

## **RULES AND REGULATIONS (2025-2027)**

1. Medium of instructions: Bengali/ English.
2. Student can write their answer scripts in Hindi, where necessary. *Applicable to all papers in the General and Pedagogy of School Subject (Methods: English, Bengali, Sanskrit, Mathematics, Physical Science, Life Science, Education, Economics, History, Geography)*
3. The B.Ed. programme shall be of duration of two academic sessions, which can be completed in a maximum of three years from the date of admission to the programme.

### **Eligibility:**

1. Candidate should be Graduates in a school subject (Methods: *English, Bengali, Sanskrit, Mathematics, Physical Science, Life Science, Education, Economics, History, Geography*) from a recognized university.
2. Candidates with at least 50% marks either in the Bachelor's Degree or in the Master's Degree in School subjects are eligible to apply.
3. Bachelor's in Engineering or Technology with Science or Mathematics, with 55% marks or any other qualification equivalent thereto, are also eligible for admission. Such candidates are required to enter the marks of B.E/ B. Tech. in the row of Honours Degree. M.E. / M. Tech result (if any) will be entered in the Master's Degree row.
4. Honours Graduates in school subject should enter the **total marks ( Hons + Pass + Elective Subjects)** only in the row of Bachelor's degree. In case of General Graduates, the total marks obtained should be entered in the row of Bachelor's degree (General).
5. Reservation of seats for SC/ST/OBC (A/B) / PWD (Minimum disability 40%) candidates will be as per Govt. Rules. The reservation as stated is not applicable for Self-financed colleges.
6. Relaxation of 5% in the qualifying marks will be allowed in graduation or post-graduation in case of SC/ST/PWD (Minimum disability 40%) candidates. That is, in such cases minimum 45% marks will be required instead of 50% marks.

### **School subjects (Method Subjects) of teaching offered**

<b>ENGLISH</b>	<b>HISTORY</b>	<b>LIFE SCIENCE</b>
<b>BENGALI</b>	<b>GEOGRAPHY</b>	<b>MATHEMATICS</b>
<b>SANSKRIT</b>	<b>ECONOMICS</b>	<b>PHYSICAL SCIENCE</b>
	<b>EDUCATION</b>	

## Calculation of Scores against marks for different examinations will be as follows:

Name of the Examination	Total marks(TM)	Obtained Marks (OM)	% of Marks (a)	Weightage (b)	Score (a * b)
Madhyamik/Equivalent Examination	TM	OM	$M \frac{(OM*100)}{TM} =$	0.2	$M \frac{*}{0.2}$
Higher Secondary Examination	TM	OM	$M \frac{(OM*100)}{TM} =$	0.2	$M \frac{*}{0.2}$
B.A./B.Sc./B.Com./BBA/BCA (General/Pass)	TM	OM	$M \frac{(OM*100)}{TM} =$	0.2	$M \frac{*}{0.2}$
B.A./B.Sc./B.Com. (Honours)	TM	OM	$M \frac{(OM*100)}{TM} =$	0.3	$M \frac{*}{0.3}$
B.E./B.Tech.	TM	OM	$M \frac{(OM*100)}{TM} =$	0.3	$M \frac{*}{0.3}$
M.A./M.Sc./M.Com./MBA/MCA	TM	OM	$M \frac{(OM*100)}{TM} =$	0.3	$M \frac{*}{0.3}$
M.Phil./Ph.D.				5	5

## Scoring Procedure

Madhyamik/Equivalent Examination	20
Higher Secondary Examination	20
B.A./B.Sc./B.Com./BBA/BCA (General/Pass)	20
B.A./B.Sc./B.Com. (Honours)	30
B.E./B.Tech.	30
M.A./M.Sc./M.Com./MBA/MCA	30
M.Phil./PhD	5 score to be added directly

For scoring in HS, the marks obtained in best five subjects excluding environmental studies will be considered.

1. Candidates applying with CGPA/SGPA scores **must** submit supporting documents in respect of **conversion** from CGPA/SGPA score to percentage of marks from appropriate authority in Application form.
2. Deputed Teachers (as per NCTE norms) from recognized Secondary & Higher Secondary School of West Bengal are eligible to apply.
3. On the basis of online submission of application and counselling the college shall prepare a merit list, after verification of the data submitted by the applicants. The rank of the merit list may change due to any inaccuracy/insufficiency and lack of authenticity of the data entered. Applicants shall remain responsible for the inaccuracy /insufficiency and lack of authenticity of the data entered and the candidature may be refused at any stage of admission and even during the continuation of the programme. Admission will be offered by College after

verification of the accuracy/ sufficiency and authenticity of original documents during counselling.

4. Please note very carefully that as per letter F.No. DEB/QMC/2013 dated 23.08.2013 issued by the University Grant Commission (UGC),Bahadur Shah Zafar Marg, New Delhi - 110002, University established or incorporated by or under a State Act shall operate Open and Distance Learning(ODL) programme only within the territorial jurisdiction allotted to it under the Act and in **no case beyond the territory of the State of its location**. Hence, candidates who have obtained degree through ODL mode of learning and wish to apply for admission under this University must fulfil the above criteria issued by UGC.

❖ **Total UG Marks will be calculated like this: Example given below**

	ALL COURSES		PERCENTAGE OF TOTAL MARKS
SEM/ YEAR	FULL MARKS	MARKS OBTAINED	(1325/1800) X 100
SEM I	275	159	
SEM II	275	192	
SEM III	350	253	
SEM IV	350	279	
SEM V	300	212	
SEM VI	300	230	
<b>TOTAL</b>	<b>1850</b>	<b>1325</b>	<b>71.62</b>

❖ **PG will be Same of all Semesters**

#### For Deputed Candidates

1. Applicants deputed by School must submit an attested copy of M.C./ S.M.C resolution recording the approval of Service in regard to his/her service with the form.
2. Following additional documents are required to be submitted positively on the day of joining the B.Ed. programmes in institutions under the University:
  - Release order from the Headmaster / Headmistress.
  - Attested copy of M.C. resolution with regards to his/her deputation, countersigned by D. I. of Schools (Secondary).
  - Certificate from Competent Authority whether the candidate teaches in Class VI or above.
  - Three copies of passport size photographs of the applicant.
  - Deputation form duly filled in (available from the Institution after admission)
  - A certificate with the following information is to be submitted from the Secretary or Headmaster/Headmistress (where he/she is serving) and counter signed by the D.I. of Schools of the District concerned:
  - Certified that the School is in receipt of aid on full/ deficit/ lump sum grant basis or that school in unaided or salary deficit scheme one.

- Certified that she/he is duly approved teacher.
- Certified that she/he is being deputed by the school for undergoing two year B.Ed. Courses (2025-27)

### Instructions for anti-ragging

Ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the regulations as well as under the provisions of any penal law for the time being in force. In terms of UGC regulation memo no. (No. F.1-16/2009(CPP-II) on curbing the menace of ragging in higher educational institutions, 2009 and notification by the state govt. of West Bengal vide memo no. 30(23) – SSS (A/CS/T)/2023 dt. 14th August 2023.

### **YOUR CANDIDATURE WILL BE CANCELLED**

- If the form is not properly filled
- If all the supporting documents are not uploaded
  - Class 10 Marksheet,
  - Class 12 Marksheet,
  - Mark sheets of all Semesters UG Level ( Both side should be scanned for CGPA Conversion )
  - Mark sheets of all Semesters of PG Level ( Both side should be scanned for CGPA Conversion )
  - **If CGPA Conversion is not provided in the mark sheet itself, please upload relevant document regarding CGPA Conversion**
  - ADHAAR CARD
  - CASTE CERTIFICATE (If applicable)(OBC-A and OBC-B must submit the recently updated caste certificate)
  - PWD CERTIFICATE (If applicable)
- **All the uploaded documents should be clearly scanned as per the requirement (kb size). Any blurred documents will not be accepted.**
- **If all the relevant documents are not uploaded, application form will be rejected.**

**There is no fee for online submission of Application Form.**