy Collector of Land Revenue,
- Kolkata Collector of Stamp Revenue,
- Kolkata Metropolitan Magistrate, Kolkata,
- Addl. Chief Metropolitan Magistrate, Kolkata,
- Chief Metropolitan Magistrate, Kolkata,
- 1st Class Stipendiary Magistrate,
- Executive Magistrate,
- Sub-Divisional Magistrate,
- Sub-Divisional Officer,
- Deputy Collector,
- Addl. District Magistrate,

- Collector and District Magistrate within their respective jurisdictions in case of candidates claiming to be Schedule Caste or Schedule Tribe and ordinarily residing within such jurisdictions.

OBC-A & OBC-B:

Reservation for OBC-A/OBC-B candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/IU-89/13.- dated. 2nd January, 2014** **“for admission to different courses, an OBCA or OBCB candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 10% of the marks obtained by the last candidate of the general category”**. The West Bengal Higher Educational Institutions (The Reservation in Admissions) Act, 2013 enacted by Govt. of West Bengal has opened the opportunity for the students belonging to OBC-A and OBC-B (as determined and notified by Backward Classes Welfare Department, Govt. of West Bengal) for reservation of seats in higher education in the state. The communities listed by the Department of Backward Classes Welfare, Govt. of West Bengal as OBC-A and OBC-B would get the benefit of reservation.

Differently Abled:

The candidates seeking admission under this category must upload along with the online application for admission to the course, a valid certificate issued by an appropriate authority not below the rank of Superintendent of Sub-Divisional Hospital. In the certificate, the mentioned extent of Physical Disability must not be less than 40%.

Sports Personality:

Sports quota will be available only for the candidates who are pass-out of the University of Burdwan seeking admission. Candidates seeking admission against Sports (SP) quota of seats must have to upload certificates for their participation in National or Inter-University Sports and Athletic competitions (not earlier than Madhyamik level) and physically fit for representing the University team in AIU Games as per AIU norms. If in the SP category more than 1 (One) candidate qualifies then the ranking in Sports quota will be made on the basis of higher marks obtained in the Honours Level.

9. Mode of Selection for Admission:

Seats will be filled up on the basis of merit by calculating the marks of the Graduation.

10. The University also reserves right to drop or include any name if any suppression of facts on the part of the applicants or any mistake in the calculation of grade point is detected at any stage before and after admission.

- ❖ List of selected candidates for admission will be published in the website and selected candidates will be asked to get admitted through online payment of admission fees through the link that will be provided with the notification.



Senior Secretary
Faculty Council (Arts etc.)

Session: 2022-2023



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Website: www.buruniv.ac.in ♦ **E-mail:** secretary_arts@buruniv.ac.in ♦ **Mob:** (+91)947550930

No.: FCA/FLADMN/2022-2023/519

Date: 08.11.2023

ADMISSION TO FOREIGN LANGUAGE COURSE OF STUDIES Academic Session: 2022-2023

INFORMATION SHEET

[Candidates are advised to follow the information given below]

1. Online application form for admission to Certificate/Diploma/Advanced Diploma in French and Russian Language (Session: 2022-2023) in the Department of Foreign Language, is invited from the eligible intending applicants, through on-line mode from 08.11.2023 to 30.11.2023 in the online admission portal available in the University website (www.buruniv.ac.in)

2. Link for fill-up the Form:

Link for Registration:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/Registration.html>

QR for Registration:



Link for Login:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/login.html>

QR for Login:



3. Online payment of application fees [Rs. 150/- + transaction charge (if any)] will have to be paid through online mode via payment gateway after successful submission of the online application form.

4. On-line submission of application form by a candidate does not automatically ensure his/her admission to the programme.

5. Candidates, engaged in any Job/Full-time Research Work, shall not be allowed to pursue this course simultaneously unless the valid NOC of the employer is furnished.

6. Intake of students: Total Intake of the Different Centre of Studies

Subject	Total Intake
French	100
Russian	100

Final seat matrix will be published later on.

7. Eligibility:

- a) **For Certificate Course in French & Russian:** Graduate in any discipline of any recognized University.
b) **For Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate obtained in the relevant Language.
c) **For Advanced Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate & Diploma obtained in the relevant Language.

8. Reservation: As per the rules of the Government of West Bengal for SC, ST, OBC-A, OBC-B, EWS & DA Category Candidates.

For Schedule Caste & Schedule Tribes Candidates:

Reservation for SC/ST candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** "for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category." Relevant Certificate must conform to West Bengal Govt. Memo No. 1813-BCW/MR-94/11 dated 20th June, 2011. Candidates claiming reservation against SC/ST and OBC-A/OBC-B (relevant certificate is required) quota of seats must submit relevant caste certificates issued in their favour by one of the authorities listed below:

- Deputy Collector of Land Revenue,
- Kolkata Collector of Stamp Revenue,
- Kolkata Metropolitan Magistrate, Kolkata,
- Addl. Chief Metropolitan Magistrate, Kolkata,
- Chief Metropolitan Magistrate, Kolkata,
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- Executive Magistrate,
- Sub-Divisional Magistrate,
- Sub-Divisional Officer,
- Deputy Collector,
- Addl. District Magistrate,
- Collector and District Magistrate within their respective jurisdictions in case of candidates claiming to be Schedule Caste or Schedule Tribe and ordinarily residing within such jurisdictions.

For OBC-A & OBC-B Candidates:

Reservation for OBC-A/OBC-B candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** "for admission to different courses, an OBCA or OBCB candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 10% of the marks obtained by the last candidate of the general category.". The West

Bengal Higher Educational Institutions (The Reservation in Admissions) Act, 2013 enacted by Govt. of West Bengal has opened the opportunity for the students belonging to OBC-A and OBC-B (as determined and notified by Backward Classes Welfare Department, Govt. of West Bengal) for reservation of seats in higher education in the state. The communities listed by the Department of Backward Classes Welfare, Govt. of West Bengal as OBC-A and OBC-B would get the benefit of reservation.

For Differently Abled (DA Category) Candidates:

The candidates seeking admission under this category must produce a valid certificate issued by an appropriate authority not below the rank of Superintendent of Sub-Divisional Hospital. In the certificate, the mentioned extent of Physical Disability must not be less than 40%. APPLICANTS WHO HAVE SECURED LESS THAN 50% MARKS WILL BE DISQUALIFIED IF THEY FAIL TO QUALIFY FOR THE SEATS UNDER THIS CATEGORY.

9. Mode of Selection for Admission:

Seats will be filled up on the basis of merit by calculating the marks of the Graduation.

10. The University also reserves right to drop or include any name if any suppression of facts on the part of the applicants or any mistake in the calculation of grade point is detected at any stage before and after admission.

11. ANTI RAGGING INSTRUCTION:

In compliance with the UGC, D.O. No 1-152029 (ARC) pt III, dated 24th May, 2023 and in pursuance to the Judgement of the Hon'ble Supreme Court of India, dated 08.05.2009 in Civil Appeal No 887/2009, attention of all the applicants and parents are drawn to the "Regulations on Curbing the Menace of ragging in Higher Educational Institutions, 2009" notified by the UGC. The Regulations are available on the UGC website (www.ugc.ac.in) Ragging is completely banned in The University of Burdwan and its other centres of learning, and if anyone is found guilty of ragging and/or resorting for ragging in any form is liable to be appropriately punished as per law.

Please follow the instructions provided at the link below:

<https://www.antiragging.in/information.html>

Click the following link for mandatory undertaking of anti-ragging:

<https://www.antiragging.in/>

or

https://www.antiragging.in/affidavit_university_form.php

All applicants are compulsorily required to complete the undertaking by strictly following these instructions and mention the Anti Ragging Reference Number while filling up the application form for PG Admission-2023.

NATIONAL ANTI RAGGING HELPLINE:

18001805522 (24 X 7),

E-MAIL: helpline@antiragging.in

STATE LEVEL ANTI RAGGING HELPLINE: 18003455678 (24 X 7)

As per the directives of the Hon'ble Supreme Court of India, it is notified that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the institution.

Anti-Ragging Committee:


- I. Prof. Goutam Chandra, Hon'ble Vice Chancellor, B.U.,..... Chairman

- II. District Magistrate or his Representative, Purba Bardhaman
- III. Superintendent of Police or his Representative, Purba Bardhaman
- IV. Mr. Sourav Maji, Sangbad Pratidin.Media Representative
- V. Dr. R. P. Banerjee, Director, EILM, Kolkata.NGO Representative
- VI. Prof. Swati Mukhopadhyay, Dept. of Mathematics, B.U.
- VII. Prof. Khagendranath Chattopadhyay, Dept. of Education, B.U.
- VIII. Prof. Sanjoy Poddar, Dept. of Zoology, B.U.
- IX. Prof. Tafajol Hossain, Dept. of Philosophy, B.U.
- X. Prof. Aparajita Dhar, Dept. of History, B.U.
- XI. Dr. Arijit Bhattacharyya, Dept. of Political Science, B.U.
- XII. One Guardian of P.G. Student,..... to be nominated by the Vice-Chancellor.
- XIII. Two Student Representatives: University Rank Holders in 1st Semester among all Arts & Science subjects at P.G. Level *
- XIV. Shri Shyamaprasad Banerjee, Jr. Superintendent, B.U.
- XV. Smt. Durga Ghosh, Assistant Librarian, Grade-I, B.U.
- XVI. Convener, Anti Ragging Squad, B.U.
- XVII. Sr. Secretary, F.C. for P.G. Studies in Science, B.U.
- XVIII. Sr. Secretary, F.C. for P.G. Studies in Arts, B.U.
- XIX. Placement & Students Welfare Officer, B.U.
- XX. Prof. Jai Prakash Keshri, Dept. of Botany A.U, ... Convener

Anti-Ragging Squad:

- I. Dr. Indrani Chandra, Dept. of Biotechnology, B.U.
- II. Dr. Moni Baskey(Sen), Dept. of Chemistry, B.U.
- III. Prof. Namita Chakma, Dept. of Geography, B.U.
- IV. Prof. Biswaranjan Mistri, Dept. of Geography, B.U.
- V. Dr. Asif Hossain, Dept. of Zoology, B.U.
- VI. Dr. Jogen Murmu, Dept. of Santali, B.U.
- VII. Dr. Rakesh Mondal, Dept. of Law, B.U.
- VIII. Mr. Laltu Ruidas, Dept. of Sanskrit, B.U.
- IX. All the Hostel Superintendents, B.U,
- X. Prof. Partha Mitra, Dept. of Physics, B.U..... (Convener)

- ❖ List of selected candidates for admission will be published in the website and selected candidates will be asked to get admitted through online payment of admission fees through the link that will be provided with the notification.


 Senior Secretary
 Faculty Council (Arts etc.)

Session: 2023-2024



THE UNIVERSITY OF BURDWAN

Office of the Secretary, Faculty Council (Arts, Com., Law, etc.)

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Dist.- Purba Bardhaman, PIN-713104, West Bengal.

Website: www.buruniv.ac.in ♦ **E-mail:** secretary_arts@buruniv.ac.in ♦ **Mob:** (+91)947550930

No.: FCA/FLADMN/2023-2024/290

Date: 06.02.2025

ADMISSION TO FOREIGN LANGUAGE COURSE OF STUDIES Academic Session: 2023-2024

INFORMATION SHEET

[Candidates are advised to follow the information given below]

1. Online application form for admission to Certificate/Diploma/Advanced Diploma in French and Russian Language (Session: 2023-2024) in the Department of Foreign Language, is invited from the eligible intending applicants, through on-line mode from 07.02.2025 to 23.02.2025 in the online admission portal available in the University website (www.buruniv.ac.in)

2. Link for fill-up the Form:

Registration Link:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/Registration.html>

Login Link:

<https://www.digialm.com:443//EForms/configuredHtml/1254/76126/login.html>

3. Online payment of application fees [Rs. 150/- + transaction charge (if any)] will have to be paid through online mode via payment gateway after successful submission of the online application form.

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6. Intake of students: Total Intake of the Different Centre of Studies

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- c) **For Advanced Diploma Course in French & Russian:** Graduate in any discipline of any recognized University and Certificate & Diploma obtained in the relevant Language.

8. Reservation: As per the rules of the Government of West Bengal for SC, ST, OBC-A, OBC-B, EWS & DA Category Candidates.

For Schedule Caste & Schedule Tribes Candidates:

Reservation for SC/ST candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** "for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category." Relevant Certificate must conform to West Bengal Govt. Memo No. 1813-BCW/MR-94/11 dated 20th June, 2011. Candidates claiming reservation against SC/ST and OBC-A/OBC-B (relevant certificate is required) quota of seats must submit relevant caste certificates issued in their favour by one of the authorities listed below:

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- Executive Magistrate,
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- Collector and District Magistrate within their respective jurisdictions in case of candidates claiming to be Schedule Caste or Schedule Tribe and ordinarily residing within such jurisdictions.

