

SECTION – 9

SELECTION PROCEDURE AND ADMISSION RULE

A) 60% of total **seats** in each course be earmarked for C.U. students only. This 60% of total seat be termed as **Part– “A”** seat in each course. All the current year C.U. and C.U. **Honours Graduates of the Autonomous Colleges affiliated to CU** will be considered in **Part – “A”**.

B) Rest 40% of total seat in each course be earmarked for both Non-C.U. and C.U. candidates. This 40% of total seat be termed **as Part – “B”** seat in each course.

C.U. Honours Graduate candidates of the preceding year will be considered in Part –“B” only.

A. Selection of candidate of Part “A”.

Admission is strictly in order of merit, judged on the basis of percentage of marks secured in Honours subject and in case of a tie, the aggregate of marks in general subjects are taken into consideration for all courses except those specially mentioned below.

B. Selection of candidate of Part “B” will be made on the basis of marks obtained in the Entrance Test.

1. A Common Entrance Test for C.U. and Non C.U. applicants for selection in 40% of total seats of all courses will be held.

2. Each Entrance Test will be of MCQ type with OMR Answer Sheet of one hour duration except few specially mentioned. Full marks for each Entrance Test will be of 100 marks except for few specially mentioned. Number of questions in each test will be of 50 and each question shall have four options of answers of which one will be correct answer. For each correct answer scoring will be +2 marks and negative marking of -0.5 marks for each wrong answer and for no try there will be 0 marks.

3. Selection for 40% of such seat in each course will be made on the basis of marks obtained in the entrance test only. If there is a tie of marks obtained in the written entrance test amongst the candidates then the candidates with less negative marking will be placed in higher position in the merit list than the other candidate. **Even if** marks obtained & -ve marks become same, then % of Hons. marks obtained will be considered.

C. Other rules for Selection Procedures.

1. There will be two main merit lists in each group of applications (a) one for Part – “A” and (b) other for Part – “B”, **as mentioned above.**

2. Selection in each course may be run simultaneously from two merit lists a) Part –“A” and b) by marks obtained in Entrance Test Part – “B”.

3. Existing SC/ST/PWD/ **OBC-A/OBC-B** reservation rules will be followed separately in both Part – “A” 60% marks earmarked for C.U. students and Part – “B” 40% seats earmarked for both Non-C.U. & C.U. students.

4. If sufficient **number of** suitable SC/ST candidates are not available in Part – “A” the same may be filled up by the other Part – “B” and vice versa.

5. All Non-C.U. applicants have to appear in the Entrance Test and will be placed in the Merit list of Part “B” only.

6. Any current year passed out C.U. student may or may not appear in Entrance Test.

7. If any Current year C.U. student does not appear in the Entrance Test then, the applicant will be placed in the Merit List of Part – “A” only.

8. If any Current year C.U. student appears in the Entrance Test then the applicant will be placed in the Merit List of both Part – “A” & “B”

9. If an applicant gets chance in different positions in both Part A & B, the higher preference will be offered to the applicant. If an applicant gets chance in same preference from both Part ‘A’ & ‘B’ and got selected for admission, his/ her seat will be treated under Part ‘A’.

10. Counseling Mechanism

General Rules:

- The choices / preferences submitted by the candidates in their applications will be processed and seat will be provisionally allotted in the order of merit as per application form submitted.
- Candidates must be present at the time of counseling.

Next Round of Counseling for seat allotment:

Candidates eligible for seat allotment in the next round fall into one of the following sets:

- Set – 1: Applicants who did not get any seat allotment in the 1st round.
- Set – 2: Applicants who were allotted a seat in lower preference in the previous selection list.
- A candidate is not eligible to a specific course if he/she has higher percentage of marks/Final Score/Entrance Test Marks (as applicable) than the last candidate selected in the previous counseling /selection list of that specific course.
- For example; in one counseling last candidate had following scores :
 - i. for course A – 490
 - ii. for course B – 480
 - iii. for course C – 470
 - iv. for course D – 460

In the next round of counseling, a candidate having score 472 is not eligible for course C & D but the candidate is eligible for course A & B and like that.

Rules for Seat Allotment:

- Set – 1: All the preferences will be processed. (in case where candidate not yet got a chance in any course)
- Set – 2: Only the higher preferred choices will be processed.(in case where candidate already got a chance in any courses)

11. Course wise eligibility criteria both for CU and Non-CU applicants are same.

Eligible applicants of Other University (Non-CU) may also apply as appeared candidate subject to production of Pass Mark sheet before publication of selection list satisfying the requisite eligibility criteria.

12. SC/ST/PWD/OBC-A/OBC-B reservation as per University rules and practices will be followed in both “Part -A” and “Part -B”. The University Reservation Rules framed time to time shall be applicable.

i) For Scheduled Caste / Scheduled Tribe candidates, reservations will be provided for SC : 22%, ST: 6% for all courses.

For admission to different courses an SC/ST candidate getting admission should have obtained in the previous examination, qualifying marks not lower by more than 25% of marks obtained by the last candidate of the General category.

Where merit list will be prepared on the basis of score with fractional weightage of different fractions (like entrance test, qualifying exam marks, 10+2 level exam marks, interview, etc.), the SC/ST candidate should obtain final score not lower than 25% than that of obtain by the last candidates admitted of General Category.

Where merit list will be prepared on the basis of marks obtained in the entrance test **only**, the SC/ST candidate should **obtain marks in the entrance test** not lower than 25% than that of obtained by the last candidates admitted of General Category.

For SC/ST candidates, a relaxation of 5% marks in aggregate shall be admissible on last qualifying marks (if applicable) in minimum eligibility requirements **for submission of applications in comparison to general candidates**. For example, if eligibility marks for General Candidates be 60% then the eligibility marks for SC/ST Candidate **will be 55%**. Similarly 5 % relaxation in H.S. marks (Where applicable) **will be admissible**.

Note

If the candidate avails facility in minimum eligibility requirement then the candidate will be treated under concerned reserved category

ii) PWD (Persons with Disabilities) Persons with disabilities having 40% and above degree of disability will enjoy a 3% reservation **horizontally** in each of the categories, i.e. in UR, SC, ST, OBC –A, OBC-B and in the Unreserved or General Category, and such candidates, if available, shall be placed towards the top of the list prepared for each category of students.

For PWD candidates, a relaxation of 5% marks in aggregate shall be admissible on last qualifying marks (if applicable) in minimum eligibility requirements **for submission of application in comparison to general candidates**. For example, if eligibility marks for General Candidates be 60% then the eligibility marks for PWD Candidate will be 55%. Similarly 5 % relaxation in H.S. marks (Where applicable) **will be admissible**.

The PWD candidates claiming seats under reserved category are required to produce **appropriate PWD certificates issued by the competent authority satisfying the following criteria:**

Officer-in-Charge or Medical Head of Primary **Health Centers, Block Health Centers**, State General Hospitals, Rural Hospitals, Sub-Divisional Hospitals or the District Hospitals run by the State Government or any hospital run by a statutory body or authority.

PWD category candidates will be ELIGIBLE with a minimum of 40% disability subject to the condition that the candidate is capable of carrying out all activities related to theory / practical work, as applicable, to the courses without special concession and exemption.

For admission to different courses a PWD candidate getting admission should have obtained in the previous examination, qualifying marks not lower by more than 25% of marks obtained by the last candidate of the General category.

Where merit list will be prepared on the basis of score with fractional weightage of different fractions (like entrance test, qualifying exam marks, 10+2 level exam marks, interview, etc.), the PWD candidate should obtain final score not lower than 25% than that of obtain by the last candidates admitted of General Category.

Where merit list will be prepared on the basis of marks obtained in the entrance test **only**, the WD candidate should **obtain marks in the entrance test** not lower than 25% than that of obtained by the last candidates admitted of General Category.

iii) OBC (OBC-A & OBC-B) reservation (non creamy layer) will be 6% of the total seat for the year 2015 as additional seat. OBC student getting admission should obtain marks in the previous qualifying examination in the relevant last qualifying examination not lower than 10% than that obtained by the last candidate admitted from the general category (if applicable).

Where merit list will be prepared on the basis of final score with fractional weightage of different fractions (like entrance test, qualifying exam marks, 10+2 level exam marks, interview, etc.), the OBC candidate should obtain final score not lower than 10% than that of obtained by the last candidates admitted of General Category.

Where merit list will be prepared on the basis of marks obtained in the entrance test **only**, the OBC candidate should **obtain marks in the entrance test** not lower than 10% than that of obtained by the last candidates admitted of General Category.

OBC Seat Reservation

That total reservation of seats for OBC Candidates in each course to be 6% i.e. Number of seats for all P.G. course to be remain same like last year.

Clarification regarding reservation on OBC seat earmarked for OBC-A & B.

a) If there is only one seat reserved for OBC category, then the seat to be earmarked for the candidates under Part-A i.e. **for 60% of seat reserved for CU candidate.**

b) If there are two (2) nos. of seat , then the one seat each may be earmarked for OBC-A & OBC-B Category respectively under Part-A (**60% of seats reserved for CU candidates**).

c) If there are 3 (Three) nos. of reserved seat for OBC candidates, then two nos. of seat to be earmarked for OBC-A & one of seat to be earmarked for OBC-B candidates.

Out of two OBC-A Seats, one from Part-A and other from Part-B.
One OBC-B Seats be earmarked for Part-A.

d) If there are 4 (Four) nos. of reserved seat for OBC candidate, then two nos. of seat to be earmarked for OBC A & two of seat to be earmarked for OBC B candidate .

Out of two OBC-A Seats, one from Part-A and other from Part-B.

Out of two OBC-B Seats, one from Part-A and other from Part-B.

e) If there are 5 (Five) nos. of reserved seat for OBC candidate, then three nos. of seat to be earmarked for OBC-A & two of seat to be earmarked for OBC-B candidate.

Out of three OBC-A Seats , two from Part-A and other from Part-B.

Out of two OBC-B Seats , one from Part-A and other from Part-B.

f) If there are 6 (Six) nos. of reserved seat for OBC candidate, then three nos. of seat to be earmarked for OBC-A & three of seat to be earmarked for OBC-B candidate .

Out of three OBC-A Seats, two from Part-A and other from Part-B.

Out of three OBC-B Seats, two from Part-A and other from Part-B.

g) If there are 7 (Seven) nos. of reserved seat for OBC candidate, then four nos. of seat to be earmarked for OBC A & three of seat to be earmarked for OBC-B candidate .

Out of four OBC-A Seats, two from Part-A and other two from Part-B.

Out of three OBC-B Seats, two from Part-A and other from Part-B.

h) Similar trend to be followed in case of more than 7 seats.

i) If no suitable OBC candidate is found in the respective earmarked category under Part-A and Part-B, then the benefit will pass on to the other part.

13. SC/ST/OBC/PWD candidates of domicile state are entitled to get the reservation facility i.e. SC/ST/PWD/OBC-A/OBC-B candidates hailing from States other than West Bengal are not eligible for such benefits and they will be treated as General Category candidates.

Candidate seeking admission in Reserved Category seat must be domicile of West Bengal and accordingly submission of Domicile Certificate in prescribed format from competent authority is mandatory at the time of application. The Domicile of West Bengal shall be treated for those candidates who are

EITHER

Residing in West Bengal continuously at least for last 10 years as on

OR

Whose parent (s) is/ are permanent resident (s) of West Bengal having permanent address within the state of West Bengal (Proforma-B)

THE CERTIFICATE BEING SUBMITTED BY THE CANDIDATE FOR CLAIMING RESERVATION UNDER SC/ST/OBC QUOTA; MUST HAVE BEEN ISSUED BY THE COMPETENT AUTHORITY, ON A DATE PRIOR TO THE SUBMISSION OF APPLICATION. CERTIFICATE ISSUED ON A LATER DATE BY ANY AUTHORITY, WILL NOT BE ACCEPTABLE AT THE TIME OF ADMISSION

14. If sufficient number of suitable SC/ST/PWD/OBC C.U. candidates are not available in Part –“A”, the seats may be filled up by the Part –“B” and vice- versa.

15. SC/ST/PWD/OBC Candidates securing equal or higher marks than the last candidate admitted from the general category will be treated as “General Category” as well as respective reserve category.

16. Vacant seat(s) of Part A / Part B / Sponsored category etc. due to insufficient suitable applicant may be filled up by any suitable candidate available in the merit list belonging to any other category.

17. P.N.C. candidates are not eligible to apply.

18. Admission to be closed within one month from the commencement of classes.

19. All the rules are subject to change by the order of the appropriate authority.

20. List of selected candidates will be published in the website and also displayed in the Notice Board at the office of the Secretary - College Street Campus.

21. No personal communication will be made with the selected candidates.

22. RESERVATION OF MINORITY COLLEGES:

Reservation of seats of PG Courses of Minority Colleges will be notified later following the guidelines of reservation rules for minority colleges. Relaxation of marks as eligibility criteria to be followed accordingly.

Colleges with Minority status to have separate reservation policy.

Candidates to submit the relevant documents to avail the minority reservation facility.