

RAIGANJ UNIVERSITY



Dr. Durlav Sarkar
Registrar

P.O. RAIGANJ
DIST. UTTAR DINAJPUR
WEST BENGAL
PIN - 733134
INDIA
Tel. No. : 03523 - 244039
Fax No. : 03523 - 242580

OFFICE OF THE REGISTRAR

Ref. No.

Date

General Instructions for Admission to various UG courses for the academic session of 2020-2021

1. Students can apply both UG courses and UG-Self financed courses.
2. Students are directed 'NOT TO VISIT' the University campus during online process of admission.
3. If any student, guardians or any other person related with UG -Admission is found inside the campus without the permission, strict action will be taken against such students/applicants and their candidature may be cancelled.
4. If any technical problem arises during payment or software failure or any other technical issue, the students may call to our helpline numbers: 08584824065 / 06292218758 / 8697269332 / 7003774335 or may send email to ffc.raivniv@gmail.com
5. Verification of documents will be done only when the students will report for classes.
6. Admission of a student will be cancelled if any information submitted by him/her is found incorrect.
7. Students from vocational courses may apply UG (BA) Programme course only as per memo no: WBSCTVESD (VE)/Acad-14/CDVC/2020-21/1043, dated 13/8/2020 by Chief Administrative Officer WBSCTVE&SD
8. University will follow the notification from the Department of Higher Education, Govt. of West Bengal time to time related with UG admission.
9. UGC guidelines will be followed in case of refund of admission fees.
10. A Google form has to be filled up by the students if they are applying for refund of fees. Link: https://docs.google.com/forms/d/e/1FAIpQLSeagqjAE5SrTMI_u_vhlt_vzuOYLW2U4rYKwvCgDbhMTflPw/viewform?vc=0&c=0&w=1
11. Students are directed to read the separate guidelines for UG-courses and UG-Self financed courses very carefully before filling up the admission form.
12. All stake holders shall adhere to the covid-19 norms/protocol issued by the Government time to time.
13. The e-mail id of the student shall be created by his/her name followed by last 4 digits of his/her phone number, eg:radhikamitra0146@gmail.com, this e-mail id and password the student has to remember/protect during his/her studentship at University.
14. University has limited seats in hostel for boys & girls. Hostels will be allotted to the students as per merit list

(Signature)

Registrar
Raiganj University