#### Government of West Bengal Department of Higher Education College Sponsored Branch BikashBhavan, 6th Floor: SaltLake, Kolkata - 700 091

No.706- Edn(CS)/10M-95/14

Date: 13th July 2021

# **NOTIFICATION**

# Sub: Online admissions for the Academic Session 2021-22 to all UG & PG Courses

The results of the West Bengal Higher Secondary Examination 2021and equivalent examinations are expected to be announced shortly. This Department has received queries from different Universities & Colleges regarding the admission modalities to be followed by them for the ensuing academic session 2021-22.

Considering the success achieved in online admission process, and in view of the fact that the requisite infrastructure has already been put in place in the State's higher education institutions, it is hereby informed to all concerned that admissions to all Under Graduate (Honours and General) and Post Graduate courses in the State-funded Higher Education Institutions in West Bengal for the ensuing academic session 2021-2022 will be made online, as per the schedule &modalities detailed below:

#### Schedule:

#### For Under Graduate Courses (1st year admission)

- a) Date of opening of Online Portal for Application for UG Courses  $-02^{nd}$  August 2021
- b) Completion of Application in the Online Portal for UG Courses by 20th August 2021
- 31st August 2021 c) Publication of Merit Lists in UG Courses by
- 30<sup>th</sup> September 2021 d) Completion of Admission at the UG Courses by
- 1st October 2021 e) Start of 1st Semester of UG Courses on

# For Post Graduate Courses (1st year admission)

- a) Publication of Results of the Final Semester of UG Courses by -31st August 2021
- b) Date of opening of Online Portal for Application for PG Courses - 1st September 2021
- c) Completion of Application in the Online Portal for PG Courses by 15th September 2021 - 20th September 2021
- d) Publication of Merit Lists in PG Courses by
- 25th October 2021 e) Completion of Admission at the PG Courses by
- f) Start of 1st Semester of PG Courses by Last week of October 2021

#### Modalities:

On-line admission process should be done based on merit. Prospective students should not be called for counseling or verification of documents during the process of admission. No physical presence will be required at the College / University.

- 2) No Charges shall be taken from the students for (i) scanning/ uploading of documents for online admission and (ii) providing/ making available the application form/ prospectus of admission in all UG/PG level courses like last year.
- 3) Eligible applicants should be informed directly by the College/ University authorities through letter or e-mail or telecommunication.
- 4) Payment of fees should be done only through e-payment or designated banks and not physically at the colleges.
- 5) List of eligible applicants should be handed over to the designated bank branches for verification during payment through banks. Banks will receive admission fees on the basis of merit list.
- 6) All testimonials are required to be uploaded online during application. Verification of documents, if required, should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted on-line.
- 7) The ratio for Home University students and other University students shall be 80:20. However, the unfilled Home University Seats, if any, will be filled up by the outside University students and vice-versa in PG courses.
- 8) All Stakeholders shall adhere to the COVID-19 norms/ protocol, issued by the Government time to time

Vice-Chancellors of all State-aided Universities are requested to take necessary steps in this regard, including issuing suitable instructions to all the affiliated institutions. However, the Netaji Subhas Open University shall follow the time schedule as per guidelines of Open Distance Learning as done last year.

This advisory does not apply to admission to teacher training courses such as B.Ed., B.P.Ed., M.Ed., or M.P.Ed. etc., for which a separate Notification has been issued.

Sd/-

Special Secretary

No. 706/1(37)- Edn(CS)/10M-95/14

Date: 13th July 2021

Copy forwarded for taking necessary action to the :-

- 1) Director of Public Instruction., West Bengal, Bikash Bhawan, Kolkata-700091; --- She is requested to send copy to each Govt./Govt. aided College for taking necessary action.
- 2) Vice-Chancellor, University of Calcutta, College Street, Senate House, Kolkata-700073;
- 3) Vice-Chancellor, Jadavpur University, Jadavpur, Kolkata- 700032;
- 4) Vice-Chancellor, University of Burdwan, Rajbati, Burdwan, Pin-713104;
- 5) Vice-Chancellor, University of Kalyani, Nadia, Pin-741235;
- 6) Vice-Chancellor, Rabindra Bharati University, 56A, B.T. Road, Kolkata-700050;
- 7) Vice-Chancellor, University of North Bengal, Raja Rammohanpur, North Bengal, Darjeeling, Pin-734013;



#### Government of West Bengal Department of Higher Education College Sponsored Branch Bikash Bhavan, 6th Floor, Salt Lake, Kolkata -700 091

No. 819-Edn(CS)/1363/SACT/2021

#### ORDER

Service conditions and other benefits for Government approved Part Time Teachers (PTTs). Government approved Contractual Whole Time Teachers (CWTTs) and Guest Teachers engaged in different Government / Government aided colleges in the State of West Bengal up to 13.07.2019 have been restructured under Memorandum No. 2081-Edn(CS)/10M-83/2019 dated 23.12.2019 in supersession of all previous orders in this regard and nomenclatures of such teachers have been changed to State Aided College Teacher (SACT).

Whereas the above mentioned G.O. is devoid of benefits of (i) Leaves like casual leave, medical leave, maternity leave, study leave and (ii) Swasthya Sathi Scheme which had earlier been enjoyed by the erstwhile Government approved Part Time Teachers. Contractual Whole Time Teachers, the State Government in the Department of Higher Education have no objection to allow SACTs leaves as described here below in supersession of all previous orders in this regard.

#### Casual Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of 14 (fourteen) days casual leave in a calendar year with full remuneration.

#### Medical Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of 20 (twenty) days medical leave with half (1/2) remuneration in a calendar year on production of medical certificate from a registered medical practitioner.

Such medical leave with half (1/2) remuneration can be commuted to and in that ease SACTs are entitled to avail of 10 (ten) days commuted medical leave with full remuneration in a calendar year on production of medical certificate from a registered medical practitioner.

Unutilised medical leave with half (1/2) remuneration or commuted medical leave with full remuneration in a calendar year, shall be allowed to be carried forward to the following year, subject to accumulation of a maximum of sixty days (with half remuneration) or thirty days (with full remuneration), and the accumulated medical leave may be utilised from time to time depending on the type of medical need but not exceeding thirty days at a time (with full remuneration), subject to submission of medical documents to the satisfaction of the college authority.

Page 1 of 3

Date: 12.08.2021

### Maternity Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of maternity leave as admissible under Government rules.

#### Study Leave

Considering the necessity of acquiring higher degrees by SACTs towards improvement of the quality of teaching in the State's higher educational institutions, the State Government is pleased to order that the SACTs shall be entitled to avail themselves of Study leave, to be granted by the Governing Body of the college and subject to approval of the State Government, for the purpose of pursuing further studies and acquiring higher degrees for a maximum period of 12 months in one spell and for a period not exceeding 24 months in their entire service period, provided the concerned teacher has put in at least three years of service and is not due to retire within five years of his/her return from such leave. There shall be a gap of at least three years between two periods of such leave.

The State Government is further pleased to order that a SACT when granted study leave shall, upon his / her return and rejoining the institution, shall be eligible for receiving the monthly remuneration accrued during the said leave period (and periodical enhancement of remuneration notionally), as admissible, which he/she would have earned in course of time if he/she had not proceeded on study leave. On return from the study leave, he / she will submit a certificate from the competent authority relating to satisfactory completion of higher degree or submission of thesis etc., to the satisfaction of the college authority. The said leave period will count towards their total length of service for calculating the admissible service benefits.

Further, before proceeding on the study leave, the concerned SACT will be required to execute a Bond / Undertaking that he/she will serve the institute for at least three years after acquiring the higher degree. However, the concerned SACT may be permitted during the bond period to join any Government College or Government -aided college in the event of selection by the West Bengal Public Service Commission or the West Bengal College Service Commission, as the case may be. The study leave granted to a SACT shall be deemed to have been cancelled in case it is not availed of within twelve months of sanction.

#### Group Health Insurance Scheme named "Swasthya Sathi"

The issue of providing a comprehensive Health Insurance Scheme to the serving SACTs of Government Colleges and Government-aided Colleges of West Bengal has been considered by the State Government with a view to providing such persons and their families' protection from the financial consequences of ill health.

- 2. The State Government is pleased to extend the benefit of the Group Health Insurance Scheme namely "Swasthya Sathi" as contained in Finance Department's Notification no. 1104-F(P) dated 25.02.2016 to the serving SACTs of Government Colleges and Government-aided Colleges of West Bengal.
- 3. The main features of the Scheme are:
- i. The Scheme will have basic health cover for secondary and tertiary care up to Rs. 1.5 Lakhs per annum.
- ii. There will be no cap on the family size.
- iii. Critical illness like, Cancer, Neuro Surgeries, Cardiothoracic Surgeries, Liver diseases. Blood disorders etc. will be covered up to Rs.5.0 lakh.

is. All presentating diseases will be covered.

- v. The entire premium will be borne by the State Government with no contribution from the beneficiaries.
- The Scheme will be implemented by the Department of Health and Family Welfare. Covernment of West Bengal.

 The Scheme for the aforesaid eategory of teachers/employees will be effective from the date of issuance of this order.

This is issued with the concurrence of Finance Department (Ciroup-P<sub>1</sub>), vide their U.O. No. Ciroup-P<sub>1</sub>/2021-2022/0083 dated 26.06.2021. This will be effective from the date of issuance of this order.

135-1,218/21

Deputy Secretary, Higher Education Department.

No. 819/1(9)-Edn(CS)/1363/SACT/2021

Date: 12.08.2021

Copy forwarded for information and necessary action to:

Principal Accountant General (A & F), West Bengal

2. Finance Department (Group-P<sub>1</sub>) of the State of West Bengal

- 4. Director of Public Instructions, West Bengal
- 5. Principal / Vice Principal / Teacher-in-Charge, .....(all Govt. & Govt. aided Colleges)
- 6. PS to Hon'ble Minister-in-Charge, Higher Education Department
- 7 St. PS to the Principal Secretary, Higher Education Department
- 3. IT Cell of this Department for uploading in the departmental website
- 9. Guard File.

Deputy Secretary.

Higher Education Department.



# Government of West Bengal Department of Higher Education, College Sponsored Branch Bikash Bhavan, 6th Floor, Salt Lake, Kolkata – 700 091.

Date: 16.08.2021

No. 848-Edn(CS)/10M-20/2015

#### CORRIGENDUM

The provision under Clause 6 of Memorandum No. 705-Edn(CS)/10M-20/2015 dated 13.07.2021 may be read as:

"6. The ratio for Home University students and other University students shall be 80:20 in case of State aided-Affiliated Universities. The ratio for Home University students and other University students shall be 90:10 in case of State-aided Unitary Universities. However, the unfilled Home University Seats, if any, will be filled up by the outside University students and vice-versa."

Other provisions of the Memorandum shall remain unchanged.

This is issued with the approval of Competent Authority.

Deputy Secretary

Date: 16,08,2021

#### No. 848/1(17)-Edn(CS)/10M-20/2015

Copy forwarded for information and necessary action to:

- The Director of Public Instruction., West Bengal, Bikash Bhawan, Kolkata-700091; ---- She is requested to send copy to the concerned Govt/Govt. aided Teachers' Training College for taking necessary action.
- 2. Vice-Chancellor, University of Calcutta, College Street, Senate House, Kolkata- 700073;
- 3. Vice-Chancellor, Jadavpur University, Jadavpur, Kolkata- 700032;
- 4. Vice-Chancellor, University of Burdwan, Rajbati, Burdwan, Pin-713104;
- 5. Vice-Chancellor, University of Kalyani, Nadia, Pin-741235;
- 6. Vice-Chancellor, Rabindra Bharati University, 56A, B.T. Road, Kolkata- 700050;
- Vice-Chancellor, University of North Bengal, Raja Rammohanpur, North Bengal, Darjeeling, Pin-734013;
- Vice-Chancellor, West Bengal University of Teachers' Training, Education Planning & Administration, 25/2 & 25/3, Ballygunge Circular Road, Kolkata- 700019;

Page 1 of 2

#### ORDER

No. 927-Edn(CS)/ 10M-08/2018

Date:06.09.2021

Sub: Conveyance Allowance to the handicapped teaching and non-teaching employees of the Non-Govt. Colleges in the State.

In continuation of this Department's Order No. 400-Edn(CS)/10M-26/2002 dt. 24.04.2017, the Undersigned is directed to say that the blind and orthopedically handicapped teaching and non-teaching employees of the Govt-aided-colleges will get Conveyance Allowance @5% of basic Pay, subject to a maximum of Rs. 400/- (rupees Four hundred only) per month w.e.f. 01.01.2011 and Rs. 800/- (Rupees Eight hundred only) per month w.e.f 01.01.2020, in view of extra cost incurred by them in attending their duties. All other conditions, as detailed in order no. 400-Edn(CS)/10M-26/2002 dt. 24.04.2017, will remain same.

This order is issued in compliance with the recommendation of 6th Pay Commission, vide their Notification No. 5563-F dt. 25.12.2019.

29

Deputy Secretary

No. 927/1(6)-Edn(CS)/ 10M-08/2018

Date:06.09.2021

Copy forwarded for information to:

1. The Principal Accountant General (A&E), W.B.

2. The Director of Public Instruction, W.B.

He is requested to circulate the order to all concerned under his control.

3. Finance (Audit) Department, Govt of W.B.

4. P.A. to Hon'ble MIC, Higher Education Department.

5. P.A. to Principal Secretary, Higher Education Department.

6. The IT Cell of this Department, with the request to upload this order in the Departmental Website.

Deputy Secretary



# Government of West Bengal Department of Higher Education, College Sponsored Branch Bikash Bhayan, Salt Lake, Kolkata-700091

Date: 17.09.2021

No. 960-Edn(CS)/ 1P-20/2019

# NOTIFICATION

The Governor is pleased to insert the following Provision in "The West Bengal Non-Govt.

College Teachers' (Death-cum-Retirement Benefit) Scheme, 1978":-

In Chapter V, under Rule 15, the following Provisions will be inserted:-

"15(a). A College teaching staff compulsorily retired from service as a penalty may be granted by an authority, competent to impose such penalty, pension at a rate not less than two-thirds and not more than full invalid pension and special additional pension, if any, admissible to him on the date of his compulsory retirement. The pension granted under this Rule is commutable after medical examination."

This order is issued with the concurrence of Finance Department, Pension Branch, vide their U.O. No. 25 F(Pen) dated 01.02.2021.

By order of the Governor 12/9/21

Deputy Secretary

Date: 17.09.2021

No. 960/1(7) -Edn(CS)/1P-20/2019

### Copy forwarded for information to:-

- 1. The Principal Accountant General (A&E), W.B.
- 2. The Director of Public Instructions, W.B.

He is requested to circulate the order to all concerned under his control.

- 3. Finance (Audit) Department, Govt. of W.B.
- 4. Finance Department (Pension Branch)
- 5. P.A. to Hon'ble MIC, Higher Education Department.
- 6. P.A. to Principal Secretary, Higher Education Department.
- The IT Cell of this Department, with the request to upload this order in the Departmental Website.

# Government of West Bengal Department of Higher Education Bikash Bhavan: 6th Floor: Salt Lake: Kolkata-700091

Memo No. 1058 -Edn (CS)/10M-32/2021

Dated 28.10.2021

To

1.	The Vice Chancellor,	University
2.	The Principal/ Teacher-in-Charge/ Officer-in-Charge	College

Sir/ Madam,

The competent authority in the Government of West Bengal has decided that the Offline classes at UG/PG and higher level, including Ph. D. and Research works in all General Degree Colleges/ Engineering/ Professional Colleges and Universities will re-open on and from 16th November 2021.

- 1. All the Colleges and Universities shall take suitable steps for cleaning and sanitising the Campus/Campuses maintaining COVID 19 Protocol preferably by 1st week of November 2021.
- 2. The Teaching and Non-Teaching Staff are permitted to attend their respective Institutions with effect from 01st November 2021.
- 3. Hostels may be opened in such cases where necessary, strictly maintaining COVID norms
- 4. The concerned Heads of the Institution may issue suitable passes to the Teaching/ Non-Teaching/ Students for availing Staff Special Trains, if needed.
- 5. Suitable assistance of local administration may be taken as and when needed. An Advisory for maintaining COVID norms is enclosed herewith.

Principal Secretary

Memo No. 1058 /1 (15) -Edn (CS)/10M-32/2021

Dated 28.10.2021

py forwarded for information to.

1. General Manager, Eastern Railways, 17, Netaji Subhas Road, Kolkata- 700001 for suitable Copy forwarded for information to:

necessary instructions please.

- General Manager, South-Eastern Railways, 11, Garden Reach Road, Kolkata- 700043 for suitable necessary instructions please.
- The Additional Chief Secretary, Animal Resource Development Department, Government of West Bengal.
- Commissioner, Kolkata Municipal Corporation, 5, S.N. Banerjee Road, Kolkata- 700013 for suitable action.
- Secretary, Transport Department, Government of West Bengal, Paribahan Bhavan, 12, R.N. Mukherjee Road, Kolkata- 700001 for suitable necessary action.
- 6. The Secretary, Agriculture Department, Government of West Bengal.
- The Secretary, Health & Family Welfare, Swastha Bhavan, GN-29, Salt Lake, Sector-V, Kolkata-700091.
- The Secretary, Minority Affairs & Madrasah Education Department, Government of West Bengal.
- 9. The Secretary, Judicial Department, Government of West Bengal.
- 10. District Magistrate (all) for suitable necessary action.
- 11. Director of Public Instruction, West Bengal, Bikash Bhawan, Kolkata-700091; —— She is requested to send copy to each College under her control for taking necessary action.
- 12. Director of Technical Education, West Bengal, Bikash Bhavan. Kolkata- 700091; —He is requested to send copy to each Engineering/ Professional Colleges under his control for taking necessary action.
- Sr. PS to the Chief Secretary, Government of West Bengal for kind information of the Chief Secretary.
- 14. Sr. PS to the Principal Secretary to the Hon'ble Chief Minister, West Bengal for kind information of the Principal Secretary to the Hon'ble Chief Minister.
- 15. Sr. PS to the Additional Chief Secretary, Home & Hill Affairs Department, Government of West Bengal for kind information to the Additional Chief Secretary, Home & Hill Affairs Department.

Principal Secretary

# Memo No. 1058/2 (7) -Edn (CS)/10M-32/2021

Dated 28.10.2021

- 1. Vice-Chairperson (Academic), West Bengal State Council of Higher Education, ASANNA, New Town, Kolkata-700156;
- Special Secretary, University Branch, Higher Education Department, Bikash Bhawan, Kolkata-91;
- 3. Special Secretary, Appointment Branch, Higher Education Department, Bikash Bhawan, Kolkata-91;
- 4. Special Secretary, Establishment Branch, Higher Education Department, Bikash Bhawan, Kolkata-91;
- Special Secretary, IT Cell, Higher Education Department, Bikash Bhawan, Kolkata-91;
   He is requested to arrange for uploading a copy in this Department's website;
- Private Secretary to the Hon'ble M.I.C, Higher Education Department, Bikash Bhawan, Kolkata-91;
- 7. Sr. PS to the Principal Secretary, Higher Education Department, Bikash Bhawan, Kolkata-91;

cont t

the rate of the special of the state of the

# Advisory for maintaining COVID norms for starting of offline classes in the Universities and Colleges

# 1. ISSUES TO BE TACKLED:

- Maintenance of social distancing norms in Campus, Play ground, Library and Laboratory, Classrooms and Hostels.
- II. Regular Monitoring of Health
- III. Sensitization of Students, Teachers and Staff
- IV. Safety Measures at Entry/ Exit Point(s) and inside the campus

# 2. STAKE HOLDERS:

- I. Students
- II. Teachers
- III. Non-teaching staff

### 3. INSTITUTIONAL PLANNING FOR COVID SAFETY NORMS

- i. The institutions should train their teachers/staff on COVID safety norms.
- ii. Students should be allowed in campuses only after thermal scanning, sanitization of their hands, wearing of face masks. Symptomatic persons should not be permitted to enter the campus and should be advised to contact the nearest hospital for clinical assessment.
- iii. To avoid the risk of transmission, the students, faculty and staff should be screened and symptomatic ones be advised to get clinically assessed before allowing them entry into the campus.
- iv. Isolation facilities for symptomatic persons and quarantine facilities for those who were in contact with the positively tested persons should be there on campus or a tie-up may be made in advance with some Government hospital or

Page 1 of 13

approved premises or as advised by the local authorities so that, in case of necessity, prompt action may be taken. Proper arrangement of safety, health, food, water etc. should be ensured for those in quarantine and isolation

- Universities and colleges should prepare a policy for restricting the outsiders v. on campuses, study tours, field works etc., keeping in mind the COVID-19 situation.
- All such programmes and extracurricular activities should be avoided where vi. Social distancing is not possible.
- Clean and hygienic conditions, as per safety and health advisories of the vii. concerned government departments, are to be maintained at all places, including hostel kitchens, mess, washrooms, libraries, class rooms etc.
- Proper signages, symbols, posters etc. should be prominently displayed at viii. appropriate places to remind the students, faculty and staff for maintaining Social distancing. The details of COVID-19 cell established by the institution be prominently displayed containing the emergency number, helpline number, email id and contact details of persons to be contacted in case of any emergency in the institution.
- Ensure the norms of Social distancing, sanitization and hygienic conditions for use of common facilities, viz., Library, Auditorium, Conference/ Seminar halls, ix. Sports, Gymnasium, Canteen, Parking Area etc.
- The institutions must ensure appropriate sanitization and disinfection process X. and procedures.
- There should be multiple sanitizer-station at different places in the Institution.

хi.

xii.

The institution must provide sufficient amount of sanitizer, sanitizer-sprayer,

Page 2 of 13

soap, disinfectant etc. to each department.

- xiii. The faculty, student, staff should be screened regularly to protect and avoid infecting one another.
- xiv. The visitors should either not be allowed at all or their entry should be drastically restricted. The conditions of the entry for visitors should be strictly laid down and displayed on the entry point(s). Complete contact details of the visitors be maintained along with the names of persons whom he/ she meets,

# 4. SAFETY MEASURES AT ENTRY/ EXIT POINT(S)

- Adequate arrangements of thermal scanners, sanitizers, face masks should be made available at all entry and exit points, including the reception area.
- Crowding must be avoided at entry/ exit points. Staggered timings of entry and exit with limited strength for different programmes should be followed.
- iii. In case the institution has more than one gate for entry/ exit, all the gates should be used, with adequate care, to avoid crowding.
- iv. Monitoring of the entry and exit of the students should be done.
- v. Screening of students, faculty and staff, wearing of face covers/ mask. sanitizing/washing of hands etc. must be ensured at all entry points.
- vi. Those having symptoms of fever, cough or difficulty in breathing should not be allowed to enter.

# 5. SAFETY MEASURES AT THE CLASSROOMS AND OTHER LEARNING SITES

 Proper sanitization at all learning sites should be ensured. Cleaning and regular of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms.

Page 3 of 13

laboratories, lockers, parking areas, other common areas etc. before the beginning of classes and at the end of the day. Teaching materials, computers, laptops.

- ii. Sitting places in classes, laboratories, computer labs, libraries etc. should be clearly marked, keeping in view the norms of social distancing.
- iii. Wearing face cover/ mask is a must at all time. NO MASK NO CLASS should be maintained.

# 6. SAFETY MEASURES AT THE LIBRARIES

The colleges / universities may consider giving prior date -time slots appointments to the students before allowing them to visit libraries in order avoid over-crowding. Wearing face cover/ mask is a must at all times. Social distancing norms must be maintained in the libraries.

# 7. SAFETY MEASURES AT THE LABORATORIES

- i. Wearing face cover/ mask is a must at all times.
- ii. Social distancing norms must be maintained.

#### 8. SAFETY MEASURES INSIDE THE CAMPUS

- i. Cultural activities, etc. may be avoided.
- ii. Regarding meeting, State Government protocol issued from time to time should be followed.
- iii. Hand washing stations with facilities of liquid soap should be created so that every student can wash her/ his hands frequently.
- iv. Regular and sufficient supply of disinfecting material, sanitizer, soaps etc. to sanitation workers should be ensured.

Page 4 of 13

- v. Wearing of face cover/ mask by all students and staff should be ensured.
- vi. Proper cleanliness should be maintained inside the entire campus.
- vii. Adequate arrangements should be made for sanitizing the entire campus, including administrative and academic buildings, classrooms, laboratories, libraries, common rooms, toilets, water stations, furniture, learning material, teaching aids, sports equipment, computers etc.
- viii. Social distancing should be maintained at all places and crowding must not be allowed at any place under any circumstances.
- ix. An adequate supply of water in toilets and for hand- washing should be ensured.
- x. Dustbins must be cleaned and covered properly.

#### 9. SAFETY MEASURES INSIDE HOSTELS

- i. For those who have tested positive, isolation facilities should be in place either on campus itself or as a prior arrangement with some nearby hospital(s) or as advised by the local authorities
- ii. There should be no crowding in hostel areas where students live in close proximity and share common facilities and utilities. Hence, their numbers need to be limited appropriately to avoid crowding. Also, hostel students should be called in phases.
- iii. Thermal Screening of all resident students should be ensured.
- iv. Density in dining halls, common rooms, playing areas should be limited, keeping in view the requirement of Social distancing.
- v. Hygiene conditions should be regularly monitored in kitchens, dining halls, bathrooms and toilets etc.
- vi. Cleanliness is to be maintained in dining areas. Meals should be served in small

Page 5 of 13

- batches, avoiding over-crowding.
- Wearing of face covers/ masks and proper sanitization of hands of the staff vii. engaged for the preparation and distribution of meals should be ensured.

#### REGULAR MONITORING OF HEALTH 10.

- Every institution should regularly monitor the health of its students, faculty, and i. staff.
- Teaching and Non-teaching staff and students with symptom of COVID 19 should ii. not attend college / university
- Faculty, staff and students should also be sensitized on self-monitoring of their iii. health.
- Faculty, Staff and students should submit self-disclosure, if any of their family iv. members have been infected/availed treatment for COVID-19.

#### MEASURES FOR CONTAINMENT 11.

- As soon as a student, faculty or staff is detected COVID-19 positive, such person should be immediately isolated as per the directive/advisory of the Government. i. Room-mates and close contacts should be quarantined and symptomatic ones to be immediately tested.
- Universities and colleges should have a ready plan to provide healthcare support to those resident students and staff who test positive and are isolated. ii.
- The guidelines restricting social and Social contacts and mobility in such parts of residential places in the campus, where positive cases have been found, should be iii. strictly enforced. Measures like holding no class, not leaving the rooms for hostellers, if applicable, no take away arrangement of food from mess etc. may be enforced, depending upon the severity of the situation.

Page 6 of 13

# 12. SENSITIZATION OF STUDENTS, TEACHERS AND STAFF

- i. Awareness programmes regarding COVID-19 as to how the infection spreads common symptoms, and precautions and measures required to contain its spread may be launched.
- ii. Maintaining hygiene, e.g., how to wash hands, how to cough or sneeze into a tissue or elbow, avoid touching of face, eyes, mouth and nose should be regularly told to the students and the staff.
- iii. The necessity of Social distancing, wearing face covers/ masks, hygiene etc. should be brought home to all.
- iv. Activities to stay fit, physically and mentally, should be encouraged like doing exercises, yoga, breathing exercises, meditation, etc.
- v. To improve resilience and mental health, students should be encouraged to share their feelings with friends, teachers and parents, remain positive, grateful, helpful, have focused approach, take a break from work, eat healthy and sleep timely etc.
- vi. Eating healthy food and fruits, avoiding junk food, frequently drinking warm water, adopting ways to increase immunity etc. should be encouraged.
- vii. Students should be told to regularly sanitize their laptops, audio, video and other media accessories.
- viii. Factual information regarding COVID-19 and consequences of infection, without making them stressed or fearful, should be disseminated.
- ix. Posters and stickers should be pasted at appropriate places in the campus to create awareness about the risk of infection from Corona virus.
- x. Sharing of books, other learning material and eatables be discouraged.

Page 7 of 13

# ROLE OF DIFFERENT STAKEHOLDERS:

# 13.1 ROLE OF HEAD OF THE INSTITUTION

- > The Head of the Institution shall adequately train, instruct and orient the teachers.
  non-teaching staffs upon COVID 19 protocol.
- Each shall be assigned specific role. Responsibility shall be fixed individually with strict instruction to comply. Any negligence or violation of protocol by anyone shall be dealt with strictly.
- > The guidelines and instructions as issued shall be followed by the Head of the Institution along with his/her team.
- Head of the Institution shall continuously be on move to monitor the activities of the Institution. He/she shall personally monitor the sanitisation process, the classroom arrangement. He/she must closely supervise the role of his team members.
- > Head of the Institution, being the captain of the steering team, should exhibit exemplary leadership while observing the COVID protocols.
- > Keep watch on daily attendance of students and take necessary follow up accordingly. If anybody reported absent for COVID then he/she must take action as per COVID protocol.
- ➤ Head of the institution will provide sufficient amount of sanitizer, sanitizersprayer, soap, disinfectant to each department.
- ➤ He/she shall personally interact with the students in every semester and welcome the students, encourage them, ask them not to panic and learn COVID protocol attentively.
- ➤ HOI shall be the role model in this fight against COVID in the institution. His/her personal intervention, innovation, enthusiasm and leadership can bring a huge positive energy amongst all after the Institutions reopen after prolonged lockdown.

Page 8 of 13

# 13.2ROLE OF TEACHERS

- In all the above guidelines the teachers shall play a pivotal role. Their presence shall be required everywhere for guidance and supervision.
- Individual roles shall be specified by the Head of the Institution among the teachers. Every teacher is expected to be a role model to their students in maintaining the protocol.
- Teachers shall follow the Head of the Institutions direction in letter and spirit.
- Any sickness in any student on being noticed shall forthwith be informed to the Head of the Institution.
- ➤ In academic matters the academic guideline shall be followed by all teachers.
- ➤ Teacher in the classroom shall keep watch on whether any student not wearing the mask properly. In such an event (s) he shall instantly advise the student to wear the mask properly and stop mishandling it. Teaches should strictly maintain NO MASK NO CLASS policy.

#### 13.3 ROLE OF STUDENTS

- ➤ Wear mask. Use of gloves and cap is optional.
- > Avoid wearing metal accessories like rings, chains, bangles and amulets.
- > To wash your hand frequently with soap and water, or may use sanitizer, if available.
- Maintain social distance everywhere.
- Do not come to institution if you are having fever, cold or any other ailment.
  - > Do not touch your face with hand anytime unless it is washed clean.
- > Do not form close clusters with friends.
- Do not share exercise books, copies, bags, or any other belonging of your friend.
  - Do not share food or drinking water with your friend or anyone.
    - > Do sit at your assigned place.

Page 9 of 13

- > Learn about COVID protocol attentively and follow the same in day to day life.
- Do not panic.
- > Spread awareness amongst your relatives at home.
- > Play innovative games maintaining Social distance.
- > Learn how to fold arm over your mouth and nose before sneezing and coughing.
- > Do not spit here and there.
- > Flush the toilets adequately and wash your hand with soap once done.
- Maintain social distance in class room, laboratory, library, corridors and everywhere you go.
- > Paint innovative posters; write poems, essays, slogans on awareness against COVID.
- > After reaching home wash uniform with detergent if you have another set. If that is not possible keep the uniform isolated for twelve hours and put it under direct sunlight next day.
- > Wash your mask, gloves and cap in hot water and surely with soap and detergent.
- > Verbal assistance or gesture to peers who are not able to maintain social distancing and mask
- > Avoid junk food and eating out. Eat healthy food prepared at home. Drink hot water/milk/soup at home.
- Last but not the least; remember you are the true fighter against this formidable threat called COVID 19. We must win the battle by all will power and continuous perseverance. We must not allow COVID 19 to compromise our daily academic progress and achieving excellence.

# CHECKLISTS FOR DIFFERENT STAKEHOLDERS

# Annexure 1

# 1.1 CHECKLIST FOR THE HEAD OF THE INSTITUTION

1. Wh	nether Orientation meeting has been held by the Head of the Institutions with the
Tea	aching and Non-Teaching Staffs
Yes	No
	nether the institutional campus has been thoroughly sanitised by the local bodies.
roo	nether every classroom, teachers' room, corridor, toilet, ramp & handrails, resource om, drinking water tank and space have been sanitised.
	nether sanitizer, sanitizer sprayer, soaps, disinfectant have been supplied to the partments
5. Whenee guar	nether adequate instructions and notices (large print in case of students with special eds) have been issued by College/ University authority to make students and ardians aware of the purpose.  No
6. Wh hav pict	nether IEC materials, posters, banners and wall paintings on spreading awareness were been placed adequately in and around the Institution premises with proper tures / signage.
Yes	No

Page 11 of 13

EF TO DE MAR

7. Whether medical practitioner has been contacted to Higher Education Institution for health check-up of a teaching staffs.  Yes No	arrange weekly camp in the
8. Whether temperature checking is being done before premises.	students get into Institution
9. Whether students having fever or cold are being sent complete recovery.  Yes No	back to home for rest until
10. Whether activities like sports, cultural events, library rea	ding have been discontinued
Yes No	There should be restriction on
1.2 CHECKLIST FOR THE TEACHERS	and the second of the second and the
1. Whether Orientation meeting has been held by the Heaching and Non-Teaching Staffs of the institution institutions.	ons prior to the opening of
2. Whether the Higher Education Institution campus have before opening of the institutions by the local bodies/ a	
Yes No	Page 12 of 13
	The state of the s

3. Whether every classroom, teachers' room, corridor, toilet, ramp & handrails,
teachers' room,
3. Whether every classroom, have been sanitised.
3. Whether every classroom, teachers drinking water tank and space have been sanitised.
4. Whether adequate amount of sanitizer, sanitizer s sprayer, soaps, disinfectant have
amount of sanitizer, sanitizer properly.
4. Whether adequate amounts
4. Whether adequate amount of sanitizer, sainties been received from head of the institution and are used properly.
Yes No
tran issued by Higher Ed.
5. Whether adequate instructions and notices have been issued by Higher Education
Institution authority to make students aware of the purpose.
institution authority to make some
Yes No
6. Whether IEC materials, posters, banners and wall paintings on spreading
awareness have been placed adequately in and around the College/ University
premises.
Yes No
and the state of t
7. Whether Institutions toilets are being washed properly everyday and classes and all
common spaces are being properly washed every alternative day.
1
8. Whether all students are mandatorily wearing mask
Yes No
9. Whether students having co
<ol> <li>Whether students having fever or cold are being sent back to home for rest until</li> </ol>
bounded in No.
one of the state o
10. Whether students are being advised to maintain social distance from each other.
Yes No No
Estable Home each other
-a -f13
Page 13 of 13

- 112 -

# Government of West Bengal **Education Directorate** Scholarship Section Bikash Bhawan, 9th floor, Salt Lake, Kolkata-700091

Gen-06/SS/2021 No.

Date: 08.11.2021

The Joint Director of Public Instruction (S & S).

Bikash Bhawan, 9th floor, Salt Lake, Kolkata-700 091

: All the Principals/OIC's/TIC's of Government and To

Non Government-aided colleges and the Registrars of all state-aided Universities

Sub.: 2022 Commonwealth Master's Scholarship tenable in the United

Kingdom: request for dissemination of information - regarding

Ref.: F. No. 22-1/2021-ES.4

Dear Sir/Madam.

In reference to the letter of the Deputy Secretary (Scholarships), Ministry of Education, Department of Higher Education dated 11.10.2021 (copy annexed) and also the captioned subject above, I am directed to request you to take necessary action at your end.

Faithfully yours,

- Gofal Cumla.

(Gopal Chakrabarti)

Jt. Director of Public Instruction (S&S)

F.No. 22-1/2021-ES.4
Government of India
Ministry of Education
Department of Higher Education
External Scholarship Division

2<sup>nd</sup> Floor, Wing -6, West Block -1, R.K. Puram, New Delhi - 110066 Dated 11 October 2021

To,

The Chief Secretaries/Principal Education Secretaries of States/UTs (as per list attached)

Subject: 2022 Commonwealth Master's Scholarship tenable in the United Kingdom: request for dissemination of information – regarding

Respected Sir/Madam,

I am directed to enclose herewith a copy of public notice in respect of '2022 Commonwealth Master's Scholarship in the United Kingdom' for displaying on the website of the Higher Education Department of States/UTs and for further dissemination using other means of communication for its wider publicity. The Scholarships are offered by the Government of the United Kingdom to Indian students for pursuing full time Master's Degree Courses (except MBA) in the UK starting from September/October 2022. The aforesaid public notice is also available on the website of the Ministry of Education. Government of India i.e. <a href="https://www.education.gov.in/en/scholarships">https://www.education.gov.in/en/scholarships</a>.

Yours faithfully,

Encl: As above

(Sunil Kumar Biswas)

Deputy Secretary (Scholarships)

Email: sunilkumar.biswas29@gov.in

F.No. 22-1/2021-ES.4
Government of India
Ministry of Education
Department of Higher Education
External Scholarship Division

# 2022 COMMONWEALTH MASTER'S SCHOLARSHIP IN THE UNITED KINGDOM

Online applications are invited for the '2022 COMMONWEALTH MASTER'S SCHOLARSHIP TENABLE IN THE UNITED KINGDOM' for pursuing full time Master's Degree Courses commencing from September/October 2022. The Scholarships are offered by the Commonwealth Scholarship Commission (CSC), UK.

- The Scholarship is broadly offered under six developmental themes:
  - Science and technology for development
  - · Strengthening health systems and capacity
  - Promoting Global Prosperity
  - Strengthening global peace, security and governance
  - Strengthening resilience and response to crises
  - · Access, inclusion and opportunity
- 3. The entire application process is **ONLINE**. Interested Candidates must submit their applications on the Commonwealth Scholarship Commission's Online Application System as well as on the Ministry of Education's SAKSHAT Portal
  - Commonwealth Scholarship Commission's Online Application System (OAS):

Link for OAS: <a href="https://is.29.formsite.com/mont/Yq/tblgiquexe/index.html">https://is.29.formsite.com/mont/Yq/tblgiquexe/index.html</a>. The OAS is active from 20 September 2021 to 01 November 2021 (21:30 IST). References and supporting documentation must be submitted by 22 November 2021 (21:30 IST).

Ministry of Education portal (SAKSHAT Portal):

Link for online application: http://proposul.sakshat.ac.in/scholarship/. The portal would be active from 01 October 2021 to 07 December 2021.

#### 4. ELIGIBILTY:

(i) The applicant must be a Citizen of India.

- (ii) The applicant must be a permanent resident of India.
- (iii) The applicant must be available to start his/her academic studies in the UK by the start of the UK academic year in September/October 2022.
- (iv)By September 2022, hold a first degree of at least upper second class (2:1) honours standard (in the Indian context, this means a minimum of 60% marks in graduation), or a second-class degree (2:2) (in the Indian context, this means 50-59% marks in graduation) and a relevant postgraduate qualification (a Master's degree). The CSC would not normally fund a second UK Master's degree. If you are applying for a second UK Master's degree, you will need to provide justification as to why you wish to undertake this study. MBA program is not covered under this scholarship.
- (v) The applicant must not be able to afford to study in the UK without this scholarship. (Candidates are compulsorily required to sign a declaration that they do not have access to sufficient funds to study in the UK).
- (vi) Candidates who were abroad for studies/training/specialization either on scholarships or on their own, for a period exceeding six months are eligible to apply, if they have been in India for at least two consecutive years as on 07 December 2021 after returning from abroad.
- (vii) Candidates must have an offer from admission from a UK University partnered with the CSC for the September/October 2022 intake at the time of applying on the SAKSHAT Portal to be considered for this scholarship. Candidates who have an offer of admission for the 2021 September/October academic session OR the January/February 2022 academic session are also eligible to apply if they have decided to defer their admission to the September/October 2022 academic session and the University has accepted their request to defer (proof required). List of Universities partnered with the CSC may be seen at:
- 5. 39 Nominations will be made to the CSC for the 2022 Commonwealth Master's Scholarship. Candidates are informed that nomination does not mean selection for the scholarship. The decision to select students for this scholarship rests with the Commonwealth Scholarship Commission. Deadline for submitting nominations is 22 December 2021. List of nominated candidates will be uploaded on the Ministry website after this date.

# 6. <u>NOMINATION CRITERIA</u>:

(i) Candidates who have received an offer of admission from any UK University partnered with the CSC must upload a copy of the same on the SAKSHAT portal at the time of online application, failing which their candidature will not be considered.

- (ii) In case there are more applications than the number of nominations to be made, ranking of the UK University from where the candidate has secured an offer of admission as per the 'QS Ranking 2022' would be taken to draw up the merit list.
- (iii) Nominations would be made in a development theme wise proportional basis i.e. the more under the overall ceiling of 39 nominations.
- (iv) In case of a tie within a theme, the following criterion is to be adopted to break the tie:

"The merit list for nominating candidates would be drawn by giving priority to candidates who have completed their last qualifying exam either from Institutes of National Importance (INI)/Central Universities (CU)/Centrally funded Technical Institutes (CFT)/National Assessment and Accreditation Council (NAAC) accredited institutions ".

# 7. GENERAL INSTRUCTIONS:

- Candidates who do not possess the eligibility criteria need not apply.
- Canvassing in any form will be a disqualification.
- It is very important that applicants who are in employment to which they wish to return
  after completion of their studies in UK should have an assurance from their organization
  that on the final selection by the CSC, they will be granted sufficient leave to complete the
  study.
- Candidates are requested to frequently visit the Ministry Website <a href="https://www.education.gov.in/en/scholarships">www.education.gov.in/en/scholarships</a> as all further announcements will be uploaded there. Queries via e-mail may be directed to <a href="ess3.edu/danic.in">ess3.edu/danic.in</a> or by telephone at 011-26172492.
- The nominated candidates will be informed through a public notice on the Ministry's website.
- Candidates are advised to apply first on the CSC OAS and save a copy of their submitted
  application in pdf as they would be required to upload this when applying on the
  SAKSHAT Portal.
- Candidates must ensure that a valid email ID is given for their referees when applying on the CSC OAS as the referees will be sent an email request to submit the reference online.
- Anti Fraud Policy is enclosed at annexure for information.

# 8. IMPORTANT LINKS:

• For more details please visit: <a href="https://escuk.fedo.gov.uk/scholarships/commonwealth-masters-scholarships/">https://escuk.fedo.gov.uk/scholarships/commonwealth-masters-scholarships/</a>

- Link for CSC OAS: https://fs29.formsite.com/m3nCYq/tblglqaexe/index.html
- Link for SAKSHAT Portal: http://proposal.sakshat.ac.in/scholarship/ CSC Anti-France Policy: https://www.gov.uk/government/publications/esc-in-the-uk-anti-
- scholarship fraud rolicy and procedure please this visit on
- information any further ww education.gov.in/en/scholarships

(Santosh Kumar) Under Secretary to the Govt. of India Dated the 30 September 2021

# Anti-fraud Policy

Definition of fraud (in respect to the scholarship)

Use of deception to deprive, cause loss to another person or party; or secure unwarranted Falsely claiming academic and other achievements, false documentation, concealing/distorting whether it is in all will be treated as information/ material whether it is in electronic form, signature, photograph will be treated as

The Ministry of Education will investigate all the issues relating to fraud and will take

In case of actual, attempted or suspected fraud one should report his/her concerns at the first instance to the Deputy Secretary (Scholarships). There is also an online 'Centralized Public Grievance Redress and Monitoring System (CPGRAMS)' where complaint can be made. The

# Government of West Bengal Higher Education Department Bikash Bhavan, Salt Lake, Kolkata-700 091

# Notification

date:17-11-2021

No: 35- Edn(B)/HE/N/M&MS-03/2021

The State Government for some time past has been considering the need for extending benefits to larger section of meritorious students from poor economic background. The State Government, in order to extend the benefits of the Swami Vivekananda Merit-cum-Means Scholarship Scheme (hereafter referred to as the 'Scheme') to the larger section of meritorious students from poor economic background, to make the Scheme more inclusive, has been considering on reassessing the qualifying marks for the applicants.

In partial modification of this Department notification No:401A-Edn(CS)/10M-15/07 dated: 25-04-2007, the Governor has been pleased to extend the benefit of the Swami Vivekananda Merit-cum-Means Scholarship Scheme to include larger section of meritorious students from poor economic background within its scope. The Governor has been pleased to reassess the qualifying marks for the applicants of the Scheme and has marks qualifying the decrease pleased to Vivekananda Merit cum Means Scholarship for the financial year 2021-22 for the students who have scored 60% and above in aggregate in Madhyamik Pariksha for Higher Secondary Level, 60% and above in aggregate in Higher Secondary Examination for UG Level and whose family income is not more than Rs.2,50,000/- per annum.

This order is issued with the concurrence of the Finance (Group-N) Department, vide U.O. No: 2886 dated: 01-10-2021.

Sd/-

(Manish Jain)

Přincipal Secretary,

Higher Education Department

Government of West Bengal.

#### Government of West Bengal Department of Higher Education University Branch

Bikash Bhavan: 6th Floor: Salt Lake: Kolkata- 700091

Memo. No. 1060 -Edn (U)/1U-37/2020	Min Eake, Kojkata- 700091	
	Dated: 10-12-2021	
The Vice Chancellor,		
Sir/ Madam.	University (ALL)	

In terms of the this Department's Order No. 1058-Edn (CS)/10M-32/2021 dated 28.10.2021, the Offline classes at UG/ PG and higher level, including Ph. D. and Research works in all General Degree Colleges/ Engineering/ Professional Colleges and Universities has started since 16th November 2021, maintaining COVID 19 protocol.

As the maximum classes of current semester were taken in online mode, it is advised to all Universities/ Institutions in the State of West Bengal under the Administrative control of this Department to conduct the current semester examination in online mode, wherever it is possible.

This advisory is issued in exercise of the powers conferred by Section 18 of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 and with the approval of the competent authority.

You are requested to take suitable decision in your appropriate forum/ body and issue advisory to your all affiliating bodies in consultation with the stakeholders. This is issued with the approval of the competent authority.

Commissioner

Dated: 10-12-2021

Memo. No. 1060/1(6) -Edn (U)/1U-37/2020

- 1. Director of Public Instruction, West Bengal, Bikash Bhawan, Kolkata-700091; -- She is requested to send copy to each College under her control for taking necessary action.
- 2. Director of Technical Education, West Bengal, Bikash Bhavan, Kolkata- 700091; --- He is requested to send copy to each Engineering/ Professional Colleges under his control for taking necessary action;
- 3. Vice-Chairperson (Academic), West Bengal State Council of Higher Education, ASANNA, New Town,
- 4. Special Secretary, IT Cell, Higher Education Department, Bikash Bhawan, Kolkata-91;-- He is requested to arrange for uploading a copy in this Department's website; 5. Private Secretary to the Hon'ble M.I.C, Higher Education Department, Bikash Bhawan, Kolkata-91;
- 6. Sr. PS to the Principal Secretary, Higher Education Department, Bikash Bhawan, Kolkata-91;

Commissioner



Date: 28.12.2021

No.1293 -Edn(CS)/ 1P-20/2019

# NOTIFICATION

The Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to insert the following provision in the "West Bengal Non-Governor is pleased to be a pleased The Governor is pleased to insert the following provided and the second Rule 15":-

# Provision to be inserted:-

"15(b). A non-Govt. College teacher, retired compulsorily as a penalty, may be granted gratuity if any, admissible to him on the date of compulsory retirement."

This order is issued with the concurrence of Finance Department, vide their U.O. No. 238 F(Pen) dt. 29.11.2021.

By order of the Governor

Deputy Secretary

Date: 28.12.2021

No.1293 -Edn(CS)/ 1P-20/2019 Copy forwarded for information to:-

1. The Principal Accountant General (A&E), W.B.

2. The Director of Public Instruction, W.B. She is requested to circulate the order to all concerned under her control.

3. Finance (Audit) Department, Govt of W.B.

4. Finance Department (Pension Branch).

5. The P.S. to Hon'ble MIC, Higher Education Department.

6. The P.S. to Principal Secretary, Higher Education Department. The IT Cell of this Department, with the request to upload this order in the

8. Guard File.

Deputy Secretary

# GOVERNMENT OF WEST BENGAL DEPARTMENT OF HIGHER EDUCATION COLLEGE SPONSORED BRANCH BIKASH BHAVAN, 6TH FLOOR, SALT LAKE, KOLKATA - 700 091

Memo. No.1296-Edn(CS)/4C-17/2021/DPI-99/42/2020-JIX(DPI)-DPI

Dated: 29.12.2021

# NOTIFICATION

As the tenure of several Governing Bodies of the Government- aided Colleges under the control of this Department in the State of West Bengal are going to expire on/after 31st December 2021, the question of maintaining effective, continuous and uninterrupted academic and administrative functions in such Colleges is under active consideration of the State Government.

Now, after consideration of all these aspects including prevailing COVID- 19 pandemic and the fact that the State Government is under obligation in maintaining the Government-aided Colleges in West Bengal and to protect the interest of the Students, in such a manner so that the normal academic and administrative functions of such Colleges should not be hampered after 31st December 2021.

The State Government, in exercise of the powers conferred by Section 18 of the West Bengal Universities and Colleges ( Administration and Regulations) Act, 2017, is pleased to direct to extend the tenure of such Governing Bodies, with the present composition as on date, of Government-aided Colleges in West Bengal, whose tenure is likely to be expired within 31st December 2021 or within next 03 (three) months beyond 31st December 2021; till 31st March 2022 or Governing Bodies are re-constituted / Administrators are appointed at such Colleges or until further order, whichever is the earliest.

> Sd-S. Basuray Special Commissioner

Memo. No. 1296/1(6)-Edn(CS)/4C-17/2021/DPI-99/42/2020-JD(DPI)-DPI

Dated: 2912.2021

Copy forwarded for information and necessary action to -

- Director of Public Instruction, West Bengal, Bikash Bhavan, Kolkata 700 091.
- Dr. Ramaprasad Bhattacharya, JDPI (NGC), West Bengal.
- 3) Private Secretary to the Hon'ble Minister-in-Charge Department of Higher Education.
- 4) Sr. P.S. to the Principal Secretary, Department of Higher Education.
- 5) IT Cell, Department of Higher Education, with a request to upload in the Departmental website.
- 6) Guard File

# Government of West Bengal Department of Higher Education Bikash Bhavan: 6th Floor: Salt Lake: Kolkata-700091

Dated 31.01.2022

Memo No. 89 -Edn (CS)/10M-32/2021

	ALL		University
1.	The Vice Chancellor,	ALL	_ '
2	The Principal/ Teacher-in-Charge/ Officer-in-Charge		College

Sir/ Madam,

The competent authority in the Government of West Bengal has decided that the Offline classes at UG/PG and higher level, including Ph. D. and Research works in all General Degree Colleges/ Engineering/ Professional /Training Colleges and Universities will re-open on and from 03rd February 2022.

- 1. All the Colleges and Universities shall take suitable steps for cleaning and sanitising the Campus/Campuses maintaining COVID 19 Protocol positively by 02<sup>nd</sup> February 2022.
- 2. The Administrative Departments of the Colleges/ Universities, which are already in operation, in terms of this Department's No. 01-Pr Secy-HED/2022 dated 03.01.2022, shall attend their respective Institutions with effect from 01st February 2022, as per the extant guidelines issued from time to time.
- 3. Hostels may be opened in such cases where necessary as decided by the concerned Head of Institutions, strictly maintaining COVID norms & safety.
- 4. Advisory for maintaining COVID norms, which was enclosed in this Department's Order No. 1058-Edn (CS) dated 28.10.2021, shall be followed.
- 5. Suitable assistance of local administration may be taken as and when needed.

Principal Secretary

Memo No. 89 /1 (15) -Edn (CS)/10M-32/2021

Dated 31.01.2022

Copy forwarded for information to:

1. General Manager, Eastern Railways, 17. Netaji Subhas Road, Kolkata- 700001 for suitable necessary instructions please.

Kolkata



Gazette

Extraordinary Published by Authority

PAUSA 15]

WEDNESDAY, JANUARY 5, 2022

[SAKA 1943

PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL HIGHER EDUCATION DEPARTMENT BIKASH BHABAN, SALT LAKE KOLKATA-700091

No. 04L/OM-115L/2021

Date: 05.01.2022

## NOTIFICATION

In exercise of the powers conferred by sub-section (3) of Section 1 of the West Bengal College Service Commission Act, 2012 (West Bengal Act XXIX of 2012), the Governor is hereby, pleased to appoint the 1st Day of February, 2022 from which the provisions of Chapter IV of the West Bengal College Service Commission Act, 2012 shall come into effect.

By order of the Governor,

MANISH JAIN

Principal Secretary to the Government of West Bengal

Published by Higher Education Department, West Bengal and printed at Saraswaty Press Ltd. (Government of West Bengal Enterprise), Kolkata 700 056.

## Government of West Bengal Department of Higher Education College Sponsored Branch . Bikash Bhavan, Salt Lake, Kolkata - 700 091.

Dated, Kolkata the 4th March, 2012

No. 169-Edn(CS)/4A-02/2022

## ORDER

The undersigned is directed to state that after the restructuring of service conditions of Government Approved Part Time Teachers (PTTs), Government Approved Contractual Whole Time Teachers (CWTTs), it has been observed that some colleges faced problems in payment of Gratuity of Rs. 1.00 lakh (Rupees One Lakh) only from the Head of Account "18-2071-01-104-007. 04-00-V" to erstwhile PTTs and CWTTs who retired before 01.01.2020 on superannuation after rendering at least 10 years of continuous and satisfactory service in Government / Government aided Colleges of West Bengal. The matter was taken up with the Finance Department and sorted out.

Hence, the undersigned is directed to approve the payment of Gratuity of Rs.1.00 lakh (Rupees One Lakh) only under Demand No. 18 "2071 - Pension & Other Retirement Benefits - III - Civil - 104 - Gratuities - 00 - Administrative Exp. - 010 - Payment of Gratuities to State aided College Teachers (SACT) of State aided Govt. / Non Govt. Colleges - 04 - Pension / Gratuities" to the above mentioned Government Approved Part Time Teachers (PTTs), Government Approved Contractual Whole Time Teachers (CWTTs), who retired before 01.01.2020 on superannuation. after rendering at least 10 years of continuous and satisfactory service in Government /Governmentaided Colleges of West Bengal and are entitled to get such Gratuity in terms of Order No. 751-Edn(CS) dt. 21.09.2010.

The Undersigned is further directed to say that the Principal / Teacher-in-Charge of the college will draw the gratuity amount of Rs. 1.00 lakh (Rupees One Lakh) only from the concerned Treasury or Pay & Account Office and disburse the same to the incumbent.

This is issued with the concurrence of Finance Department, Group-N-Budget Branch, Vide o. 5658, U.O. dated 02.02.2022 U.O. No. 5658, U.O. dated 02.02.2022.

to the Government of West Bengal

Scanned with CamScanner



## GOVERNMENT OF WEST BENGAL DEPARTMENT OF HIGHER EDUCATION (COLLEGE SPONSORED BRANCH) BIKASH BHAVAN, SALT LAKE, KOLKATA-700091

No.222-Edn(CS)/8R-1/2010

Date: Kolkata, the 21" March, 2022

## **NOTIFICATION**

Sub: Recruitment Rules for Direct Recruitment of Principals in the State-aided General Degree Colleges in West Bengal.

Consequent upon recommendation of the University Grants Commission, vide Notification No. F.1-2/2017, dated 18.07,2018 regarding the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 notified in the Gazette of India on 18th July, 2018, prescribing revised rules keeping in mind the local conditions prevailing in the State for direct recruitment to the post of Principal in the State-aided General Degree Colleges was under active consideration of the State Government for some time past.

After careful consideration of all aspects stated above the Governor, in exercise of the power conferred by Section 8(2) of the West Bengal College Service Commission Act, 2017 (West Bengal Act XXIX of 2012), is hereby pleased to direct the following eligibility criteria, qualifications and norms for direct recruitment to the posts of Principal in the State-aided General Degree Colleges in West Bengal.

#### Rules

#### 1. Method of Recruitment: -

By Direct Recruitment to be conducted by the West Bengal College Service Commission excepting the Colleges granted minority status through the due process.

2. Pay Scale: - As notified by the Government.

- 3. Academic Qualifications and Experience (or an equivalent grade in a point scale i) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale i) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point grade ii) A Master's Degree with a point grade iii) A Master's Degree with a point grade iii and i) A Master's Degree with at least 55% marks (University/Institutions, along with wherever grading system is followed) by a recognized University/Institutions, along with wherever grading system is followed) by a recognized in the Note I below; relaxations applicable to specified categories, as explained in the Note I below;
- iii) Professor/Associate Professor with a total service/experience of at least fifteen (15) years iii) Professor/Associate Professor with a total so of teaching/research in Universities, Colleges and other institutions of higher education, as
- iv) A minimum of 10 research publications in peer-reviewed or UGC-listed journals;
- v) A minimum 110 Research Score as per Appendix II, Table 2 (Methodology for University and College Teachers for calculating Academic/Research Score) of UGC Regulations, 2018; vi) Any other stipulations prescribed by UGC from time to time as accepted by the State
- Government on the date of Advertisement.

#### NOTE I

# Relaxation of Marks for Direct Recruitment to the Post of Principal:

- i. A relaxation of 5% marks shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Castes/ Scheduled Tribe/ Other Backward Classes (OBC) (Non-creamy Layer)/Differently-abled [(a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness] for the purpose of eligibility and assessing good academic record for direct recruitment.
- ii. A relaxation of 5% marks shall be provided (from 55% to 50% of the marks) to the Ph.D Degree holders who have obtained their Master's Degree prior to September 19, 1991.
- iii. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above is permissible based on only the qualifying marks, without including any grace mark

iv. All the essential qualifications must have been obtained from a recognized University/ Institute. By a recognized University/Institute is meant a University/Institute affiliated to UGC/other statutory and a second a second and a second UGC/other statutory apex bodies, or recognized by the State or Central Government as a centre of higher learning. centre of higher learning. In case of a foreign University, the Degree concerned should be recognized as equivalent to its Indian counterpart by the Association of Indian Universities.

#### NOTE 2

# Teaching/ Research/ Administrative Experience criteria:

- (A) Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR. ICHR, ICMR and DBT, should count for the direct recruitment of Principal, provided that-
- (a) The essential qualifications of the post held were not lower than the qualifications prescribed here;
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Associate Professor (Reader) and Professor;
- (c) The concerned Associate Professor or Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Associate Professor and Professor, as the case may be:
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments;
- (e) The previous appointment was not as guest lecturer for any duration;
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment to Principal, provided that-
- (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Associate Professor and Professor, as the case may be;
- (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;

(iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Associate Professor or Professor, as the case may be; and

- (c) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private local body/Government), while comming the past service under this clause.
- notifying the past service under this curese.

  (B) The period of time spent by the candidates to acquire M. Phil and/ or Ph.D. Degree that not be claimed or considered as terching/research experience for appointment to the post of Principal.
- (C) Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave shall be counted as teaching experience for the purpose of direct recruitment to the post of Principal.

## 4. Proficiency in Language:

Proficiency in language, spoken and written, concerning the medium of instruction of the concerned institution (language/medium of instruction shall be indicated by the appointing authority while requisitioning the advertisement).

#### 5. Age:

Not below 40 (forty) years and not above 55 (fifty five) years on the 1st day of January of the year of advertisement;

Provided that the upper age-limit may be relaxable for the candidate belonging to the categories of Scheduled Caste, Scheduled Tribe and Other Backward Class (non-creamy layers) and Differently-able categories as per extant rules / orders of the State Government.

#### 6. Procedure in General:

The overall selection procedure shall incorporate a transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system based as provided in the UGC Regulations, 2018.

This order supersedes this Department's Order No. 710-Edn(CS) dated 28.06.2017 and all previous Orders issued in the same context.

By order of the Governor,

Sd/- Manish Jain Principal Secretary to the Government of West Bengal

## APPENDIX-II Table 2 (UGC Regulations, 2018)

## Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as; copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc...)

S.N. Aendemic/Research Activity	Faculty of Sciences /Engineering /Agriculture /Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/Arts/Social Sciences/Library/ Education/Physical Education/Commerce/ Management & other related disciplines		
. Research Papers in Peer-Reviewed of UGC listed Journals	08 per paper	10 per paper		
Publications (other than Research papers)	THE PARTY CONTROL OF THE PARTY	gal anni lana manarana anni anni anni anni anni anni an		
(a) Books authored which are published by ;	. В от п. т. се во в передот у тим в веним него иновите выпов в полителирия вичес в от в			
International publishers	12	12		
National Publishers	10	10		
Chapter in Edited Book	().5	05		
Editor of Book by International Publisher	10	10		
Editor of Book by National Publisher	08	288		
(b) Translation works in Indian and Foreign Languages by qualified faculties				
Chapter or Research paper	0.3	03		
on the state of th	08	. 08		
Book Creation of ICT mediated Teaching Learning pedagogy and content and levelopment of new and innovative courses and curricula	ANN REPORT THE CONTRACT OF THE	aria arian hangal		
) Development of Innovative	O.S.	the things of the		
CONTROLS	02 per curricula/course	02 per curricula/course		

-		A STATE AND A STATE OF THE ABOVE OF THE ABOV			
	(e) MOOCs  Development of complete MOOCs in 4	20	20		
	quadrants (a credit course)(in case of MOOCs of lesser credits 05	_			
elisaja esser	marks/credit)	0.5	05		
Name and	MOOCs (developed in 4 quadrum) per module/lecture	02			
-	Contents—for subjectmenterexperifores chmodulers MOOCs (at least onequadram)		0.5		
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08		
	(d) E-Content				
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12		
	e-Content (developed in 4 quadrants) per module	05	05		
	Contribution to development of e- content module in complete course/paper/e-book (at least one quadrant)	02	02		
De selle production de	Editor of e-content for complete course/	10	10		
	(a) Research guidance				
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted		
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarde		
	(b) Research Projects Completed				
	More than 10 lakhs	10	10		
	Less than 10 lakhs	05	05		
OF THE REAL PROPERTY.	(c) Research Projects Ongoing:		03		
	More than 10 lakhs	05	05		
	Less than 10 lakhs	02	02		
	(d) Consultancy	03	03		
	(a) Patents		US		
	International	10	10		
	National	07	10		
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central				
	Government or State Government)				
erystlens o	Government)				
er control	International National	10	10		

State		
(c) Awards/Fellowship	04	04
- international		The second secon
National	07	07
	05	05
6. *Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
International (Abroad)	. 07	07
International (within country)	07	05
National	05	
State/University	03	03 02

## The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

I)	Paper in refereed journals without impact factor			5 Points
ii)	Paper with impact factor less than 1	-		10 Points
iii)	Paper with Impact factor between 1 and 2	-		15 Points
iv)	Paper with impact factor between 2 and 5	•		20 Points
v)	Paper with impact factor between 5 and 10	-		25 Points
vi)	Paper with impact factor>10	-		30 Points

- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/ Principal/ Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

#### Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Cosupervisor, both shall get 7 marks each.
- \*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document

and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

The research score shall be from the minimum of three categories out of six categories.

## GOVERNMENT OF WEST BENGAL DETAITMENT OF HIGHER EDUCATION COLLEGE SPONSORED BRANCH BIKASI I BI IAYAN, 6 TELOOR, SALT LAKE, KOLKATA - 700 09 1

Memo No.225-Edn(CS)/4C-17/2021/DPJ-99/42/2020-JD(DPJ)-DPJ

As the tenure of several Governing Bodies of the Government- aided Colleges under the control of this Department in the State of West Bengal are going to expire on/after 31"March 2022, the question of maintaining effective, continuous and uninterrupted academic and administrative functions in such Colleges is under active consideration of the State Government.

Now, after consideration of all these aspects and the fact that the State Government is under obligation in maintaining the Government-aided Colleges in West Bengal and to protect the interest of the Students, in such a manner so that the normal academic and administrative functions of such Colleges

The State Government, in exercise of the powers conferred by Section 18 of the West Bengal Universities and Colleges ( Administration and Regulations) Act, 2017, is pleased to direct to extend the tenure of such Governing Bodies, with the present composition as on date, of Government-aided Colleges in West Bengal, whose tenure is likely to be expired within 314March 2022 or within next 03 (three) months beyond 31st March 2022; till 30st June 2022 or Governing Bodies are re-constituted / Administrators are appointed at such Colleges or until further order, whichever is the earliest,

> Self- S. Basuray Special Commissioner

Dated: 26,03,2022

Memo, No225 /1(6)-Edn(CS)/4C-17/2021/DPI-99/42/2020-JD(DPI)-DPI

Dated: 26,03,2022

Copy forwarded for information and necessary action to -

- 1) Director of Public Instruction, West Bengal, Bikash Bhavan, Kolkata 700 091.
- 2) Dr. Ramaprasad Bhattacharya, JDPI (NGC), West Bengal,
- 3) Private Secretary to the Hon'ble Minister-in-Charge Department of Higher Education.
- 4) Sr. P.S. to the Principal Secretary, Department of Higher Education.
- 5) IT Cell, Department of Higher Education, with a request to upload in the Departmental website.
- 6) Guard File

Deputy Secretary



# Government of West Bengal Department of Higher Education

C.S. Branch

Bikash Bhavan, Salt Lake, Kolkata-700091 Date: 24.5.2022

No.: 396-Edn(CS)/5P-43/2021

## **NOTIFICATION**

Subject: Protection of pay in the post of Principal at Govt-aided Protection of pay in the post-aided college colleges on movement from a Govt/Govt-aided college to a Govt-aided college

In continuation of this department's notification, bearing No. 1202-Edn(CS)/ 5P-64/17 dated 27.9.2018, the Governor is pleased to order that a regular full-time Associate Professor/Professor/Principal of a Govt/Govt-aided college affiliated to any State-aided university in this State, appointed to the post of Principal at a Govt-aided college on the recommendation of The West Bengal College Service Commission after observing the relevant recruitment rules, will be eligible for the benefit of protection of last pay drawn/admissible, with effect from the date of joining in the post of Principal, subject to the fulfilment of the following conditions:

- 2. (a) he/she has served on a permanent basis in a substantively approved post(s) at a Govt/Govt-aided college(s) affiliated to any State-aided university, for at least five years continuously and satisfactorily as on the last date of applying in response to an advertisement;
  - (b) he/she has applied through the proper channels;
  - (c) the new post carries duties and responsibilities of the same or greater importance, and
  - (d) there shall not be any break in service between leaving the former post and joining the latter post, reasonable journey time being not treated as a break in service.
- 2. (a) the pay on protection in the new post shall be fixed in the revised pay-structure in such a manner that i) if a Cell corresponding to the amount of the last pay drawn/admissible in the former post is available in the Academic Level of the new post, then the pay shall be fixed in that Cell and ii) if there exists no such Cell, the pay shall be fixed in the immediate higher Cell in the Academic Level post, provided as drawn/admissible was/is in order, and that last the

Contd on p 2.

- (b) the date of increment shall be the 1st day of July provided that he/she has completed six months or above in the revised pay structure of the new post as on the 1st day of July.
- 3. This order applies retrospectively notionally from 01.01.2016 with actual effect from 01.01.2020.
- 4. The order is issued with the concurrence of the Finance Department, vide its U.O. No. Group P1/2022-2023/0053 dated 13.5.2022.
- 5. All concerned are being informed accordingly.

By order of the Governor,

Del 24/5/22 Deputy Secretary to the Govt of West Bengal

Date: 24.5.2022

No.: 396/1(8)-Edn(CS)/5P-43/2021

Copy forwarded for information and taking action:

- 1. Principal Accountant General (A&E), west Bengal Treasury Buildings, Kolkata-700001;
- 2. Director of Treasuries and Accounts, West Bengal 16 Murgighata, B.B.D. Bagh, Kolkata-700001 -with the request to circulate the copy to all Treasuries concerned;
- Pay and Accounts Officer, Pay and Accounts Office-I 81/2/2 Phears Lane, Kolkata-700012;
- 4. Pay and Accounts Officer, Pay and Accounts Office-II P-1 Hyde Lane, Kolkata-700073;
- 5. Pay and Accounts Officer, Pay and Accounts Office-III Subhanna, CGO Complx, 5th and 6th Floors DF Block, Sector-I, Salt Lake, Kolkata-700064;
- 6. Director of Public Instruction, West Bengal Bikash Bhavan, Salt Lake, Kolkata-700091;
- 7. PS to MIC, Department of Higher Education Bikash Bhavan, Salt Lake, Kolkata-700091, and 8. PA to Principal Secretary, Department of Higher Education
- Bikash Bhavan, Salt Lake, Kolkata-700091.

Deputy Secretary to the Govt of West Bengal

## GOVERNMENT OF WEST BENGAL DEPARTMENT OF HIGHER EDUCATION COLLEGE SPONSORED BRANCH

BIKASH BHAVAN, 6TH FLOOR, SALT LAKE, KOLKATA - 700 091

MemoNo.504-Fdn(CS)/4C-17/2021/DPI-99/42/2020-JD(DPI)-DPI

Dated: 30.06.2022

## NOTIFICATION

As the tenure of several Governing Bodies of the Government- aided Colleges under the control of As the tenure of several Governing Boules of the expire on/after 30th June, 2022, the question of this Department in the State of West Bengal are going to expire and administrative function of this Department in the State of West Bengai are going and administrative functions in such Colleges is under active consideration of the State Government.

Now, after consideration of all these aspects and the fact that the State Government is under obligation in maintaining the Government-aided Colleges in West Bengal and to protect the interest of the Students, in such a manner so that the normal academic and administrative functions of such Colleges should not be hampered after 30th June, 2022.

The State Government, in exercise of the powers conferred by Section 18 of the West Bengal Universities and Colleges (Administration and Regulations) Act, 2017, is pleased to direct to extend the tenure of such Governing Bodies, with the present composition as on date, of Government-aided Colleges in West Bengal, whose tenure is likely to be expired within 30th June, 2022 or within next 06 (six) months beyond 30th June 2022; till 31st December 2022 or Governing Bodies are re-constituted / Administrators are appointed at such Colleges or until further order, whichever is the earliest.

> Sd/- S. Basuray Special Commissioner

Memo. No.504 /1(6)-Edn(CS)/4C-17/2021/DPI-99/42/2020-JD(DPI)-DPI

Dated: 30.06.2022

Copy forwarded for information and necessary action to -

- 1) Director of Public Instruction, West Bengal, Bikash Bhayan, Kolkata 700 091.
- 2) Dr. Ramaprasad Bhattacharya, JDPI (NGC), West Bengal.
- 3) Private Secretary to the Hon'ble Minister-in-Charge Department of Higher Education.
- 4) Sr. P.S. to the Principal Secretary, Department of Higher Education.
- 5) IT Cell, Department of Higher Education, with a request to upload in the Departmental website.

### Government of West Bengal Department of Higher Education College Sponsored Branch Bikash Bhayan, 6th Floor: Salt Lake, Kolkata = 700 091

No. 507 - Edn(CS)/10M-95/14

Date: 30th June 2022

## **NOTIFICATION**

# Sub: Online admissions for the Academic Session 2022-23 to all UG & PG Courses

The result of the West Bengal Higher Secondary Examination 2022 has been published and the rest results of the equivalent examinations are expected to be announced shortly. This Department has received and a little to be has received queries from different Universities & Colleges regarding the admission modalities to be followed by them for the ensuing academic session 2022-23.

Considering the success achieved in online admission process, and in view of the fact that the requisite infrastructure has already been put in place in the State's higher education institutions, it is hereby informed to all concerned that admissions to all Under Graduate (Honours and General) and Post Graduate courses in the State-funded Higher Education Institutions in West Bengal for the ensuing academic session 2022-2023 will be made online in Standalone mode, as per the schedule & modalities detailed below:

#### Schedule:

## For Under Graduate Courses (1st year admission)

- a) Date of opening of Online Portal for Application for UG Courses 18th July 2022
- b) Completion of Application in the Online Portal for UG Courses by 5<sup>th</sup> August 2022
- c) Publication of Merit Lists in UG Courses by - 16th August 2022
- d) Completion of Admission at the UG Courses by - 15th September 2022
- e) Start of 1st Semester of UG Courses on - 19th September 2022

## For Post Graduate Courses (1st year admission)

- a) Publication of Results of the Final Semester of UG Courses by - 31st August 2022
- b) Date of opening of Online Portal for Application for PG Courses - 1st September 2022
- c) Completion of Application in the Online Portal for PG Courses by 15th September 2022
- 20th September 2022 d) Publication of Merit Lists in PG Courses by
- e) Completion of Admission at the PG Courses by - 21st October 2022
- f) Start of 1st Semester of PG Courses from - 1st November 2022

#### Modalities:

On-line admission process should be done based on merit. Prospective students should not be called for counseling or verification of documents during the process of admission. No physical presence will be required at the College / University.

2) No Charges shall be taken from the students for (i) scanning/ uploading of documents for only prospectus of admission o No Charges shall be taken from the students application form/ prospectus of admission in all admission and (ii) providing/ making available the application form/ prospectus of admission in all admission and (iii) providing/ making available the application form/ prospectus of admission in all admission and (iii) providing/ making available the application form/ prospectus of admission in admission and (iii) providing/ making available the application form/ prospectus of admission in admission and (iii) providing/ making available the application form/ prospectus of admission in admission and (iii) providing/ making available the application form/ prospectus of admission in admission and (iii) providing/ making available the application form/ prospectus of admission in admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application form/ prospectus of admission and (iii) providing/ making available the application and (iii) UG/PG level courses like last year.

3) Eligible applicants should be informed directly by the College/ University authorities through letter UG/PG level courses like last year.

or e-mail or telecommunication.

4) Payment of fees should be done only through e-payment or designated banks and not physically at

the colleges.

5) List of eligible applicants should be handed over to the designated bank branches for verificalion during payment through banks. Banks will receive admission fees on the basis of merit list, during payment through valiks. Daniel during application. Verification of documents 6) All testimonials are required to be uploaded online during application.

All testimoniais are required to 55 are its report for the classes in due course. Admission if required, should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted on-line.

7) The ratio for Home University students and other University students shall be 80:20. However, the unfilled Home University Seats, if any, will be filled up by the outside University students and vice-versa in PG courses.

8) All Stakeholders shall adhere to the COVID-19 norms/ protocol, issued by the Government time to time.

Vice-Chancellors of all State-aided Universities are requested to take necessary steps in this regard, including issuing suitable instructions to all the affiliated institutions. However, the Netali Subhas Open University shall follow the time schedule as per guidelines of Open Distance Learning as done last year.

This advisory does not apply to admission to teacher training courses such as B.Ed., B.P.Ed., M.Ed., or M.P.Ed. etc., for which a separate Notification is being issued.

Sd/-

Special Commissioner

No. 507/1(38) - Edn(CS)/10M-95/14

Date: 30th June 2022

Copy forwarded for taking necessary action to the :-

- 1) Director of Public Instruction., West Bengal, Bikash Bhawan, Kolkata-700091; --- She is requested to send copy to each Govt./Govt. aided College for taking necessary action.
- 2) Vice-Chancellor, University of Calcutta, College Street, Senate House, Kolkata-700073;
- Vice-Chancellor, Jadavpur University, Jadavpur, Kolkata-700032;
- 4) Vice-Chancellor, University of Burdwan, Rajbati, Burdwan, Pin-713104;
- 5) Vice-Chancellor, University of Kalyani, Nadia, Pin-741235;
- 6) Vice-Chancellor, Rabindra Bharati University, 56A, B.T. Road, Kolkata- 700050;
- 7) Vice-Chancellor University of North Rengal Raia Rammohannur North Rengal Darieeling Pin-734013: