



BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH
 A NAAC B++ Accredited, NCTE Approved College with CPE Status
 Affiliated to University of Calcutta
 5/3, Mahatma Gandhi Road, Howrah-711 101, W.B.

Ref. No.: Admn/B.Ed./1/2017

Date: 29/05/2017

NOTICE**B.Ed. Admission: 2017-2019****Information Sheet**

On-line applications are invited from eligible Deputed and Fresher candidate (except male) through the College Website www.bkgc.org for admission into Two years B.Ed. Programme, 2017-19. The course is affiliated to the University of Calcutta.

For Help Desk: Contact College Office (2641-2341) or email bkgcbed@gmail.com

A) Important date:

SL No.	SCHEDULED FOR	DATE
1	Advertisement / Notification	29.05.2017
2	Opening Of Online Admission Portal	31.05.2017
3	Online Admission Form Fillup Start	31.05.2017
4	Last date of Online Admission Form Fill up (Registration)	12.06.2017
5	Last date of payment of Application fee	12.06.2017
6	Last Date for Correction of Error	13.06.2017
7	Publication of provisional merit list	17.06.2017
8	Counselling, Documents verification & Admission	Will be notified later
9	Commencement of Classes	01/07/2017

N.B: The Schedule may be changed due to Unavailable Circumstances. **If there is any changes that will be notified in due course of time in our college website and college notice board.**

B) Eligibility:

- Candidates (both Freshers and Deputed) with at least 50% marks either in the Bachelor's Degree and/or in the Master's Degree in Sciences / Humanities/ Social Science, Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55% marks or any other qualification equivalent there to are eligible for admission to the programme. Requirement of 50% (fifty) marks shall not apply for persons appointed as teachers prior to the commencement of the NCTE, (Regulations, Norms & Procedure) Second Amendment Regulations, 2010 as laid down at para 8(i) of the aforesaid Gazette. The relaxation of marks for SC/ST/PWD is 5%.
- Deputed teachers teaching for Class V onwards in W.B. Govt.; Govt. aided and Govt. Sponsored institution are eligible.
- **Age limit:** 40 years (As on 30th June, 2017) for freshers candidate. There is relaxation of age for maximum 5(five) years for students belonging to Scheduled Caste, Scheduled Tribe & Physically Handicapped Categories. No age bar for deputed candidate.

- **Candidates pursuing any other Course of Studies (regular degree)/Job/Service/Fulltime Research Work will not be allowed to pursue this course simultaneously.**

C) Application Processing Fees:

Fresher: Rs.800/- + additional charge of Bank

Deputed: Rs. 1200/- + additional charge of Bank.

D) Course Fee:

Fees Structure of Two Years B. Ed. Course

Sl. No.	Item	1st Year: Semester-I (2017-18)	
		Fresher Trainees (Rs)	Deputed Trainees (Rs)
1	Admission Fee Semester-I (per Semester)	600/-	800/-
2	Tution fee (per month)	400 /-	1,000 /-
3	Others Fee & Charges	12,000/-	20,000/-
4	Field Study/ Educational Tour /Practicum	Fees will be charged separately which will be announced in due course of time.	
Amount Payable at the Time of Admission include Admission fee, Tution fee for 2 months and Other fees		13,400/-	22,800/-

E) Medium of instructions: Bengali/ English

F) College Hours:

The college will start its normal work at 10.00 a.m. and continue till 5.10 p.m. from Monday to Friday and 10:00 am to 3:00 pm on Saturday.

G) Migration

Students migrating from other university will have to obtain Migration Certificate and submit them within1(one) month from the date of her admission and will have to be registered themselves following the normal rules and regulations of this University.

H) Reservation:

- Reservation of seats and upper age limit will be as per the rules of the Govt. of West Bengal and University of Calcutta.
- SC/ST (Non creamy layer)/PWD candidates who are domicile of West Bengal are entitled to get the reservation facility i.e. SC/ST (Non creamy layer)/PWD candidates hailing from states **other than West Bengal** are not eligible for such benefits and they are hereby advised to select the Category option as '**General**'.
- Reservation of seats for the PWD:3% of seats are provided for persons with disability having minimum degree of disability to the extent of 40% provided that their physical disability does not come in the way of pursuing the course.
- PWD are required to submit a certificate from a Civil Surgeon of a Govt. Hospital indicating the extent of visual/physical disability and also the extent to which the disability hampers the candidate in pursuing her studies at the time of admission. The candidates under this category may have to undergo a fresh medical examination, if so prescribed by the University, before being admitted.

I) Pedagogy of subject /Method subjects of teaching offered are:

PEDAGOGY GROUP	PEDAGOGY OF SUBJECT TEACHING	Subject in Graduation/Master Degree
LANGUAGE	BENGALI	BENGALI
	ENGLISH	ENGLISH
	SANSKRIT	SANSKRIT
SOCIAL SCIENCE	GEOGRAPHY	GEOGRAPHY
	HISTORY	HISTORY
	ECONOMICS	ECONOMICS
	PHILOSOPHY	PHILOSOPHY
SCIENCE	PHYSICAL SCIENCE	Physics, Chemistry
	LIFE SCIENCE	Botany, Zoology, Physiology
MATHEMATICS	MATHEMATICS	MATHEMATICS

J) Number of Seat/ Intake Capacity:

- Total Intake capacity: **50**
 - Deputed: **25** & Fresher: **25**
Seats will be filled up with Fresher candidates in case of insufficient Deputed candidates.
 - Home University: 80% & Others University: 20%
20% seats are reserved for other University (Other than University of Calcutta.) candidates. This type of reservation is applicable only for the fresher candidates.
 - Reservation of seats for SC-22%, ST-6%, PWD-3% candidates will be as per Calcutta University and W.B. Govt. Norms for both Fresh & Deputed candidates.

Deputed	Total	Gen	PWD 3% = 1	SC 22% = 5	PWD (3%)	ST 6% = 2	PWD (3%)
	25	17	1	5	00	2	00

Fresher's	Total	CU 80% = 20				OU 20% = 5
		GEN	SC 22% = 5	ST 6% = 1	PWD 3% from Each Category	
	25	14	5	1	00	5

- Subject-wise seat will be announced at the time of declaration of Provisional Merit list.**

K) Admission procedure:

a) Fresher:

Admission will be on the basis of Total Grade Marks against marks obtained in different qualifying examinations and as per norms of University. Scores against marks for different level of examinations and Calculation of Grade Marks will be as follows:

Sl. No.	Name of examinations	Highest marks allotted(for 100% of marks obtained) (a)	Grade Marks (b)	
1	M.P/Equivalent Examination	10	Percentage of marks obtained * 0.1	
2	H.S./ Equivalent Examination	20	Percentage of marks obtained * 0.2	
3	B.A./B.Sc./B.Com. (General/Pass) OR B.A./B.Sc./B.Com. (Honours/ Spl. Hon.)/ B.E/B.Tech	10	Percentage of marks obtained * 0.1	
		30	Percentage of marks obtained * 0.3	
4	M.A./M.Sc./M.Com.	35	Percentage of marks obtained * 0.35	
5	M.Phil. OR Ph.D./ D.Sc./D.Litt.	3	3	Grade Marks will be given for Highest research degree.
		5	5	
Total=		100		

- For scoring in HS, the marks obtained in best five subjects excluding Environmental Studies will be considered.
- A candidate having Honours or Post- graduate, she must opt for the paper from the given list of method papers in which he or she possess Honours or Post-graduate as her method paper for admission in the B.Ed. course of this institution.
- If Honours graduate candidate select her honours subject as Pedagogy/Method subject then only Honours marks will be considered.
- In case of candidates obtaining equal total grade marks preference will be given to Highest Degree holders and higher percentage of marks obtained in the last examination.
- Some applicants may have got mark-sheets having no paper-wise marks or even the total marks. Such mark-sheets contain only grade/grade point without clearly stating the percentage. In such cases the candidates should state the percentage after calculating it according the applicable rules and norms. The applicants will have to justify their calculation, if required.

b) Deputed:

Teachers teaching in classes V to XII only can apply as Deputed Teacher. Selection of Deputed Teacher of Higher Secondary School/Secondary School/Madrasah affiliated to W.B.B.S.E/W.B.B.M.E will be made **on the basis of the period of approved services** in the School/Madrasah. In case applicants having equal service in Secondary School/ Madrasah, preference will be given to the candidates having higher Academic Qualifications. In case of both the Period of Service and Academic Qualifications are equal, selection will be made on the basis of percentage of marks obtained by the candidates in different examinations in their career and candidates having higher total grade marks will be selected (**Grade Marks calculation will be done as meant for fresher candidates.**)

c) Rules & Regulation:

- ❖ *Merit list is prepared on the basis of on-line submission of marks by the candidate. Admission will be done strictly on the basis of actual physical verification of the original documents.*
- ❖ ***Published Provisional merit list does not guarantee admission.***
- ❖ ***Admissions will stand closed once the total numbers of seats available in the college/subject are filled up.***
- ❖ ***All admissions are strictly provisional subject to final scrutiny and acceptance by the appropriate authorities including Calcutta University by way of issuing of Registration Certificate and Admit Card.***
- ❖ *The College does not accept responsibility for cancellation of admission due to suppression or misstatement of facts by students at the time of admission. The college shall not be held responsible for cancellation of admission for any reason, whatsoever, by Calcutta University.*
- ❖ *While every care is taken in preparing the Merit List, in the event of any inadvertent mistake or omission, the college will not be responsible in any way. However, any error/omission may be brought to the notice of the Principal in writing.*

L) Generals Rules:

- ❖ No Application and upgradation of qualification shall be entertained after the last date of online application what so ever the reasons may be.
- ❖ Any **wrongful information/mistake at any stage will lead to cancellation of candidature even after payment of fees.**
- ❖ Candidate should be report 30 minutes before the schedule time of counseling.
- ❖ Candidature will be cancelled if a candidate failed to appear on time for counseling.
- ❖ For any kind of dispute regarding admission related matters, the decision of the College Authority shall be final.
- ❖ After admission to the college if a candidate is found remain absent during 1st fifteen days from the commencement of classes, his/her name will be struck off from the roles without any further information to him/her and the seat will be treated as vacant.
- ❖ 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.
- ❖ Students must be bound to follow the rules and regulations of the college and University.

M) Documents to be produced at time of Counseling and Admission:

Submit the **Original** testimonials for verification and **two set** of **self attested** photocopies of all testimonials **including Application Form (Arrange those systematically and attach the following self attested documents as per below order)**—

1. All Pages of Application form (2 copies)
2. 10th Class Certificate/ Admit Card for Age Verification.
3. Calcutta University Registration Certificate. (**Both Side**) if the candidate applies as CU applicant.
4. Marksheet of Class X
5. Marksheet of Class XII (**Both sides**)
6. All Marksheets of B.A./B.Sc.-Pass and Hons/B.E./B.Tech. (**Both sides**)
7. All Post Graduate Marksheet (**Both sides**)
8. SC/ ST / PWD Certificate, if applicable.

9. Approval Memo(s) all in case of Deputed Teachers.
10. Appointment letter in case of Deputed Teachers.
11. Joining letter in school in case of Deputed Teachers.
12. Managing Committee Resolution copy countersigned by the D.I. in case of Deputed Teachers.
13. Certificate from Head of the Institution that the candidate is teaching from Class IX onwards in case of Deputed Teachers. **Format given in Annexure-I.**
14. **Released order** from school duly signed by the Head Master /Secretary/Administrator will be submitted **at the time of admission** in case of Deputed Teachers.

N) Hostel Facilities :

There are hostel facilities also available for the trainee student.

O) How to Apply Online

Steps:

1. Log in to the www.bkgc.org or www.bkgcadmission.in. Click on the 'Apply Online' Button twice for log in to the system
2. Register with your Name, Date of Birth, Board Name and Mobile Number and click on Submit
3. Copy the form number and Log out from the system.
4. Go back to www.bkgcadmission.in and click on Student log in page
5. Use the form number in Student Log in Page as user id and give date of birth as password from Calendar Option
6. Go to payment option and pay by online thorough Billdesk or by SBI Collect (for online or by bank challan)
7. After payment confirmation (for offline through Bank Challan after 24 hours) and go back to Student log in page for filling up the form.
8. Fill up the requisite information and upload the Photograph and Signature within 50 kb.
9. Take a mandatory preview of the form and submit.

Ruma Bhattacharyya

Principal/Secretary
Bijoy Krishna Girls' College, Howrah

Annexure-I

(Letter head of respective School)

To whom it may concern

This is to Certify that Smt _____ is duly approved Assistant Teacher in _____ of our School. She has joined this school on _____ in a substantive post (Ref No. _____ date _____). Her length of approved service is _____ year's _____ month's _____ days on 30.06.2017. She is teaching for class V on wards.

The undersigned has no objection to pursue B.Ed. course for the session 2017-2019 of Smt _____ as per resolution of the meeting of the Managing Committee held on _____.

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Counter signed (with seal) by
D.I. of School/ Administrator

Signature with seal
Secretary/Administrator/ HM
Full Name: