

SECTION – 8

EMTRANCE TEST, MERIT LIST, SELECTION PROCEDURE AND ADMISSION RULE

A. Definition of PART-A & PART-B Candidates:

- a. **PART-A:** 60% of total seats (2 Yr. PG Course)
 - Current year C.U. and C.U. Autonomous College ****Graduate** (5th semester passed/appeared) students.
- b. **PART-B:** 40% of total seats (2 Yr. PG Course)
 - Current year C.U. and C.U. Autonomous College ****Graduate** (5th semester passed/appeared) students.
 - Previous years C.U. and C.U. Autonomous College ****Graduate** students.
 - Current year Other University 5th semester passed / appeared students.
 - Previous years Other University passed students.
 - Stipulation of the year of passing the qualifying examination is current year plus 4 preceding years.

B. Eligibility:

Candidates entitled to study the P.G course(s) subject to fulfillment of other eligibility criteria for admission in the corresponding course(s) mentioned in Section 3,4,5 and 6. Course wise eligibility criteria both for CU and Non-CU applicants are same. Eligible applicants may also apply as appeared candidate subject to production of all Pass Mark sheets clearing all courses (Major, Minor etc.) up to 6th semester satisfying the requisite eligibility criteria in stipulated time notified in due course.

- Those who have already done PG degree in regular mode are not eligible. Accordingly, applicants have to submit declaration/undertaking of not having any such PG degree.

For Distance Learning Course

Honours graduate or, its equivalent of Other Indian Universities of (10+2+3) pattern. Candidates passing Honours in Science with 1st class (60%) in undergraduate level from Indira Gandhi National Open University, Netaji Subhas Open University and the Distance Education Programme of other Universities in West Bengal of current year and preceding years are eligible.

C. Entrance Test:

Entrance Test is mandatory for all the candidates of both PART-A & PART-B.

Entrance Test will be conducted by CBT (Computer Based Test) mode except M. Music course.

Type of Entrance Test - MCQ with four options.

Full Marks - 100

Number of Question 50

Duration - 1 hour.

For each right answer '+2' marks

For each wrong answer '-0.5' marks

For no try '0' (zero) marks will be awarded. Except Group 230 (Common Entrance Test) any positive marks obtained in the Entrance Test should be considered in the merit list.

For Group 230 (Common Entrance Test)

Type of Entrance Test - MCQ with four options.

Full Marks - 100

Number of Question 100

Duration - 2 hours.

For each right answer '+1' marks

For each wrong answer '-0.25' marks

For no try '0' (zero) marks will be awarded.

For Group 261 (M. Music)

Entrance Test conducted by the Department of Performing Arts & Music. Entrance Test involved Practical and viva voce.

D. MERIT LIST

For **PART-A** merit list will be made on the basis of 50% of marks obtained in Entrance Test marks obtained and 50% of percentage of marks secured in **Major subject in Graduation level** up to 5th Semester (1st to 5th Semester) except M. Music.

For M. Music: Merit list will be made on the basis of percentage of marks secured in **Major subject in Graduation level** up to 5th Semester (1st to 5th Semester).

For **PART-B** merit list will be made on the basis of Marks obtained in Entrance Test.

For Tie- Breaking criterion:

- **1st tie-breaking** for both PART-A & PART-B: NEGATIVE marks obtained in Entrance test. Candidate with less NEGATIVE marks will be placed in a higher position.
- **2nd tie-breaking** for both PART-A & PART-B: % of marks obtained in the Hons/Major subject of last qualifying examination.

Separate merit lists of Unreserved category (consisting of all candidates) and merit lists of different reserved category of both PART-A and PART-B of all groups will be prepared.

Calculation of % of Marks obtained in Hons. / Major subject

- **For (1+1+1 system)** marks obtained in Hons. subject against full marks to be consider as % of Marks of Hons. / Major subject.
- **For CBCS system** marks obtained in Core Course (CC) subjects + Skill Enhancement Course (SEC) subjects + Discipline Specific Elective (DSE) subject against full marks to be consider as % of Marks of Hons. / Major subject.
- **For NEP 2020 (CCF)** marks obtained in a single major subject against full marks to be consider as % of Marks of Major subject.
- **If any applicant does not appear in the Entrance Test, will not be considered in the Merit List.**
- **Draft Merit Lists:** All the applicants must check the Draft Merit Lists specially Hons. / Major Marks, SC/ST/PWD/OBC-A/OBC-B/EWS, Year of Passing, Passed/Appeared and order of preference of subjects applied for admission or omission of name. If there is any mistake, candidate must report immediately in writing using "**Format – I**" to the concerned Secretary Office within stipulated time as mentioned in admission schedule. No claim will be entertained later.
- **Provisional Merit Lists** will be published after preliminary correction on Draft Merit Lists.

E. SELECTION PROCEDURE

Selection will be made strictly on the basis of the merit and the **preference** of subject given by the eligible applicant and subject to availability of the vacant seat.

SIGNIFICANCE OF ORDER OF PREFERENCE

In some cases, a candidate may apply for more than one course with Order of Preference. When applying for multiple courses, order of preference given by the candidate is final and may not be edited later. The selection process works by merit: during Selection process, all the options of the candidate with Higher Merit will be considered first then the options of the candidate in next higher merit will be considered. Once the candidate matched with a course, all lower preferences are automatically be closed. However, the candidate remains eligible for any higher preferences next round of selection. For this reason, the candidate should select the course as preference 1 which he/she thinks the best one and he/she intends to get admission, if he/she gets chance. Accordingly, 2nd best course as preference 2 and so on. The preference 1 is higher option than preference 2 and so on.

Accordingly, 2nd best course as preference 2 and so on.

Rules for Selection:

1. Existing SC/ST/OBC-A/OBC-B/PWD/EWS reservation rules will be followed separately in both PART-A 60% seats earmarked for C.U. students and PART-B 40% seats earmarked for both Non-C.U. & C.U. students.
2. If an applicant gets chance in different positions in both PART-A & PART-B, the higher preference will be offered to the applicant.
3. If an applicant gets chance in same preference from both PART-A & PART-B and got selected for admission, his/her seat will be treated under PART-A.
4. If sufficient no. of suitable SC/ST/OBC-A/OBC-B/PWD/EWS candidates are not available in PART-A the same may be filled up by the other PART-B and vice versa.
5. Vacant unreserved seat(s) of PART-A due to insufficient suitable applicant may be filled up by any suitable candidate of the PART-B and vice-versa.

6. Counseling Mechanism: (Counselling may be done by e-counselling / physical counselling)

General Rules of counselling:

All the Choices / Preferences of the applicant of higher Rank in the merit list will be processed 1st and seat will be provisionally allotted in highest possible Choice / Preference subject first, then all the Choices / Preferences of the applicant in next higher Rank in the merit list will be provisionally allotted in highest possible Choice / Preference subject and so on.

Second & 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 previous round.
- Set – 2: Applicants who were allotted a seat in lower preference in the previous selection list.
- Set – 3: All the preferences will be processed (in case where candidate not yet got a chance in any course previous round).
- Set – 4: Only the higher preferred choices will be processed (in case where candidate already got a chance in any lower preference).

NOTE: Candidate already selected in 1st preference in previous round will not be eligible to appear in next round of counselling.

Guidelines for Physical Counseling for Next Selection Lists

- Only candidates who are **called for counseling as per the notification** will be allowed to participate. Candidates should be **physically present** at the counseling venue.
- Counseling will be conducted **strictly on the basis of merit**, following the selection rules notified on the admission portal, **subject to the availability of vacant seats**.
- Candidates who are **already admitted** in any course, as well as candidates **not admitted anywhere**, may appear for the counseling.
- If an **already admitted candidate** is selected for admission in another courses during physical counseling, **his/her existing seat will automatically become vacant**. The vacated seat (under this admission system) will be offered to next eligible candidate in the merit list as per choice.
- **Under no circumstances** will the candidate be allowed to reclaim the earlier seat in any course.
- If a candidate is selected for admission in any course through physical counseling **and does not take admission**, his/her **candidature will be treated as cancelled**, and he/she **will not be allowed to participate in any further counseling**. To avoid this, candidates **should not opt for courses in physical counseling** where they do not wish to take admission.

Note: Counseling will continue **until the vacant seats are filled** and/or **eligible candidates are available**.

7. RESERVATION OF SEAT:

- 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.
- **SC/ST/PWD/OBC-A/OBC-B/EWS** 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. Additional supernumeric seat of OBC-A / OBC-B & EWS are not transferable to other category (no de-reservation) if there is no suitable candidate in that category.
- **SC/ST/PWD/OBC-A/OBC-B/EWS** Candidates securing equal or higher marks than the last candidate admitted from the unreserved category will be treated in “Unreserved Category” as well as in respective reserve category.
- If sufficient number of suitable SC/ST/PWD/OBC/EWS C.U. candidates are not available in PART -A, the seats may be filled up by the PART -B and vice- versa.

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

Where merit list will be prepared on the basis of ‘%’ of marks obtained in last qualifying exam, the selection to different courses, SC/ST candidate getting selection should have obtained in the previous examination, qualifying marks not lower by more than 25% of marks obtained by the last candidate of the UR 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. if applicable), the SC/ST candidate should obtain final score not lower than 25% than that of obtain by the last candidates selected of Unreserved 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 selected under Unreserved Category.

For SC/ST candidates, a relaxation of 5% marks in aggregate shall be admissible on last qualifying marks (if applicable) as 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 5% reservation **horizontally** in each of the categories, i.e. in UR, SC, ST, OBC-A/OBC-B.

- 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 Unreserved General candidate**. For example, if eligibility marks for Unreserved General Candidates be 60% than 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 certificate 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 selection to different courses a PWD candidate getting selection should have obtained in the previous examination, qualifying marks not lower by more than 25% of marks obtained by the last candidate of the Unreserved 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 Unreserved Category.
- Where merit list will be prepared on the basis of marks obtained in the entrance test **only**. The PWD candidate should **obtain marks in the entrance test** not lower than 25% than that of obtained by the last candidates selected under Unreserved Category.

iii) OBC reservation (non creamy layer) The reservation of seats for OBC Candidates in each course be supernumery additional 10% for OBC-A and 7% for OBC-B in many CU in-house courses due to non-availability of sufficient infrastructural facility which represented by '+' & '+' sign in the column of total no. of seat in Seat Matrix.

This additional supernumerary OBC-A/OBC-B seat is exclusively for OBC-A/OBC-B respective candidates only.

OBC student getting selection 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 unreserved 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 Unreserved 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 selected under Unreserved Category.

Reservation of OBC Category may be modified in future before admission as per legal advice accepted by the C.U.

iv) EWS (Economically Weaker Sections) reservation: 10% of total seat for EWS are earmarked where 100% roster is maintained. But due to non-availability of sufficient infrastructural facility, additional 10% supernumerary seat for EWS is earmarked. Which represent by '+' sign in the column of total no. of seat.

This additional supernumerary EWS seat is exclusively for EWS candidates only and will not be converted into other category if there is no sufficient suitable candidate.

EWS student getting selection 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 selected from the unreserved category (if applicable), as like OBC-A or OBC-B category.

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 EWS candidate should obtain final score not lower than 10% than that of obtained by the last candidates admitted of Unreserved Category.

Where merit list will be prepared on the basis of marks obtained in the entrance test **only**. The EWS candidate should **obtain marks in the entrance test** not lower than 10% than that of obtained by the last candidates selected under Unreserved Category.

The EWS candidates claiming seats under reserved category are required to produce **appropriate valid EWS certificate issued by the competent authority**.

8. DOMICILE OF WEST BENGAL is entitled for admission in Reserved Category seats.

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

Candidate with SC/ST/OBC-A/OBC-B/EWS certificate issued by the competent authority of the Govt. of West Bengal need not to required additional Domicile Certificate.

But in case, the candidate with SC/ST/OBC-A/OBC-B/EWS certificate issued by the competent authority of other than Govt. of West Bengal and the candidate is domicile of West Bengal need to submit additional Domicile Certificate issued by the competent authority.

9. Admission under **Sports Quota** will be governed as per University rules.

10. For Foreign National / International Candidate: CSR/45/2024 dated 24-07-2024, the Guidelines and Rules & Regulation for admission of International students in C.U. will be followed.

11. Notices, Merit Lists, Entrance Test Results, Selection Lists etc. as applicable will be published on the University website/Admission Portal. No personal communication will be made with the selected candidates.

12. For MCA course: Admission through **Joint Entrance for Computer Application (JECA)**.

Reservations of SC, ST, PWD, OBC as per University rules. Other reservation rules like CU / NON-CU /PART-A/PART-B etc. are not applicable for MCA Course.

13. Generally, admission to be closed within one month from the commencement of classes. However, last date of admission may differ as per the approval of the competent authority.

14. Considering the pattern of dropouts in previous years, additional Intake may be considered in a course specific manner.

15. Termination of Studentship

A student, who is admitted to any post graduate course of study and remains absent from classes for **seven days at a stretch or intermittently for more than fifty percent of classes held during any two consecutive weeks**, will be debarred from continuing his/her studies and his/her name will be struck off from the rolls. Fees submitted by the student at the time of admission will be forfeited.

16. After the provisional admission a student should have **at least 75% of attendance in classes for appearing in the Examination of the P.G. Courses**

17. Mere submission of Application form does not entitle a candidate to be considered for admission to the course unless he/she fulfils the eligibility conditions. Applicants must fully satisfy themselves about their eligibilities as prescribed above before filling in the Application Form.

If an applicant is inadvertently selected for provisional admission, he/she cannot, a later date, use that as a right to claim that he/she meets the eligibility requirements.

AFTER ADMISSION OR DURING ANY STAGE THEREOF, IT IS FOUND ON SCRUTINY that any certificate found fake / forged would lead to cancellation of the admission of the concerned candidate for therewith during the concerned course of study without any notice. Furthermore, such candidate shall be prosecuted and also debarred from any Admission / Entrance Test of this University in future.

University reserves the right to cancel / refuse admission at any point of time if it is found that:

- a) **Minimum eligibility requirements are not fulfilled**
- b) **False documentation has been done, or, facts have been suppressed.**
- c) **Any other similar valid reason.**
- d) **False documentation submitted on already holding PG degree in regular mode.**

18. C.U. candidate means candidate who passed the required last qualifying Examination as eligibility degree for admission in relevant P.G. courses, from Calcutta University.

19. Non- C.U. candidate means candidate who passed the required last qualifying Examination as eligibility degree for admission in relevant P.G. courses, from the University other than Calcutta University.

20. Appeared candidate under selection have to pass all six semester examinations without any backlog. Otherwise, provisional admission of the candidate treated as cancelled. Accordingly, an undertaking to be given by the candidate before provisional admission.

21. C.U. major course is not equivalent to C.U. Hons. C.U. major course candidates are not entitled to apply in P.G. courses. Major courses candidates of only such Universities are eligible to apply which do not offer Hons. Courses and whose major courses are equivalent to Hons. courses of Calcutta University.

22. Hons. Subject wise Breakup of Seats in following courses:

M.Sc. in ESCU:	B.Sc. Hons in Physics	- 4+0 (EWS)	}	= 20+2+2+2
	B.Sc. Hons in Electronics	- 16+2+2+2		
M.Sc.(Ag) in ACSSCU :	B.Sc. Hons in Agriculture	- 5+1+1+1	}	= 20+2+2+2
	B.Sc. Hons in Chemistry	- 15+1+1+1		
M.Sc.(Ag) in HORTCU :	B.Sc. Hons in Agriculture etc.	- 6+1+1+1	}	= 10+1+1+1
	B.Sc. Hons in Botany	- 4+0+0+0		
N.B. : + Seat(s) incurred for OBC-A, OBC-B and EWS candidates				
M.Sc. in ESDA:	B.Sc. Hons in Electronics	- 10+1	}	= 22
	B.Sc. Hons in Physics	- 10+1		

Vacant seat (if any) lying in the Department of Agricultural Chemistry and Soil Science will be filled up from the C.U. B.Sc. Hons in Chemistry candidates applied and vice versa.

Vacant seat (if any) lying in the Department of a) Genetics & Plant Breeding b) Plant Physiology c) Horticulture, will be filled up from the B.Sc. Hons in Botany candidates applied and vice versa.

23. All the rules are subject to change by the order of the appropriate authority. For any ambiguity / clarification / correction / modification decision of the Vice-Chancellor is final.