

PROSPECTUS

UNDERGRADUATE DEGREE PROGRAMME, ACADEMIC YEAR
2021-22



NETAJI SUBHAS OPEN UNIVERSITY
DD-26, Sector-I, Salt Lake City, Kolkata-700067

Guidelines to be Followed Mandatorily:

A. In order to be able to appear at the Term-End examination on completion of 3rd and 5th semester, each learner is required to pay their programme fees and studentship fees at the end of 2nd and 4th semester as and when notified by the University.

B. The Assignment for each theoretical course has to be submitted only by the learner having completed the formalities of renewal, as stated in **A**, to the Co-ordinators of the respective Learner Support Centre, within the due date to be notified by the Examination Department of the University from time to time. Evaluated Assignment copies are returnable to Learners.

C. Learners intend to appear at a Term-End Examination having submitted the assignment course, as stated in **B**, within due date of submission of assignment course, are required to fill in application forms as per notification issued by the Examination Department of the University.

D. Admit Card will be issued by the Examination Department before the respective Term-End Examination only to those learners having completed the formalities as indicated in **A, B and C** above.

E. Written assessed answer scripts for all University Term-End Examinations shall not be preserved by the University beyond three months from the respective dates of publication of results.

F. Learner should:

- ✓ Interact with the coordinator of her/his respective Learner Support Centre.
- ✓ Carry Enrollment Certificate-cum-Identity Card issued by the University whenever he/she visits Learner Support Centre or any office of the University.
- ✓ Check NSOU official website: www.wbnsou.ac.in regularly for updated information.
- ✓ Submit assignment only after getting valid Enrollment Certificate-cum-Identity Card.

Dear Learner,

Netaji Subhas Open University (NSOU) is the only State Open University (SOU) in West Bengal that offers the Under Graduate (UG) Degree Programme through the Open and Distance Learning (ODL) system. NSOU is also one of the largest of such SoU's in Eastern India, both in terms of reach out and plethora of programmes offered. I therefore take this opportunity to congratulate you on the choice of the ODL Mode of higher studies.

On behalf of the entire family of Netaji Subhas Open University that is spread out all across our state of West Bengal through a wide network of Learner Support Centres (LSCs), I extend a cordial welcome to you, dear learner, for the new academic session. As a pedagogy of learning, ODL has the unique potential for blending dynamism and flexibility while ensuring parity with the highest standards of academic engagement. Such a blend, I am sure, will empower you with education that will stand in good stead as you steer through the challenges of life.

As a University, NSOU has the rare credit of enrolling near about 4.75 lakhs learners in different programmes across a wide spectrum of academic disciplines, both in conventional and non-conventional programmes. Our aim is to reach out to learners in every corner of West Bengal with a choice of options as may befit one's acumen, abilities and requirements in life. It is our time-tested conviction that this Open University is dedicated heart and soul to fostering empowerment through education.

With a vibrant green academic campus at Kalyani, Nadia fully operational; and a number of Regional Centres at strategic locations, the University is in rapid expansion mode. Today we have with us the academic excellence of enthusiastic faculty members who are continuously engaged in developing quality SLMs (Self Learning Materials) in print under Choice Based Credit System (CBCS) system. These print materials are augmented with ICT based online and offline materials that strive to make learning a happy activity for you. In fact, our protracted initiatives at introducing ICT both for academic and administrative purposes have made NSOU a force to reckon with in all processes related to learner support. The wide network of Learner Support Centres across West Bengal ensure that you as a learner, are always in close connectivity with your University, no matter how distant you may be geographically located.

To conclude, I wish you the fulfilment of your goals with the support of and in conformity with the rules and regulations of Netaji Subhas Open University.

Subha Sankar Sarkar
Vice-Chancellor
Netaji Subhas Open University

Disclaimer

Learners enrolled, will have to abide by the Rules and Regulations of the University relating to admission, examination including publication of results, Personal Contact Programme (PCP) and continuation of studentship.

The University reserves the right to alter, variate, amend, repeal and interpret any of the Rules/Regulations relating to programmes of Study, Eligibility and Admission criteria including intake limit of Learners, Fee Structure and other related matters.

Merely submission of admission form and causing appearance in the counselling for Admission does not confer any right of admission to a particular programme unless found suitable in accordance with the eligibility criteria which may be altered, amended and/or varied from time to time in the event, such action is felt necessary by the University Authority.

If it is found during the period of validity of enrollment that the learner admitted was not eligible for admission to that programme, enrollment shall stand cancelled, at the discretion of the University Authority.

The University Authority reserves the right to fix the Schedule of Examination and reschedule the same with prior notice to learners through University Website and/or may employ any other mode which the University Authority may feel convenient in its discretion.

Jurisdiction of Court of Law

All disputes, relating to Rules and/or Regulations of the University governing the processes of admission, examinations including publication of results, PCP, continuation of studentship and other related matters, shall be resolved within the jurisdiction in The High Court at Calcutta.

**Sd/-
Registrar, NSOU**

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1. The Concept of Open University

The pedagogy of Open Learning places the primary responsibility of acquiring knowledge on the learner. On its part the University facilitates a flexible learning schedule, provides a kitty of advanced support services and offers accreditation by way of examinations.

The Open University represents an alternative approach to higher learning. It stands apart from a highly formal, institutionalized and centrally administered system of education. Its philosophy is built around the principles of universality, flexibility and innovativeness. Its ideas and institutions, its methods and procedures are all shaped accordingly. Conceptually, it can be viewed as a system drawing upon the best elements in formal and non-formal education.

The 'openness' consists of a variety of features.

First, it offers easy access to the learners. The entry requirement is not too exacting. A genuine interest in picking up knowledge is all that it expects. Consequently, it would try to embrace as many learners as possible.

Second, its territorial reach is visibly wide. It aims at bringing education to the doorstep of the learner, wherever he or she may be. Various methods of communication and contact are used for this purpose. The classroom of the University, thus, is as wide as the entire land it seeks to serve.

Third, the Open University is learner-oriented. It devises its programmes and methods of teaching to suit the needs of the learners. Their options and inclinations are given due priorities. A variety of programmes—short-term or long-term, liberal or professional can be pursued under the University.

Fourth, it believes in fair distribution of quality education, teaching aid, consultancy and study materials. Whatever resources the University has been made evenly available to all learners wherever or whoever he or she might be. It eliminates variations and discrimination.

Fifth, its administration is decentralized. In promoting Distance Education, the University creates a wide network of Learner Support Centre. Learners need only to come to the nearest available centre for collecting all information, completing all formalities, discussing their academic issues and appearing for evaluation of their work at intervals chosen by them.

Sixth, learner assessment under Open University is based on continuous assessment and credit system. It does not require learners to get bogged down in one final examination. One can study at one's own pace.

It short, the Open University seeks to open up the treasure house of knowledge to the maximum number of users. Thereby it would enhance their skills for productivity and further learning. Socially, too, the University promises steady empowerment of those who suffered backwardness for want of these skills. Considering the current trends all over the world, the Open University is going not only to complement the conventional system of higher education but may soon occupy the centre stage also in developing countries where the resources do not measure up to the vastness of the clientele.

2. Netaji Subhas Open University: Vision and Mission

Vision:

The NSOU, the only State Open University in West Bengal, delivers to build up the quality human resource base of the State and, along with other Open Universities of the country, and moves towards the improvement of the quality of open distance education. It also intends to promote and develop appropriate ambience to develop an international standard distance education scenario in our country, keeping in view of the demands for education of the learners in tune with the requirements of the twenty-first century.

Mission:

- To propagate quality education in flexible mode all over the State and to provide access to different skills-enhancing educational programmes.
- To collaborate with other Higher Education Institutions (HEIs) for academic and research endeavours.
- To provide education in the vernacular language, i.e., Bengali and making it available at low cost to the underprivileged people.
- To provide facility of Lifelong education to the intending learners.
- To integrate technological tools in the pedagogy for facilitating the learning experiences.
- To contribute to the existing body of knowledge through research and extension activities.
- To render services for the development of the State in particular and the Nation in general in order to sensitize the learners towards a humanistic and democratic ecosystem.

3. Degrees, Recognition and Accreditation

After successful completion of the programme the learners will get Bachelor Degree (B.A./ B.Sc./B.Com.) on the basis of performance of the learners in the term-end examinations.

Recognized by:

- ✓ University Grants Commission (UGC) u/s 2(f) vide letter No.F.9-2-97 (CPP-I) dated 26 August, 1998.
- ✓ Distance Education Council (DEC) vide letter No.f:DEC/OU/Recog/2008 dated 8 April, 2008 and thereafter UGC-DEB.
- ✓ Govt. of West Bengal vide letter No.316-SE(Appt.) dated 21 March 2000 and 501-SE(A)/10M-51/99 dated 15 May 2000.
 - ✓ UGC-DEB for offering programmes through Distance Mode for Academic Year 2018-19 to 2022-23 vide F.No. 1-6/2018 (DEB-I) dated 09.08.2018 & 03.10.2018 and F.No. I-18/2018 (DEB-I) dated 31.12.2018.

The Degree awarded by the NSOU (B.A./B.Com./B.Sc.) is equivalent to any such degree awarded by a recognized University of the country. Government of West Bengal, CSC, PSC, UPSC, RRB etc. recognize the degrees awarded by Netaji Subhas Open University as equivalent to the degrees awarded by conventional Universities for the purpose of recruitment. Other State Universities recognize the degrees of Open University, and graduates from Netaji Subhas Open University are eligible for admission to post-graduate programmes offered by other State Universities.

Accreditation:

Netaji Subhas Open University was accredited by NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC) with A grade with CGPA of 3.05 (out of 4).

The accreditation was completed for the 1st Cycle and grade declared on 08-04-2021.

4. Programme

The University offers 15 (fifteen) Under Graduate Degree Programmes from three different stream of studies viz Arts, Commerce and Science. For Arts stream there are eight honours subjects which are Bengali (HBG), English (HEG), History (HHI), Economics (HEC), Political Science (HPS), Sociology (HSO), Education (HED) and Public Administration (EPA-Old Syllabus). For Science stream University offers six honours subjects those are Physics (HPH), Chemistry (HCH), Mathematics (HMT), Botany (HBT), Zoology (HZO) and Geography (HGR). One honours subject is offered from the commerce stream i.e. Bachelor of Commerce (HCO).

5. Course Curriculum: Choice Based Credit System (CBCS)

University has implemented Choice Based Credit System (CBCS) for Under Graduate Degree Programmes from the Academic Year 2021-22 except B.A. in Public Administration (EPA-Old Syllabus) following the guidelines as prescribed by the UGC in "MINIMUM COURSE CURRICULUM FOR UNDER GRADUATE COURSES UNDER CHOICE BASED CREDIT SYSTEM".

6. School of Studies

School of Sciences: The School of Sciences (SoSci) is one of the leading departments of the University in terms of teaching in sciences. The School has well-developed computing facilities viz smart class room, well-equipped laboratories for Geography, Botany, Mathematics, Chemistry, Zoology and Physics and a resourceful departmental library. The teaching emphasis is on topics of Mathematics (Applied/Pure), Geography (Urban), Zoology, Physics, Chemistry and Botany. At present, the teaching of science subjects through SoSci is spread over in the state of West Bengal through more than 60 Learner Support Centre. In near future more Learner Support Centres will be opened with thrust on "Reaching the unreached" particularly in the disadvantaged sector of the rural community & minority with application of IT. The research and teaching contributions of SoSci have been acknowledged in many ways. The Under Graduates and Post Graduates passing out of SoSci have found subsequent positions with great ease in different spheres of the society. The school organizes lectures/Laboratory Counselling-cum-evaluation Sessions (LCES)/seminars/workshops / Special Lectures periodically in both face-to-face and virtual mode on different topics. Many of the faculty members are frequent speakers at national and international conferences. The faculty members regularly publish research papers in the best peer reviewed international/ national research journals. Faculties of SoSci have also taken care of UGC-DEB sponsored research projects. With all the faculties, learners and staff, SoSci is a progressive and close-knit department.

The School offers following Under Graduate Degree Programmes:

Courses	Program Code	Eligibility	Program Duration	Registration Valid for	No. of Chances for Studentship Renewal
B.Sc. in Physics (Hons.)	HPH	Passed 10+2 examination or equivalent with 40% marks in respective subject and pass marks in Mathematics			
B.Sc. in Chemistry (Hons.)	HCH	Passed 10+2 examination or equivalent with 40% marks in respective subject and pass marks in Mathematics			5 times during registration validation period (once per year)
B.Sc. in Mathematics (Hons.)	HMT	Passed 10+2 examination or equivalent with 50% marks in Mathematics.	*3 Years	*6 Years	
B.Sc. in Geography (Hons.)	HGR	Passed 10+2 examination or equivalent with 50% marks in Geography.			
B.Sc. in Zoology (Hons.)	HZO	Passed 10+2 examination or equivalent with 50% marks in Biology			

B.Sc. in Botany (Hons.)	HBT	Passed 10+2 examination or equivalent with 40% marks in Biology
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School of Humanities: The establishment of the School of Humanities (SOH) marks a reiteration of the commitment of Netaji Subhas Open University to underline the need of devising strategies for capacity building through Humanities. With this broad goal in mind, the SOH intends to pursue serious academic research and offer programmes to learners within the precincts of the Open and Distance Learning mode. With dynamic and vibrant faculty to moot, the vision of the School is to intensify outreach through ODL so as to inculcate an ambience of cultural-literary pursuits that has always been the forte of the state of West Bengal. The mission of SOH is to foster a community, cutting across institutional lines, that will disseminate the study of language and literatures in vernaculars and English, encourage trans-literary activities, become a centre for pan-India literary confluence and in due course of time evolve as a window to the wider world from this part of the country. In a nutshell, the endeavour of the SOH will be to rear itself in the true spirit of Open Learning.

Our hand-picked human resource is well augmented with a state of the art Interactive Learning Centre that serves as a hub in the creation of next generation multimedia materials, a full-fledged Editing laboratory for training learners of Journalism and Mass Communication courses, infrastructure for smart classrooms and a well-stocked library. The faculty of the SOH have engaged themselves in UGC-DEB sponsored projects and this keeps them in constant interactions with the wider academia. Our faculty are also invited for consultancy and special academic exchanges by institutions both in the ODL and regular modes.

The School offers following Under Graduate Degree Programmes:

Programmes	Programme Code	Eligibility	Programme Duration	Registration Valid for	No. of Chances for Studentship Renewal
B.A. in Bengali (Hons.)	HBG	Passed 10+2 Examination or equivalent / Passed 10+2 in Vocational Courses			5 times during registration validation period (once per year)
B.A. in English (Hons.)	HEG	Passed 10+2 Examination with 40% marks in English or equivalent / Passed 10+2 in Vocational Courses with 40% marks in English	*3 Years	*6 Years	

School of Social Sciences: The school of Social Sciences (SoSS) is a newly constituted school emanating from the erstwhile school of Humanities & Social Sciences. Since its emergence it included within its realm a wide range of disciplines namely Political Science, History, Public Administration and Sociology. The School of Social Sciences is proud to offer Post Graduation Programmes in Political Science, History and Public Administration. However along with the said disciplines, programmes at the Graduation level are also extended to the discipline of Sociology. The objective of the school is not only to impart quality education through Open and Distance mode but also cater to the need of the learners academically and professionally.

The School offers following Under Graduate Degree Programmes:

Programmes	Programme Code	Eligibility	Programme Duration	Registration Valid for	No. of Chances for Studentship Renewal
B.A. in History (Hons.)	HHI	Passed 10+2 Examination or equivalent/ Passed 10+2 in Vocational Courses			5 times during registration
B.A. in Political Science (Hons.)	HPS	Passed 10+2 Examination or equivalent/ Passed 10+2 in Vocational Courses	*3 Years	*6 Years	

B.A. in Sociology (Hons.)	HSO	Passed 10+2 Examination or equivalent/ Passed 10+2 in Vocational Courses	validation period (once per year)
B.A. in Public Administration (Hons.) – Old Syllabus	EPA	Passed 10+2 Examination or equivalent/ Passed 10+2 in Vocational Courses	

School of Education:

The School of Education (SoE) was established in 2013 with a view to provide quality inputs in Education as a liberal discipline and Teacher Education in particular to pre and in-service Teacher Education and development of academic output in Education and Special Education. The School contours into a full-fledged department with ODL degree programmes, viz., UG, PG, B.Ed. Spl Ed and Ph.D. in regular mode. There was a pressing demand from the LSCs and learners and society at large that the Under Graduate Programme (B.A. in Education) be introduced. To achieve the integrity as well as to develop meaningful equity and access to the already existing M.A. in Education programme, the introduction of B.A. in Education was very much needed. With this backdrop, the University was successful to accord necessary approval from the UGC-DEB. Nonetheless, B.A. in Education is being introduced from 2018-19 academic session. The CBCS curriculum of this programme have been framed to keep abreast with changing nature of structure of knowledge in Education and meet the regional, national and global needs. SLMs are prepared with utmost academic diligence to meet the quality and standards of the programme. The School harbours well-knitted and dynamic faculty members. The faculty members are constantly engaged in multifarious initiatives like academic, research, rehabilitation and extension /outreach activities. All such activities ensure enriched atmosphere of the School towards creating an inclusive culture. The School is always eyeing to provide its learners through University ICT support in rejuvenating the academic mission of “Reaching the unreached”. The ICT support encompasses online classes, tutorial sessions, digitised SLMs, A/V lectures and all type of academic and administrative support through the support service cell. A dedicated website (www.nsouict.ac.in) is being maintained for this purpose. The learners can log on by their log in ID and may have 24x7 learning experiences.

The School offers following Under Graduate Degree Programme:

Programme	Programme Code	Eligibility	Programme Duration	Registration Valid for	No. of Chances for Studentship Renewal
B.A. in Education (Hons.)	HED	Passed 10+2 examination or equivalent (Arts & Science streams only) with 45% marks	*3 Years	*6 Years	5 times during registration validation period (once per year)

School of Professional Studies: The establishment of the School of Professional Studies (SoPS) reflects a holistic and pragmatic approach of the University towards the professional education in the modern era. The School has been given the responsibility of conducting the programmes on Commerce & Management, Social Work, Library & Information Science and Economics.

The syllabi of all the programmes have been framed to keep abreast with new developments in each subject in order to, on the one hand, suit the needs of the job market and on the other, give a comprehensive coverage. The School helps in creating individuals with specialized skills as required by the job market relating to management, finance, library and information science, social work and economics with a strong theoretical, practical as well as experimental knowledge in the respective discipline. The School has been established keeping an eye to rejuvenate this academic mission with a difference to prepare value added human resources for the tailor made workforces.

The School is trying to reach its learners through ICT. Under ICT support, the learners enrolled in B.Com., B.A. in Economics, M.Com., MSW, MLIS and BLIS will get digitized SLMs, A/V lectures and all type of academic and

administrative support through the Support Service Cell. A dedicated website (www.nsouict.ac.in) is being maintained for this purpose. The learners can log on by their log in ID and may have 24x7 learning experiences.

The School offers following Under Graduate Degree Programmes:

Programmes	Programme Code	Eligibility	Programme Duration	Registration Valid for	No. of Chances for Studentship Renewal
Bachelor of Commerce (B.Com.-Hons.)	HCO	Passed 10+2 examination or equivalent / Passed 10+2 in vocational courses			5 times during registration validation period (once per year)
B.A. in Economics (Hons.)	HEC	Passed 10+2 Examination or equivalent / Passed 10+2 in Vocational Courses	*3 Years	*6 Years	

* The minimum duration of the course is 3 (three) years from the date of registration. The registration is valid for a period of maximum 6 (six) years provided the candidate pays programme fees, studentship fees and other relevant fees within due time as and when notified by the University.

7. Programme Structure

Programme Structure Under Choice Based Credit System (CBCS):

Choice Based Credit System is a well-designed and comprehensive education system to meet the ever growing needs of the society and create an environment to accommodate innovations. It is a flexible system where the learner is at a liberty to learn in his own pace. It provides greater choice to select elective courses from a wide range of courses. Providing enhanced learning opportunities and greater choice, forms a foundation for skill development which helps in producing employable graduates. Various components have been formulated in a way to fulfill scholastic needs and aspirations of diverse learners.

CBCS pattern consists of different types of courses introduced to broaden the base in higher learning.

Core courses are compulsory courses which are necessary for fulfilling the requirements of a programme in a said discipline of study. Elective courses are optional and selected from courses which are supportive in nature, which enable the learner to expand the scope of the discipline of study. The learners also get exposure to other disciplines which enhance their general proficiency, skill and open thinking. The Generic or discipline centric courses provide window to unlimited knowledge. Ability Enhancement courses lead to knowledge enhancement and personality development. These are mandatory for all disciplines and woven to impart value-based education.

Outline of Choice Based Credit System (CBCS):

1. Core Course (CC): A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course. **A learner of BA/ B.Sc./ B.Com. honours programme, shall have to study 14 Core Courses of respective honours subject as specified in section "Subject wise Course Curriculum" for each of the 6 semesters.**

2. Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

2.1 Discipline Specific Elective (DSE) Course: Elective courses may be offered by the main subject of study is referred to as Discipline Specific Elective. **A learner of BA/ B.Sc./ B.Com. honours programme, shall have to study 4 DSE courses of respective honours subject in V and VI semester as specified in section "Subject**

wise Course Curriculum”. Modalities for selection of DSE courses for each honours subject is detailed in section “Subject wise Course Curriculum”.

2.2 Generic Elective (GE) Course: An elective course chosen generally from an unrelated subject, with an intention to seek exposure is called a Generic Elective. **A learner of BA/ B.Sc./ B.Com. honours programme, shall have to study 4 GE courses in I, II, III and IV semester. Modalities for selection of GE courses for each honours subject is detailed in section “Subject wise Course Curriculum”.**

Note: Courses of Elective Course viz DSE and or GE, wherein MOOCs were adopted in the CBCS scheme, learners have to follow Credit Transfer Policy of Massive Open Online Courses (MOOCs) of Netaji Subhas Open University as per UGC guidelines and related notification as and when intimated by the University.

3. Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: **Ability Enhancement Compulsory Courses (AECC)** and **Skill Enhancement Courses (SEC)**. “AECC” courses are the courses based upon the content that leads to Knowledge enhancement; i. English / Bengali and ii. Environmental Studies. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

3.1 Ability Enhancement Compulsory Courses (AECC): AECC courses are the courses based upon the content that leads of knowledge enhancement. This is mandatory for all learners enrolled in any honours programme. **A learner of BA/ B.Sc./ B.Com. honours programme, shall have to study 2 AECC courses in I and II semester. Modalities for selection of AECC courses for each honours subject is detailed in section “Subject wise Course Curriculum”.**

3.2 Skill Enhancement Courses (SEC): These courses designed to provide value-based and/or skill-based knowledge. **A learner of BA/ B.Sc./ B.Com. honours programme, shall have to study 2 SEC courses in III and IV semester.**

Details of Course component and its distribution:

Programme Component	SEM	No. of Courses	Credit per Course	Marks per Course	Marks per Course	
					TEE	Assignment
Core Course (CC)	I to VI	14	6	70	50	20
Discipline Specific Elective Course (DSEC)	V and VI	04	6	70	50	20
Generic Elective Course (GEC)	I, II, III and IV	04	6	70	50	20
Ability Enhancement Course (AECC)	I and II	02	2	70	50	20
Skill Enhancement Course (SEC)	III and IV	02	2	60	50	10
		26	Total Credit : 140 ; Total Marks : 1800			

Note: For practical courses, there is no assignment mark, full marks will be evaluated in Term-End Examination (TEE) only.

Programme component and semester wise distribution of courses:

	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
Core Course	CC-01, 02	CC-03, 04	CC-05, 06, 07	CC-08, 09, 10	CC-11, 12	CC-13, 14
Generic Elective	GE-01	GE-02	GE-03	GE-04	--	--
Discipline Specific	--	--	--	--	DSE-01, 02	DSE-03, 04
Ability Enhancement Compulsory Course	AECC-01	AECC-02	--	--	--	--
Skill Enhancement Course	--	-	SE-01	SEC-02	--	--
Total No. of Course	4	4	5	5	4	4
Total Credits	20	20	26	26	24	24

PROGRAMME STRUCTURE UNDER OLD SYLLABUS:

B.A. in Public Administration (EPA) is offered under semester system. Programme structure for B.A. in Public Administration (EPA) is given below.

Elective Programmes And Programme Code	Subsidiary Course (Any One from respective Combination)	AOC Course	Foundation Courses (4 Courses are compulsory for each elective Subject)	Others Course (Compulsory for each elective Subject)
Public Administration	EPA Political Science (SPS-I, II, III) or Bengali (SBG- I, II, III) or History (SHI- I, II, III)	Food Processing (AOC –2)	<ul style="list-style-type: none"> Humanities and Social Science (FHS); Science and Technology (FST); Bengali (FBG); English (FEG) 	Environmental Studies

8. Academic Session

As per UGC public notification vide F.No.1-25/2018(DEB-I) dated 08.01.2020 University follows July Academic session for Under Graduate Degree programmes in every academic year.

9. Duration of the Programme

The minimum duration of the Under Graduate Degree Programme is 3 (three) years from the date of registration. The registration is valid for a period of maximum 6 (six) years provided the candidate pays requisite fees at the beginning of the 3rd & 5th semesters.

10. Programme wise Course Curriculum

Programme Structure of HPH: B.Sc. in Physics (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-PH-01	Lab -I	Practical	6	180	70	--	70	21	ENG
		CC-PH-02	Lab -II	Practical	6	180	70	--	70	21	ENG
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21	
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
	AE-EG-12	* English	ENG								
	II	CC-PH-03	Mechanics and General Physics	Theory	6	180	50	20	70	21	ENG
		CC-PH-04	Mathematical Methods in Physics-I	Theory	6	180	50	20	70	21	ENG
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21	
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
	2 nd Year	III	CC-PH-05	Lab -III	Practical	6	180	70	--	70	21
CC-PH-06			Lab -IV	Practical	6	180	70	--	70	21	ENG
CC-PH-07			Mathematical Methods in Physics-II	Theory	6	180	50	20	70	21	ENG
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
IV		SE-PH-11	Electrical Circuits and Network Skills	Theory	2	60	50	10	60	18	ENG
		CC-PH-08	Electricity and Magnetism	Theory	6	180	50	20	70	21	ENG
		CC-PH-09	Waves and Optics	Theory	6	180	50	20	70	21	ENG
		CC-PH-10	Mathematical Methods in Physics - III	Theory	6	180	50	20	70	21	ENG
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21	
		SE-PH-21	Renewable Energy and Energy Harvesting	Theory	2	60	50	10	60	18	ENG
3 rd Year	V	CC-PH-11	Lab - V	Practical	6	180	70	--	70	21	ENG
		CC-PH-12	Thermodynamics and Statistical Mechanics	Theory	6	180	50	20	70	21	ENG
		DS-PH-11	Physics of Devices and Communication	Theory	6	180	50	20	70	21	ENG
		DS-PH-21	DSE Lab- I	Practical	6	180	70	--	70	21	ENG
	VI	CC-PH-13	Quantum Physics	Theory	6	180	50	20	70	21	ENG
		CC-PH-14	Electronics	Theory	6	180	50	20	70	21	ENG
		DS-PH-31	Solid State Physics	Theory	6	180	50	20	70	21	ENG
		DS-PH-41	Nuclear and Particle Physics	Theory	6	180	50	20	70	21	ENG
TOTAL				140				1800			

11. GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Mathematics	GE-MT-11: Statistical Techniques	ENG	GE-MT-21: Dynamical Systems	ENG	GE-MT-31: Applications of Algebra	ENG	GE-MT-41: Modelling and Simulation	ENG
Chemistry	GE-CH-11: Basic Physical Chemistry	ENG	GE-CH-21: Basic Inorganic Chemistry	ENG	GE-CH-31: Basic Organic Chemistry	ENG	GE-CH-41: Application Oriented Chemistry	ENG
							¥ GE-CH-42: Approved MOOCs'	

* Learners have to choose any one from **AE-BG-11**: Bengali or **AE-EG-12**: English as Ability Enhancement Compulsory Course 1

Learners have to choose any one course from each individual GE group of Semester I, II, III and IV.

¥ Learners willing to choose MOOCs course as an option of study are advise to visit University official website for detailed instruction. In this regard, enrolled learners may communicate with Concerned School of Studies for guidance during their study of the programme.

Programme Structure of HCH: B.Sc. in Chemistry (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-CH-01	Practical Paper I	Practical	6	180	70	--	70	21	ENG
		CC-CH-02	Practical Paper II	Practical	6	180	70	--	70	21	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
	GE-01: # Refer Table below				6	180	50	20	70	21	
	II	CC-CH-03	Inorganic Chemistry I	Theory	6	180	50	20	70	21	ENG
		CC-CH-04	Organic Chemistry I	Theory	6	180	50	20	70	21	ENG
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
GE-02: # Refer Table below				6	180	50	20	70	21		
2 nd Year	III	CC-CH-05	Practical Paper III	Practical	6	180	70	--	70	21	ENG
		CC-CH-06	Practical Paper IV	Practical	6	180	70	--	70	21	ENG
		CC-CH-07	Inorganic Chemistry II	Theory	6	180	50	20	70	21	ENG
		GE-03: # Refer Table below				6	180	50	20	70	21
	IV	SE-CH-11	Intellectual Property Rights	Theory	2	60	50	10	60	18	ENG
		CC-CH-08	Organic Chemistry II	Theory	6	180	50	20	70	21	ENG
		CC-CH-09	Physical Chemistry I	Theory	6	180	50	20	70	21	ENG
		CC-CH-10	Physical Chemistry II	Theory	6	180	50	20	70	21	ENG
GE-04: # Refer Table below				6	180	50	20	70	21		
SE-CH-21	Pharmaceutical Chemistry	Theory	2	60	50	10	60	18	ENG		
3 rd Year	V	CC-CH-11	Practical Paper V	Practical	6	180	70	--	70	21	ENG
		CC-CH-12	Inorganic Chemistry III	Theory	6	180	50	20	70	21	ENG
		DS-CH-11	Polymer Chemistry	Theory	6	180	50	20	70	21	ENG
		DS-CH-21	Practical Paper VI	Practical	6	180	70	--	70	21	ENG
	VI	CC-CH-13	Organic Chemistry III	Theory	6	180	50	20	70	21	ENG
		CC-CH-14	Physical Chemistry III	Theory	6	180	50	20	70	21	ENG
		DS-CH-31	Analytical Chemistry & Green Chemistry	Theory	6	180	50	20	70	21	ENG
		DS-CH-41	Inorganic Materials of Industrial Importance and Green Chemistry	Theory	6	180	50	20	70	21	ENG
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Mathematics	GE-MT-11: Statistical Techniques	ENG	GE-MT-21: Dynamical Systems	ENG	GE-MT-31: Applications of Algebra	ENG	GE-MT-41: Modelling and Simulation	ENG
Physics	GE-PH-11: Mechanics	ENG	GE-PH-21: Thermal Physics	ENG	GE-PH-31: Waves and Optics	ENG	GE-PH-41: Elements of Modern Physics	ENG
Botany	GE-BT-11: Biodiversity	ENG	GE-BT-21: Plant Ecology and Taxonomy	ENG	GE-BT-31: Plant Anatomy and Embryology	ENG	GE-BT-41: Economic Botany and Plant Biotechnology	ENG

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1.

Learners have to choose any one paper from each individual GE group of Semester I, II, III and IV.

Programme Structure of HMT: B.Sc. in Mathematics (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-MT-01	Algebra	Theory	6	180	50	20	70	21	ENG
		CC-MT-02	Analytical Geometry	Theory	6	180	50	20	70	21	ENG
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21	
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
	II	CC-MT-03	Calculus	Theory	6	180	50	20	70	21	ENG
		CC-MT-04	Real Analysis	Theory	6	180	50	20	70	21	ENG
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21	
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
2 nd Year	III	CC-MT-05	Numerical Methods	Theory	6	180	50	20	70	21	ENG
		CC-MT-06	Computer Programming & Numerical Methods Lab	Practical	6	180	70	--	70	21	ENG
		CC-MT-07	Differential Equations	Theory	6	180	50	20	70	21	ENG
		GE-03: # Refer Table below		Theory	6	180	50	20	70	21	
		SE-MT-11	Logic and Sets	Theory	2	60	50	10	60	18	ENG
	IV	CC-MT-08	Theory of Real Functions and Functions of Several Variables	Theory	6	180	50	20	70	21	ENG
		CC-MT-09	Riemann Integration and Series of Functions	Theory	6	180	50	20	70	21	ENG
		CC-MT-10	Group Theory	Theory	6	180	50	20	70	21	ENG
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21	
		SE-MT-21	Graph Theory	Theory	2	60	50	10	60	18	ENG
3 rd Year	V	CC-MT-11	Multivariate Calculus and PDE	Theory	6	180	50	20	70	21	ENG
		CC-MT-12	Ring Theory and Linear Algebra	Theory	6	180	50	20	70	21	ENG
		DS-MT-11	Number Theory	Theory	6	180	50	20	70	21	ENG
		DS-MT-21	Probability and Statistics	Theory	6	180	50	20	70	21	ENG
	VI	CC-MT-13	Mechanics	Theory	6	180	50	20	70	21	ENG
		CC-MT-14	Metric Spaces and Complex Analysis	Theory	6	180	50	20	70	21	ENG
		DS-MT-31	Linear Programming	Theory	6	180	50	20	70	21	ENG
		DS-MT-41	Integral Transform	Theory	6	180	50	20	70	21	ENG
TOTAL					140			1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Physics	GE-PH-11: Mechanics	ENG	GE-PH-21: Thermal Physics	ENG	GE-PH-31: Waves and Optics	ENG	GE-PH-41: Elements of Modern Physics	ENG
Geography	GE-GR-11: Rural Development	ENG	GE-GR-21: Geography of Tourism	ENG	GE-GR-31: Climate Change: Vulnerability and Adaptations	ENG	GE-GR-41: Disaster Management	ENG
Chemistry	GE-CH-11: Basic Physical Chemistry	ENG	GE-CH-21: Basic Inorganic Chemistry	ENG	GE-CH-31: Basic Organic Chemistry	ENG	GE-CH-41: Application Oriented Chemistry	ENG
							¥ GE-CH-42: Approved MOOCs'	

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one course from each individual GE group of Semester I, II, III and IV.

¥ Learners willing to choose MOOCs course as an option of study are advise to visit University official website for detailed instruction. In this regard, enrolled learners may communicate with Concerned School of Studies for guidance during their study of the programme.

Programme Structure of HGR: B.Sc. in Geography (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Availab le In		
1 st Year	I	CC-GR-01	Cartographic Techniques Lab & Thematic Mapping and Surveying Lab	Practical	6	180	70	--	70	21	ENG	
		CC-GR-02	Geotectonics and Geomorphology Lab & Climatology Lab	Practical	6	180	70	--	70	21	ENG	
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN	
		AE-EG-12	* English								ENG	
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21		
	II	CC-GR-03	Geotectonics and Geomorphology	Theory	6	180	50	20	70	21	ENG	
		CC-GR-04	Human Geography	Theory	6	180	50	20	70	21	ENG	
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN	
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21		
		TOTAL										
2 nd Year	III	CC-GR-05	Statistical Methods in Geography Lab & Human Geography Lab	Practical	6	180	70	--	70	21	ENG	
		CC-GR-06	Remote Sensing, GIS Lab & Research Methodology and Field Work Lab	Practical	6	180	70	--	70	21	ENG	
		CC-GR-07	Climatology	Theory	6	180	50	20	70	21	ENG	
		SE-GR-11	Remote Sensing	Theory	2	60	50	10	60	18	ENG	
		GE-03: # Refer Table below		Theory	6	180	50	20	70	21		
	IV	CC-GR-08	Environment Geography	Theory	6	180	50	20	70	21	ENG	
		CC-GR-09	Hydrology and Oceanography	Theory	6	180	50	20	70	21	ENG	
		CC-GR-10	Economic Geography	Theory	6	180	50	20	70	21	ENG	
		SE-GR-21	Research Methods	Theory	2	60	50	10	60	18	ENG	
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21		
		TOTAL										
	3 rd Year	V	CC-GR-11	Disaster Management Lab & Environment Geography Lab	Practical	6	180	70	--	70	21	ENG
			CC-GR-12	Regional Planning and Development	Theory	6	180	50	20	70	21	ENG
			DS-GR-11	Soil & Bio Geography	Theory	6	180	50	20	70	21	ENG
DS-GR-21			Urban Geography	Theory	6	180	50	20	70	21	ENG	
VI		CC-GR-13	Evolution of Geographical Thought	Theory	6	180	50	20	70	21	ENG	
		CC-GR-14	Geography of India	Theory	6	180	50	20	70	21	ENG	
		DS-GR-31	Population Geography	Theory	6	180	50	20	70	21	ENG	
		DS-GR-41	Social Geography	Theory	6	180	50	20	70	21	ENG	
TOTAL												

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	ENG
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204-1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757-1947)	ENG	GE-HI-41: MAKING OF CONTEMPORARY INDIA	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
							GE-SO-42: Rethinking Development	ENG

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one course from each individual GE group of Semester I, II, III and IV.

Programme Structure of HZO: B.Sc. in Zoology (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Availabl e In	
1 st Year	I	CC-ZO-01	Animal Diversity, Structure and Development Lab	Practical	6	180	70	--	70	21	ENG
		CC-ZO-02	Animal Physiology, Molecular Biology and Evolution Lab	Practical	6	180	70	--	70	21	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
		GE-01: # Refer Table below			Theory	6	180	50	20	70	21
	II	CC-ZO-03	Basic Concept of Taxonomy and Diversity of Non- chordates	Theory	6	180	50	20	70	21	ENG
		CC-ZO-04	Diversity of Chordates	Theory	6	180	50	20	70	21	ENG
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		GE-02: # Refer Table below			Theory	6	180	50	20	70	21
	2 nd Year	III	CC-ZO-05	Ecology and Biochemistry Lab	Practical	6	180	70	--	70	21
CC-ZO-06			Cell Biology and Parasitology Lab	Practical	6	180	70	--	70	21	ENG
CC-ZO-07			Cell and Molecular Biology	Theory	6	180	50	20	70	21	ENG
SE-ZO-11			Sericulture	Theory	2	60	50	10	60	18	ENG
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
IV		CC-ZO-08	Biochemistry and Metabolic Processes	Theory	6	180	50	20	70	21	ENG
		CC-ZO-09	Principals of Ecology	Theory	6	180	50	20	70	21	ENG
		CC-ZO-10	Developmental Biology	Theory	6	180	50	20	70	21	ENG
		SE-ZO-21	Aquarium Fish Keeping	Theory	2	60	50	10	60	18	ENG
		GE-04: # Refer Table below			Theory	6	180	50	20	70	21
3 rd Year	V	CC-ZO-11	Genetics and Developmental Biology Lab	Practical	6	180	70	--	70	21	ENG
		CC-ZO-12	Genetics	Theory	6	180	50	20	70	21	ENG
		DS-ZO-11	Animal Behaviour and Chronobiology	Theory	6	180	50	20	70	21	ENG
		DS-ZO-21	Animal Behaviour and Insect Biology Lab	Practical	6	180	70	--	70	21	ENG
	VI	CC-ZO-13	Animal Physiology: Controlling and Coordinating System	Theory	6	180	50	20	70	21	ENG
		CC-ZO-14	Evolutionary Biology	Theory	6	180	50	20	70	21	ENG
		DS-ZO-31	Biology of Insecta	Theory	6	180	50	20	70	21	ENG
		DS-ZO-41	Aquatic Biology	Theory	6	180	50	20	70	21	ENG
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Botany	GE-BT-11: Biodiversity	ENG	GE-BT-21: Plant Ecology and Taxonomy	ENG	GE-BT-31: Plant Anatomy and Embryology	ENG	GE-BT-41: Economic Botany and Plant Biotechnology	ENG
Chemistry	GE-CH-11: Basic Physical Chemistry	ENG	GE-CH-21: Basic Inorganic Chemistry	ENG	GE-CH-31: Basic Organic Chemistry	ENG	GE-CH-41: Application Oriented Chemistry ¥ GE-CH-42: Approved MOOCs'	ENG

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one course from each individual GE group of Semester I, II, III and IV.

¥ Learners willing to choose MOOCs course as an option of study are advise to visit University official website for detailed instruction. In this regard, enrolled learners may communicate with Concerned School of Studies for guidance during their study of the programme

Programme Structure of HBT: B.Sc. in Botany (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-BT-01	1. Phycology, Microbiology 2. Mycology and Phytopathology, 3. Archegoniatae	Practical	6	180	70	--	70	21	BEN
		CC-BT-02	Phycology, Microbiology	Theory	6	180	50	20	70	21	BEN
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
	GE-01: # Refer Table below		Theory	6	180	50	20	70	21		
	II	CC-BT-03	Mycology & Phytopathology	Theory	6	180	50	20	70	21	BEN
		CC-BT-04	Archegoniatae	Theory	6	180	50	20	70	21	BEN
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
GE-02: # Refer Table below		Theory	6	180	50	20	70	21			
2 nd Year	III	CC-BT-05	1. Anatomy, Economic Botany 2. Morphology, Plant Systematics 3. Plant Ecology and Phytogeography	Practical	6	180	70	--	70	21	BEN
		CC-BT-06	1. Biomolecules and Plant Metabolism 2. Plant Physiology, Reproductive Biology of Angiosperms	Practical	6	180	70	--	70	21	BEN
		CC-BT-07	Anatomy, Economic Botany	Theory	6	180	50	20	70	21	BEN
		GE-03: # Refer Table below		Theory	6	180	50	20	70	21	
	IV	SE-BT-11	Medicinal Botany	Theory	2	60	50	10	60	18	ENG
		CC-BT-08	Morphology, Plant Systematics	Theory	6	180	50	20	70	21	BEN
		CC-BT-09	Plant Physiology, Reproductive Biology of Angiosperms	Theory	6	180	50	20	70	21	BEN
		CC-BT-10	Biomolecules, Plant Metabolism	Theory	6	180	50	20	70	21	BEN
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21	
		SE-BT-21	Plant Diversity and Human Welfare	Theory	2	60	50	10	60	18	ENG
3 rd Year	V	CC-BT-11	1. Cell Biology 2. Plant Biotechnology 3. Genetics and Molecular Biology	Practical	6	180	70	--	70	21	BEN
		CC-BT-12	Genetics and Molecular Biology	Theory	6	180	50	20	70	21	BEN
		DS-BT-11	Stress Biology	Theory	6	180	50	20	70	21	ENG
		DS-BT-21	1. Stress Biology 2. Natural Resource Management 3. Plant Breeding	Practical	6	180	70	--	70	21	ENG
	VI	CC-BT-13	Plant Ecology and Phytogeography	Theory	6	180	50	20	70	21	BEN
		CC-BT-14	Cell Biology, Plant Biotechnology	Theory	6	180	50	20	70	21	BEN
		DS-BT-31	Plant Breeding	Theory	6	180	50	20	70	21	ENG
		DS-BT-41	Natural Resource Management	Theory	6	180	50	20	70	21	ENG
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Zoology	GE-ZO-11: Animal Diversity	ENG	GE-ZO-21: Aquatic Biology	ENG	GE-ZO-31: Insect Vector and Disease	ENG	GE-ZO-41: Food, Nutrition and Health	ENG
Chemistry	GE-CH-11: Basic Physical Chemistry	ENG	GE-CH-21: Basic Inorganic Chemistry	ENG	GE-CH-31: Basic Organic Chemistry	ENG	GE-CH-41: Application Oriented Chemistry	ENG
							¥ GE-CH-42: Approved MOOCs'	

* Learners have to choose any one from **AE-BG-11:** Bengali or **AE-EG-12:** English as Ability Enhancement Compulsory Course 1

Learners have to choose any one course from each individual GE group of Semester I, II, III and IV.

¥ Learners willing to choose MOOCs course as an option of study are advise to visit University official website for detailed instruction. In this regard, enrolled learners may communicate with Concerned School of Studies for guidance during their study of the programme

Programme Structure of HBG: B.A. in Bengali (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-BG-01	বাংলা সাহিত্যের ইতিহাস (প্রাচীন ও মধ্যযুগ)	Theory	6	180	50	20	70	21	BEN
		CC-BG-02	বাংলা ভাষার ইতিহাস ও ভাষাতাত্ত্বিক পরিচয়	Theory	6	180	50	20	70	21	BEN
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English		ENG						
		GE-01: # Refer Table below			Theory	6	180	50	20	70	21
	II	AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		CC-BG-03	আধুনিক বাংলা সাহিত্যের ইতিহাস (উনবিংশ শতাব্দী)	Theory	6	180	50	20	70	21	BEN
		CC-BG-04	ভাষাবিজ্ঞান ও বাংলা ভাষা	Theory	6	180	50	20	70	21	BEN
		GE-02: # Refer Table below			Theory	6	180	50	20	70	21
	2 nd Year	III	CC-BG-05	প্রাগাধুনিক বাংলা সাহিত্য	Theory	6	180	50	20	70	21
CC-BG-06			ছন্দ, অলঙ্কার ও ভারতীয় কাব্যতত্ত্ব	Theory	6	180	50	20	70	21	BEN
CC-BG-07			বাংলা সাহিত্যের ইতিহাস (বিংশ শতাব্দী)	Theory	6	180	50	20	70	21	BEN
SE-BG-11			ICT in Education	Theory	2	60	50	10	60	20	ENG
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
IV		SE-BG-21	Reading & Reflecting on Text	Theory	2	60	50	10	60	20	ENG
		CC-BG-08	বাংলা কথাসাহিত্য	Theory	6	180	50	20	70	21	BEN
		CC-BG-09	প্রবন্ধ, রম্যরচনা ও পত্রসাহিত্য	Theory	6	180	50	20	70	21	BEN
		CC-BG-10	সাহিত্যের রূপরীতি ও আন্দোলন	Theory	6	180	50	20	70	21	BEN
		GE-04: # Refer Table below			Theory	6	180	50	20	70	21
3 rd Year	V	CC-BG-11	বাংলা কাব্য-কবিতা (উনিশ ও বিশ শতক)	Theory	6	180	50	20	70	21	BEN
		CC-BG-12	নাটক ও নাট্যমঞ্চ	Theory	6	180	50	20	70	21	BEN
		DS-BG-11	বাংলা শিশু-কিশোর সাহিত্য	Theory	6	180	50	20	70	21	BEN
		DS-BG-21	কল্পকাহিনি ও রহস্য-রোমাঞ্চ	Theory	6	180	50	20	70	21	BEN
	VI	CC-BG-13	বাংলার লোকসংস্কৃতি ও লোকসাহিত্য	Theory	6	180	50	20	70	21	BEN
		CC-BG-14	সংস্কৃত ও ইংরেজি সাহিত্যের ইতিহাস	Theory	6	180	50	20	70	21	BEN
		DS-BG-31	বাংলাদেশের সাহিত্য	Theory	6	180	50	20	70	21	BEN
		DS-BG-41	অনুবাদ ও বাংলায় অনুবাদ সাহিত্য	Theory	6	180	50	20	70	21	BEN
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204-1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757-1947)	ENG	GE-HI-41: MAKING OF CONTEMPORARY INDIA	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	ENG
English	GE-EG-11: Reading, Writing and Comprehension Skills	ENG	GE-EG-21: Media and Mass Communication Skills	ENG	GE-EG-31: Text and Performance	ENG	GE-EG-41: Language and Linguistics	ENG

* Learners have to choose any one from AE-BG-11: Bengali or AE-EG-12: English as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively. If there is 2 option available for GE course 4 in Semester IV, candidate have to choose any one option.

Programme Structure of HEG: B.A. in English (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-EG-01	British Poetry and Drama: 14 th Century to Early 17 th Century	Theory	6	180	50	20	70	21	ENG
		CC-EG-02	European Classical Literature	Theory	6	180	50	20	70	21	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
	GE-01: # Refer Table below			Theory	6	180	50	20	70	21	
	II	AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		CC-EG-03	British Poetry & Drama: 17 th and 18 th Centuries	Theory	6	180	50	20	70	21	ENG
		CC-EG-04	Indian Classical Literature	Theory	6	180	50	20	70	21	ENG
GE-02: # Refer Table below			Theory	6	180	50	20	70	21		
2 nd Year	III	CC-EG-05	Indian Writing in English	Theory	6	180	50	20	70	21	ENG
		CC-EG-06	British Prose Literature: 17 th and 18 th Centuries	Theory	6	180	50	20	70	21	ENG
		CC-EG-07	British Romantic Literature	Theory	6	180	50	20	70	21	ENG
		SE-EG-11	ICT in Education	Theory	2	60	50	10	60	18	ENG
		GE-03: # Refer Table below			Theory	6	180	50	20	70	21
	IV	SE-EG-21	Reading & Reflecting on Text	Theory	2	60	50	10	60	18	ENG
		CC-EG-08	British Literature: 19 th Century	Theory	6	180	50	20	70	21	ENG
		CC-EG-09	British Literature: The Early 20 th Century	Theory	6	180	50	20	70	21	ENG
		CC-EG-10	American Literature	Theory	6	180	50	20	70	21	ENG
		GE-04: # Refer Table below			Theory	6	180	50	20	70	21
3 rd Year	V	CC-EG-11	Women's Writing	Theory	6	180	50	20	70	21	ENG
		CC-EG-12	Popular Literature	Theory	6	180	50	20	70	21	ENG
		DS-EG-11	Modern Indian Writing in Translation into English	Theory	6	180	50	20	70	21	ENG
		DS-EG-21	Literary Criticism	Theory	6	180	50	20	70	21	ENG
	VI	CC-EG-13	Modern European Drama	Theory	6	180	50	20	70	21	ENG
		CC-EG-14	Postcolonial Literatures	Theory	6	180	50	20	70	21	ENG
		DS-EG-31	Partition Literature	Theory	6	180	50	20	70	21	ENG
		DS-EG-41	British Literature: Post World War II	Theory	6	180	50	20	70	21	ENG
TOTAL					140			1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204-1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757-1947)	ENG	GE-HI-41: MAKING OF CONTEMPORARY INDIA	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	
Bengali	GE-BG-11: বাংলার সমাজ ও সাংস্কৃতিক পরিচয়	BEN	GE-BG-21: বাংলা সাহিত্যের ইতিহাস (আধুনিক যুগ)	BEN	GE-BG-31: ভাষা, ছন্দ ও অলঙ্কার	BEN	GE-BG-41: আধুনিক বাংলা সাহিত্যঃ নির্বাচিত পাঠ	BEN

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively. If there is 2 option available for GE course 4 in Semester IV, candidate have to choose any one option.

Programme Structure of HHI: B.A. in History (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-HI-01	HISTORY OF INDIA- I	Theory	6	180	50	20	70	21	BEN
		CC-HI-02	SOCIAL FORMATIONS AND CULTURAL PATTERNS OF THE ANCIENT WORLD	Theory	6	180	50	20	70	21	ENG
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21	
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
	AE-EG-12	* English	ENG								
	II	CC-HI-03	HISTORY OF INDIA II	Theory	6	180	50	20	70	21	ENG
		CC-HI-04	SOCIAL FORMATIONS AND CULTURAL PATTERNS OF THE MEDIEVAL WORLD	Theory	6	180	50	20	70	21	BEN
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21	
AE-ES-21		Environmental Studies	Theory	2	60	50	20	70	21	BEN	
2 nd Year	III	CC-HI-05	HISTORY OF INDIA III (c. 750 -1206)	Theory	6	180	50	20	70	21	ENG
		CC-HI-06	RISE OF THE MODERN WEST- I	Theory	6	180	50	20	70	21	ENG
		CC-HI-07	HISTORY OF INDIA IV (c.1206 - 1550)	Theory	6	180	50	20	70	21	ENG
		GE-03: # Refer Table below		Theory	6	180	50	20	70	21	
	IV	SE-HI-11	ICT in Education	Theory	2	60	50	10	60	18	ENG
		CC-HI-08	RISE OF THE MODERN WEST - II	Theory	6	180	50	20	70	21	ENG
		CC-HI-09	HISTORY OF INDIA V (c. 1550 - 1605)	Theory	6	180	50	20	70	21	ENG
		CC-HI-10	HISTORY OF INDIA VI (c. 1605 - 1750s)	Theory	6	180	50	20	70	21	ENG
GE-04: # Refer Table below		Theory	6	180	50	20	70	21			
SE-HI-21	Reading and Reflecting on Text	Theory	2	60	50	10	60	18	ENG		
3 rd Year	V	CC-HI-11	HISTORY OF MODERN EUROPE - I (c. 1780-1939)	Theory	6	180	50	20	70	21	ENG
		CC-HI-12	HISTORY OF INDIA VII (c. 1750 - 1857)	Theory	6	180	50	20	70	21	BEN
		DS-HI-11	HISTORY OF USSR - I (1917-1964)	Theory	6	180	50	20	70	21	ENG
		DS-HI-21	HISTORY OF USSR - II (1917-1964)	Theory	6	180	50	20	70	21	ENG
	VI	CC-HI-13	HISTORY OF INDIA VIII (c. 1857 - 1950)	Theory	6	180	50	20	70	21	BEN
		CC-HI-14	HISTORY OF MODERN EUROPE II (c. 1780 - 1939)	Theory	6	180	50	20	70	21	ENG
		DS-HI-31	HISTORY OF SOUTH EAST ASIA (19th and 20th CENTURIES)	Theory	6	180	50	20	70	21	ENG
		DS-HI-41	¥ HISTORY OF EAST ASIA - I (1840-1950)	Theory	6	180	50	20	70	21	ENG
DS-HI-42	¥ HISTORY OF EAST ASIA – II (1868-1945)	ENG									
TOTAL				140					1800		

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	ENG
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
							GE-SO-42: Rethinking Development	ENG
Bengali	GE-BG-11: বাংলার সমাজ ও সাংস্কৃতিক পরিচয়	BEN	GE-BG-21: বাংলা সাহিত্যের ইতিহাস (আধুনিক যুগ)	BEN	GE-BG-31: ভাষা, ছন্দ ও অলঙ্কার	BEN	GE-BG-41: আধুনিক বাংলা সাহিত্য: নির্বাচিত পাঠ	BEN

* Learners have to choose any one from **AE-BG-11**: Bengali or **AE-EG-12**: English as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively. If there is 2 option available for GE course 4 in Semester IV, candidate have to choose any one option.

¥ Learners have to choose any one for Discipline Specific course 4 learner have to choose one course from **DS-HI-41**: HISTORY OF EAST ASIA - I (1840-1950) or **DS-HI-42**: HISTORY OF EAST ASIA – II (1868-1945).

Programme Structure of HPS: B.A. in Political Science (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-PS-01	Introducing Political Theory	Theory	6	180	50	20	70	21	ENG
		CC-PS-02	Constitutional Government and Democracy in India	Theory	6	180	50	20	70	21	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21	
	II	CC-PS-03	Political Theory-Concepts and Debates	Theory	6	180	50	20	70	21	ENG
		CC-PS-04	Political Process in India	Theory	6	180	50	20	70	21	ENG
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21	
	2 nd Year	III	CC-PS-05	Introduction to Comparative Government and Politics	Theory	6	180	50	20	70	21
CC-PS-06			Perspectives on Public Administration	Theory	6	180	50	20	70	21	ENG
CC-PS-07			Perspectives on International Relations and World History	Theory	6	180	50	20	70	21	ENG
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
SE-PS-11			ICT in Education	Theory	2	60	50	10	60	18	ENG
IV		CC-PS-08	Political Processes and Institution	Theory	6	180	50	20	70	21	ENG
		CC-PS-09	Public Policy and Administration in India	Theory	6	180	50	20	70	21	ENG
		CC-PS-10	Global Politics	Theory	6	180	50	20	70	21	ENG
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21	
		SE-PS-21	Reading and Reflecting on Text	Theory	2	60	50	10	60	18	ENG
3 rd Year	V	CC-PS-11	Classical Political Philosophy	Theory	6	180	50	20	70	21	ENG
		CC-PS-12	Indian Political Thought-I	Theory	6	180	50	20	70	21	ENG
		DS-PS-11	Human Rights in a Comparative Perspective	Theory	6	180	50	20	70	21	ENG
		DS-PS-21	Women, Power and Politics	Theory	6	180	50	20	70	21	ENG
	VI	CC-PS-13	Modern Political Philosophy	Theory	6	180	50	20	70	21	ENG
		CC-PS-14	Indian Political Thought-II	Theory	6	180	50	20	70	21	ENG
		DS-PS-31	Understanding Global Politics	Theory	6	180	50	20	70	21	ENG
		DS-PS-41	¥ India's Foreign Policy in a Globalizing World								ENG
		DS-PS-42	¥ Understanding South Asia								ENG
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204-1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757-1947)	ENG	GE-HI-41: MAKING OF CONTEMPORARY INDIA	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
							GE-SO-42: Rethinking Development	ENG
Bengali	GE-BG-11: বাংলার সমাজ ও সাংস্কৃতিক পরিচয়	BEN	GE-BG-21: বাংলা সাহিত্যের ইতিহাস (আধুনিক যুগ)	BEN	GE-BG-31: ভাষা, ছন্দ ও অলঙ্কার	BEN	GE-BG-41: আধুনিক বাংলা সাহিত্য: নির্বাচিত পাঠ	BEN

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively. If there is 2 option available for GE course 4 in Semester IV, candidate have to choose any one option.

¥ Learners have to choose any one for Discipline Specific course 4 learner have to choose one course from **DS-PS-41: India's Foreign Policy in a Globalizing World** or **DS-PS-42: Understanding South Asia**.

Programme Structure of HSO: B.A. in Sociology (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Availabl e In	
1 st Year	I	CC-SO-01	Introductory Sociology- I	Theory	6	180	50	20	70	21	ENG
		CC-SO-02	Sociology of India - I	Theory	6	180	50	20	70	21	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English	ENG							
	GE-01: # Refer Table below		Theory	6	180	50	20	70	21		
	II	CC-SO-03	Introduction to Sociology - II	Theory	6	180	50	20	70	21	ENG
		CC-SO-04	Sociology of India - II	Theory	6	180	50	20	70	21	ENG
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
GE-02: # Refer Table below		Theory	6	180	50	20	70	21			
2 nd Year	III	CC-SO-05	Political Sociology	Theory	6	180	50	20	70	21	ENG
		CC-SO-06	Sociology of Religion	Theory	6	180	50	20	70	21	ENG
		CC-SO-07	Sociology of Gender and Sexuality	Theory	6	180	50	20	70	21	ENG
		GE-03: # Refer Table below		Theory	6	180	50	20	70	21	
	IV	SE-SO-11	ICT in Education	Theory	2	60	50	10	60	18	ENG
		CC-SO-08	Economic Sociology	Theory	6	180	50	20	70	21	ENG
		CC-SO-09	Sociology of Kinship	Theory	6	180	50	20	70	21	ENG
		CC-SO-10	Social Stratification	Theory	6	180	50	20	70	21	ENG
GE-04: # Refer Table below		Theory	6	180	50	20	70	21			
SE-SO-21	Reading and Reflecting on Text	Theory	2	60	50	10	60	18	ENG		
3 rd Year	V	CC-SO-11	Sociological Thinker - I	Theory	6	180	50	20	70	21	ENG
		CC-SO-12	Research Methods - I	Theory	6	180	50	20	70	21	ENG
		DS-SO-11	Urban Sociology	Theory	6	180	50	20	70	21	ENG
		DS-SO-21	Agrarian Sociology	Theory	6	180	50	20	70	21	ENG
	VI	CC-SO-13	Sociological Thinkers - II	Theory	6	180	50	20	70	21	ENG
		CC-SO-14	Research Methods - II	Theory	6	180	50	20	70	21	ENG
		DS-SO-31	Sociology of Work	Theory	6	180	50	20	70	21	ENG
		DS-SO-41	¥ Environmental Sociology	Theory	6	180	50	20	70	21	ENG
DS-SO-42	¥ Indian Sociological Traditions	ENG									
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204- 1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757- 1947)	ENG	GE-HI-41: MAKING OF CONTEMPORARY INDIA	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	ENG
Bengali	GE-BG-11: বাংলার সমাজ ও সাংস্কৃতিক পরিচয়	BEN	GE-BG-21: বাংলা সাহিত্যের ইতিহাস (আধুনিক যুগ)	BEN	GE-BG-31: ভাষা, ছন্দ ও অলঙ্কার	BEN	GE-BG-41: আধুনিক বাংলা সাহিত্যঃ নির্বাচিত পাঠ	BEN

* Learners have to choose any one from AE-BG-11: Bengali or AE-EG-12: English as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively.

If there is 2 option available for GE course 4 in Semester IV, candidate have to choose any one option.

¥ Learners have to choose any one for Discipline Specific course 4 learner have to choose one course from DS-SO-41: Environmental Sociology or DS-SO-42: Indian Sociological Traditions.

Programme Structure of EPA: B.A. in Public Administration (Hons.)

		Course	Course Code	Course Type (Theo/Prac)	Assignment	Term End	Full Marks	Credits
1st Year	Semester - I	Foundation Course in Bengali	FBG	Theo	30%	70%	50	4
		Foundation Course in English	FEG	Theo	30%	70%	50	4
		Administrative Theory	EPA –I	Theo	30%	70%	100	8
	Semester - II	Foundation Course in Humanities and Social Science	FHS	Theo	30%	70%	100	8
		Indian Government	EPA –II	Theo	30%	70%	100	8
		Environmental Studies	ENVS	Theo	30%	70%	50	4
2nd Year	Semester	Foundation Course in Science and Technology	FST	Theo	30%	70%	100	8
		Indian Thinkers (Administrative Thinkers)	EPA-III	Theo	30%	70%	100	8
	Semester – IV	Comparative and Development Administration	EPA-IV	Theo	30%	70%	100	8
		Personnel Administration	EPA-V	Theo	30%	70%	100	8
		Subsidiary Political Science/ Bengali/ History Paper - 1	SPS-I/ SBG-I/ SHI-I	Theo	30%	70%	100	8
3rd Year	Semester – V	Financial Administration	EPA-VI	Theo	30%	70%	100	8
		Indian Administrative System	EPA-VII	Theo	30%	70%	100	8
		Subsidiary Political Science/ Bengali/ History Paper - 2	SPS-II/ SBG-II/ SHI-II	Theo	30%	70%	100	8
	Semester – VI	Local Government: Rural and Urban	EPA-VIII	Theo	30%	70%	100	8
		Action Oriented Course	AOC-2	Theo	30%	70%	100	8
		Subsidiary Political Science/ Bengali/ History Paper - 3	SPS-III/ SBG-III/ SHI-III	Theo	30%	70%	100	8

Programme Structure of HED: B.A. in Education (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 35%	SLM Available In	
1 st Year	I	CC-ED-01	Introduction to Educational Studies	Theory	6	180	50	20	70	25	ENG
		CC-ED-02	Philosophical Foundation of Education	Theory	6	180	50	20	70	25	ENG
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	25	BEN
		AE-EG-12	* English		ENG						
	GE-01: # Refer Table below		Theory	6	180	50	20	70	25		
	II	CC-ED-03	Sociological Foundation of Education	Theory	6	180	50	20	70	25	ENG
		CC-ED-04	Psychological Foundation of Education	Theory	6	180	50	20	70	25	ENG
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	25	BEN
GE-02: # Refer Table below		Theory	6	180	50	20	70	25			
2 nd Year	III	CC-ED-05	Policy Perspective and Development of Indian Education (Pre-Independent)	Theory	6	180	50	20	70	25	ENG
		CC-ED-06	Pedagogical Studies	Theory	6	180	50	20	70	25	ENG
		CC-ED-07	Curriculum Studies	Theory	6	180	50	20	70	25	ENG
		SE-ED-11	ICT in Education	Theory	2	60	50	10	60	20	ENG
	GE-03: # Refer Table below		Theory	6	180	50	20	70	25		
	IV	CC-ED-08	Evaluation in Education	Theory	6	180	50	20	70	25	ENG
		CC-ED-09	Educational Technology	Theory	6	180	50	20	70	25	ENG
		CC-ED-10	Guidance and Counseling in Education	Theory	6	180	50	20	70	25	ENG
SE-ED-21		Reading & Reflecting on Text	Theory	2	60	50	10	60	20	ENG	
GE-04: # Refer Table below		Theory	6	180	50	20	70	25			
3 rd Year	V	CC-ED-11	Policy Perspective and Development of Indian Education (Post-Independent)	Theory	6	180	50	20	70	25	ENG
		CC-ED-12	Value Education	Theory	6	180	50	20	70	25	ENG
		DS-ED-11	Comparative Education	Theory	6	180	50	20	70	25	ENG
		DS-ED-21	Special and Inclusive Education	Theory	6	180	50	20	70	25	ENG
	VI	CC-ED-13	Educational Management and Planning	Theory	6	180	50	20	70	25	ENG
		CC-ED-14	Basic Research Methodology & Statistics in Education	Theory	6	180	50	20	70	25	ENG
		DS-ED-31	Child Development and Pedagogy	Theory	6	180	50	20	70	25	ENG
		DS-ED-41	¥ Education and Community Development	Theory	6	180	50	20	70	25	ENG
DS-ED-42	¥ Open and Distance Education	ENG									
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
History	GE-HI-11: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (EARLIEST TO 1203/1204)	ENG	GE-HI-21: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1203/1204-1757)	ENG	GE-HI-31: EASTERN INDIA (WITH SPECIAL REFERENCE TO BENGAL): (1757-1947)	ENG	GE-HI-41: Making of Contemporary India	ENG
							GE-HI-42: MAKING OF CONTEMPORARY WORLD	ENG
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
							GE-SO-42: Rethinking Development	ENG
Political Science	GE-PS-11: Nationalism in India	ENG	GE-PS-21: Feminism: Theory and Practice	ENG	GE-PS-31: Gandhi and the Contemporary World	ENG	GE-PS-41: Understanding Ambedkar	ENG
							GE-PS-42: United Nations and Global Conflicts	ENG

* Learner have to choose any one from **AE-BG-11**: Bengali or **AE-EG-12**: English as Ability Enhancement Compulsory Course 1

Learner have to choose any one subject from GE combination list, accordingly group papers of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively. If there is 2 option available for GE paper 4 in Semester IV, candidate have to choose any one option.

¥ Learner have to choose any one for Discipline Specific paper 4 learner have to choose one paper from **DS-ED-41**: Education and Community Development or **DS-ED-42**: Open and Distance Education.

Programme Structure of HEC: B.A. in Economics (Hons.)

SEM	CODE	Course Name	Theory / Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-EC-01	Micro Economics - I	Theory	6	180	50	20	70	21	BEN
		CC-EC-02	Macro Economics - I	Theory	6	180	50	20	70	21	BEN
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English		ENG						
		GE-01: # Refer Table below		Theory	6	180	50	20	70	21	
	II	CC-EC-03	Mathematical Methods for Economics- I	Theory	6	180	50	20	70	21	BEN
		CC-EC-04	Elementary Statistical Methods for Economics	Theory	6	180	50	20	70	21	BEN
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		GE-02: # Refer Table below		Theory	6	180	50	20	70	21	
	2 nd Year	III	CC-EC-05	Micro Economics - II	Theory	6	180	50	20	70	21
CC-EC-06			Macro Economics - II	Theory	6	180	50	20	70	21	BEN
CC-EC-07			Mathematical Methods for Economics -II	Theory	6	180	50	20	70	21	BEN
SE-EC-11			Computer Application in Business & Trade	Theory	2	60	50	10	60	18	BEN
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
IV		CC-EC-08	Micro Economics - III	Theory	6	180	50	20	70	21	BEN
		CC-EC-09	Macro Economics - III	Theory	6	180	50	20	70	21	BEN
		CC-EC-10	Advanced Statistical Methods for Economics	Theory	6	180	50	20	70	21	BEN
		SE-EC-21	E-Business	Theory	2	60	50	10	60	18	BEN
		GE-04: # Refer Table below		Theory	6	180	50	20	70	21	
3 rd Year	V	CC-EC-11	Indian Economy-I	Theory	6	180	50	20	70	21	BEN
		CC-EC-12	Development Economics – I	Theory	6	180	50	20	70	21	BEN
		DS-EC-11	₹ Developmental Economics - I	Theory	6	180	50	20	70	21	BEN
		DS-EC-12	₹ Economic History of India (1857 – 1947)		BEN						
		DS-EC-21	₹ Indian Economy -II	Theory	6	180	50	20	70	21	BEN
	DS-EC-22	₹ Money & Financial Markets							BEN		
	VI	CC-EC-13	International Economics	Theory	6	180	50	20	70	21	BEN
		CC-EC-14	Public Finance	Theory	6	180	50	20	70	21	BEN
		DS-EC-31	₹ Development Economics- II	Theory	6	180	50	20	70	21	BEN
		DS-EC-32	₹ International Trade & Payments Institutions		BEN						
DS-EC-41		₹ Environmental Economics	Theory	6	180	50	20	70	21	BEN	
DS-EC-42	₹ Applied Economics							BEN			
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Commerce	GE-CO-11: Mathematics – I	BEN	GE-CO-21: Mathematics – II	BEN	GE-CO-31: Principles of Political Economy	BEN	GE-CO-41: India's Political Economy (1947-2018)	BEN
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
Geography	GE-GR-11: Rural Development	ENG	GE-GR-21: Geography of Tourism	ENG	GE-GR-31: Climate Change: Vulnerability and Adaptations	ENG	GE-GR-41: Disaster Management	ENG

* Learners have to choose any one from **AE-BG-11: Bengali** or **AE-EG-12: English** as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively.

₹ Learners have to choose any one from each Discipline Specific Course group e.g for Discipline Specific course 1 learner have to choose one course from **DS-EC-11: Developmental Economics - I** or **DS-EC-12: Economic History of India (1857 – 1947)**

Programme Structure of HCO: Bachelor of Commerce (B.Com.) (Hons.)

SEM	CODE	Course Name	Theory/ Prac.	Credit	Study Hours	TE Full Marks	Assig. Full Marks	Total Marks	Pass Marks 30%	SLM Available In	
1 st Year	I	CC-CO-01	Financial Accounting-I	Theory	6	180	50	20	70	21	BEN
		CC-CO-02	Business Regulatory Framework	Theory	6	180	50	20	70	21	BEN
		AE-BG-11	* Bengali	Theory	2	60	50	20	70	21	BEN
		AE-EG-12	* English								ENG
		GE-01: # Refer Table below			Theory	6	180	50	20	70	21
	II	CC-CO-03	Cost Accounting	Theory	6	180	50	20	70	21	BEN
		CC-CO-04	Management	Theory	6	180	50	20	70	21	BEN
		AE-ES-21	Environmental Studies	Theory	2	60	50	20	70	21	BEN
		GE-02: # Refer Table below			Theory	6	180	50	20	70	21
	2 nd Year	III	CC-CO-05	Financial Accounting - II	Theory	6	180	50	20	70	21
CC-CO-06			Corporate and Labour Laws	Theory	6	180	50	20	70	21	BEN
CC-CO-07			Business Communication	Theory	6	180	50	20	70	21	ENG
SE-CO-11			Computer Application in Business	Theory	2	60	50	10	60	18	BEN
GE-03: # Refer Table below			Theory	6	180	50	20	70	21		
IV		CC-CO-08	Direct Taxation	Theory	6	180	50	20	70	21	BEN
		CC-CO-09	Indian Financial System	Theory	6	180	50	20	70	21	BEN
		CC-CO-10	Entrepreneurship Development	Theory	6	180	50	20	70	21	BEN
		SE-CO-21	E-Business	Theory	2	60	50	10	60	18	BEN
		GE-04: # Refer Table below			Theory	6	180	50	20	70	21
3 rd Year	V	CC-CO-11	Management Accounting	Theory	6	180	50	20	70	21	BEN
		CC-CO-12	Auditing	Theory	6	180	50	20	70	21	BEN
		DS-CO-11	₹ Corporate Accounting	Theory	6	180	50	20	70	21	BEN
		DS-CO-12	₹ Tourism Management								BEN
		DS-CO-21	₹ Tax Practice and Procedure	Theory	6	180	50	20	70	21	BEN
	DS-CO-22	₹ Retail Management								ENG	
	VI	CC-CO-13	Business Ethics	Theory	6	180	50	20	70	21	BEN
		CC-CO-14	Indirect Taxation	Theory	6	180	50	20	70	21	BEN
		DS-CO-31	₹ Corporate Financial Reporting and Financial Statement Analysis	Theory	6	180	50	20	70	21	BEN
		DS-CO-32	₹ Logistics Management								ENG
DS-CO-41		₹ Financial Management	Theory	6	180	50	20	70	21	BEN	
DS-CO-42	₹ Non-Profit Organization Management	ENG									
TOTAL				140				1800			

GE COMBINATION LIST:

Subject	SEM-I: GE-01	SLM Available In	SEM-II: GE-02	SLM Available In	SEM-III: GE-03	SLM Available In	SEM-IV: GE-04	SLM Available In
Economics	GE-EC-11: Business Economics	BEN	GE-EC-21: Business Mathematics	BEN	GE-EC-31: Statistics for Business Decisions	BEN	GE-EC-41: Indian Economy	BEN
Sociology	GE-SO-11: Indian Society	ENG	GE-SO-21: Population and Society	ENG	GE-SO-31: Gender and Violence	ENG	GE-SO-41: Sociology of Social Movements	ENG
Geography	GE-GR-11: Rural Development	ENG	GE-GR-21: Geography of Tourism	ENG	GE-GR-31: Climate Change: Vulnerability and Adaptations	ENG	GE-GR-41: Disaster Management	ENG

* Learners have to choose any one from **AE-BG-11**: Bengali or **AE-EG-12**: English as Ability Enhancement Compulsory Course 1

Learners have to choose any one subject from GE combination list, accordingly group courses of GE-1, 2, 3 & 4 will be fixed for Semester-I, II, III & IV respectively.

₹ Learners have to choose any one from each Discipline Specific Course group e.g. for Discipline Specific course 1 learner have to choose one course from **DS-CO-11**: Corporate Accounting or **DS-CO-12**: Tourism Management.

11. Fees Structure

A learner enrolling for 3 years' Under Graduate Programme (UG) shall have to clear all the examinations within a period of 6 years (Registration validity period) from the year of enrollment.

A learner clearing the examination within first 3 years from the year of enrollment shall pay the fees according to the following manner:

Sl. No.	Year	Fees to be paid in 1 st 3-years	*Examination Fees
1	1 st Year (At the time of Admission)	1/3 of Total Programme fees + Admission Fees	Examination Fees to be paid separately as the case may be for appearing in the examinations
2	2 nd Year (At the Beginning of 3 rd Semester)	1/3 of Total Programme fees + Studentship fees	
3	3 rd Year (At the Beginning of 5 th Semester)	1/3 of Total Programme fees + Studentship fees	

A learner failing to clear the examination within the period of first 3 years shall have to pay a renewal fee annually in order to continue studentship up to completion of the programme or till 6th year as detailed below:

Sl. No.	Year	Fees for Extended Registration Validity Period	*Examination Fees
4	4 th Year (Extended Registration Validity Period)	Studentship fees	Examination Fees to be paid separately as the case may be for appearing in the examinations
5	5 th Year (Extended Registration Validity Period)	Studentship fees	
6	6 th Year (Extended Registration Validity Period)	Studentship fees	

* Examination fees will be notified from time to time by the Examination Department.

In order to appear in any examination within the stipulated time span of 6 years a learner shall have to clear the respective **Programme fees, Admission fees, Examination fees along with the mandatory annual studentship fees.**

Amount of Programme fees and Other related fees for different Programmes is available in:

- The pouch attached in the blurb of back side of this prospectus.
- The admission notification (web notification).
- NSOU website.

Examination fees and Other fees (if applicable) will be notified through website time to time by the University.

N.B.: Paying of programme fees, studentship fees and examination fees (as the case may be) as mentioned above and submission of home assignment within the due date is/are mandatory to appear in the Term-End Examination.

12. Admission to Under Graduate Degree programmes

Admission Process:

Every year NSOU conducts an online admission process for July session, through which applicants, fulfilling the minimum eligibility criteria, can opt for one Under Graduate Degree Programme among fifteen different programmes from Arts, Science and Commerce as mentioned earlier.

Before starting of the admission process NSOU circulates admission notification through leading newspaper (indicative notification), respective Learner Support Centres and in University official website (www.wbnsou.ac.in).

Applicants are advised to go through the website admission notification for detailed admission procedure and guideline.

a. General Guideline

Incomplete Applications: Submission of incomplete admission forms/ renewal / examination forms and forms furnishing false information or any type of tampering with form and in supporting documents can be rejected forthwith without any intimation to the candidates. The candidates are, therefore, advised to fill the relevant columns carefully and enclose/upload authenticated copies of all necessary certificates asked for, and submit the form on or before due date.

Simultaneous Registration: A learner is permitted to take admission for only one Graduate (UG) degree programme of NSOU during his/her tenure of enrolment in the University. Any violation of this rule will lead to cancellation of the candidature of the learners concerned and in such cases no fees will be refunded. However, a learner of the UG programme can take simultaneous admission in one Advance Diploma/ Diploma /Certificate/ Training programme of the University. But, in the event of any clash of dates arises in counselling and/or examinations schedule between the two programmes taken, the University will not be in a position to make any adjustments for its mitigation.

Change of Learner Support Centre: Application for change of Learner Support Centre after taking admission can be made together with a fee of Rs.500/- (payable through DD drawn in favour of Netaji Subhas Open University payable at Kolkata). Such application will be considered under circumstances like change of place of service, shifting of family and change of marital status only with documentary evidence.

Change of Subject /Programme/ Course: Application for change of Subject / Programme/ Course after admission in any UG programme will not be entertained under any circumstances. The candidates should, therefore, be very careful as regards the choice of course/subject of study before taking admission.

Cancellation of Candidature / Awarded Degree: If at any point of time during admission/ after enrolment a learner found to have furnished incorrect / false / misleading / forged information, his/her candidature/ learner-ship will be immediately cancelled by the University and fees paid by the said learner shall not be refunded.

If furnishing of false information is detected even after award of degree, the said degree will be immediately cancelled.

Note: Course fees, Admission fees, Studentship fees, Examination fees once paid will not be refunded (for further refund policy visit our admission website).

13. Renewal Rules

The studentship of a candidate will be void if the candidate fails to renew his/her studentship by paying the programme fees and or studentship fees in due time as mentioned in the Fee Structure. Every year the University opens its online renewal portal (www.wbnsouadmissions.com) for the UG learners to enable them to renew their studentship.

Schedule: University open its online Renewal Portal for the enrolled learners of UG programme tentatively in the month of June.

NB:

- Paying of programme fees, studentship fees and examination fees as mentioned in the fee structure is mandatory to appear in the Term-End examination.
- Learners are advised to preserve all the payment receipt related to any fees submission, as and when notified by the University, for future reference.
- Amount of Programme fee and studentship fee for different programme is available in the pouch attached in the back side of this prospectus and in renewal notification (web notification).

14. Self-Learning Materials

The University provides its learners Self Learning Materials (SLM) in printed and/or digital form for all subjects, to be studied and learnt by them at their convenience. An enrolled learner can collect his/ her SLM from the respective Learner Support Centre by producing RECEIPT OF SLMs as and when issued by the University. The softcopy of the SLMs are available in the NSOU website: www.wbnsou.ac.in. Learners can download the softcopy.

15. Methods of Instruction

The University makes use of several methods to provide maximum possible exposure of the learners to the course contents and to each instructional programme. To start with, printed SLMs (Self Learning Materials) packages and contact programmes involving face-to-face interaction with academic counsellors are available. Moreover, Audio-visual presentations, Teleconferences and occasional discussion sessions through Web TV and Web Radio channels have been introduced.

Personal Contact Programme (PCP): Each accredited Learner Support Centres are organise PCP Sessions on weekends/holidays and notifies the same to the learners. Learners are recommended to read their SLMs thoroughly before participating in the PCP session to find it immensely useful. For each 6/2 credit of a theoretical course there will be maximum 18 hours / 6 hours PCP sessions respectively. In addition to these face to face PCP, some online sessions will also be arranged by the University. During these sessions, academic counsellors will help the learners with their study. Attendance at PCPs are optional for most courses, unless otherwise specified.

Practical Session: Practical Sessions or Laboratory Counselling-cum-evaluation Sessions (LCES), for Core and Discipline Specific Elective course of science stream, are arranged in some selected centres by the University for the learners who have enrolled for the particular subjects. Centres for practical work will be allotted by the University. There are at most two practical courses in the three odd semester (I, III and V) for the three years of study of each honours science subject. The practical work for Core and Discipline Specific Elective course is generally arranged during puja vacation/ post puja holidays as far as practicable for 12 (twelve) days from 9 A.M. to 5 P.M. each day. **Regular attendance throughout the practical session by each and every learner are mandatory.** A circular with details of venue and schedule for practical sessions will be sent to the respective Learner Support Centre and also published in our official website (www.wbnsou.ac.in).

Massive Open Online Courses (MOOCs): To enhance digital learning in the country, Government has approved National Mission on Education through Information and Communication Technology (NME-ICT) in the year 2009, to provide high quality personalized and interactive knowledge modules over the internet/intranet for all learners in higher education institutions in anytime anywhere mode. Through this scheme the Ministry is providing connectivity to all colleges and Universities and providing high quality e-content free of cost.

The main aim of MOOCs is to provide new opportunities to a massive number of learners to attend free online courses from anywhere all over the world. This will enrich the learning experience by using audio-video and multi-media and state of the art pedagogy/ technology. In order to ensure best quality contents, the SWAYAM has 4 quadrants:

- a) Video lecture – Q1
- b) E-content: Specially prepared reading material that can be downloaded / printed – Q2
- c) Self-assessment tests through tests and quizzes – Q3
- d) An online discussion forum for clearing the doubts – Q4

Netaji Subhas Open University proposes to adopt MOOCs for some course of DSE/ GE courses under CBCS scheme as a preference as per UGC guidelines. Learners willing to choose MOOCs course as an option of study are advise to visit University official website for detailed instruction. In this regard, enrolled learners may communicate with Concerned School of Studies for guidance during their study of the programme.

16. Medium of Instruction

The Self Learning Materials (SLMs) for different courses (except for Bengali) are available in Bengali/English language (see respective programme structure). However, as a State level endeavour, teaching learning process for Under Graduate degree programmes are done in Bengali medium. A Learner is free to write answers for home assignments and in term-end examinations in Bengali/ English. But, in such cases mixing of language that is some part in Bengali and some part in English is not acceptable.

17. Evaluation Process

The Evaluation of each subject will be made in following ways:

a) Assignment / Internal Assessment/ Continuous Assessment / Formative Assessment:

Assignments have a very important role to play in the teaching-learning process in distance education. There may be long spatial distance between a learner and distance education institution which is bridged by sending assignments to the learners and requiring them to reply the questions there in. The learners answer the assignment questions and send back which are then evaluated by the evaluators/ academic counsellors/distance teachers. The assignment responses reflect what the learners have understood and learnt. The assignments are then returned to the learners with the comments/remarks of the evaluator so that the assignment answers may serve the purpose of providing feedback to the learners and inform them their strengths and weaknesses. These comments carry the meaningful and constructive suggestions of the evaluator which further form the bases of successful learning. Thus, the assignments serve the purpose of two-way communication between the learner and evaluator/academic counsellors/distance teacher despite physical distances between the two.

Learners will be required to submit assignment courses for each subject and the credit obtained on evaluation of those assignment courses will be entered into his/her individual record of performance. This will constitute 30% (maximum) of the total credit points in the subjects as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. All the credit points secured by the learners will be progressively entered into record.

Every learner is required to submit the assignment courses before each Term-end Examination which is due at the end of each semester. **But in no case a learner shall be allowed to fill in the Application Form to sit for the examination if he/she has not submitted assignment course within the due date as announced by the Examination Department of the University.** The evaluated assignment answer booklet will be returned to the learners.

In practical course of Science stream, there is no assignment.

NSOU website: You may also access all relevant information and assignments from the University website at www.wbnsou.ac.in.

b) Term-end Examinations:

Minimum 70% of the total credit points of the course (except practical course where it is 100%) would be reserved for Term-end Examination as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Minimum qualifying marks in each course is 30% (Term End Examination Marks + Assignment Marks).

c) Practical Examination / Laboratory Counselling-cum-Evaluation Sessions (LCES) for Lab based subjects:

Practical Sessions or Laboratory Counselling-cum-Evaluation Session (LCES), for Core and Discipline Specific Elective courses of Science stream, are arranged by the University for the learners who have enrolled for the particular programme. Centre for practical work will be allotted by the University.

The practical work for Core and Discipline Specific Elective courses are generally arranged as follows:

Sl. No.	Day	Activities	Marks
1	1 st Day	Introduction	0
2	2 nd to 11 th Day	Continuous Practical Session	70%
3	12 th Day	Practical Examination	30%

A circular with details of venue and schedule for practical sessions will be sent to the respective Learner Support Centres and also published in our official website (www.wbnsou.ac.in) before the commencement of LCES.

Minimum qualifying marks in each practical course is 30% (Term End Examination Marks).

d) Massive Open Online Courses (MOOCs):

Learners choosing MOOCs under SWAYAM as an option of study are advised to visit University official website for detailed instruction. University will duly frame **Credit Transfer Policy of Massive Open Online Courses (MOOCs) following UGC guidelines**. Modalities related to evaluation process will be notified by the concerned School of Studies.

18. Evaluation Method

In Open and Distance Learning (ODL) mode of education in case of theoretical courses the Learners would be subject to continuous evaluation in the form of Assignments. In compiling results **maximum 30% will come from the Assignment evaluation (A) and minimum 70% from the performance in the Term-End examination (B) as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 (for details, please see respective programme structure)**. However, in case of Practical courses in Science subjects, 100% will come from the performance in Term-End Examinations (LCES).

Continuous evaluation of theoretical courses is made on the basis of assignment which every learner is required to submit before each Term-end Examination.

Term-end Examinations are held at the end of every semester. Learners who intend to appear at a Term-end Examination are required to fill in application forms as per notification issued by the Examination Department of the University (134/1, Meghnad Saha Sarani, Kolkata-700 029) from time to time.

It is also noteworthy that the marks obtained in each course would be a summation of Assignment Marks (A) and Term End-Exam Marks (B) except practical courses.

One credit is considered to be equivalent to 30 (thirty) hours of study time (which includes all the learning activities) devoted by the learner her/ himself.

The details of the credit given below:

Total credit: 140 or 1800 marks

Course component wise division of credit points under CBCS system:

Programme Components	No. of Courses	Total Credit	Total Marks
Core Course (CC)	14	14x6 credit = 84	14x70 = 980
Generic Elective Course (GEC)	4	4x6 credit = 24	4x70 = 280
Discipline Specific Elective Course (DSEC)	4	4x6 credit = 24	4x70 = 280
Ability Enhancement Course (AECC)	2	2x2 credit = 4	2x70 = 140
Skill Enhancement Course (SEC)	2	2x2 credit = 4	2x60 = 120

19. Examination Pattern

Examination Pattern under CBCS system:

University holds semester-wise Term-End examination according to the following pattern. A learner will only be allowed to appear in backlog course(s) of EVEN semester in the next EVEN semester. Similarly, a learner will only be allowed to appear in backlog course(s) of ODD semester in the next ODD semester.

Year	Semester	Courses
1 st Year	1st Semester (ODD Semester)	CC-01, CC-02, GE-01, AECC-01
	2nd Semester (EVEN Semester)	CC-03, CC-04, GE-02, AECC-02
2 nd Year	3rd Semester (ODD Semester)	CC-05, CC-06, CC-07, GE-03, SE-01
	4th Semester (EVEN Semester)	CC-08, CC-09, CC-10, GE-04, SE-02
3 rd Year	5th Semester (ODD Semester)	CC-11, CC-12, DS-01, DS-02
	6th Semester (EVEN Semester)	CC-13, CC-14, DS-03, DS-04

Credit wise examination duration in Term-End Examination:

Credit	Course Type	Total Marks	Assignment Marks	Term-End Marks	Duration of Term-End Examination
Course having 6 Credits	Theory	70	20	50	2 hours
Course having 2 Credits	Theory	60	10	50	2 hours

Note: For practical courses, there is no assignment mark, full marks will be evaluated in Term-End Examination (TEE) only.

Massive Open Online Courses (MOOCs): University will duly frame **Credit Transfer Policy of Massive Open Online Courses (MOOCs) following UGC guidelines.** Other related modalities will be notified by the concerned School of Studies.

Examination Pattern for BA in Public Administration (EPA- Under Old Syllabus):

University holds semester-wise term-end examination according to the following pattern. A candidate is eligible to appear at the Term-End Examinations along with backlog (i.e. subjects 'not cleared').

Year	Semester	Courses for BA in Public Administration
1 st Year	1st Semester	FBG, FEG, E-1
	2nd Semester	FHS, E-2 & Environmental Studies.
2 nd Year	3rd Semester	FST, E-3
	4th Semester	E-4, E-5, S-1
3 rd Year	5th Semester	E-6, E-7, S-2
	6th Semester	E-8, AOC, S-3

NSOU always endeavours to adhere to the academic calendar for conducting examinations and publishing the results on top most priority. However, being an Open University the functions of NSOU depend a lot on the participation of the academic counsellors and secretarial staff of the Learner Support Centre which are located in the colleges affiliated to the other State Aided Universities of West Bengal. In case of some unlikely events functioning of the Learner Support Centres may be affected which is beyond the control of NSOU. These may lead to deviations from the academic calendar under the existing system. Such unintentional deviations cannot be totally ruled out. In such cases NSOU will always strive to minimise such delays. Despite its best efforts, NSOU, however, cannot guarantee finalization of the results in some cases. In those cases pending finalization of the result of the last examination, before the commencement of the next examination, the learners concerned may be advised to fill in the application form for examination within the scheduled date. But in case a learner is found not to have cleared the examination after filling up of the application form for the next examination, the application shall be treated as cancelled.

20. Grading System

Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA): The SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average) pattern suggested by UGC will be followed to award Grades to the learners.

Semester Grade point Average (SGPA):

The semester grade point average (SGPA) will be the weightage average of the numerical grade points obtained in all the courses of the given semester, where weights refers to the credits assign to the concern courses. If the numerical grade points obtained by a learner in different courses of a semester are denoted by P_i and the credit of the corresponding courses are denoted by C_i , the SGPA will be

$[\sum(P_i \times C_i) / \sum C_i]$ where $i=1$ to n , and n - no. of courses in the semester. The SGPA shall be shown in the marksheet upto the 3rd decimal point.

Cumulative Grade Point Average (CGPA):

Cumulative Grade Point average (CGPA) over six semesters shall be the weighted average of the six SGPA's.

$CGPA = (\sum(SGPA_j \times C_j) / \sum C_j)$ where $j=1$ to 6. CGPA shall be calculated and shown up to three decimal places. $SGPA_j$ is the SGPA of the j th semester ($j=1$ to 6) and C_j is the total credit of j th semester used for Grade Point Calculation.

A 10-point grading system shall be followed for the purpose of Grade Point Calculation, as shown below:

Percentage of Marks	Numerical Grade Points	Grade Letter	CGPA	Remarks
≥ 90% to 100%	9.0-10	O	9.000-10.000	Outstanding
≥80% but < 90%	8.0-8.9	A+	8.000-8.999	Excellent
≥70% but <80%	7.0-7.9	A	7.000-7.999	Very Good
≥60% but <70%	6.0-6.9	B+	6.000-6.999	Good
≥50% but <60%	5.0-5.9	B	5.000-5.999	Average
≥40% but <50%	4.0-4.9	C	4.000-4.999	Fair
≥30% but <40%	3.0-3.9	D	3.000-3.999	Satisfactory
<30%	0	F	0.000-2.999	Fail

Numerical Grade Point shall not be calculated in respect of a failed course.

The multiplicative factors shall be 0.10 for all grades for the purpose of calculating numerical grade points.

Example:

If the learner secures $P\%$, where $P \geq 30$, his/her grade point will be

$$[3.0 + \{(P-30) \times 0.1\}] \text{ or simply } 30 \times 0.10 = 3$$

If a learner scores 52% in a particular course, his/her grade point for course will be

$$(3.00 + 0.1 \times 22) = 5.20 \text{ or simply, } 52 \times 0.10 = 5.2$$

Both SGPA and CGPA will be rounded off to the 3rd place of the decimal and will be shown as such on the grade sheet. The grade sheet issued at the end of each semester shall include the total marks obtained in each course (SGPA will be calculated for semester only after clearing all courses by a learner in that particular semester) as well as the SGPA, the total marks obtained in that semester and credit earned in the semester concern. The final grade sheet, on completion six semesters, shall include the SGPA of six semesters, CGPA, letter grade, the marks obtained, total marks and the total credits earned.

Programme component wise division of credit points for B.A. in Public Administration:

	Sl. No.	Subjects	Credits	Marks
Compulsory Subjects	i	Foundation Course in Bengali (FBG)	4	50
	ii	Foundation Course in English (FEG)	4	50
	iii	Foundation Course in Humanities & Social Sciences (FHS)	8	100
	iv	Foundation Course in Science & Technology (FST)	8	100
TOTAL			24	300
Elective Subjects	i	Arts (Honours Level) (8 courses)	64	800
	ii	One Subsidiary subject (3 courses)	24	300
TOTAL			88	1100
Application Oriented Course	i	Food Processing (AOC 2) for Arts	8	100
Environmental Studies	i	Environmental Studies	4	50
GRAND TOTAL			124	1550

20.1 General Guideline for Examination System**I. Semester System:**

The structure of the syllabus is delineated in term of semester each of 6-month duration. The term-end examination (TEE) are held on completion of each semester. The TEE results are shown in the Progress Report. However, the final result published after clearing of all this Courses will be given in the Mark Sheet.

II. Review System:

The University has no formal review system for UG course. As such, it takes all possible precautions at every step of examination/evaluation/ publication of results, so that no learner may feel affected.

III. Change of Examination Schedule:

As such the scheduled date of Examinations will not be changed (even to accommodate any other/ public examinations). However, in any unavoidable circumstances the date of Examination may be changed and in such cases the decision of the University will be final.

IV. Examination Centre:

Examination may be conducted at Regional Centre of NSOU or at any Government Affiliated Institution. However, decision of the University in this regard is final.

V. Examination Day:

University can fixup the examination date either on weekends or on working days. However, decision of the University in this regard is final.

VI. Cleared/ Pass:

A learner who has cleared a course in an examination shall not be permitted to reappear in that course in subsequent examinations. A learner who has successfully completed a programme he/ she has registered for, shall not be permitted to reappear in that programme.

VII. Irregular appearance:

If a learner appears in examination without valid Admit Card issued by Controller's office or without roll no. his/ her appearance in examination will be treated as irregular and his/ her answer script will not be evaluated.

VIII. Availability of Answer Script:

Written assessed answer script for all University Examinations shall not be preserved by the University beyond three months from the respective dates of publication results.

For any other information related to examinations, the NSOU website and/or the Examination Department of the University may be visited or contacted.

21. Learner Support Centre

The University provides various learner-support services through a network of Learner Support Centres. A list of Learner Support Centres along with the subjects offered is enclosed. These centres cover all the districts of the State & are located at convenient points connected by public transport. A Learner Support Centres is placed under the supervision of a coordinator to be monitored by the Governing Body through the Principal of the College, and assisted by the staff of his office. It provides all kind of Learner Support Services.

At the beginning of each session, Learner Support Centres invite the learners for an induction meeting where they are familiarized with the aims, objectives and activities of the University and the methodology of Open Distance Learning.

The Learner Support Centres draw schedules of counselling sessions and notify the same for the learners. Normally, the counselling sessions are held during weekends and periods of vacation of the host institutions.

For Prospectus, SLMs, Assignments, Information etc. learners should contact the Learner Support Centres.

In short, each Learner Support Centres acts as the day-to-day link between the learner and the University. Learners are expected to conduct themselves in a worthy and dignified manner to maintain high academic and moral standards.

a. List of Learner Support Centres along with approved programmes (UG: 2021-22)

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
1	A-01	Dum Dum Motijheel College	419 Dum Dum Cossipore Road Kolkata – 700074 Phone No-2579-4053	HBG,HCO,HEG, HHI, HSO,HPS, HMT,HZO,HBT
2	A-02	Basanti Devi College	147B, Rashbehari Avenue Kolkata—700029 Phone No-2465-1345	HBG,HCO,HEG, HHI,HSO,EPA
3	A-03	Gurudas College	Narkeldanga, Kolkata—700054 Phone No-23537450	HHI,HCH,HMT, HZO
4	A-04	Maharaja Manindra Ch. College	20, Ramkanto Bose Street Kolkata—700003 Phone No-2543-9331	HBG,HCO,HEG, HHI,HSO,HZO, HBT
5	A-05	Goenka College	210 B.B. Ganguly Street, Kolkata— 700012 Phone No-24904038	HBG,HHI
6	A-06	Surendranath Evening College	24/2, Mahatma Gandhi Road Kolkata-700009 Phone No-2665-0176	HBG,HCO,HEG, HSO
7	A-07	Victoria Institution (College)	78/ B, A.P.C. Road, Kolkata—700009 Phone No-23604451	HBG,HHI,HZO, HGR
8	A-08	Shibpur Dinabandhu College	412/1, G.T. Road (South) Howrah—711102 Phone No-26881789	HCO,HHI,HPS, HBG
9	A-10	Gurudas College of Commerce	33C/1, Biplabi Barin Ghosh Sarani Kolkata—700067 Phone No- 23565001	HBG,HHI
10	B-01	Bankura Christian College	Pratap Bagan (North) P.O.& Dist. Bankura –722101 Phone No- (03242)259724	HSO,HEC,EPA, HCO,HPS,HBG, HEG,HHI,HBT, HZO, HMT
11	B-03	Raja Narendra Lal	P.O. & Dist.- Midnapore (Paschim)	HBG,HCO,HEG, HHI,HSO,HEC,

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
		Khan Women's College	Pin.721101 Phone No-03222-265317	EPA,HPS,HPH, HCH,HMT,HZO, HBT,HGR, HED
12	B-04	Tramralipta Mahavidyalaya	P.O.- Tamluk, Dist. Purba Midnapore Pin—721636 Phone No-03228-269424	HCO,HPS,HSO, HBG,HEG,HHI, HMT,HGR
13	B-05	Fakir Chand College	P.O. Diamond Harbour Dist-South 24 Parganas Pin—743331 Phone No-(03174) 258401	HBG,HHI
14	B-06	Haldia Govt. College	P.O. Debhog-721657 Dist- Purba Midnapore Phone No-03224-255058	HBG,HEG,HHI, HSO,EPA,HCH, HZO,HGR, HED
15	B-07	Nistarini College	Deshbandhu Road, P.O. & Dist.- Purulia, Pin—723101 Phone No-03252229880	HBG, HEG, HHI, HSO, HPS, EPA, HCH, HZO, HGR, HED
16	B-08	Behala College	Parnasree, Behala Kolkata—700060 Phone No-2445-9248	HHI,HBG
17	B-09	Sonarpur College	Sahid Biswanath Sarani P.O. Rajpur, Dist. South 24 Parganas Kolkata-700149 Phone No-2434-4952	HBG,HCO,HEG, HHI,HGR
18	B-10	HiralalMazumdar Memorial College for Women	Dakshineswar, Kolkata Dist. 24 Pgs (N), Pin—700035, Phone No-2544-0932	HBG,HHI
19	C-01	Burdwan Raj College	Aftab House, P.O. & Dist.Burdwan Pin—713104 Phone No-0342-2559174	HBG, HEG, HHI, HPS, EPA, HSO, HEC, HCO, HPH, HCH, HMT, HZO, HBT, HGR, HED
20	C-02	Banwarilal Bhalotia College	Bir Ram Mohon Banerjee Road P.O.-Asansol, Dist. Burdwan Pin—713301 Phone No-0341-2201208	HBG ,HCO, HEG, HHI, HPS, HED, HPH, HCH, HBT, HZO, HGR, HMT
21	C-03	Suri Vidyasagar College	P.O. Suri,Dist-Birbhum Pin-731101 Phone No-03462-255504	HGB,HCO,HEG, HHI,EPA,HPH, HCH,HZO,HGR
22	C-04	NabagramHiralal Paul College	P.O. Nabagram, Dist—Hooghly; Pin—712246 Phone No-26747447	HBG,HCO,HEG, HHI,HPS
23	C-05	Chandernagore Govt. College	Strand Road, Barabazar P.O. Chandernagore Dist. Hooghly, Pin—712136 Phone No-26850616	HBG,HCO,HEG, HHI,HPS,HEC, EPA,HSO,HPH, HMT,HZO,HGR, HBT
24	C-06	Netaji Mahavidyalaya	P.O. Arambag, Dist. Hooghly Pin—712601 Phone No-03211-257162	HBG.HEG,HHI, HCH,HMT,HGR
25	C-07	Acharya Prafulla Chandra College	P.O. New Barrackpour, Pin. 743276 Dist. 24 Pgs (N) Phone No-2537-4831	HBG,HHI,HED
26	C-08	Bijoy Krishna Girls College	Howrah, 5/3, Mahatma Gandhi Road Pin-711101, Phone No-24604729	HBG,HHI, HGR, HCO, HED
27	C-09	Baruipur College	P.O. Purandarmant, Dist. 24 Parganas (South), P.S. Baruipur, Pin.- 743610	HBG,HHI,HGR

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
			Phone No-2433-9566	
28	C-10	Tarakeswar Degree College	P.O. Tarakeswar, Dist. Hooghly Pin. 712410 Phone No-032012-279628	HBG,HCO,HEG, HSO,HHI,HGR, HMT, HPS, HED, HEC
29	D-01	Krishnanagar Govt. College	P.O. Krishnagar, Dist. Nadia Pin—741101 Phone No-03472-256534	HBG, HEG, HHI, HPS, EPA, HSO, HEC, HCO
30	D-02	Barasat Govt. College	P.O. Barasat , Dist. North 24 Parganas, 700124 Phone No-25624525	HBG,HCO,HEG, HHI,HSO,HMT, HZO, HGR,HBT
31	D-03	Sree Chaitanya College	P.O. Habra Prafulla-Nagar, Dist. North24 Parganas Pin—743268 Phone No-(03216)239556	HBG,HEG,HHI, EPA.HEC,HPS, HGR,HMT
32	D-04	Mahadevananda Mahavidyalaya	Monirampur, P.O. Barackpur-743101 Dist. North 24 Parganas Phone No-25920577	HBG,HCO,HHI, HPS,HSO
33	D-05	Karimpur Pannadevi College	P.O.-Karimpur, Dist-Nadia, Pin—741152 Phone No-03471-257805	HBG,HEG,HHI, HSO,EPA,HGR
34	D-06	Chakdaha College	P.O. Chakdaha –741222 Dist. Nadia Phone No-03473-242934	HBG,HCO,HEG, HHI,HPS,HPH, HCH, HMT, HZO, HBT, HGR
35	D-07	Sudhiranjan Lahiri Mahavidyalaya	Majdia, Dist. Nadia—741507 Phone No-03472-275477	HBG,HHI
36	D-08	Egra S.S.B. College	P.O. Egra , Pin—721429, Dist. Purba Midnapur Phone No-03220-244073	HBG,HEG,HHI, HGR, HMT, HZO, HCH
37	D-09	Ghatal Rabindra Satabarsiki Mahavidyalaya	P.O. Ghatal, Dist. PaschimMidnapore Pin. 721212 Phone No-03225-255015	HBG,HEG,HHI, HPS,HSO,HCO, HGR,HMT
38	D-10	Bolpur College	College Road, Bolpur, Dist. Birbhum Pin. 731204 Phone No-03463-254935	HBG,HEG,HHI, HEC,HSO,EPA, HBT,HGR
39	E-01	Balurghat College	P.O.: Balurghat, Pin-733101 Dist: Dakshin Dinajpur Phone No-(03522)271821	HBG, HEG, HHI, HPS, EPA, HSO, HEC, HCO, HMT, HED
40	E-04	Krishnath College	P.O.- Berhampur, Dist. Mursidabad Pin—742101 Phone No-03482-252069	HBG, HEG, HHI, HPS, EPA, HSO, HEC, HCO, HPH, HCH, HMT, HZO, HBT, HGR
41	E-05	Vivekananda College for Women	Barisha, Kolkata-700008 Dist. 24 Pgs (S) Phone No-2445-5044	HBG,HEG,HHI, EPA,HSO,HPS
42	E-06	Sarojini Naidu College	30, Jessore Road, Kolkata-700028 Dist. 24 Pgs (N) Phone No-2559-2583	HBG,HHI,HGR
43	E-07	Kidderpore College	2, Pitamber Sircar Lane, Kidderpore Kolkata-23 Phone No-2642-6645	HBG,HHI
44	E-08	Sammalini College	STN/E.M. By Pass, Kolkata-700075 Phone No-2462-6869	HBG,HHI,HSO, HEG
45	E-09	Dr. Kanailal Bhattacharya College	Dharmatala, Ramrajatala, Santragachi Howrah-711104	HBG,HHI,HPS, HEG, HCO, HED, HGR

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
			Phone No-2627-2490	
46	E-10	Bhairab Ganguly College	Belgharia, Kolkata-700056 Dist.- 24 Pgs (N) Phone No-2553-2280	HBG,HCO,HEG, HHI,HPS,EPA, HPH,HZO
47	F-01	Siliguri College	P.O. Siliguri—734401,,Dist. -Darjeeling Phone No-0353-2538420	HBG, HEG, HHI, EPA, HPS, HSO, HEC, HCO, HPH, HCH, HMT, HZO, HBT, HGR
48	F-02	Ananda Chandra College	P.O. & Dist.Jalpaiguri—735101 Phone No-(03561) 224213	HBG,HEG,HHI, HSO,HPH,HCH, HMT,HZO,HBT, HGR, HED
49	F-03	Coochbehar College	P.O. Coochbehar, Dist. Coochbehar Pin—736101 Phone No-03582-256715	HBG, HEG, HHI, EPA, HPS, HSO, HEC, HCO, HED
50	F-04	Gobardanga Hindu College	Po-Khantura, Dt-24 PGS. (N) Pin-743273 Phone No-(03216)249210	HBG,HEG,HHI, HGR
51	F-05	Panskura Banamali College	Po-Panskura, Dt-PurbaMidnapore Phone No-03228-252131	HBG,HEG,HHI, HEC,HCO,EPA,HSO,HPH,HCH, HMT,HZO,HBT, HGR
52	F-06	Sunderban Mahavidyalaya	Po-Kakdwip, Dt-24 PGS(S) Phone No-03210-255057	HBG,HEG,HHI, HPS
53	F-07	Manbhum Mahavidyalaya	VirGanganarayan Road, Po-Manbazar Dist-Purulia Phone No- -03253 –255759	HBG,HHI,HEG, HCO, HGR
54	F-08	Rampurhat College	Rampurhat, Dist. Birbhum Pin-731224 Phone No-03461-255018	HBG,HEG,HHI, HMT,HGR
55	F-09	Prabhu Jagat Bandhu College	Jhorehat, Po-Andul-Mouri Howrah, Pin-711302 Phone No-2669-0221	HBG,HCO,HEG, HHI,HSO,HPS, HPH,HMT,HGR
56	F-10	Gour Mohan Sachin Mondal Mahavidyalaya	Po- Bireswarpur, Dist-24 PGS (South) Pin-743336 Phone No-033-24051316	HBG,HEG,HHI
57	G-01	Chanchal College	Po-Chanchal, Dist-Malda Pin-732123 Phone No-03513-252261	HBG,HEG,HHI, HCO
58	G-02	Garhbeta College	P.O.-Garhbeta, Dist.-Paschim Medinipur Phone No-03227-267520	HBG,HEG,HHI, HMT,HGR
59	G-03	Chandrakona Vidyasagar Mahavidyalaya	Chandrakona, Paschim Medinipur, Pin -721201 Phone No-03225-266294	HBG,HHI
60	G-04	Santipur College	P.O.-Santipur, Dist.-Nadia Pin.-741404 Phone No-03472-2582-6443	HHI,HBG
61	G-05	Mankar College	Mankar, Dist. Burdwan Pin.-713144 Phone No-(0343)2517269	HBG,HEG,HHI
62	G-06	Katwa College	P.O.-Katwa, Dist.-Burdwan, Pin.-713130 Phone No-03453-257653	HBG,HEG,HHI
63	G-07	JoypurP.Roy College	P.O.-Jaypur-Fakirdas, Dist.- Howrah Pin.-711401 Phone No-03214-234130	HBG,HEG,HHI, HED

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
64	G-08	Lalbaba College	117, G.T.Road, Belur Math, Dist. - Howrah Phone No-2654-8447	HBG,HCO,HEG, HHI
65	G-09	Bagnan College	P.O.-Bagnan, Dist. Howrah Phone No-03214 272392	HBG,HCO,HEG, HHI,HMT, HZO
66	G-10	Tangrakhali Bankim Sardar College	P.O.- Tangrakhali, Dist.-24-Pgs.(S) Pin.-743329 Ph.-0321257279	HBG, HEG, HHI, EPA, HPS, HSO, HEC, HCO, HBT, HZO
67	H-01	Dhruba Chand Halder College	P.O.-Dakshin Barasat, Dist.-24-Pgs.(S) Phone No-03218-222550	HBG,HHI,HMT, HGR
68	H-02	Taki Govt. College	P.O.-Taki, Dist.-24-Pgs.(N) Pin.-743429 Phone No-03217-234754	HBG,HHI,HMT, HZO,HGR
69	H-03	Raja Peary Mohan College	Uttarpara, Dist. Hooghly Phone No-26634155	HBG, HEG,HCO,HPH, HMT,HZO,HBT, HCH
70	H-05	Belda College	Belda, Station- Contai Road Dist- Paschim Medinipore Pin-721424 Phone No-03229-255037	HBG,HHI,HEG, HGR
71	H-06	Kharagpur College	P.O. Inda, Kharagpur Dist. Paschim Medinipur-721305 Phone No-03222-225958	HBG,HEG,HCO, HHI,HSO,HPS, HGR
72	H-07	Nahata J.M.S. Mahavidyalaya	P.O- Nahata, Ps- Gopalnagar Dist-24 Pgs (N) Phone No-03215-253267	HBG,HHI
73	H-09	Sripat Singh College	P.O- Jiagang, Dist- Murshidabad Pin-742123 Phone No-03483-255351	HBG,HEG,HHI, HSO,EPA,HBT, HGR,HMT,HZO
74	H-10	South Calcutta Girl's College	72, Sarat Bose Road, Kolkata-700025 Phone No-24863654	HBG,HCO,HEG, HHI
75	I-02	Dinabandhu Mahavidyalaya	Bongaon, Dist- 24 Pgs (N), Pin-743235 Ph-03215-255044	HBG,HHI, HED, HGR
76	I-03	Vivekananda Mission Mahavidyalaya	Viveknagar; P.O-Chaitanyapur Haldia; Dist-PurbaMedinipur Pin-721645 Phone No (03224)205636	HBG,HEG,HHI, HGR
77	I-04	Dumkal College	Basantapur, P.O- Basantapur P.S-Dumkal; Dist- Murshidabad Pin-742406 Phone No-03481230770	HBG,HEG,HHI, HGR
78	I-06	Durgapur Govt. College	J.N. Avenue, Durgapur- 713214 Phone No-0343-2500003	HBG,HHI,HEG, HPS,EPA,HCO, HMT
79	I-07	Women's College	P-29, Kshirode Vidyavenoda Avenue Kolkata-700003 Phone No-2554-4540	HBG,HHI,HEG, HPS,HSO,HCO, HMT, HGR
80	I-08	Kalna College	Po-Kalna, Dist- Burdwan Pin-713409 Phone No-03454-255983	HBG,HHI
81	J-01	Mahishadal Girls' College	Vill- Rangibasan, P.O. – Mahishadal Purba Medinipur, Pin-721628 Phone No-03224-240520	HBG,HHI,HPS, HSO,HEG, HMT
82	J-02	Uluberia College	Uluberia, Howrah, Pin-711315 Phone No-24185882	HBG,HEG,HHI, HPS, HMT

Sl. No.	LSC Code	Learner Support Centre	Address	Programmes on Offer
83	J-03	Bhangar Mahavidyalaya	Vill& P.O- Bhangar Dist- 24 Parganas (South) Phone No-03218-271975	HBG,HHI,HEG, HGR
84	J-04	Sree Gopal Banerjee College	Bagati, Magra, Hooghly-712148 Phone No-26844172	HBG,HHI, HPH,HCH,HBT, HZO,HMT
85	J-06	Al-Ameen Memorial Minority College	Jogibattala, Baruipur, Kolkata-700145 Ph-32025521	HBG, HEG, HPS, HHI, HCO
86	J-08	Sitalkuchi College	P.O-Sitalkuchi; Dist-Coochbehar Ph- 03583-263351	HBG,HEG,HHI, HPS, HSO, EPA, HGR
87	J-09	Ramananda College	Bishnupur, Bankura, Pin-722122 Phone-03244-256786	HBG,HEG,HHI, HPS, HSO, EPA, HCO, HEC, HED
88	J-10	Jhargram Raj College Girl's Wing	Jhargram, Dist- Paschim Medinipur Pin-721507	HBG, HEG, HHI, HPS, HSO, EPA, HMT, HEC
89	K-04	Alipurduar Mahila Mahavidyalaya	LoharPool, New Town, P.O-Alipurduar West Bengal, Pin-736121 Ph-03564-251962	HEG,HBG,HHI, HPS,HED
90	K-06	Birpara College	Dist-Alipurduar, Pin-735204 03563-266217	HEG,HBG,HHI, HPS,HSO,HEC, HED,HCO
91	K-07	Nakshalbari College	P.O-Nakshalbari, Dist-Darjeeling, Pin- 734429	HEG,HBG,HHI, HPS,HSO,HED
92	K-09	S. R. Fatepuria College	Beldanga, Murshidabad Pin-742133	HEG,HBG,HHI, HPS, EPA, HSO, HEC,HED, HCO
93	L-03	Muragachha Government College	Vill +P.O.- Muragachha P.S.-Nakashipara, Dist- Nadia Pin-741154	HEG, HBG,HHI,HPS, HCO, HED
94	L-09	Maynaguri College	P.O- Maynaguri; Dist- Jalpaiguri; Pin-735224 Ph-03561-234298	HEG,HBG,HHI, HPS,HEC,HED
95	M-01	Tufanganj Mahavidyalaya	P.O- Tufanganj Newtown, Dist- Cooch Behar, Pin-736160 Ph-03582-244263	HEG,HBG,HHI, HPS,HSO,HEC
96	N-04	Memari College	Memari College, P.O-Memari; Dist- Burdwan, Pin-713146 Ph-0342-2250589	HEG, HBG, HHI, HPS, HSO, HEC,HED,HCO
97	N-05	Gushkara Mahavidyalaya	P.O-Gushkara; Dist-Purba Bardhaman; Pin-713128 Ph-03452-255105	HEG, HBG, HHI, HPS, EPA,HSO, HEC,HED,HCO
98	N-06	Gour Mahavidyalaya	P.O-Mangalbari; Dist-Malda; Pin-732142 Ph-03512-260547	HEG, HBG, HHI, HPS, HSO, HED, HMT,HPH,HCH, HGR
99	N-07	Malda Women's College	Pirojpur;Shanti Gopal Sen Sarani P.O. & Dist- Malda; Pin-732101 Ph-03512-252597	HEG,HBG,HHI, HPS,EPA,HSO, HEC, HED
100	N-08	Kaliachak College	P.O.-Sultanganj, P.S.-Kaliachak, Dist.- Malda, Pin-732201	HEG, HBG, HPS, HHI, HSO, HED
101	N-10	Sukanta Mahavidyalaya	Sukanta Nagar; P.O-Dhupguri; Dist-Jalpaiguri; Pin-735210 Ph-03563-250067, 8436238571 (O)	HEG,HBG,HHI, HPS, HSO,HED
102	Q-05	Kaliyaganj College	P.O-Kaliyaganj; Dist- Uttar Dinajpur; Pin-733129 Ph-03523-258100	HEG,HBG,HHI, HPS,HEC,HCO, HMT,HPH,HCH
103	Q-10	Dr. A.P.J. Abdul Kalam Govt. College	Plot BA-1, AA-1, New Town, Rajarhat, Kolkata, Kolkata-700156	HEG, HBG, HPS, HHI, HSO

b. District Wise List of Learner Support Centres (UG: 2021-22)

Sl. No.	Regional Centre	District	LSC Code	Name of the Learner Support Centre	
1	Kalyani Regional Centre	24 Parganas (N)	A-01	Dum Dum Motijheel College	
2			C-07	Acharya Prafulla Chandra College	
3			D-02	Barasat Govt. College	
4			D-03	Sree Chaitanya College	
5			D-04	Mahadevananda Mahavidyalaya	
6			F-04	Gobardanga Hindu College	
7			H-02	Taki Govt. College	
8			H-07	Nahata J.M.S. Mahavidyalaya	
9			I-02	Dinabandhu Mahavidyalaya	
			Q-10	Dr. A.P.J. Abdul Kalam Govt. College	
10		Murshidabad	E-04	Krishnath College	
11			H-09	Sripat Singh College	
12			I-04	Dumkal College	
13			K-09	S. R. Fatepuria College	
14		Nadia	D-01	Krishnanagar Govt. College	
15			D-05	Karimpur Pannadevi College	
16			D-06	Chakdaha College	
17			D-07	Sudhiranjan Lahiri Mahavidyalaya	
18			G-04	Santipur College	
19	L-03		Muragachha Government College		
20	Jalpaiguri Regional Centre	Alipurduar	K-04	Alipurduar Mahila Mahavidyalaya	
21			K-06	Birpara College	
22		Cooch Behar	F-03	Coochbehar College	
23			J-08	Sitalkuchi College	
24			M-01	Tufanganj Mahavidyalaya	
25		Dakshin Dinajpur	E-01	Balurghat College	
26		Darjeeling	F-01	Siliguri College	
27			K-07	Nakshalbari College	
28		Jalpaiguri	F-02	Ananda Chandra College	
29			L-09	Maynaguri College	
30			N-10	Sukanta Mahavidyalaya	
31		Malda	G-01	Chanchal College	
32			N-06	Gour Mahavidyalaya	
33			N-07	Malda Women's College	
34			N-08	Kaliachak College	
35		Uttar Dinajpur	Q-05	Kaliyaganj College	
36		Durgapur Regional Centre	Bankura	B-01	Bankura Christian College
37				J-09	Ramananda College
38			Birbhum	C-03	Suri Vidyasagar College
39	D-10			Bolpur College	
40	F-08			Rampurhat College	
41	Paschim Burdwan		C-02	Banwarilal Bhalotia College	
42			G-05	Mankar College	
43			I-06	Durgapur Govt. College	
44	Purba Burdwan		C-01	Burdwan Raj College	
45			G-06	Katwa College	
46			I-08	Kalna College	
47			N-04	Memari College	
48		N-05	Gushkara Mahavidyalaya		

Sl. No.	Regional Centre	District	LSC Code	Name of the Learner Support Centre	
49	Head Quarters	Purulia	B-07	Nistarini College	
50			F-07	Manbhum Mahavidyalaya	
51		24 Parganas (S)	B-05	Fakir Chand College	
52			B-09	Sonarpur College	
53			C-09	Baruipur College	
54			F-06	Sunderban Mahavidyalaya	
55			F-10	Gour Mohan Sachin Mondal Mahavidyalaya	
56			G-10	Tangrakhali Bankim Sardar College	
57			H-01	Dhruba Chand Halder College	
58			J-03	Bhangar Mahavidyalaya	
59			Hooghly	C-04	NabagramHiralal Paul College
60				C-05	Chandernagore Govt. College
61				C-06	Netaji Mahavidyalaya
62		C-10		Tarakeswar Degree College	
63		H-03		Raja Peary Mohan College	
64		J-04		Sree Gopal Banerjee College	
65		Howrah		A-08	Shibpur Dinabandhu College
66			C-08	Bijoy Krishna Girls College	
67			E-09	Dr. Kanailal Bhattacharya College	
68			F-09	Prabhu Jagat Bandhu College	
69			G-07	JoypurP.Roy College	
70			G-08	Lalbaba College	
71			G-09	Bagnan College	
72			J-02	Uluberia College	
73		Jhargram	J-10	Jhargram Raj College Girl's Wing	
74		Kolkata	A-02	Basanti Devi College	
75			A-03	Gurudas College	
76			A-04	Maharaja Manindra Ch. College	
77			A-05	Goenka College	
78			A-06	Surendranath Evening College	
79			A-07	Victoria Institution (College)	
80			A-10	Gurudas College of Commerce	
81			B-08	Behala College	
82			B-10	HiralalMazumdar Memorial College for Women	
83			E-05	Vivekananda College for Women	
84			E-06	Sarojini Naidu College	
85			E-07	Kidderpore College	
86			E-08	Sammalini College	
87			E-10	Bhairab Ganguly College	
88			H-10	South Calcutta Girl's College	
89			I-07	Women's College	
90			J-06	Al-Ameen Memorial Minority College	
91		Paschim Medinipur	B-03	Raja Narendra Lal Khan Women's College	
92			D-09	Ghatal Rabindra Satabarsiki Mahavidyalaya	
93			G-02	Garhbeta College	
94			G-03	Chandrakona Vidyasagar Mahavidyalaya	
95			H-05	Belda College	
96			H-06	Kharagpur College	
97		Purba Medinipur	B-04	Tramralipta Mahavidyalaya	
98			B-06	Haldia Govt. College	
99			D-08	Egra S.S.B. College	
100			F-05	Panskura Banamali College	
101					

Sl. No.	Regional Centre	District	LSC Code	Name of the Learner Support Centre
102			I-03	Vivekananda Mission Mahavidyalaya
103			J-01	Mahishadal Girls' College

21. To whom to contact

Sl. No.	Section	Issues	Telephone No.	E-Mail ID
1	Registration	Issues related to Admission	033-40663220/ 033-40663223	nsou@wbnsou.ac.in
		Issues related to Registration		
		Issues related to Renewal		
2	Study Materials	Issues related to Study Material	033-40663218	directorsc@wbnsou.ac.in
3	Examination	Issues related to Admit Card	033-24630292/ 033-24630293	coe.bdp@wbnsou.ac.in
		Issues related to Assignments		
		Issues related to Term-End Examination		
		Issues related to result		
4	Learner Support Centre	Issues related to Learner Support Centre	033-40663205	directorsc@wbnsou.ac.in

22. Learners Support Service

The main focus of academic and administrative structure of this University is to make the system more learner friendly by the time. Beginning from pre-admission stage till certification stage, the learners receive continuous academic and other support in various forms.

- ✓ Pre-admission counselling at Headquarters, Regional Centre and Learner Support Centres
- ✓ Teaching support in the form of PCP (Personal Contact Programme), academic counselling at Learner Support Centres
- ✓ Conduct of practical sessions under the supervision of experts for programmes having practical component at selected centres
- ✓ Conduct of workshops/ excursion / extended contact programmes depending on specific programme requirements
- ✓ Continuous evaluation and feedback
- ✓ Library facility
- ✓ Conduct of examination at selected Learner Support Centre & Regional Centre

a. Library Support Services

Library facility is one of important services in any higher educational institution. In addition to the Self Learning Materials (SLMs) and other learning resources the University provides library facility to all of its registered learners. The Library Department, Netaji Subhas Open University is located at Kalyani Campus, Ghoshpara Station Road, Kalyani, Nadia-741235.

Library Hours : Monday to Friday—12.00 noon to 04.00 PM, Saturday and Sunday (during PCPs and practical session)—12.00 noon to 04.00 PM.

Instructions to the learners for obtaining library service: Learners have to fill up a membership registration form available at library office and have to submit the filled in form in any working day. Thereafter, a membership card (not transferable) will be provided to the learners. Learners without the library card will not be allowed to access the library.

Facilities for learners: Reading, reference, online public access catalogue (OPAC), inter library loan, computer, internet access, e-mail, website service, telephone, scan with the help of smart phone.

NSOU Study Corners: To extend library support service for distributed and distance learners the University has initiated the process of setting up a strategic partnership with the existing network of Public Libraries of Govt. of West Bengal to offer library support to the learners all over the State. This initiative is taken by NSOU and the model is the first of its kind in the country. With the active support from Department of Mass Education Extension and Library Services, Govt. of West Bengal, the strategic partnership has been started with the following Public Libraries at different locations.

Name of the Study Corner	Address	Contact Number	Working Day	Working Hours
State Central Library, Kolkata	1/17, C.I.T. Scheme, VII M, VIP Road, Ultadanga, Kolkata-700 054	(033) 2355-0415/ 2355-0416	Mon to Sat (2nd & 4th Sat closed)	11 AM to 8 PM
Kolkata Metropolitan Library, Kolkata	Kolkata Metropolitan Library, 2, Ballygunge Park Road, Kolkata-700 019	(033) 2287-2004	Mon to Sat (2nd and 4th Sat closed)	11 AM to 8 PM
Taki Govt. District Library	P.O. Taki, Dist. : 24 Pga(N), Pin: 743429	(03127) 234482	Mon to Sat (2nd and 4th Sat closed)	12 noon to 7 PM
North 24 Parganas Govt. District Library	P.O. : Barasat, Dist. : 24 Pgs(N), Pin : 700 124 (Near Kalikrishna Girls School)	(033) 2584-3297	Mon to Sat (2nd and 4th Sat closed)	12 noon to 7 PM
Uttar Dinajpur Govt. District Library	P.O. : Karnojora, Dist.: Uttar Dinajpur, Pin : 733 130	(03523) 246117	Mon to Sat (2nd and 4th Sat closed)	11 AM to 6 PM
Uttarpara Jaikrishna Public Library	229, G.T. Road, Uttarpara, Hooghly-712 258	(033) 2663-8293	Mon to Sat (2nd and 4th Sat closed)	12 noon to 7 PM
North Bengal State Library	M.J.N. Road, Sagardighi Square (South-East Corner), P.O. & Dist.: Cooch Behar, Pin :736 101	(03582) 223608	Mon to Sat (2nd and 4th Sat closed)	March to Oct : 12 noon to 7 PM; Nov to Feb : 11 AM to 6 PM

b. ICT Support Services

Every year thousands of learners take admission in various programmes of the University. All the services are made available to the learners through a network of Learner Support Centres and Regional Centres of NSOU. The University takes all possible steps to reach its thousands of learners through Information and Communication Technology (ICT). The University has established ICT based Learner Support Cell which addresses the issues raised by the learners either through mail or SMS. Learners are advised to follow the website in regular interval for latest notice/ information etc. The learners may take full advantages from the following services as provided by the University towards the completion of their programme successfully.

Online support services: The University has developed a mechanism for SMS alert to communicate the registered learners with all information/ notice etc. A dedicated Learner Support Cell has been established to receive phone

calls and redress the grievance of the learners within two working days. Automatic ticket generation for each call is maintained. Call at: 033-40585127; e-mail: admin@nsouict.ac.in

Learning Management System (LMS): We have dedicated a web portal to host LMS. Presently all the UG learners of the University can access academic content with their User ID and Password through this dedicated LMS. Academic contents including course materials and audio-visual lectures, online counselling session are available to facilitate any time anywhere learning (<http://www.nsouict.ac.in>).

School of Professional Studies	School of Education	School of Humanities	School of Social Sciences	School of Sciences
Commerce, Economics	Education	Bengali and English	History, Political Science, Public Administration and Sociology	Botany, Chemistry, Geography, Mathematics, Physics & Zoology

OER Repository: Only state aided university in West Bengal having the OER repository. The course materials and audio-visual lectures with appropriate open license are made available through this repository free of cost. Learners of any university may access / get these academic resources online (<http://nsouoer.krc.net.in>).

A/V Lectures: To supplement face to face counselling, the university has taken initiatives to develop audio-visual lectures delivered by eminent teachers/ experts. The A/V lectures are made available through LMS and OER Repository. The learners may have a new learning experience through www.nsouict.ac.in

M-learning/Mobile App: The LMS is made compatible with the android application so that the learners can get all the academic content through their mobile devices.

23. Learner's Grievance

For any grievance, learners are free to contact Assistant Director, Learner Support Centres & Convener, Learners' Grievance Redressal Cell, NSOU either by e-mail (asstdirector.nsou@gmail.com) or by post (DD-26, Sector-I, Salt Lake City, Kolkata-700 064).

A learner once enrolled in NSOU, must always

- a) get all his/her correspondences forwarded and the documents, attached therein authenticated, by his/her respective Learner Support Centre Coordinator;
- b) in all such cases he/she is to attach relevant proof supporting the validity of his/ her enrollment/ renewal (as the case may be) at that material point of time, failing which such correspondences will be treated as cancelled.

24. NSOU Policy Regarding Sexual Harassment of Women at the Workplace

In compliance with the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013** and subsequent UGC directive, Netaji Subhas Open University has adopted a policy that aims to prevent/prohibit/punish the offenders of sexual harassment of women at the workplace and has constituted **Internal Complaints Committee** in order to deal with the complaints of sexual harassment of women employees in the different campuses of the University.

Information on this policy, rules and procedures can be accessed on the UGC website (www.ugc.ac.in). Incidents of sexual harassment may be reported to the Co-ordinator, Learner Support Centres / Principal of the Institute where the Learner Support Centre is located.

25. Waive of Programme Fee

This fee concession scheme is only applicable for transgender learners. Transgender applicants are advised to submit an application after getting admission to a UG programme and or after submitting renewal fees to the Learner Support Centres. The application should be addressed to the Registrar, Netaji Subhas Open University and should be forwarded by the Coordinator of the respective Learner Support Centre. Applicants must attach following documents along with written application in plain A4 size paper.

1. Proof against payment of programme fees and/or Payment Confirmation Receipt issued by the University.
2. Any certificate issued by Central or State Govt. Medical Officer/any other competent authority/ Aadhaar card in support of the claim by the applicant.

The amount paid as programme fees may be refunded to concerned applicant after verification of application along with all supporting document as forwarded by the Coordinator, Learner Support Centre.

26. Frequently Asked Questions (FAQs)

Answers of some anticipated question are given below in the form of Frequently Asked Questions (FAQs).

Where can I get an online application form? Where should I verify the filled-in admission form or verify my eligibility criteria? Where should I submit my filled-in application form?

After publication of admission notification, you can access it online through our admission website (Link will be available in admission notification).

University will verify your filled-in online admission form or eligibility criteria with the scanned document uploaded by you at time of submission of online application form.

The filled in admission form should be submitted online only through admission portal of the University.

Can I change my Learner Support Centre?

Application for change of Learner Support Centre after taking admission can be made together with a fee of Rs. 500/- (payable through DD drawn in favour of Netaji Subhas Open University payable at Kolkata). Such application will be considered under circumstances like change of place of service, shifting of family and change of marital status only with documentary evidence.

Lost my Enrollment Certificate Cum Identity Card, what should I do?

The applicant must register a General Missing Dairy (GD) with local police station at earliest. To get a duplicate **Enrollment Certificate Cum Identity Card** you should write an application addressed to Registrar along with a DD of Rs. 250/- (payable through DD drawn in favour of **Netaji Subhas Open University** payable at **Kolkata**) and the GD. The application must be forwarded by the Learner Support Centre Coordinator with official seal.

Can I choose my Learner Support Centre, or shall the university allot me the Learner Support Centre?

You can choose your Learner Support Centre as per your convenience. However, since all your programmes are not available at all the Learner Support Centre, you should ensure that the programme you are applying for is available at the Learner Support Centre opted by you. Normally the Centre opted by you shall be allotted to you. However, in exceptional/ unavoidable cases the University may allot a different Centre to you and in such cases the decision of the University is final.

How should I pay the programme fee?

The fee can be paid through online (via payment gateway) and offline (through bank challan) mode. For more details regarding payment method, please see the detail admission notification or guideline for online admission process in the University website. The learners who wish to pay the fee online through debit / credit cards/ internet

banking/UPI are hereby directed to use their own cards only. In case of failure of fee payment transaction, the amount so paid will automatically get transferred to the cardholder's account.

What I am required to do after submission of my application form?

After submission of online application and successful payment of requisite fees University will issue a provisional Enrollment Certificate Cum Identity Card as proof of your admission along with Receipt of SLM through admission portal. You have to collect final Enrollment Certificate Cum Identity Card from your Learner Support Centre.

If I want to withdraw myself from the programme after confirmation of my admission, shall I get my fee refunded?

Fees once paid for admission to a particular programme will not be refunded (for further refund policy visit our admission website). It is also not adjustable against any other programme of this University.

Can I change my programme/ course after admission?

Application for change of programme/ course after admission in one Under Graduate Degree Programme will not be entertained under any circumstances. The candidates should, therefore, be very careful as regards the choice of programme/ course of study before taking admission.

Can I join two programme of NSOU at a time?

A learner is permitted to take admission for only one Under Graduate (UG) Degree Programme of NSOU during his/her tenure of enrolment in the University. Any violation of this rule will lead to cancellation of the candidature of the learners concerned and in such cases no fees will be refunded. However, a Learners of the Under Graduate Programme can take simultaneous admission in any one Advance Diploma/ Certificate/ Training programme of the University. But, in the event of any clash of dates arises in counselling and/or examinations schedule between the two programmes taken, the University will not be in a position to make any adjustments for its mitigation.

How can I receive support if I have doubts while studying the materials?

We provide face-to-face/ online contact between learners and tutors/counsellors at Learner Support Centres to clarify your doubts and answer your academic queries. This is called "Counselling" which is normally held on weekends.

Is it compulsory for me to attend counselling?

The counselling sessions are not compulsory for theory courses. However, it is advised to attend the session as far as possible, in future which will be immensely useful in certain respects to share your views on the subject with your counsellors and fellow learners; comprehend some of the complex ideas/concepts or difficult issues discussed in your materials, and get clarifications for many of your doubts which you would not have solved yourself.

How do I know about counselling schedule?

Your Learner Support Centre will inform you about the counselling schedule. Normally counselling would be held on Saturday and Sunday. You should contact your Learner Support Centre coordinator for the counselling schedule.

Why should I do assignments, are the assignments compulsory?

The purpose of assignment is to help you get through the courses. Your counsellor or evaluator will write teaching type comments on your assignment responses to facilitate your learning. Assignment is a process of formative evaluation. It will help you understand how you are progressing in your studies.

Yes, the assignments per theory course are compulsory. It means you need to submit the assignments per course within the stipulated time for being eligible to appear in the term-end examination. The assignments carry maximum 30% in the final result.

When and where should I submit the assignments?

You should submit the assignment as per notification as and when circulated by the University.

If I cannot complete my programme in three years what will be the fate of submitted assignments?

All the assignments submitted earlier will be carried forward till your registration validity period.

Can I improve my assignment grade by re-doing them?

No, you cannot improve an assignment grade in any circumstances.

27. Definition-In this Prospectus, unless the context otherwise requires:

Academic Session: “Academic session” means duration of twelve months beginning either in January to February or in the month of July to August, as the case may be, of every calendar year;

Centre for Internal Quality Assurance (CIQA): “Centre for Internal Quality Assurance (CIQA)” means a Centre established by a Higher Educational Institution for ensuring the quality of programmes being offered in Open and Distance Learning mode and Online mode.

Credit: “Credit” means the Unit award gained by a learner with study efforts of minimum number of hours required to acquire the prescribed level of learning in respect of that Unit; Explanation: For the purpose of this clause, a study effort for one credit shall mean time required by a learner to understand the contents equivalent to 15 hours of classroom teaching or 30 hours including self-learning time required to acquire the prescribed level of learning in respect of that Unit;

Degree: “Degree” means a degree specified under sub-section (3) of section 22 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Programme: “Programme”/ “Programme of study” means a higher education programme pursued for a degree specified by the Commission under Section 22 (3) of the UGC Act;

Course: “Course” means combination of the specified units which comprises a programme of study;

e-Learning Material: “e-Learning Material” means and includes contents in the form of structured course material, as a part of one or more courses in the Online Programme, in digital format delivered through Learning Management System, which is inter alia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books; as defined in these regulations;

Examination Centre: “Examination Centre” means a place where examinations are conducted, inter alia, for assessment of the learners pursuing programmes under Open and Distance Learning mode and Online mode and is having the requisite infrastructure relevant to respective mode of education including adequate manpower for smooth conduct of examinations and adhering to such minimum standards as specified in these regulations;

Learning Management System (LMS): “Learning Management System (LMS)” means a system to keep track of delivery of e-Learning Programmes, learner’s engagement, assessment, results, reporting and other related details in one centralised location;

Learner Support Centre (LSC): “Learner Support Centre (LSC)” means a centre established or recognised by the Higher Educational Institution for advising, counselling, providing interface between the teachers and the learners, rendering any academic and any other related service and assistance required, inter alia, by the learners of Open and Distance Learning mode;

Learner Support Services: “Learner Support Services” means and includes such services as are provided by a Higher Educational Institution in order to facilitate the acquisition of teaching learning experiences by the learner to the level prescribed by or on behalf of the Commission in respect of a programme of study under Open and Distance Learning mode and/or Online mode;

MOOCs: MOOCs shall have the same meaning as assigned to it under sub-regulation 3.6 of regulation 3 of UGC (Credit Framework for Online learning courses through SWAYAM) Regulations, 2016;

Online Mode: “Online Mode” means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using internet, e-Learning Materials and full-fledged programme delivery through the internet using technology assisted mechanism and resources;

Open and Distance Learning Mode: “Open and Distance Learning Mode” means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences;

Open University: “Open University” means a Higher Educational Institution which imparts education only through Open and Distance learning mode and/or Online mode using variety of media including print, electronic, online, information and communication technology educational aids including Open Educational Resources (OERs) or Massive Open Online Courses (MOOCs) etc. and is not having any provision for offering higher education in conventional mode in its Act or Memorandum of Association or other statutory documents governing the Higher Educational Institution;

Prospectus: Prospectus includes any publication, whether in print or e-form, issued for providing fair and transparent information, relating to University and its programmes, to the general public (including to those seeking admission in such Higher Educational Institution) by the management of the University or any authority or person authorised by the University to do so;

Regional Centre: “Regional Centre” means a Centre established or maintained by the Netaji Subhas Open University for the purpose of coordinating and supervising the work of the Learner Support Centres in the region as per its territorial jurisdiction and for performing such other functions as may be conferred on such Centre by the statutory authorities of this University;

Self-Learning Material (SLM): “Self-Learning Material (SLM)” for Open and Distance Learning mode means and includes contents in the form of course material, whether print or in e- form, which is interalia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books;

SWAYAM (Study Webs of Active Learning for Young Aspiring Minds): “SWAYAM” means the learning management system as specified in the UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016. “SWAYAM” is a portal devised and managed by the Ministry of Education, Govt. of India.

Academic Counsellor: “Academic Counsellor” is academic staff in the Study Centre or Learner Support Centre who fulfils the minimum qualifications as laid down in the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 and provide academic support services as per rules/ regulation laid down by the University.

Co-ordinator, Learner Support Centre: The Learner Support Centre is headed by a Coordinator who is a regular teacher not below the rank of a qualified Assistant Professor of the concerned College or Higher Educational Institution and assisted by the counsellors as decided by the University.

Learner: “Learner” means a person admitted to and pursuing a specified credit-based course/programme of study in Netaji Subhas Open University.

28. Different Administrative and Academic wing of NSOU

Vice-Chancellor's Secretariat

- DD-26, Sector-I, Salt Lake City, Kolkata - 700 064, Phone: 033 4066 3201, Fax: 033 4066 3224

Registrar's Office

- DD-26, Sector-I, Salt Lake City, Kolkata - 700 064. Phone: 033 4066 3211, Fax: 033 4062 3171

Study Centre Department

- DD-26, Sector-I, Salt Lake City, Kolkata - 700 064, Phone: 033 4066 3205

Office of the Controller of Examinations

- 2nd Floor, 134/1, Meghnad Saha Sarani, Kolkata - 700 029, Phone: 033 2463 0292, Fax: 033 2465 6936

School of Sciences

- City Campus: 1) DD-26, Sector-I, Salt Lake City Kolkata-700 064, Phone: 033 4066 3217, 2) 1st Floor, K-2, Bidhannagar Fire Station, Sector-V, Salt Lake City, Kolkata-700 091, Phone: 033 2357 2947, 033 2357 7644
- Academic Campus : 1) Kalyani Regional Centre, Academic Building, Ghoshpara Station Road, Kalyani, Nadia, PIN-741 235, Phone: 033 2582 6611, 2) Durgapur Regional Centre (Adjacent to Durgapur Govt. College Campus), Jawahar Lal Nehru Road, Durgapur, Dist. : Paschim Burdwan, PIN-713 214, 3) Jalpaiguri Regional Centre (Adjacent to Jalpaiguri Engineering College Campus), Pat Kata, Dist-Jalpaiguri, PIN-735 101

School of Humanities

- City Campus: DD-26, Sector-I, Salt Lake City, Kolkata - 700 064, Phone: 033 4066 3214
- Academic Campus: 1) Kalyani Regional Centre, Academic Building, Ghoshpara Station Road, Nadia, PIN-741 235, Phone: 033 2582 0103 2) Durgapur Regional Centre (Adjacent to Durgapur Govt. College Campus), Jawahar Lal Nehru Road, Durgapur, Dist. : Paschim Burdwan, PIN-713 214, 3) Jalpaiguri Regional Centre (Adjacent to Jalpaiguri Engineering College Campus), Pat Kata, Dist-Jalpaiguri, PIN-735 101

School of Social Science

- City Campus: DD-26, Sector-I, Salt Lake City, Kolkata - 700 064, Phone: 033 4066 3219
- Academic Campus:1) Kalyani Regional Centre, Academic Building, Ghoshpara Station Road, Kalyani, Nadia, PIN-741 235, Phone: 033 2582 3336, 2) Durgapur Regional Centre (Adjacent to Durgapur Govt. College Campus), Jawahar Lal Nehru Road, Durgapur, Dist. : Paschim Burdwan, PIN-713 214, 3) Jalpaiguri Regional Centre (Adjacent to Jalpaiguri Engineering College Campus), Pat Kata,
- Dist-Jalpaiguri, PIN-735 101

School of Education

- City Campus: CF-162, Sector-I, Salt Lake City, Kolkata-700 064, Phone: 033 4004-7569 / 70 / 71
- Academic Campus: 1) Kalyani Regional Centre, Academic Building, Ghoshpara Station Road, Kalyani, Nadia, PIN-741 235, Phone: 033 2582 3332

School of Professional Studies

- City Campus: DD-26, Sector-I, Salt Lake City, Kolkata-700 064, Phone: 033 4066 9464
- Academic Campus: 1) Kalyani Regional Centre, School of Professional Studies, Ghoshpara Station Road, Kalyani, Nadia, PIN-741 235, Phone: 033 2582 2529, 2) Durgapur Regional Centre (Adjacent to Durgapur Govt. College Campus), Jawahar Lal Nehru Road, Durgapur, Dist. : Paschim Burdwan, PIN-713 214, 3) Jalpaiguri Regional Centre (Adjacent to Jalpaiguri Engineering College Campus), Pat Kata, Dist-Jalpaiguri, PIN-735 101

Library

- Regional Campus, Kalyani : Ghoshpara Station Road, Kalyani, Nadia, PIN-741 235, Phone: 033 2582 2248



NETAJI SUBHAS OPEN UNIVERSITY

ESTABLISHED BY W.B. ACT (XIX) OF 1997, RECOGNIZED BY U.G.C.

DD – 26, SECTOR – I, SALT LAKE CITY, KOLKATA – 700 064

APPLICATION FOR CORRECTION IN ENROLLMENT CERTIFICATE-CUM-IDENTITY CARD (UG)

To
The Registrar
Netaji Subhas Open University
DD – 26, Sector – I, Salt Lake City, Kolkata – 700 064

Through :
The Co-Ordinator

.....
Sub. :- Application for Correction of

Sir,
I, Shri / Smt. have been admitted at NSOU
..... Learner Support Centre () I am submitting the form for
correction of my Enrollment Certificate-cum-Identity Card as per details given below:

Sl. No.	Enrolment No.	Correction For	Existing	Corrected	Subject Code

Yours faithfully,

Signature of the Learner

- Enclosed :
- 1) Original Enrolment Certificate cum Identity Card.**
 - 2) Photocopy of Marksheet of Class 10 & (10+2) Examinations (one copy each).**
 - 3) Photocopy of Admit Card of Class 10 Examination (one copy).**
 - 4) A DD of Rs. 200/- (two hundred only) bearing No..... dated.....**

Forwarded,

Co-ordinator (With Seal)

N.B.: + A fee of Rs. 200/- should be remitted by way of a Demand Draft drawn in favour of Netaji Subhas Open University and payable at Kolkata (one photocopy of Demand Draft should be attached herewith).



NETAJI SUBHAS OPEN UNIVERSITY

ESTABLISHED BY W.B. ACT (XIX) OF 1997, RECOGNIZED BY U.G.C.

DD – 26, SECTOR – I, SALT LAKE CITY, KOLKATA – 700 064

APPLICATION FOR CHANGE OF LEARNER SUPPORT CENTRE (UG)

To
The Registrar
Netaji Subhas Open University
DD – 26, Sector – I, Salt Lake City, Kolkata – 700 064

Through:
The Co-ordinator

Sub.:- Application for Change of Learner Support Centre

Sir,
I, Shri / Smt. have been admitted at NSOU
..... Learner Support Centre () in the following programme
& subject etc.

My particulars are given below :

Sl. No.	Name of the Learner	Enrolment No.	Subject

At present I want to change my Learner Support Centre from
tobecause of Change of place of Service / Shifting of
Family / Marriage (please tick) in case of other reason please specify.....

Yours faithfully,

Signature of Learner

Enclosed :

A copy of DD for Rs.500/- (five hundred only) bearing no..... dated

- 1) **Original Enrolment Certificate cum Identity Card.**
- 2) **Copy of documents in support of the reason stated for change of centre.**

Forwarded,

Co-ordinator (With Seal)

N.B.:

- A FEE of Rs.500/- should be remitted by way of a Demand Draft drawn in favour of **Netaji Subhas Open University** and payable at Kolkata (one photocopy of Demand Draft should be attached herewith).
- Application will be considered under circumstances like change of place of service, shifting of family and change of marital status only after admission with documentary evidence.

Fees Structure for Admission Session 2021-22 under CBCS System

A learner enrolling for 3 years "Under Graduate (UG) Degree Programme" shall have to clear all the examinations within a span of 6 years (Registration validity period) from the year of enrollment.

A learner clearing the examination within first 3 years from the year of enrollment shall pay the fees according to the Column A1, A2 and A3. A learner failing to clear the examination within the span of first 3 years shall have to pay a studentship fee annually in as per column B1, B2 and B3 to continue studentship as applicable.

SL. NO	Programme	Programme Code	Instalment Details for learners completing Programme within 3 years			Instalment Details for the learners who needs extension to complete the Programme		
			Fees Structure under CBCS System					
			A1 1st Year Fees + @ Other Fees (Unrevised & Applicable for 2021 only) (Rs.)	A2 2nd Year(1/3 of Total Programme Fee + **Student ship Fee) (Rs.)	A3 3rd Year (1/3 of Total Programme Fee + **Student ship Fee) (Rs.)	B1 4th Year (*Studentship Fees) (Rs.)	B2 5th Year (*Student ship Fees) (Rs.)	B3 6th Year (*Student ship Fees) (Rs.)
1	Physics	HPH	3,100+475	4,600+ 600	4,600+ 600	600	600	600
2	Chemistry	HCH	3,100+475	4,600+ 600	4,600+ 600	600	600	600
3	Mathematics	HMT	4,266+475	4,600 + 900	4,600 + 900	600	600	600
4	Geography	HGR	3,100+475	4,600+ 600	4,600+ 600	600	600	600
5	Zoology	HZO	4,266+475	4,600+ 600	4,600+ 600	600	600	600
6	Botany	HBT	4,266+475	4,600+ 600	4,600+ 600	600	600	600
7	Bengali	HBG	2,100+475	2,430+ 600	2,430+ 600	600	600	600
8	English	HEG	2,100+475	2,430+ 600	2,430+ 600	600	600	600
9	History	HHI	2,100+475	2,430+ 600	2,430+ 600	600	600	600
10	Political Science	HPS	2,100+475	2,430+ 600	2,430+ 600	600	600	600
11	Public Administration (Under old syllabus)	EPA	2,100+475	2,430+ 600	2,430+ 600	600	600	600
12	Sociology	HSO	2,100+475	2,430+ 600	2,430+ 600	600	600	600
13	Education	HED	2,100+475	2,430+ 600	2,430+ 600	600	600	600
14	Economics	HEC	2,100+475	2,430+ 600	2,430+ 600	600	600	600
15	Commerce	HCO	2,100+475	2,430+ 600	2,430+ 600	600	600	600

@ Other Fee (Rs. 475= Registration Fees Rs. 175/- + ID Card Rs. 100/- + Development Fees Rs. 175/- + Migration Rs. 25)

** Studentship Fees (Rs. 600= Development Fees Rs. 175/- + Studentship Fees Rs. 425/-)

Note: Examination Fees are to be paid separately for appearing in the Examination.

General Instruction Related to Fees:

- ✓ Examination Fees will be notified from time to time.
- ✓ In order to appear in any examination within the stipulated time span of 6 years a learner shall have to clear the respective Programme **Fees, Admission fees/Other Fee, Examination Fees along with the mandatory Studentship Fees.**
- ✓ Amount of Programme Fees and Admission Fees for different Programme will also be available in admission Notification (Published in Newspaper and NSOU Website).
- ✓ Studentship fees, Examination Fees and other Fees (if applicable) will be notified through website from time to time by the University.
- ✓ **Paying of Programme Fees, Studentship Fees and Examination Fees (as the case may be) as mentioned is/ are mandatory to appear in the Term-End Examination.**
- ✓ The University may modify any component of above mentioned fees at any point of time by issuing notification, which will be applicable for all learners irrespective of year of admission.
- ✓ The above fee structure is applicable w. e. f. July, 2021-22 Session.

Note: The above Programme & year-wise distribution of fees is applicable for the learners taking admission in Academic Year 2021-22 under CBCS System. However, due to COVID-19 Pandemic situation learners have to pay the amount declared in Column A1 for taking admission in 2021.