Admission Guideline

The candidates selected for admission in the college must be present on the date of admission and apply in the prescribed Admission correct and Prospectus is available on the College Website. At the time of admission candidates must the documents (original and attested photo copy) along with Admission Form:

- Class 10th marksheet / Certificate
- Original and attested copy of Marks Sheets of qualified exam.
- Character Certificate, and the School/College Leaving Certificate of the institution last attended.
- One copy of Madhyamik Admit Card
- One copy of H.S Marksheet & Certificate
- One copy of H.S Registration Certificate
- One copy of H.S Registration Certificate
- One copy of Passport size photograph
- Printed copy of duly filled Application Form
- Student's own Caste / PH Certificate from appropriate authority as per Govt. Rule.
- Copies of Payment Receipts (both online Application & Admission fees)
- Bring two self-attested photocopies of the above documents.

Eligibility Criteria

Following are the regulations observed by the University of North Bengal & Lilabati Mahavidyalaya regarding admissions to Undergraduate studies

- As per University of North Bengal, the marks received in EVS will not be considered in this regard.
- The best marks of five subjects (one of these being English) received by the candidate in the Higher Secondary or an equivalent examination will be taken into consideration while calculating the merit point of the candidate.
- Candidates who have passed HS or equivalent examination between 2022 to 2024 will only be considered for admission in 2024.
- University of North Bengal has revised its regulations regarding admission in Honours subjects which are as follows :
  For General Candidate
  1. 55% marks in the aggregate in 10+2 examinations; or
  2. 50% marks in the aggregate with 60% marks in the subject.
  For SC/ST candidate
  1. 50% marks in the aggregate in 10+2 examinations; or
  2. 45% marks in the aggregate with 60% marks in the subject.

- Following is the method of calculating Merit points in the Merit lists for Honours Subjects:- Merit = $(2S+T)/6$
  S = The marks received in the subject applied for Honours course in H.S or equivalent Examination.
  T = The marks received in English+ Marks received in the subject applied for Honours

course+ the best two subject scores (Excluding the marks of EVS, English and marks of subject applied for Honours)

- A candidate can apply in a subject even if he/she did not have it in his/her H.S or any equivalent examination. The method of calculating the Merit point in such cases is as follows: Merit = T1/4
  T1 = Marks of English and best marks of three subjects (excluding EVS)

Admission Committee

Sl. No.	Name	Department
1	Bijay Thapa	Dept. of Pol. Science (CONVENOR)
2	Dr. Bijaya Kumar Biswal	Dept. of Education (CO-CONVENOR)
3	Dr. Narayan Chandra Basunia	Dept. of Bengali
4	Pabitra Kumar Roy	Dept. of Pol. Science
5	Khiroda Roy	Dept. of Pol. Science
6	Jayanta Adhikari	Cashier
7	Sudipta Ghosh	Accountant

Intake Capacity

Programme name	Programme Code	Number of seats sanctioned	No. of seats earmarked for reserved category as per GOI or State Government rule			
			SC	ST	OBC	Gen
B.A.	BNGH	438	96	26	75	197
	ENGH	333	73	20	56	150
	EDCH	333	73	20	56	150
	HISH	333	73	20	56	150
	PLSH	333	73	20	56	150

Fees Structure

Sl. No.	Head	Course Fee
	2nd Semester (FYUGC_2024-25) - Major Course	
1	Tuition Fees	450

2	Enrollment Fees	100
3	Internal Exam. Fee	20
4	Library Fee	50
5	Development Fees	100
6	Electricity Charge	50
7	Sports Fees	50
8	Total	820
2nd Semester (FYUGC_2024-25) - Multi Deceplinary Course		
9	Tuition Fees	450
10	Enrollment Fees	100
11	Internal Exam. Fee	20
12	Library Fee	50
13	Development Fees	100
14	Electricity Charge	50
15	Sports Fees	50
16	Total	820
4th Semester Honours (FYUGC_2023-24) - Major Course		
17	Tuition Fees	450
18	Enrollment Fees	100
19	Internal Exam. Fee	20
20	Library Fee	50
21	Development Fees	100
22	Electricity Charge	50
23	Sports Fees	50
24	Computer Literacy Prog. Fees	800
25	Total	1620
6th Semester Honours (CBCS) - Honours		
26	Tuition Fees	450
27	Enrollment Fees	100
28	Internal Exam. Fee	20
29	Library Fee	50
30	Development Fees	100
31	Electricity Charge	50
32	Sports Fees	50
33	Computer Literacy Prog. Fees	800
34	Total	1620
6th Semester Honours (CBCS) - Programe		
35	Tuition Fees	300
36	Enrollment Fees	100
37	Internal Exam. Fee	20
38	Library Fee	50
39	Development Fees	100
40	Electricity Charge	50
41	Sports Fees	50
42	Computer Literacy Prog. Fees	800
43	Total	1470

E-Counseling Procedure

STEP 1: All students must report to the Cashier to verify that they have paid their Admission Fee. The Cashier will collect Fee Receipts from students and put his signature on the forms. Before verifying the forms, subject teachers must be sure that the forms have been signed by the Cashier.

STEP 2: Subject teachers will verify the following data given in the forms of students with the Madhyamik Admit Cards/Madhyamik Certificates and H.S. marksheets of students –

- Name of the student
- Date of Birth
- H.S. Registration No., Roll No., Year of Passing H.S. (last 3 years)
- Father's / Guardian's Name
- Address & Phone No.
- Marks Obtained in H.S.
- Whether the student has applied in the Honours subject in which his/her name has been enlisted
- Whether the student has signed the form
- Any other relevant details
- Form will be cancelled if any discrepancy is found in the data given in the form and that found in the H.S. marksheet / Date of Birth certificate

STEP 3: Documents to be produced at the time of verification:

- Printed original copy of duly filled application form with signature
- H.S. Mark Sheet – original and 1 self-attested copy
- Madhyamik Admit Card/Certificate or Age Proof Certificate - original and 1 self-attested copy
- Student's own Caste / PH Certificate from appropriate authority as per Govt. Rule, if required - original and 1 self-attested copy (Regarding SC/ST/OBC reservation, only certificate from SDO should be accepted - as per Govt. norms)
- 1 coloured passport size photograph
- Registration Fee Challan – college and student's copy (Biswanath De will collect)
- Admission Fee Challan – college and student's copy (Biswanath De will collect)
- Cancellation certificate of admission from other college, if required
- Character Certificate from the Head of the Institute, last attended

STEP 4: Students must choose their GE subjects: Select any ONE from each group
STEP 5: Subject teachers must specify College Roll Nos of students.
STEP 6: Subject teachers must sign with date in the form and at the back of the H.S. result and write 'Verified and Admitted'.
STEP 7: E-Admission of students to be taken department-wise.
STEP 8: Names of students and their respective Roll nos. to be written in the Attendance Registers