For OBC-A & OBC-B Candidates:

Reservation for OBC-A/OBC-B candidates for admission will be as per reservation rules vide Govt. Order No.: **07-Edn (U)/1U-89/13.- dated. 2nd January, 2014** "for admission to different courses, an OBCA or OBCB candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 10% of the marks obtained by the last candidate of the general category.". The West Bengal Higher Educational Institutions (The Reservation in Admissions) Act, 2013 enacted by Govt. of West Bengal has opened the opportunity for the students belonging to OBC-A and OBC-B (as determined and notified by Backward Classes Welfare Department, Govt. of West Bengal) for reservation of seats in higher education in the state. The communities listed by the Department of Backward Classes Welfare, Govt. of West Bengal as OBC-A and OBC-B would get the benefit of reservation.

For Differently Abled (DA Category) Candidates:

The candidates seeking admission under this category must produce a valid certificate issued by an appropriate authority not below the rank of Superintendent of Sub-Divisional Hospital. In the certificate, the mentioned extent of Physical Disability must not be less than 40%. APPLICANTS WHO HAVE SECURED LESS THAN 50% MARKS WILL BE DISQUALIFIED IF THEY FAIL TO QUALIFY FOR THE SEATS UNDER THIS CATEGORY.

9. Mode of Selection for Admission:

Seats will be filled up on the basis of merit by calculating the marks of the Graduation.

10. The University also reserves right to drop or include any name if any suppression of facts on the part of the applicants or any mistake in the calculation of grade point is detected at any stage before and after admission.

11. ANTI RAGGING INSTRUCTION:

In compliance with the UGC, D.O. No 1-152029 (ARC) pt III, dated 24th May, 2023 and in pursuance to the Judgement of the Hon'ble Supreme Court of India, dated 08.05.2009 in Civil Appeal No 887/2009, attention of all the applicants and parents are drawn to the "Regulations on Curbing the Menace of ragging in Higher Educational Institutions, 2009" notified by the UGC. The Regulations are available on the UGC website (www.ugc.ac.in) Ragging is completely banned in The University of Burdwan and its other centres of learning, and if anyone is found guilty of ragging and/or resorting for ragging in any form is liable to be appropriately punished as per law.

Please follow the instructions provided at the link below:

<https://www.antiragging.in/information.html>

Click the following link for mandatory undertaking of anti-ragging:

<https://www.antiragging.in/>

or

https://www.antiragging.in/affidavit_university_form.php

All applicants are compulsorily required to complete the undertaking by strictly following these instructions and mention the Anti Ragging Reference Number while filling up the application form for PG Admission-2023.

NATIONAL ANTI RAGGING HELPLINE:

18001805522 (24 X 7),

E-MAIL: helpline@antiragging.in

STATE LEVEL ANTI RAGGING HELPLINE: 18003455678 (24 X 7)

As per the directives of the Hon'ble Supreme Court of India, it is notified that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the institution.

Anti Ragging Committee

- 1) Prof. Sankar Kumar Nath, Hon'ble Vice Chancellor, B.U.....Chairman
- 2) District Magistrate or his Representative, Purba Bardhaman
- 3) Superintendent of police or his Representative, Purba Bardhaman
- 4) Mr. Rajesh Khan, Senior District correspondent Calcutta news-----Media Representative
- 5) Mr. Ayan Chakraborty, President AKASH....NGO Representative
- 6) Dr. Indrajit Ray, Senior Development Officer, B.U.
- 7) Dr. Arijit Chatterjee, Joint Director, Life Long Learning, B.U.
- 8) Mr. Susobhan Ghosh, Accounts Officer-I, B.U.
- 9) Prof. Amar Kumar Banerjee, Dept.of Mathematics, B.U.
- 10) Dr. Rajarshi Ghosh, Deptt of Chemistry, B.U.
- 11) Dr. Sujit Roy, Department of Botany, B.U.
- 12) Dr. Sudipto Mondal, Deptt of Environmental Science, B.U.
- 13) Ms. Moumita Bose, Assistant Librarian, Central Library, B.U.
- 14) Shri Sovan Bhattacharjee, F/o Shri Saswata Bhattacharjee, M.Sc. SEM-III, Chemistry, B.U.
- 15) Two Student Representatives
 - a. Ms. Priyanka Roy, Department of Physics, B.U.
 - b. Ms. Tabinda Naiyer, Business Administration (Human Resource), B.U.

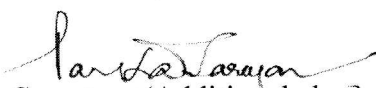
- 16) Sri Shyamaprasad Banerjee, Senior Superintendent, B.U.
- 17) Mrs. Lili Aditya, Senior Assistant, B.U.
- 18) Convener, Anti Ragging Squad, B.U.
- 19) Placement & Students Welfare Officer, B.U.
- 20) Prof. Sumanta Bhattacharyya, Department of Chemistry, B.U.-Convener

Anti Ragging Squad

- 1) Prof. Sikha Dutta, Department of Botany, B.U.
- 2) Prof. Soumendranath Chatterjee, Department of Zoology, B.U.
- 3) Dr. Indrani Chandra, Department of Biotechnology, B.U.
- 4) Dr. Somasri Dam, Department of Microbiology, B.U.
- 5) Dr. Nirmal Chandra Roy, Department of Business Administration (Human Resource), B.U.
- 6) Dr. Prasanta Sarkar, Department of Philosophy, B.U.
- 7) Dr. Rajarshi Chakrabarty, Department of History, B.U.
- 8) Dr. Md. Shamim Nizami, Department of Arabic, B.U.
- 9) All the Hostel Superintendents, B.U.

Prof. Debasish Sur, Department of Commerce, B.U.....Member Convener

- ❖ List of selected candidates for admission will be published in the website and selected candidates will be asked to get admitted through online payment of admission fees through the link that will be provided with the notification.


Secretary (Additional charge)
Faculty Council (Arts etc.)

Course modules and outcomes

I. Proposed Syllabi for French Language Courses

CERTIFICATE COURSE (to be effective from 2015 – 16)

Prescribed Textbook : Connexions I

Paper - I

- | | |
|--|----|
| 1. Translation from French to English
(Three passages from the prescribed textbook) | 40 |
| 2. Translation from English to French
(Three passages : retranslation from the textbook or translation of
passage(s) with vocabulary and grammar of the same standard) | 40 |
| 3. Questions on French Civilization
(Objective Type : fill in the blanks, true/false,
match mixing, finding the odd man out etc.
Topics : Daily life of French people, important dates, events,
personalities, festivals, etc.) | 20 |

Paper - II

- | | |
|--|----|
| 1. Grammar & Vocabulary | 50 |
| 2. Questions based on speech acts related to different situations
of communication in real life | 10 |
| 3. Essay / Letter | 15 |
| 4. Dialogue | 15 |
| 5. Comprehension of an unseen passage | 10 |

Paper - III (Viva Voce)

- | | |
|---|----|
| 1. Dictation | 20 |
| 2. Reading, comprehension, explanation from the
prescribed text | 40 |
| 3. Questions based on different situations of communication
in real life | 20 |
| 4. General Conversation | 20 |

G.K. Nag
22/9/14

N. Chakrabarti
22/9/14

REFERENCE BOOKS

1. Écho A1 J Giradet & J. Pecheur.CLE International
2. A Complete French Grammar, Larousse
3. Grammaire 450 nouveaux exercices , Niveau débutant, CLE International
4. Grammaire progressive du français, niveau débutant, CLE International

DIPLOMA COURSE (to be effective from 2016 – 17)

Prescribed Textbook : Connexions 2

Paper - I

- | | |
|---|----|
| 1. Textual Questions
(one broad question carrying 10 marks
& six short questions carrying 5 marks each) | 40 |
| 2. Creative writing based on the prescribed text
(composing & completing texts based on the
situations of communications illustrated in the lessons) | 30 |
| 3. Questions on French Civilization & Culture
(objective questions as in Certificate as well as
short questions) | 30 |

Paper - II

- | | |
|--|----|
| 1. Grammar and vocabulary | 50 |
| 2. Questions based on speech acts related to different
situations of communication in real life | 10 |
| 3. Essay | 15 |
| 4. Dialogue / Letter | 15 |
| 5. Story Writing | 10 |

Paper - III

- | | |
|--|----|
| 1. Translation from French to English
(one passage from the prescribed text and one unseen
passage) | 25 |
| 2. Translation from English to French | 20 |

N. Chakrabarti
22/9/14

G. K. Nag
22/9/14

- | | |
|--|----|
| 3. Translation of terms and expressions related to professional life | 10 |
| 4. Official Letter | 10 |
| 5. Comprehension of an unseen passage | 15 |
| 6. Story Writing | 10 |
| 7. Résumé of an unseen passage | 10 |

Paper IV (Viva Voce)

- | | |
|---|----|
| 1. Reading, comprehension, explanation from the prescribed Text | 25 |
| 2. Reading, comprehension, explanation from an unseen text | 25 |
| 3. Questions based on different situations of communication | 10 |
| 4. General Conversation | 20 |
| 5. Dictation | 20 |

REFERENCE BOOKS

1. Écho B1.1 J Giradet & J. Pecheur. CLE International
2. Grammaire 450 nouveaux exercices , Niveau intermédiaire, CLE International
3. Grammaire progressive du français, niveau intermédiaire, CLE International
4. DELF B1, 200 activités, CLE International

ADVANCED DIPLOMA COURSE (to be effective from 2017 – 18)

Prescribed Textbook : Connexions 3

Paper - I

Group - A Poetry

50 marks

The following poems are to be studied

- | | |
|----------------------------------|-----------------------|
| 1. Quand vous serez bien vieille | Pierre de Ronsard |
| 2. Le Loup et l'Agneau | Jean de La Fontaine |
| 3. Le Lac | Alphonse de Lamartine |

K. Chhabra
22/9/14

G. K. Nag
22/9/14

- | | |
|---|-----------------------|
| 4. La Mort du Loup | Alfred de Vigny |
| 5. Demain dès l'aube | Victor Hugo |
| 6. Pour toi mon amour Page d'écriture | Jacques Prevert |
| 7. L'Invitation au Voyage | Charles Baudelaire |
| 8. Le Pont Mirabeau | Guillaume Apollinaire |

Marks will be distributed as follows :

- | | |
|--|-------------|
| 1. Two broad questions | 15 X 2 = 30 |
| 2. Two short questions | 5 X 2 = 10 |
| 3. Ten short questions (in one sentence) | 10 X 1 = 10 |

Group - A Drama

50 marks

The following texts are to be studied

- | | |
|--|--------------|
| 1. Phèdre (acte I, scène 3, acte III, sc. 5, acte V, sc 7) | Jean Racine |
| 2. Antigone (prologue, dialogue entre Créon et Antigone) | Jean Anouilh |

Marks will be distributed as follows :

- | | |
|--|-----------------------|
| 1. One broad question | 15 X 1 = 20 |
| 2. Three short questions | 5 X 2 = 10 |
| 3. Ten short questions carrying two marks each | 10 X 2 = 20 |

Paper - II

Group - A Prose

50 marks

The following texts are to be studied

- | | |
|---------------------------------------|--------------------------|
| 1. La belle au bois dormant | Charles Perrault |
| 2. Zadig | Voltaire |
| (Le Souper, Le Bûcher) | |
| 3. La Parure | Guy de Maupassant |
| 4. Le Petit Prince (extraits choisis) | Antoine de Saint-Exupéry |

Marks will be distributed as follows

- | | |
|------------------------------------|-------------|
| 1. Two broad questions | 15 X 2 = 30 |
| 2. Two short questions | 5 X 2 = 10 |
| 3. Ten questions (in one sentence) | 10 X 1 = 10 |

Group - B History of Literature

50 marks

Marks will be distributed as follows

- | | |
|---|----|
| 1. One broad question on any literary movement, | 20 |
|---|----|

N. Chaharok
22/9/14

G.K. Nag
22/9/14

general characteristics of French literature of any particular century.

- | | |
|--|----|
| 2. Objective questions on French authors,
important dates in the history of French literature | 30 |
|--|----|

Paper - III

- | | |
|--|-------------|
| 1. Grammar & Vocabulary | 10 X 3 = 30 |
| 2. Idiomatic expressions | 5 X 2 = 10 |
| 3. Questions based on speech acts related to different situations of communications | 5 X 2 = 10 |
| 4. Famous French Quotations
(Application in different situations of communication and /or explanation) | 5 X 2 = 10 |
| 5. Essay | 15 |
| 6. Dialogue /Letter | 15 |
| 7. Résumé of an unseen passage | 10 |

Paper - IV

- | | |
|---|----|
| 1. Comprehension of a non-literary passage
(extract from a newspaper / journal or a commercial document) | 20 |
| 2. Writing minutes of a meeting / circular /
preparing a programme for tourists | 15 |
| 3. Official Letter / Letter of formal invitation | 15 |
| 4. Translation of terms related to professional life | 20 |
| 5. Questions on French Civilization and Culture
(one broad question of ten marks and objective questions of twenty marks) | 30 |

Paper - V (Viva Voce)

- | | |
|--|----|
| 1. Discussions on a literary text from the syllabus
(to be selected by the candidate) | 40 |
| 2. Giving opinion on a socio-cultural topic | 20 |
| 3. Reading, comprehension and explanation of
an unseen text (extract of a newspaper/magazine, article etc.) | 30 |

N. Chakrabarti
22/9/14

G. K. Nag
22/9/14

4. Questions based on different situations of communication

10

REFERENCE BOOKS

1. Écho B1.2 J Giradet & J. Pecheur.CLE International
2. Grammaire 450 nouveaux exercices , niveau avancé, CLE International
3. Grammaire progressive du français, niveau avancé, CLE International
4. DALF C1/C2 250 activités, CLE International
5. Communication progressive du français des affaires, CLE International

N. Chakrabarti
22/9/14

G.K. Nag
22/9/14

THE UNIVERSITY OF BURDWAN

CERTIFICATE COURSE IN RUSSIAN LANGUAGE

This course consists of three full papers. Each paper carries 100 Marks (One oral and dictation and two written papers).

1. Paper – I Written

- | | |
|--|----|
| a) Grammar (Practical Russian) - | 80 |
| b) Answering questions in Russian (on general topic) | 20 |

2. Paper II Written

- | | |
|--|----|
| a) Translation (from English into Russian) | 25 |
| b) Translation (from Russian into English) | 25 |
| c) Comprehension (unseen) | 25 |
| d) Paragraph Writing | 25 |

3. Paper III Oral and Dictation

- | | |
|---|----|
| a) Reading (from the prescribed book) | 25 |
| b) Recitation/ Singing | 25 |
| c) Conversation | 25 |
| d) Dictation (from the prescribed book) | 25 |

1. Name of the text book

Russian

By V. N. Wagner and Y. G. Ovsienko

PPH, New Delhi

2. Grammar from the text book. Lesson 1 to 20

3. Reference Book:

- Russian 100 by J. P. Dimri & V. Totawar
- Russian as we speak it by Khavranina
- Russian for Indians by Hem Chandra Pande , Goyal Publishers , Delhi

Asunathukheya
22/09/14
Chakraborty
22/09/14

THE UNIVERSITY OF BURDWAN
DIPLOMA COURSE IN RUSSIAN LANGUAGE

This course consists of four full papers. Each paper carries 100 Marks (One oral and dictation and three written papers).

1. Paper – I Written

- a) Grammar (Practical Russian) - 100

2. Paper II Written

- a) Translation (from English into Russian) 25
b) Translation (from Russian into English) 25
c) Comprehension (unseen) 25
d) Paragraph Writing / Letter writing 25

3. Paper III Written

- ~~In English~~ { a) A brief sketch on History, Geography and Culture of Russia (in English) 30
b) A brief sketch on Russian Literature (in English) 30
c) Answering question in Russian on known text. 40

4. Paper IV Oral and Dictation

- a) Reading (from the prescribed book) 20
b) Reading (unseen text) 20
c) Recitation/ Singing 20
d) Conversation 20
e) Dictation (from the prescribed book) 20

-
1. Name of the text book: Russian By V. N. Wagner and Y. G. Ovsienko ,
PPH, New Delhi
2. Grammar from the text book. Lesson 21 to 35
3. Reference Book:
a) Russian 100 by J. P. Dimri & V. Totawar
b) Russian as we speak it by Khavranina
c) Russian in exercises.
d) Russian for Indians by Hem Chandra Pande , Goyal Publishers & Distributors, Delhi

C.K. Das
22/09/14

Arumathkheji
22/09/14
Shakti Das
22/09/14

THE UNIVERSITY OF BURDWAN
ADVANCE DIPLOMA COURSE IN RUSSIAN LANGUAGE

This course consists of five full papers. Each paper carries 100 Marks (One oral and four written papers).

1. Paper – I	Written	
	Grammar (Practical Russian) -	100
2. Paper II	Written	
a)	Translation (from English into Russian)	25
b)	Translation (from Russian into English)	25
c)	Comprehension (unseen)	25
d)	Essay Writing	25
3. Paper III	Written	
a)	History of Russian and Soviet literature.	20
b)	Biography of Pushkin, Lermontov, Gogol, Dostoevsky, Tolstoy, Chekhov, Gorky, Mayakovski, Yesenin, Sholokhov.	40
c)	Answering questions in Russian from selected poetry.	40
4. Paper IV	Written	
a)	Russian Rhetoric and Prosody	30
b)	Answering questions in Russian from the selected prose of the text book.	30
c)	Answering questions in Russian from selected prose.	40
5. Paper V	Oral	
a)	Reading (from the prescribed book)	20
b)	Reading & Retelling (unseen text)	30
c)	Recitation/ Singing	20
d)	Conversation	30

-
- Name of the text book: Russian By V. N. Wagner and Y.G. Ovsienko
PPH, New Delhi
 - Grammar from the text book. Lesson 36 to 50.
 - Selected prose. Lesson No.
 - Selected poetry:
Pushkin : Ya vas Lubeel ; Lermontov : Smert poeta ;
Yesenin : Pismo k materi ; Mayakovski: Vo ves golos.
 - Selected prose:
Tolstoy : Posle baala ; Chekhov : Smert chinovnika ;
Gorky: Mother.
 - Principles of Literary Criticism.

G.K. Nag
22/9/14

Shakabooty
22/09/14

Aruna Mukherjee
22/09/14

SYLLABUS FOR GERMAN COURSES

CERTIFICATE COURSE

DURATION: THE COURSE WILL CONSIST OF TWO SEMESTERS. ATLEAST90 LECTURES OF 60 MINUTES DURATION WILL BE DELIVERED DURING EACH SEMESTER.

ADMISSION: GRADUATES IN ARTS, SCIENCE OR IN ANY EQUIVALENT EXAMINATION MAY BE ADMITTED TO THIS COURSE.

ASSESSMENT: THE ASSESSMENT OF THE CANDIDATE SHALL BE BASED ON THE **WRITTEN AND ORAL EXAMINATION** IN ACCORDANCE WITH THE SYLLABUS PRESCRIBED FOR THE PURPOSE. CANDIDATES SHALL BE REQUIRED TO PASS BOTH IN THE WRITTEN AS WELL AS IN THE ORAL EXAMINATIONS. IN ADDITION THERE SHALL BE **INTERNAL ASSESSMENT**, BASED ON ATTENDANCE, CLASS TESTS, HOME WORK AND ON THE PERFORMANCE IN THE CLASS. THE FINAL TALLY OF MARKS SHALL CONSISTS OF 80% OF THE MARKS OBTAINED IN THE WRITTEN AND ORAL EXAMINATIONS, AND 20% OF THE INTERNAL ASSESSMENT.

WRITTEN EXAMINATION: THERE WILL BE TWO PAPERS OF 100 MARKS EACH. EACH PAPER WILL BE OF THREE HOURS' DURATION.

PAPER I:	i. LISTENING COMPREHENSION (TWO OUT OF THREE CHOICES)	30 Marks
	II. GRAMMAR	70 Marks
PAPER ii:	i. WRITTEN EXPRESSION: Writing a short personal information (Two out of 3 choices)	50 Marks
	ii. READING COMPREHENSION (Two out of three)	30 Marks
	iii. TRANSLATION: a. into German	10 Marks
	b. into English	10 Marks

ORAL EXAMINATION: THERE WILL BE ONE PAPER OF 100 MARKS.

Candidate's Self introduction related to a theme chosen preparation time)	40 Marks 60 Marks
---	----------------------

PAPER III: i.
ii. Framing Question and Answer
by the examiner (No

STANDARD OF QUALIFICATION: In order to pass the examination a candidate must obtain at least

* atleast

40% of the total marks in both written and oral examinations, but with 35% in each of the written examination. Candidates obtaining 60% or more of the total marks in the aggregate shall be placed in **FIRST CLASS** and those obtaining 40% or more but less than 60%, in the **SECOND CLASS**.

BOOKS

PRESCRIBED

FIRST SEMESTER: **TANGRAM AKTUELL A1/1** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY

SECOND SEMESTER: **TANGRAM AKTUELL A1/2** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY

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DIPLOMA COURSE

DURATION: THE COURSE WILL CONSIST OF TWO SEMESTERS. MINIMUM NUMBER OF LECTURES DELIVERED DURING EACH SEMESTER WILL BE 90 OF 60 MINUTES EACH.

ADMISSION: ONLY SUCCESSFUL CANDIDATES IN THE CERTIFICATE COURSE IN GERMAN OR ITS EQUIVALENT EXAMINATION ARE ELIGIBLE FOR ADMISSION TO THIS COURSE.

ASSESSMENT: THE ASSESSMENT OF THE CANDIDATE SHALL BE BASED ON THE WRITTEN AND ORAL EXAMINATION IN ACCORDANCE WITH THE SYLLABUS PRESCRIBED FOR THE PURPOSE. CANDIDATES SHALL BE REQUIRED TO PASS BOTH IN THE WRITTEN AS WELL AS IN THE ORAL EXAMINATIONS. THERE SHALL BE INTERNAL ASSESSMENT, BASED ON ATTENDANCE, CLASS TESTS, HOME WORK AND ON THE PERFORMANCE IN THE CLASS. THE FINAL TALLY OF MARKS SHALL CONSIST OF 80% OF THE MARKS OBTAINED IN THE WRITTEN AND ORAL EXAMINATIONS, AND 20% OF THE INTERNAL ASSESSMENT.

WRITTEN EXAMINATION: THERE WILL BE THREE PAPERS OF 100 MARKS EACH. EACH PAPER WILL BE OF THREE HOURS' DURATION.

PAPER I:	I. GRAMMAR	80 Marks
	II. DICTATION	20 Marks
PAPER II:	i. WRITTEN EXPRESSION: Writing a short personal information (Two out of 3 choices)	50 Marks
	ii. ESSAY (about 80-100 words)	30 Marks
	iii. TRANSLATION: a. into German	10 Marks
	b. from English	10 Marks
PAPER III	i. LISTENING COMPREHENSION (Two out of three)	50 Marks
	ii. READING COMPREHENSION (Two out of three)	50 Marks

ORAL EXAMINATION: THERE WILL BE ONE PAPER OF 100 MARKS.

PAPER IV:	I. Candidate's Self introduction	20 Marks	
	II. Framing Questions and Answers related to a theme chosen by the examiner.	50 Marks	
	III. Reacting appropriately on a day-to-day situation described the examiner. (No preparation time)	30 Marks	by

STANDARD OF QUALIFICATION: In order to pass the examination a candidate must obtain at least 40% of the total marks in both written and oral examinations, but with ^{*}35% in each of the written examination. Candidates obtaining 60% or more of the total marks in the aggregate shall be placed in **FIRST CLASS** and those obtaining 40% or more but less than 60%, in the **SECOND CLASS**.

* atleast

K. Srinivasan
22-09-14

S. K. Srinivasan Rao
22/09/14
22/09/14

C. K. N. N. N. N.
22.9.14.

Diploma

PRESCRIBED BOOKS

FIRST SEMESTER: **TANGRAM AKTUELL A2/1** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY

SECOND SEMESTER: **TANGRAM AKTUELL A2/2** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY

ADVANCED DIPLOMA

DURATION: THE COURSE WILL CONSIST OF TWO SEMESTERS. MINIMUM NUMBER OF LECTURES DELIVERED DURING EACH SEMESTER WILL BE 90 OF 60 MINUTES EACH.

ADMISSION: ONLY SUCCESSFUL CANDIDATES IN THE DIPLOMA COURSE IN GERMAN OR ITS EQUIVALENT EXAMINATION ARE ELIGIBLE FOR ADMISSION TO THIS COURSE.

ASSESSMENT: THE ASSESSMENT OF THE CANDIDATE SHALL BE BASED ON THE WRITTEN AND ORAL EXAMINATION IN ACCORDANCE WITH THE SYLLABUS PRESCRIBED FOR THE PURPOSE. CANDIDATES SHALL BE REQUIRED TO PASS BOTH IN THE WRITTEN AS WELL AS IN THE ORAL EXAMINATIONS. THERE SHALL BE INTERNAL ASSESSMENT, BASED ON ATTENDANCE, CLASS TESTS, HOME WORK AND ON THE PERFORMANCE IN THE CLASS. THE FINAL TALLY OF MARKS SHALL CONSISTS OF 80% OF THE MARKS OBTAINED IN THE WRITTEN AND ORAL EXAMINATIONS, AND 20% OF THE INTERNAL ASSESSMENT.

WRITTEN EXAMINATIONS: THERE WILL BE FOUR PAPERS OF 100 MARKS .EACH PAPER WILL OF THREE HOURS' DURATION.

PAPER I:	I. GRAMMAR	0 Marks
	II. DICTATION	20 Marks
	iii. TRANSLATION: a. into German b. from English	10 Marks 10 Marks
PAPER ii:	i. WRITTEN EXPRESSION: Letter Writing (personal/ semi- formal) (Two out of 3 choices)	50 Marks
	II. Essay (about 150-200 words) (two out of 3 choices)	50 Marks
PAPER III	i. LISTENING COMPREHENSION (Two out of three)	50 Marks
	ii. READING COMPREHENSION (Two out of three)	50 Marks
PAPER IV	HISTORY, CULTURE & LITERATURE (Questions based on the text books of Certificate and Diploma, and aprescribed book, announced at the beginning of every Semester)	100 Marks

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22/09/14

G.K.Nag
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ORAL EXAMINATION: THERE WILL BE ONE PAPER OF 100 MARKS.

PAPER V: I. Candidate's Self introduction

(ORAL) II. Speaking on a pre-determined theme chosen
examinee. (With preparation time)

50 Marks

20 Marks
by the

III. Orally Planning
(With preparation

and execution of a Task in a team
time)

30 Marks

STANDARD OF QUALIFICATION: In order to pass the examination a candidate must obtain at least
*at least 40% of the total marks in both written and oral examinations, but
with *35% in each of the written examination. Candidates obtaining
60% or more of the total marks in the aggregate shall be placed in
FIRST CLASS and those obtaining 40% or more but less than 60%, in
the **SECOND CLASS**.

PRESCRIBED BOOKS

FIRST SEMESTER: **TANGRAM AKTUELL A3/1** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY

SECOND SEMESTER: **TANGRAM AKTUELL A3/2** PUBLISHER: HUEBER VERLAG, MUNICH, GERMANY In
addition one extra Text Book for both the Semesters will be announced at the
beginning of the Course by the teacher.

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22.09.14

Sade Qura Qura
22.09.14

G.K. Nag
22.9.14.

DEPARTMENT OF FOREIGN LANGUAGES

The history of the department goes back to 1968 when evening classes in French language were held by a Belgian priest. However no detailed information regarding the course is available. This course was subsequently discontinued.

History

In 1972 part time lecturers in French and Russian were recruited. German was introduced in 1986. Till 1979 the department was run by lecturers recruited on part-time or contractual basis. The first full-time post was created in 1980 whereupon the first full-time lecturer joined as the Head of the Department in 1984. Full-time lecturers in German and French were appointed in 1986 and 1990 respectively. Members of other faculties also taught in the Department as Guest Lecturers. A post of Assistant Professor was sanctioned by the UGC in 2010 ; the post is yet to be filled up.

Courses offered

Certificate, Diploma and Advanced Diploma Courses (each of one year duration) are offered in French, Russian and German. Ours is the only University Department in West Bengal where Advanced Diploma Courses are offered in Foreign Languages.

Faculty Members

Total Number of full time posts : 04

Currently there are two faculty members

1. Goutam Kumar Nag, M.A. PhD, Associate Professor (French) & H.O.D
2. Sada Shiva Rao, M.A. LL.B Associate Professor (German)

Mrs Jayasree Chakraborty, M.A.(Russian) B.Lib, Associate Professor retired in October 2014. At present the post in Russian is lying vacant.

Teacher and the taught

Although usually the majority of learners of this department belong to the student community of the University of Burdwan, we very often have learners from other walks of life and of different age groups. Students of this department include doctors, engineers, teachers, businessmen, people of several other professions as well as retired persons. The heterogeneous composition of the groups makes teaching and learning all the more interesting.

Usually we follow the communicative method for all levels. However we are ready to modify our methods according to the composition of the groups and individual needs. Sometimes we

have recourse to the traditional grammar translation method. Sometimes we try to strike a balance between the modern and traditional teaching methods. However this variation in teaching method does in no way imply any compromise with the quality of teaching. Our objective always remains the same i.e. to help the learners develop the four linguistic skills namely oral comprehension, written comprehension, oral expression and written expression. But instead of adopting rigidly any particular method, we modify our teaching methods after taking into consideration the diversity of the learning methods of the learners. We always welcome the students to come up with their own innovative ideas and we are often enriched through a discussion with them.

We constantly strive to build up and maintain a congenial atmosphere in the classroom so that the learner feels free to express his/her ideas and communicate with his/her fellow learners. By organizing a series of recreational activities like role play, simulations, group discussions, we try to help them overcome their inhibitions. We see to it that the learners can apply the vocabulary, expressions and syntactic structures learnt in class in the proposed situations of communication. We ensure that even the most shy learners get an opportunity to communicate. We attach equal importance to writing particularly creative writing. Apart from these activities in class we regularly give the students home assignments. On the basis of an in depth study of the errors committed in such assignments, we frame new written or oral exercises.

Future plans

In addition to the existing languages we intend to introduce new languages like Spanish and Japanese for which there has been a growing demand over the last few years. At the same time we would like to introduce new courses in the existing languages. So far our objective has been to help the learners develop four linguistic skills as mentioned before. But given the present socio- economic scenario, more specialized courses need to be introduced in order to cater to more specific needs of the learners. The new courses that we have thought of are as follows :

- (i) Courses in Communicative French, German, and Russian
- (ii) Crash Courses in these languages
- (iii) Courses in translation (literary as well as non –literary)
- (iv) Professional Courses : e.g. French / German / Russian for businessmen/ lawyers /scientists / engineers / doctors /tourist guides / people working in call centres.

The department also intends to introduce UG Honours and PG courses. In West Bengal French is taught in Honours level only at Chandernagore Govt. College, affiliated to the University of Burdwan and PG course in the same has been introduced there. But Russian and German are not taught in the UG level anywhere in West Bengal ; only Calcutta University has PG departments. We intend to introduce UG and PG courses to cater to the needs of those who intend to pursue full time studies in these languages.

Recent activities (Publications, Seminars attended, etc by faculty members in last two years)

1. Goutam Kumar Nag

A) Participated in the 7th International Congress organized by the Association of Indian Teachers of French held at SRM University, Chennai from 17th to 20th January, 2013.

Presented a paper entitled : Exploiter<< L'Étranger>> de Camus en cours de FLE : quelques pistes.

B) Publications :

- a) Tomari Nam Balbo NanaChale : Antarango Path, *Barnolipi* (ISSN 2249 – 2666), April, 2013
- b) Ami Chini Go Chini Tomare Ogo Bideshinee : Antaranga Path, *Barnolipi* (ISSN 2249 – 2666), June, 2013.
- c) Tomari Nam Balbo Nana Chale : Tannishtha Path, *Pratidhwani, The Echo*, (ISSN 2278 – 5264), January, 2014.
- d) Kakhon Badol Chhowa lege : Antarango Path , *Antorjatik Pathshala*, (ISSN 2230-9594), January – March, 2014
- e) An in depth study of a song of Tagore, *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol II , Issue 3, March, 2014.
- f) Anaysis of negative and non-negative uses of nā, particle of negation in Bengali, *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol I, Issue 4 April, 2014.
- g) A Comparative Analysis of two Expletives in Bengali : NA and TO (Article in Bengali) *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol I, Issue 7, July, 2014.
- h) An analysis of the numerical and adverbial characteristics of the adverb “abar” in Bengali (Article in Bengali) : *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol I, No 8, August, 2014.
- i) An in depth study of a song of Tagore : o keno churi kore chay : *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol I, Issue 10, October, 2014.

- j) Megh boleche jabo jabo: antarango path : *International Journal of Humanities & Social Science Studies(IJHSSS)*(ISSN2349-6711)Vol-I, Issue III, November,2014.
- k) An in depth study of a song of Tagore : shudhu jaowa asa: *International Journal of Interdisciplinary and Multidisciplinary Studies (IJIMS)* (ISSN 2348 -0343), Vol I I, Issue 02, December, 2014.

Department of Foreign Language
Programme Outcome 2018-2024
(Job/Placements)

S.No.	Name	Course	Year of passing	Job	Year of job joining
1.	Ujjwal Santra	Advance Diploma in French	2018	French Teacher at Delhi World Public School, Raigarh.	2019
2.	Sulagna Raja	Certificate in French	2019	Sr eSupport officer At IntouchCX Company, Hyderabad.	2024
3.	Bidisha Goswami	Diploma in French	2022	French Language Consultant, at Amazon Development Centre	2022
4.	Gopa Mondal	Certificate in Russian	2023	Glimpses Holidays Pvt. Ltd, India	2025



OFFER CUM APPOINTMENT LETTER

Bidisha Goswami
4 NO SANKHARIPUKUR, PO- SRIPALLY, CHOTONILPUR, BALIDANGA
Burdwan
713103
IN

Dear Bidisha,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Catalog Associate - French** at **Chennai**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your employment with Amazon India will commence on **27-Jun-2022**.

2. Probation

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a

further period of 3 more months or terminate your employment with Amazon India with immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

3. Duties

- 3.1 You will be employed in the position of **Catalog Associate - French**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

4. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related



requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

5. Place of Work

Your initial place of work will be at Amazon India's facility in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

6. Remuneration

- 6.1 Your Annual Base Pay will be Rs.**491,300** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the second Monday in July of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees'



Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.

The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhaar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

8. Leave

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

9. Confidential Information and Confidentiality Obligations

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

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U72200KA2004FTC034233

- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;
- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
 - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

- (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;
 - (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
 - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
 - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
 - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
 - (13) any copies of the above mentioned information.

9.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.
- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

10. Intellectual Property Rights

- 10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:
- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
 - (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
 - (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
 - (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
 - (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.
- 10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and



related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

- 10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.
- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

11. Non-Solicitation

- 11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company

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U72200KA2004FTC034233



(whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

12. Employee Data Protection

- 12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

13. Exclusivity of Services

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

14. Termination of Employment

- 14.1 This agreement will be terminable by either party by giving written notice of a tenure (exclusive of any leaves availed during that period) as determined by the employee's job level at the time of exit - or payment of salary in lieu of such notice period to the other party. Employees exiting at job levels L6 or higher will be subject to two months written notice; employees exiting at job levels L5 or lower will be subject to one month written notice. You are being offered this position at 2, which corresponds to a 1 months' notice period at the time of hiring, but may get changed based on your job level at the time of exit. Amazon India holds the right to accept or deny payment in lieu of the said written notice.
- 14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:

- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
- (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
- (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
- (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
- (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
- (vi) commit any act detrimental to the interest of Amazon India;
- (vii) abstain from work for seven consecutive days without informing Amazon India;

14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

15. Gratuity

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

16. Employee Benefits

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

17. New Hire Background Investigation

- 17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.
- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 6 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

18. Foreign Nationals

- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have



required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

19. Representations and Warranties

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;
- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

20. Other Particulars

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REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

- 20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

21. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

22. Waiver

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

23. Severability

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

24. Assignment

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other



corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

25. Employer – Employee Relationship

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

26. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

27. Authorization to Notify New Employer

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

28. Governing Law and Jurisdiction

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

29. Agreement/Modifications



The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

30. Headings

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

31. Survival

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.



You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by: Himanshu Ojha
Date: 2022.06.21 09:26:44 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.



pooja chauhan <mailpoojachauhan@gmail.com>

Fwd: Offer Letter - Ms. Gopa Mondal from Glimpses Holidays Pvt Ltd., India

Gopa Mondal <gopamondal165@gmail.com>
To: <mailpoojachauhan@gmail.com>

Wed, 10 Sep at 1:20 PM

----- Forwarded message -----

From: **Glimpses Holidays India Ashutosh** <ashu@tourtoindia.me>
Date: Fri, 16 May, 2025, 16:43
Subject: Offer Letter - Ms. Gopa Mondal from Glimpses Holidays Pvt Ltd., India
To: <gopamondal165@gmail.com>

OFFER LETTER

To, 16th May' 2025
Ms. Gopa Mondal,
D/o, Mr.....
Lakshmipur, Mongalkote, Bardhaman
Mobile – +91-7718770598

-
Subject: Offer Letter

Dear Ms. Gopa Mondol,

With reference to your interview dated 14th May' 2025 over the zoom meeting, we are pleased to offer you an employment in our organization effective from **02nd June' 2025** as an **Executive Inbound Tours**. You will be placed at our Vaishali Office, near Anand Vihar ISBT with basic / gross salary of **INR 18000/-** (Rupees Eighteen Thousand only) per month. A detailed Appointment Letter will be issued to you after your joining in the organization.

Kindly submit the following documents at your earliest to ensure & guarantee the joining – (Positively on or before **28th May 2024**)

- Photocopy of self-attested academic certificates/mark sheets in support of your qualifications.
- Two passport-sized recent photographs.
- Identity and Address proof. (Passport/ Voters ID card/ Aadhar Card etc.)
- Photocopy of PAN
- Photocopy of front page of passbook of your same saving bank account with IFSC code to transfer salary.

We congratulate you on your appointment and wish you a long and successful career ahead with us.

Thanks & best regards

Ashutosh Vishnoi.

(Director)

+91-9313510408 (With WhatsApp)

Glimpses Holidays Pvt. Ltd, India

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Your trip advisor for - INDIA | NEPAL | BHUTAN | SRI LANKA | VIETNAM | CAMBODIA | DUBAI

Address: C-6, 2nd FLOOR, R K TOWER, SECTOR 4, VAISHALI, GHAZIABAD, NCR OF DELHI, INDIA

Handphone: +91 – 93135 10408, 7827110408 ; Landline number: +91-120-4127450
E-mail : ashu@tourtoindia.me ; info@glimpsesoindia.com ; glimpsesholidays@gmail.com
Websites : www.glimpsesoindia.com ; www.tourtoindia.me ; www.tourtoindia.co.in

Registration details:

Approved & recognized by Ministry of Tourism, Govt. of India (Approval no. - 1901251HC319)
Approved & recognized by UP Tourism, Govt. of Uttar Pradesh (Approval no. - GHA/TT0001/2023)
Corporate identity number - U55101DL2010PTC207723.
IATO membership number – ACT190401

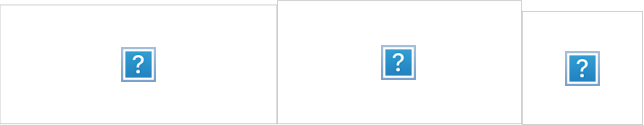


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