



KAZI NAZRUL UNIVERSITY

Nazrul Road, Kalla Bypass More,
P.O. – Kalla (C.H.), Dist: Paschim Bardhaman, Pin – 713340.

Kazi Nazrul University is a fully automated University. Each registered student is provided with a self service portal from which the student can avail online facility of everything relevant to their academic matters, i.e. from Registration Certificate to Final Degree Certificate.

Guidelines relating to Admission to Honours and Program (General) courses of studies for the academic session 2022-23: B.A./ B.Sc./B.Com./ BCA /BBA /BBA (Hospital Management)/BHM-4years/BTTM-4 years/ BA.LL.B (Honours)-5 years/ LL.B (Honours) – 3 Years degree courses of studies for affiliated colleges.

The objective of the following guidelines is to make the admission merit based hassle free and transparent

1. These Guidelines shall be called the **Kazi Nazrul University Admission Guidelines** relating to Three-Year **B.A./ B.Sc./B.Com./ BCA /BBA /BBA (Hospital Management)/BHM-4years/BTTM-4 years/ BA.LL.B (Honours)-5 years/ LL.B (Honours) – 3 Years** degree courses of studies for affiliated colleges.
2. These shall apply to every candidate intends to take admission in the above courses under this University.
3. These Guidelines shall be effective for the Academic Session **2022-23**.
Candidates passing the Higher Secondary (10+2) or its equivalent Examination with 5 (Five) recognized subjects including at least one language subject having full marks not being less than 100 is eligible to seek admission to the Three- Year **B.A./ B.Sc./B.Com./ BCA /BBA /BBA (Hospital Management)/BHM-4years/BTTM-4 years/ BA.LL.B (Honours)-5 years/ LL.B (Honours) – 3 Years** degree courses of studies for affiliated colleges.
4. Candidates who have passed **Higher Secondary** or equivalent examination (**10+2 level**) from any approved Council or Board or University in the year **2019/2020/2021 and 2022** are eligible for the admission in the under graduate courses. Admission into the under graduate courses will be made on the basis of merit and in accordance with the **approved Intake Capacity** of each college.
5. Candidates who have passed the **Higher Secondary (10+2)** Vocational examination conducted by the West Bengal State Council of Vocational Education and Training shall be eligible to seek admission to the **Program Courses of Studies/ BCA/BBA/ PROFESSIONAL COURSES**.
6. Candidates who have passed the **Higher Secondary (10+2)** from recognized Open Board conducted by the recognized Open Higher Secondary Council shall be eligible to seek admission to the **Program Courses of Studies/ BCA/BBA/ PROFESSIONAL COURSES**.



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7. Eligibility criteria for taking Admission to:

Courses of Study	Honours	Program/Professional Courses
BA/B.Sc. /B.Com	Must have passed Higher Secondary (10+2) or its equivalent Examination with at-least 45% Marks irrespective of the category of candidates.	Must have passed a. Higher Secondary (10+2) or its equivalent Examination. OR b. Higher Secondary (10+2) Vocational examination. c. Higher Secondary from recognized Open Board
BA.LL.B. (Honours) / B.Com. LLB (Honours)	Must have passed Higher Secondary (10+2) or its equivalent Examination with at-least 45% Marks .	Not Applicable
LLB - 3 Years	Must have passed Graduation (10+2+3) or its equivalent Examination with at-least 45% Marks .	Not Applicable

Courses of Study	
BCA/ BBA/ BHM/BTTM/BB A (Hospital Management)	Must have passed a. Higher Secondary (10+2) or its equivalent Examination with at-least 45% Marks [for BCA course Mathematics/ Statistics /Business Mathematics/ Computer Applications/IT/Electronics is to be one of the combination papers at 10+2 level.] b. Higher Secondary (10+2) Vocational examination with 45% marks [for BCA course Mathematics/ Statistics /Business Mathematics/ Computer Applications/IT/Electronics are to be one of the combination papers at 10+2 level.] c. Higher Secondary (10+2) Open Board examination with 45% marks [for BCA course Mathematics/ Statistics /Business Mathematics/ Computer Applications/IT/Electronics are to be one of the combination papers at 10+2 level.]

8. For the purpose of determining eligibility for admission in **Honours Course**, it is to be noted that total marks obtained by a candidate in Higher Secondary or equivalent examination has to be calculated by summing up the marks of 4 subjects, (excluding Environmental Studies, if compulsory) in which the



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candidate has secured highest among which exactly one must be a language subject. If the subject "Environmental Science" is studied as an elective subject of 100 marks, it may be taken into account for the purpose of determining the aggregate marks.

8. Seat reservation in the degree courses of studies shall be guided by the:

West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013

West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2014.

West Bengal State Higher Educational Institutions policy of reservation to Persons with Disabilities

The Govt. directive vide letter No. 229 (14)-Edn.(U) dated 19.02.2013, the Govt. Notification No. 908-Edn.(CS)/10M-95 dated 11/17.11.2014, the Govt. Circular No. 365- Edn.(CS)/OM-9L/2015 dated 21.04.2015, the Govt. Notification No. 526-Edn.(U)/1U-137/14 dated 29.05.2015 & the Govt. Notification No. 621-Edn.(U)/EH/1U-89/13 dated 25.06.2015 and in consideration of the letter vide 65-Edn(U)/1U-89/13 dt.16.01.2014 of the Additional Secretary, Higher Education Department, Govt. of West Bengal

Note: For Admission to the seats for Reserved Categories, Caste Certificate issued by the competent authorities of the Govt. of West Bengal is required.

9. A state or national level sports person may be considered for admission to Honours Courses under sports quota if found otherwise eligible.

Further, a district or state or national level sports person with pass marks in H.S. Examination may be considered for admission in Programme courses under sports quota.

10. No Registered Undergraduate student of this **University** shall pursue any other full time regular course of study leading to a degree simultaneously in this **University** or any Other **University** during class hours.

11. For the Three- Year B.A./ B.Sc./B.Com./ BCA /BBA /BBA (Hospital Management)/BHM-4years/BTTM-4 years/ BA.LL.B (Honours)-5 years/ LL.B (Honours) – 3 Years degree courses of studies, Kazi Nazrul University offers through its affiliated Colleges the following subjects:

A. B.A. Courses:-

SL. NO.	SUBJECT	HONOURS	PROGRAM
1.	BENGALI	YES	YES
2.	EDUCATION	YES	YES
3.	ENGLISH	YES	YES
4.	HINDI	YES	YES
5.	HISTORY	YES	YES



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6.	MULTIMEDIA AND MASS COMMUNICATION	YES	YES
7.	PHILOSOPHY	YES	YES
8.	PHYSICAL EDUCATION	NO	YES
9.	POLITICAL SCIENCE	YES	YES
10.	SANSKRIT	YES	YES
11.	SANTALI	YES	YES
12.	SOCIOLOGY	YES	YES
13.	URDU	YES	YES
14.	HINDUSTANI MUSIC (VOCAL)	YES	YES
15.	NAZRUL SANGEET	YES	YES

B. B.Sc. Courses :-

SL. NO.	SUBJECT	HONOURS	PROGRAM
1.	BCA	NA	
2.	BIO-CHEMISTRY	YES	NO
3.	BIO-TECHNOLOGY	YES	NO
4.	BOTANY	YES	YES
5.	CHEMISTRY	YES	YES
6.	COMPUTER SCIENCE	YES	YES
7.	ECONOMICS	YES	YES
8.	ELECTRONICS	YES	YES
9.	ENVIRONMENTAL SCIENCE	YES	NO
10.	GEOGRAPHY	YES	YES
11.	GEOLOGY	YES	NO
12.	MATHEMATICS	YES	YES
13.	MICROBIOLOGY	YES	NO
14.	NUTRITION	YES	NO
15.	PHYSICS	YES	YES
16.	PHYSIOLOGY	YES	YES
17.	PSYCHOLOGY	YES	NO
18.	STATISTICS	YES	YES
19.	ZOOLOGY	YES	YES



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C. Commerce and Management Courses :-

SL. NO.	SUBJECT
1.	BBA (HOSPITAL MANAGEMENT)
2.	BTTM
3.	BHM
4.	B.COM – Honours and Program (General)
5.	BBA

D. Law Courses:-

SL. NO.	SUBJECT	HONOURS	PROGRAM
1.	BA.LL.B.	YES	NO
2.	B.COM.LL.B.	YES	NO
3.	LLB-3 years	YES	NO

16. Some Special conditions for admission to Honours Courses as follows:

- (i). **Mathematics:** A candidate shall be allowed to take up Honours in Mathematics if he/she has passed in Mathematics at the previous qualifying examination. A candidate who has passed in Business Mathematics is not eligible for admission to the Mathematics Honours Course.
- (ii). **Chemistry:** A candidate shall be allowed to take-up Honours in Chemistry if he/she has passed in Physics, Chemistry and Mathematics at the previous qualifying examination.
- (iii). **Bio-Chemistry:** A candidate shall be allowed to take up Honours in Bio-Chemistry if he/she has passed with Physics, Chemistry, Mathematics and Biology/Bio-Technology at the previous qualifying examination.
- (iv). **Micro-Biology:** A candidate shall be allowed to take-up Honours in Micro Biology if he/she has passed with Chemistry in the previous qualifying Examination.
- (v). **Physiology:** A candidate shall be allowed to take-up Honours in Physiology if he/she has passed with Physiology/Biology/Bio-Technology and Chemistry in the previous qualifying examination. The subject Biology/Bio-Technology may be treated as the related subject.
- (vi). **Nutrition:** A candidate shall be allowed to take-up Honours in Nutrition if he/she has passed with Chemistry at the previous qualifying examination.



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(vii). **Environmental Science:** A candidate shall be allowed to take-up Honours in Environmental Science if he/she has passed with Chemistry at the previous qualifying examination.

(viii) **Computer Science:** A candidate shall be allowed to take-up Honours in Computer Science if he/she has passed with Mathematics or Physics or Statistics or Electronics at the previous qualifying examination.

The following guidelines shall be followed regarding admission to Undergraduate courses in **Economics, Geography and Psychology**

Sl. No.	Stream	Subject	Essential Subject to be studied at 10+2 level	Criteria for preparing Merit List	
				Honours	Program
1.	Bachelor of Science (B.Sc.)	Economics	From Science- Open	Best of 4 including 1 language subject. At the time of preparing the merit list preference will be given to those candidates who have studied Economics/ Statistics/ Mathematics/ Business Economics including Business Mathematics at 10+2 level. Remaining seats will be filled up from candidates who have studied other subject except those mentioned above.	As per Regulations.
			From Commerce- Open	-Do-	
			From Arts - Open	-Do-	
2.	Bachelor of Science (B.Sc.)	Geography	Must have passed Higher Secondary (10+2) or its equivalent Examination with at-least 45% Marks, having Geography/Mathematics/Computer Science/Economic Geography as a subject.	Best of 4 including 1 language subject plus marks obtained in Geography/Mathematics/Computer Science/Economic Geography.	As per Regulations.

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3.	Bachelor of Science (B.Sc.)	Psychology	From Science - Open	Best of 4 including 1 language subject. At the time of preparing the merit list preference will be given to those candidates who have studied Psychology/Biology / Statistics/Physiology/ Mathematics / Computer science at 10+2 level. Remaining seats will be filled up from candidates who have studied other subject except those mentioned above.	As per Regulations.
			From Commerce - Open	-Do-	
			From Arts - Open	-Do-	



Office of the Registrar

Kazi Nazrul University

Nazrul Road, Kalla Bypass More, P.O. – Kalla(C. H.)
Asansol – 713340, Dist. –Paschim Bardhaman, West Bengal

Ref No.-KNU/R/UG-Adm-Notice/0872/22

Date:15 July 2022

To
The Principal/ Vice Principal / TIC of Affiliated Colleges of Kazi Nazrul University
Kazi Nazrul University, Paschim Bardhaman

Sir/Madam,

In consonance with the Notification issued by the Department of Higher Education, Government of West Bengal bearing reference no. No. 507 – Edn(CS)/IOM-95/14 dated 30th June 2022 with a subject Online admission for the Academic Session 2022-23 to all UG and PG Courses, the following instructions are strictly to be adhered to during the admission to UG courses of studies for the academic session 2022-23.

- The admission process to the UG courses of studies for 2022-23 shall commence w.e.f. 18th July, 2022.
- Online admission process should be based on Merit only.
- No application fee or any other charges of whatsoever nature should be levied at the time of submission of online application by the prospective students.
- Applicants are to be instructed to upload their testimonials during submission of application.
- West Bengal Government Reservation policies should strictly be adhered to during the preparation of Seat Matrix for each discipline.
- Merit lists will be prepared based on uploaded documents after scrutiny.
- Eligible applicants will be informed by the University / College authorities through letter or email or telecommunications along with the simultaneous uploading of the Merit Lists in the Website.
- Payment of fees should be done only through online or through designated banks. No payment in physical mode in the campus will be permissible.
- Provisional admission process will be carried out for each degree programme in accordance with the published Merit List
- The said admission will be cancelled if the uploaded documents are found not in conformity with the originals.
- The verification of submitted documents will be done when the students report after commencement of classes.
- The status of the admission of each college should be intimated to the Office of the Inspector of Colleges, KNU at regular intervals through Email at office.ic@knu.ac.in
- The admission in the UG courses is strictly Provisional Admission and stringently in compliance with the Guidelines of UG Admission of the University and relevant admission acts and rules of the Government and UGC.
- Colleges will ensure that the number of admitted students in each degree programme does not exceed approved intake in the concerned degree programme.



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- The authorities of all affiliated colleges are hereby advised to scrutinize all relevant documents of the candidates with a view to ensuring the admission in accordance with the extant Government rules.
- CHECK LIST FOR THE SCRUTINY OF APPLICATIONS SUBMITTED FOR ADMISSION TO THE UNDER GRADUATE COURSES FOR THE ACADEMIC YEAR 2022-2023

I. Eligibility condition(s) for the respective degree programme is (are) satisfied.
II. Percentage of obtained marks given in the E-Form conforms to the corresponding marksheet.
III. The caste/other relevant certificate submitted by a candidate claiming to belong to the reserved category, seeking admission in reserved category is issued by the Government of West Bengal.
IV. Passing year of Higher Secondary or Equivalent Examination is not prior to 2019.
V. The candidate passes from the approved board of Higher Secondary/Equivalent Examination.
VI. Any other relevant points

- Last date of admission process – 15th September, 2022.
- The authorities of the affiliated colleges shall forward a declaration at the time of submission of Admission Report to the Inspector of Colleges of the University to the effect that **"All admissions have been granted strictly in compliance with Rules and Guidelines as issued by the Government and the University"** and another declaration at the time of Registration to the Registrar of the University to the effect that **"All approved candidates for University registration were admitted strictly in compliance with Rules and Guidelines as issued by the Government and the University"**
- COVID-19 protocols as envisaged by the Government from time to time are required to be followed strictly.
- Schedule of Admission process (The template finalized in the meeting of UG Admission Monitoring Committee with the Principal/ Vice Principal/ TIC of Affiliated Colleges, chaired by the Honourable Vice Chancellor, held on 15th August, 2021, Copy attached)

- (a) Date of opening of Online Portal for Application - 18th July 2022
- (b) Date of Completion of Application in the Online Portal - 5th August 2022
- (c) Publication of list of eligible candidates of all UG courses after scrutiny- 12th August 2022
- (d) Publication of First Merit List & Commencement of Admission - 16th August, 2022
to all UG courses
- (e) Date of Completion of Admission process - 15th September 2022
- (f) Date of commencement of 1st Semester Classes - 19th September 2022



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All colleges are further requested to send the name and contact details of the nodal officer of the Admission Committee of their college to the Office of the Inspector of Colleges, KNU within 18.07.2022 through Email at office.ic@knu.ac.in in order to ensure coordination between the University and the affiliated colleges for smooth conduction of UG admission process, 2022-23.

Your cooperation in this regard is highly solicited for smooth conduction of the admission process.

Yours sincerely,

Registrar (Addl.Charge)
Kazi Nazrul University, Asansol - 713340 (W.B.)



Encls:

1. The guidelines
2. Approved Intake for the session 2022-23
3. University related fees – will be shared shortly
4. Govt. notification-507 – Edn (CS)/IOM-95/14 dated 30th June 2022 of Department of Higher Education, Government of West Bengal
5. Copy of letter ref. no. KNU/R/UG-Adm-Notice /1159/21 dated 15/08/2021 which is referred above

Copy to:

Coordinator, Department of Animal Science,
Coordinator, BTTM,
Coordinator, BHM,
Coordinator, BBA (Hospital Management),
Coordinator, Department of Law,
Deans of Faculties