



# Prospectus

**M.A./M.Sc./M.Com./MSW/MLIS COURSE**  
For Academic Year 2020-2021

## **Netaji Subhas Open University**

Established by W.B. Act (XIX) of 1997, Recognized by Distance Education Bureau (DEB) of University Grants Commission (UGC)

H.Q : DD-26, Sector-1, Salt Lake City, Kolkata - 700 064

Website : [www.wbnsou.ac.in](http://www.wbnsou.ac.in), Phone No. 033-4066-3220

*From the Desk of Vice-Chancellor*

Dear Learner,

Netaji Subhas Open University is the only State Open University in West Bengal that offers the Post Graduate (PG) 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 courses 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 Study Centres, 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 lakhs learners in different courses across a wide spectrum of academic disciplines, both in conventional and non-conventional courses. 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 coming up, 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/SIMs (Self Learning Materials/ Self Instructional Materials) in print. 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 Study 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.



**Professor Subha Sankar Sarkar**  
Vice-Chancellor  
Netaji Subhas Open University



## **NETAJI SUBHAS OPEN UNIVERSITY**

DD-26, Sector-I, Salt Lake City, Kolkata - 700064

Official Website : [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

Memo No. Reg/0540

Date:- 13.11.2020

### **NOTIFICATION**

#### **Disclaimer**

Students 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 Students, 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 student 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 students 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 courses and methods of teaching to suit the needs of the learners. Their options and inclinations are given due priorities. A variety of courses—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 Study Centres. Students 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, student assessment under Open University is based on continuous assessment and credit system. It does not require students to get bogged down in one final examination. One can study at one's own pace.

In 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 programs.
- ✓ 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 Life Long 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. 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 classroom, well-equipped laboratories for Geography, Chemistry, Zoology, Botany and Physics, state of art computer laboratory 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 99 Study Centres. In near future more Study 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 periodically 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 take care of UGC-DEB sponsored research projects. With all the faculties, students and staff, SoSci is a progressive and close-knit department.

**The School offers following Post Graduate Degree Programmes:**

Courses	Course Code	Eligibility	Course Duration	Registration Valid for	No. of Chances for Studentship Renewal
<b>Mathematics</b>	PGMT	Honours Graduate (10+2+3) in Mathematics	*2 years	*5 years	4 times during registration validation period (once per year)
<b>Geography</b>	PGGR	Honours Graduate (10+2+3) in Geography			
<b>Zoology</b>	PGZO	Honours Graduate (10+2+3) in Zoology			

**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.

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\* The minimum duration of the course is 2 (two) years from the date of registration. The registration is valid for a period of maximum 5 (five) years provided the candidate pays course fees, studentship fees and other relevant fees within due time as and when notified by the University.



**The School offers following Post Graduate Degree Programmes :**

Courses	Course Code	Eligibility	Course Duration	Registration Valid for	No. of Chances for Studentship Renewal
<b>Bengali</b>	PGBG	Graduate (10+2+3) of any recognized University and must have studied at least 300 marks in Bengali and passed successfully		*2 Years *5 Years	4 times during registration validation period (once per year)
<b>English</b>	PGEG	Graduate (10+2+3) of any recognized University and must have studied at least 300 marks in English and passed successfully			
<b>English Language Teaching</b>	PGELT	Graduate (10+2+3) with English/ Linguistics and must have studied at least 300 marks in English/Linguistics and passed successfully			

**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 History, Political Science, Public Administration and Sociology. The School of Social Sciences is proud to offer Post Graduation Courses in History, Political Science and Public Administration. However along with the said disciplines, courses at the Graduation level are also extended to the discipline of Sociology and Economics. 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 Post Graduate Degree Programmes:**

Courses	Course Code	Eligibility	Course Duration	Registration Valid for	No. of Chances for Studentship Renewal
<b>History</b>	PGHI	Graduate (10+2+3) of any recognized University and have studied at least 300 marks in History and passed successfully		*2 Years *5 Years	4 times during registration validation period (once per year)
<b>Political Science</b>	PGPS	Graduate (10+2+3) of any recognized University and have studied at least 300 marks in Political Science and passed successfully			
<b>Public Administration</b>	PGPA	Graduate (10+2+3) of any recognized University with Public Administration/ Political Science/Sociology/Economics and have studied at least 300 marks in Public Administration/Political Science/ Sociology/Economics and passed successfully			

\* The minimum duration of the course is 2 (two) years from the date of registration. The registration is valid for a period of maximum 5 (five) years provided the candidate pays course fees, studentship fees and other relevant fees within due time as and when notified by the University.

**School of Education (SoE) :** 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 and development of academic output in education. The SoE has provided quality teacher education to a large number of in-service teachers to fulfil the mandate of RTE Act, 2009 within 2015. At present the School offers RCI recognised and UGC approved programmes, viz., B.Ed Spl Ed (I.D./H.I/V.I) M.A. in Education and BDP in Education.

The School is trying to reach its learners through ICT support to rejuvenate the academic mission of “Reaching the unreached”. ICT support encompasses 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](http://www.nsouict.ac.in)) is being maintained for this purpose. The students can log in by their Log in ID and may have 24 × 7 learning experiences.

The faculties of the SoE are constantly engaged with various projects, workshops, seminar and conferences to keep them in constant interactions with the wider academia.

**The School offers the following Post Graduate Degree Programme:**

Course	Course Code	Eligibility	Course Duration	Registration Valid for	No. of Chances for Studentship Renewal
Education	PGED	Graduate (10 + 2 + 3) with Education and have studied at least 300 marks in Education and passed successfully or other Graduate (10+2+3) with B.Ed./B.Ed. (Spl. Ed.)	*2 Years	*5 Years	4 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 courses on Commerce & Management, Social Work, Library & Information Science. The syllabi of all the courses 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 and social work 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 students through ICT. Under ICT support, the students enrolled in 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](http://www.nsouict.ac.in)) is being maintained for this purpose. The students can log on by their log in ID and may have 24 × 7 learning experiences.

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\* The minimum duration of the course is 2 (two) years from the date of registration. The registration is valid for a period of maximum 5 (five) years provided the candidate pays course fees, studentship fees and other relevant fees within due time as and when notified by the University.

**The School offers following Post Graduate Degree Programme:**

Courses	Course Code	Eligibility	Course Registration Duration Valid for	No. of Chances for Studentship Renewal
<b>Commerce (M.Com.)</b>	PGCO	B.Com./BBA Graduate (10+2+3) of any recognized University	*2 Years *5 Years	4 times during registration validation period (once per year)
<b>Social Work (MSW)</b>	PGSW	Graduate (10+2+3) with Social Work / Sociology / Political Science / History / Public Administration / Economics/ Anthropology / Psychology / Philosophy / Human Development / Commerce and have studied at least 300 marks in any of the above mentioned subject or passed successfully LLB / BE / B.Tech / B.Voc. (three-year) in Child Protection / Child Development from a recognised University.		
<b>Library &amp; Information Science</b>	MLIS	(i) Bachelor of Library and Information Science (BLIS) degree from a recognized University or (ii) Other Graduate (10+2+3) with at least 300 marks of study in Library Science/ Library and Information Science/ Information Science	*1 Years *3 Years	2 times during registration validation period (once per year)

#### 4. Post Graduate Degree Programme

The University offers Post Graduate (PG) Degree Programmes for thirteen subjects at Post Graduate Level from three different stream of studies viz. Arts, Commerce and Science. For Arts stream there are nine Post Graduate subjects which are Bengali (PGBG), English (PGEG), English Language Teaching (PGELT), History (PGHI), Political Science (PGPS), Public Administration (PGPA), Social Work (PGSW), Master of Library & Information Science (MLIS) and Education (PGED). For Science Stream University offers three subjects those are Mathematics (PGMT), Zoology (PGZO) and Geography (PGGR). Only Commerce (PGCO) is offered from the Commerce stream.

#### 5. Academic Year

University conducts PG admission for January Session. Courses are offered in annual system.

#### 6. Duration of the Course

The minimum duration of the course is 2 (two) years from the date of registration. The registration is valid for a period of maximum 5 (five) years provided the candidate pays renewal fees and other relevant fees within due time as and when notified by the University.

Master of Library & Information Science is of minimum 1 (one) year duration and the registration is valid for a period of maximum 3 (three) years provided the candidate pays renewal fees and other relevant fees within due time as and when notified by the University.

\* The minimum duration of the course is 2 (two) years from the date of registration. The registration is valid for a period of maximum 5 (five) years provided the candidate pays course fees, studentship fees and other relevant fees within due time as and when notified by the University. Master of Library & Information Science is of minimum 1 (one) year duration and the registration is valid for a period of maximum 3 (three) years provided the candidate pays studentship fees and other relevant fees within due time as and when notified by the University.

## 7. Course wise Curriculum

Course Name : M.Sc. in Mathematics

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Abstract Algebra	PGMT-1A	Theory	20%	80%	100
Linear Algebra	PGMT-1B	Theory			
Real Analysis & Metric Spaces	PGMT-2A	Theory	20%	80%	100
Complex Analysis	PGMT-2B	Theory			
Ordinary Differential Equations	PGMT-3A	Theory	20%	80%	100
Partial Differential Equations & Special Function	PGMT-3B	Theory			
Numerical Analysis	PGMT-4A	Theory	20%	80%	100
*Computer Programming & Its Application to Numerical Analysis	PGMT-4B	Theory			
Principles of Mechanics	PGMT-5A	Theory	20%	80%	100
Elements of Continuum Mechanics & Special Theory of Relativity	PGMT-5B	Theory			
General Topology	PGMT-6A	Theory	20%	80%	100
Functional Analysis	PGMT-6B	Theory			
Differential Equations, Integral Transformations	PGMT-7A	Theory	20%	80%	100
Integral Equations	PGMT-7B	Theory			
Differential Geometry	PGMT-8A	Theory	20%	80%	100
Graph Theory	PGMT-8B	Theory			
(i) Advanced Complex Analysis / (ii) Operational Research	PGMT-9A(i)/(ii)	Theory	20%	80%	100
(i) Advanced Topology / (ii) Mathematical Models in Ecology	PGMT-9B(i)/(ii)	Theory			
(i) Advanced Differential Geometry / (ii) Fluid Mechanics	PGMT-10A(i)/(ii)	Theory	20%	80%	100
(i) Advanced Functional Analysis / (ii) Mechanics of Solids	PGMT-10B(i)/(ii)	Theory			
<b>Total Marks</b>					<b>1000</b>

**Note:** A student may choose any one of the following groups for Paper 9 & 10 as Special Papers:

A. Pure Mathematics-9A(i), 9B(i), 10A(i),10-B(i)

B. Applied Mathematics-9A(ii), 9B(ii), 10A(ii), 10B(ii)

\*Computer training is integral part of PGMT Course in Paper-4B and its successful completion is mandatory.

**Course Name : M.Sc. in Geography**

Paper	Paper Code	Paper Type (Theo/Prac)	Weightage for Assignment	Weightage for Term End	Full Marks	Credits
Geotectonics & Geomorphology	PGGR-1A	Theory	20%	80%	100	1st Year
Hydrology, Oceanography	PGGR-1B	Theory				
Climatology	PGGR-2A	Theory	20%	80%	100	1st Year
Soil & Bio-geography	PGGR-2B	Theory				
Economic Geography	PGGR-3A	Theory	20%	80%	100	1st Year
Social & Cultural Geography	PGGR-3B	Theory				
Population & Settlement Geography	PGGR-4A	Theory	20%	80%	50	1st Year
Quantitative Techniques	PGGR-4B	Practical	0	100%	50	
Preparation of Thematic Maps	PGGR-5A	Practical	0	100%	50	1st Year
Map Interpretation & Field Techniques	PGGR-5B	Practical	0	100%	50	
Geographical Thought	PGGR-6A	Theory	20%	80%	100	2nd Year
Historical & Political Geography	PGGR-6B	Theory				
Environmental Issues in Geography	PGGR-7A	Theory	20%	80%	100	2nd Year
Regional Planning & Development	PGGR-7B	Theory				
Special Paper (Urban Geography & Geomorphology)	PGGR-8A	Theory	20%	80%	100	2nd Year
Special Paper (Urban Geography & Geomorphology)	PGGR-8B	Theory	20%	80%	100	
Regional Problems in India	PGGR-9A	Theory	20%	100%	50	2nd Year
Remote Sensing & GIS	PGGR-9B	Practical	0	100%	50	
Special Paper Practical	PGGR-10A	Practical	0	100%	50	2nd Year
Field/Field Oriented Dissertation	PGGR-10B	Practical	0	100%	50	
<b>Total Marks</b>					<b>1000</b>	

**Course Name : M.Sc. in Zoology**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Structural Organization of Chordates & Nonchordates	PGZO-1A	Theory	20%	80%	100
Taxonomy Biodiversity & Conservation	PGZO-1B	Theory			
Ecology, Environment & Taxicology	PGZO-2A	Theory	20%	80%	100
Ethology & Evolution	PGZO-2B	Theory			
Physiology & Biochemistry	PGZO-3A	Theory	20%	80%	100
Genetics & Molecular Biology	PGZO-3B	Theory			
Basic Physical & Chemical Principles	PGZO-4A	Theory	20%	80%	50
Laboratory Course	PGZO-4B	Practical	0	100%	50
Laboratory Course	PGZO-5A	Practical	0	100%	50
Laboratory Course	PGZO-5B	Practical	0	100%	50
Quantitative Biology & Biotechnology	PGZO-6A	Theory	20%	80%	100
Immunology & Microbiology	PGZO-6B	Theory			
Developmental Biology	PGZO-7A	Theory	20%	80%	100
Endocrinology, Cell & Tissue Structure Function	PGZO-7B	Theory			
Parasitology & Public Health	PGZO-8A	Theory	20%	80%	100
Agricultural Entomology & Aquatic Resource Management	PGZO-8B	Theory			
Review / Dissertation & Seminar	PGZO-9A	Practical	0	100%	50
Laboratory Course	PGZO-9B	Practical	0	100%	50
Laboratory Course	PGZO-10A	Practical	0	100%	50
Laboratory Course	PGZO-10B	Practical	0	100%	50
<b>Total Marks</b>					<b>1000</b>

**Course Name : M.A. in Bengali**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Bangla Sahityer Itihas	PGBG-I	Theory	20%	80%	100
Bhashabigyan O Sahityatatwa	PGBG-II	Theory	20%	80%	100
Kabita-Prachin, Madhyajugiya, Adhunik	PGBG-III	Theory	20%	80%	100
Upanyas O Chotogolpo	PGBG-IV	Theory	20%	80%	100
Probondhosahitya O Sailee Bigyan	PGBG-V	Theory	20%	80%	100
Natak O Bangla Manchavinayer Itihas	PGBG-VI	Theory	20%	80%	100
Special Paper (any one from the following): A. Rabindra Sahitya B. Adhunik Bharatiya Kathasahitya C. Bangladesher Sahitya D. Lokasahitya	PGBG-VII	Theory	20%	80%	100
Gabeshona Prakaran O Anubad	PGBG-VIII	Theory	20%	80%	100

**Course Name : M.A. in English**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Poetry	PGEG-I	Theory	20%	80%	100
Aspects of Language	PGEG-II	Theory	20%	80%	100
British Drama	PGEG-III	Theory	20%	80%	100
British Novel	PGEG-IV	Theory	20%	80%	100
Literary Theory & Criticism	PGEG-V	Theory	20%	80%	100
American Literature	PGEG-VI	Theory	20%	80%	100
Indian English Literature and Indian Literature in Translation	PGEG-VI I	Theory	20%	80%	100
Ancient & Modern European	PGEG-VI 11	Theory	20%	80%	100

**Course Name : M.A. in English Language Teaching**

	Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
1st Year	Introduction to Linguistics, ELT & Literary Theory	PGELT-I	Theory	20%	80%	100
	Applied Linguistics	PGELT-II	Theory	20%	80%	100
	The Phonetics and Phonology of English, Structural Syntax, Discourse and Genre Analysis	PGELT-III	Theory	20%	80%	100
	Language Teaching and Testing Techniques and Resources	PGELT-IV	Theory	20%	80%	100
2nd Year	Trends in Critical Theories	PGELT-V	Theory	20%	80%	100
	Literary Exploitation and Classroom Application	PGELT-VI	Theory	20%	80%	100
	Course Design	PGELT-VII	Theory	20%	80%	100
	Research Methodology and Academic Study Skills	PGELT-VIII	Theory	20%	80%	100

**Course Name : M.A. in History**

	Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
1st Year	History of India: 1 526-1 757	PGHI-1	Theory	20%	80%	100
	History of India: 1 757-1 885	PGHI-2	Theory	20%	80%	100
	History of India: 1885-1964	PGHI-3	Theory	20%	80%	100
	Historiography	PGHI-4	Theory	20%	80%	100
2nd Year (Group-A / Group-B) Any two papers	History of Europe (1789-1945)	PGHI-5	Theory	20%	80%	100
	World Politics Since- 1945	PGHI-6	Theory	20%	80%	100
	<b>Group-A</b> Social History of India : 19th and 20th Centuries	PGHI-7	Theory	20%	80%	100
	<b>Group-B</b> Social History of India : 5th to 13th Century					
	<b>Group-A</b> Economic History of India : 19th and 20th Centuries	PGHI-8	Theory	20%	80%	100
	<b>Group-B</b> Economic History of India : 5th to 13th Century					

**Note:** The learners will have to opt for two papers either from Group-A or Group-B as special papers.



**Course Name : M.A. in Political Science**

**[New Syllabus : Effective from July 2015 Academic Session]**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks	
1st Year	Political Thought and Movements in Colonial India	PGPS-1	Theory	20%	80%	100
	Politics in India since Independence	PGPS-2	Theory	20%	80%	100
	Issues in Political Thought	PGPS-3	Theory	20%	80%	100
	Issues in Political Theory	PGPS-4	Theory	20%	80%	100
2nd Year	Comparative Politics	PGPS-5	Theory	20%	80%	100
	Public Administration	PGPS-6	Theory	20%	80%	100
	International Relations	PGPS-7	Theory	20%	80%	100
	Politics and Society in Asia: Select Regions	PGPS-8	Theory	20%	80%	100

**Course Name : M.A. in Public Administration**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks	
1st Year	State, Society and Public Administration	PGPA-1	Theory	20%	80%	100
	Advanced Administrative Theories	PGPA-2	Theory	20%	80%	100
	Human Resource Management	PGPA-3	Theory	20%	80%	100
	New Dimensions of Development Administration	PGPA-4	Theory	20%	80%	100
2nd Year	Public Policy Analysis	PGPA-5	Theory	20%	80%	100
	Financial Administration	PGPA-6	Theory	20%	80%	100
	Local Government	PGPA-7	Theory	20%	80%	100
	Governance and Administration	PGPA-8	Theory	20%	80%	100

**Course Name : M.A. in Education**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks	
1st Year	Philosophy of Education & History of Education in India	PGED-1	Theory	20%	80%	100
	Psychological Foundation of Education	PGED-2	Theory	20%	80%	100
	Sociological Foundation of Education	PGED-3	Theory	20%	80%	100
	Methodology of Educational Research & Statistical Treatment of Data	PGED-4	Theory	20%	80%	100
2nd Year	Educational Technology & Curriculum Studies	PGED-5	Theory	20%	80%	100
	Educational Administration & Management	PGED-6	Theory	20%	80%	100
	Evaluation & Measurement in Education & Guidance & Counselling	PGED-7	Theory	20%	80%	100
	Subject of Special Study (any one from the following): A. Special Education* B. Teacher Education C. Education of Women in India D. Population Education	PGED-8 (E1/E2/E3/E4)	Theory	20%	80%	100

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\*Revised Syllabus ; w.e.f. 2017-18 academic session.

**Course Name : Master of Commerce (M.Com.)**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Principles & Practice of Management	PGCO-1	Theory	20%	80%	50
Managerial Economics	PGCO-2	Theory	20%	80%	50
Macro Economics and International Economic Problems	PGCO-3	Theory	20%	80%	50
Business Environment	PGCO-4	Theory	20%	80%	50
Direct & Indirect Taxation	PGCO-5	Theory	20%	80%	50
Accounting Theory	PGCO-6	Theory	20%	80%	50
Basic Statistical Concepts & Tools	PGCO-7	Theory	20%	80%	50
Quantitative Techniques	PGCO-8	Theory	20%	80%	50
Cost Accounting	PGCO-9	Theory	20%	80%	50
Advanced Financial Accounting	PGCO-10	Theory	20%	80%	50
Strategic Management	PGCO-11	Theory	20%	80%	50
Marketing and Human Resource Management	PGCO-12	Theory	20%	80%	50
Corporate Financial Environment	PGCO-13	Theory	20%	80%	50
Advanced Statistical Concepts & Tools	PGCO-14	Theory	20%	80%	50
Financial Statement Analysis & Reporting	PGCO-15	Theory	20%	80%	50
Corporate Tax Planning and Management	PGCO-16	Theory	20%	80%	50
Management Accounting	PGCO-17	Theory	20%	80%	50
Financial Management	PGCO-18	Theory	20%	80%	50
Auditing	PGCO-19	Theory	20%	80%	50
Computer Applications in Business	PGCO-20	Theory	20%	80%	50

1st Year

2nd Year

**Course Name : Master of Social Work (MSW)**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
History and Philosophy of Social Work	PGSW-I	Theory	20%	80%	100
Methods of Social Work I (Case Work and Group Work)	PGSW-II	Theory	20%	80%	100
Methods of Social Work II (Community Organization)	PGSW-I 1 1	Theory	20%	80%	100
Man & Society (Sociology/Indian Economic System)	PGSW-IV	Theory	20%	80%	100
Human Growth & Behaviour and Health & Hygiene	PGSW-V	Theory	20%	80%	100
Social Work Research and Statistics	PGSW-VI	Theory	20%	80%	100
Field Work	PGSW-VII	Practical	0	100%	100
Field Work Viva-Voce	PGSW-VIII	Viva-Voce	0	100%	50
Social Welfare Administration	PGSW-IX	Theory	20%	80%	100
Community Development (Rural & Urban)	PGSW-X	Theory	20%	80%	100
Contemporary Social Problems and Social Policy	PGSW-XI	Theory	20%	80%	100
Crime and Correctional Administration	PGSW-XII	Theory	20%	80%	100
Social Legislation	PGSW-XIII	Theory	20%	80%	100
Areas of Social Work Practice	PGSW-XIV	Theory	20%	80%	100
*Dissertation	PGSW-XV	Project	0	100%	100
Dissertation Viva-Voce	PGSW-XVI	Viva-Voce	0	100%	50

\* The learner may visit the website to get information related to NGO list for Field Work and check-up the relevant information related to empanelled guide for their dissertation work. Further the learners have to attend workshop on "Dissertation" and the Participation Certificate is to be enclosed in the final dissertation.

**Course Name : Master in Library & Information Science (MLIS)**

Paper	Paper Code	Paper Type	Weightage for Assignment	Weightage for Term End	Full Marks
Information, Communication and Society	MLIS-1	Theory	20%	80%	100
Information Sources, Systems and Services	MLIS-2	Theory	20%	80%	100
Information Processing and Retrieval (Theory)	MLIS-3	Theory	20%	80%	100
Information Institutions, Products and Services	MLIS-4	Theory	20%	80%	100
Management of Library and Information Centres	MLIS-5	Theory	20%	80%	100
Information Technology Application	MLIS-6	Theory	20%	80%	100
Research Methodology	MLIS-7	Theory	20%	80%	100
Elective Paper (any one from the following) :		Theory	20%	80%	100
★ Preservation and Conservation of Library Materials	MLIS-8E1				
★ Academic Library System	MLIS-8E2				
★ Public Library System	MLIS-8E3				
*Dissertation	MLIS-9	Project Report	NA	100%	80
		Viva-Voce	NA	100%	20
					100

\* For Dissertation (MLIS-9) students are directed to – (i) follow the respective manual available at [www.wbnsou.ac.in](http://www.wbnsou.ac.in)→Academics→School of Professional Studies→Dissertation (MLIS), (ii) compulsorily attend the workshop which will be organised and notified by the University in due time, (iii) participation certificate is to be enclosed in the final dissertation and (iv) contact the empanelled guide for preparing their dissertation.

## 8. Fees Structure

### Fees structure for 2 Years Post Graduate Degree Programmes :

A student enrolling for 2 years Post Graduate (PG) Degree Programmes shall have to clear all the examinations within a period of 5 years (Registration validity period) from the year of enrollment.

A student clearing the examination within first 2 years from the year of enrollment shall pay the fees according to the following manner:

Sl. No.	Year	Fees	*Examination Fees
1	1st Year (At the time of Admission)	1/2 of Total Course Fees + Admission Fees	Examination Fees to be paid separately as the case may be for appearing in the examinations
2	2nd Year (At the End of 1st Year)	1/2 of Total Course Fees + Studentship Fees	

A student failing to clear the examination within the period of first 2 years shall have to pay a renewal fee annually in order to continue studentship up to the 5th year as detailed below:

Sl. No.	Year	Fees	*Examination Fees
3	3rd Year (If continued after two years)	Studentship Fees	Examination Fees to be paid separately as the case may be for appearing in the examinations
4	4th Year (If continued after three years)	Studentship Fees	
5	5th Year (If continued after four years)	Studentship Fees	

In order to appear in any examination within the stipulated time span of 5 years (3 years for MLIS) a student shall have to clear the respective **Course Fees, Admission Fees, Examination Fees along with the mandatory Annual Renewal Fees.**

### Fees Structure for 1 Year Post Graduate Degree Programme (MLIS) :

A student enrolling for 1-year Post Graduate (PG) Degree Programme shall have to clear all the examinations within a period of 3 years (Registration validity period) from the year of enrollment.

A student clearing the examination within 1 year from the year of enrollment shall pay the fees according to the following manner:

Sl. No.	Year	Fees	*Examination Fees
1	1st Year (At the time of Admission)	Total Course Fees + Admission Fees + Dissertation Fees	Examination Fees to be paid separately as the case may be for appearing in the examinations

\*Examination Fees will be notified from time to time by Examination Department.

A student failing to clear the examination within the period of 1 year shall have to pay a renewal fee annually in order to continue studentship up to 3rd year as detailed below:

Sl. No.	Year	Fees	*Examination Fees
2	2nd Year (If continued after one year)	Studentship Fees	Examination Fees to be paid separately as the case may be for appearing in the examinations
3	3rd Year (If continued after two years)	Studentship Fees	

In order to appear in any examination within the stipulated time span of 3 years a student shall have to pay the respective **Course Fees, Admission Fees, Examination Fees along with the mandatory annual Studentship Fees.**

Amount of Course Fees and Admission Fees for different courses is available in :

- A. The pouch attached in the blurb of back side of this prospectus.
- B. NSOU website.

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

**N.B.: Paying of Course Fees, Studentship Fees and Examination Fees (as the case may be) as mentioned above is/are mandatory to appear in the Term-End Examination.**

## 9. Admission to PG

### 9.1 Admission Process:

Every year NSOU conducts an online admission process for January session, through which applicants, fulfilling the minimum eligibility criteria, can opt for one PG course among thirteen different courses from Arts, Science and Commerce as mentioned earlier.

Before starting of the admission process NSOU circulates admission notification through leading newspaper (indicated notification), respective Study Centres and in its official website ([www.wbnsou.ac.in](http://www.wbnsou.ac.in)).

Applicants are advised to go through the website admission notification for detail admission procedure and guidelines.

### 9.2 General Guidelines

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

**Simultaneous Registration:** A student is permitted to take admission for only one Post Graduate (PG) Programme of NSOU during his/her tenure of enrollment in the University. Any violation of this rule will lead to cancellation of the candidature of the students concerned and in such cases no fees will be refunded. However, a student of the PG course can take simultaneous admission in one Diploma/Certificate/Training Programme of the University.

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\* Examination Fees will be notified from time to time by Examination Department.

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 Study Centre:** Application for change of Study 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) / log on to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click the link "Pay Fees" to pay the fee online. 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.

Application for change of Study Centre after admission in Post Graduate Geography and Zoology will not be entertained under any circumstances.

**Selection of Special Paper:** A student of PGMT (refer to page 11)/ PGBG (refer to page 14)/ PGHI (refer to page 15)/ PGED (refer to page 17) MLIS (refer to page 20) have to exercise option for one special paper or two special papers as mentioned in the respective pages. Option to be exercised mandatorily for MLIS special paper during online admission and for PGMT, PGBG, PGHI, PGED course has to be provided during online renewal process.

**Subject Change:** Application for change of subject after admission in PG course 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 or after enrollment a student found to have furnishing false information, his/her candidature/studentship will be immediately cancelled and fees paid by the said student shall not be refunded. If furnishing of false information is detected even after award of degree, the said degree will be immediately cancelled.

**Seat Reservation/Marks Relaxation Policy:** Seat Reservation/Marks Relaxation policy for SC/ ST/OBC-A/OBC-B/ PC candidates are followed as per Government of West Bengal rules.

**Discontinuation of Course:** If the number of applicants in a particular course is below 20, the University will have the right to discontinue the course. The students enrolled in the course may get their fees refunded in such cases.

**Option for Preparatory / Bridge Course:** The University does not offer any Preparatory / Bridge Course for admission into Master's Degree Course.

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

## 10. Renewal Rules

The studentship of a candidate will be void if the candidate fails to renew his/her studentship by paying the course fees and or studentship fees in due time as mentioned in the Fees Structure. Every year the University opens its online renewal portal ([www.wbnsouadmissions.com](http://www.wbnsouadmissions.com)) for the PG students to enable them to renew their studentship.

### N.B.:

- Paying of course fees, studentship fees and examination fees as mentioned in the fees structure is mandatory to appear in the Term-End Examination.
- Students are advised to preserve all the payment receipt related to any fees submission, as and when notified by the University, for future reference.



## 11. Refund Policy

University may refund the fees paid during admission process following the instructions as notified by the UGC in the month of October of 2018.

## 12. Study Materials

An enrolled student can collect his/her SLM from the respective Study Centre by producing RECEIPT OF SLMs as and when issued by the University. Besides, a list of reference books for suggested reading is also be made available in the SLM. For all courses the softcopy of the SLMs are available in the NSOU website: [www.wbnsou.ac.in](http://www.wbnsou.ac.in). Students can download the softcopy. Efforts are being made to make library services available at University Campuses.

## 13. Medium of Instructions

The Self Learning Materials (SLMs) for different courses are available either in English or in Bengali. A list is given below for available medium of SLMs for mentioned courses:

Course	Course Code	Paper wise SLM in Bengali	Paper wise SLM in English
Mathematics	PGMT	Not Available in Bengali	All Papers are Available in English only
Geography	PGGR	Not Available in Bengali	All Papers are Available in English only
Zoology	PGZO	Not Available in Bengali	All Papers are Available in English only
Bengali	PGBG	All Papers are Available in Bengali	Not Applicable
English	PGEG	Not Applicable	All Papers are Available in English
English Language Teaching	PGELT	Not Applicable	All Papers are Available in English
History	PGHI	All Papers are Available in Bengali	Not Available in English
Political Science	PGPS	All Papers are Available in Bengali (Under New Syllabus)	All Papers are Available in English (Under New Syllabus)
Public Administration	PGPA	Not Available in Bengali	All Papers are Available in English
Education	PGED	Papers-11, IV,V, VI, VII, VIII(E2), VIII(E3)and VIII(E4)	Papers-1, III and VIII(E1)
Social Work (MSW)	PGSW	Papers-1 to VI, Papers-IX to XIV	Papers-I to VI, Papers-X to XIV
Library & Information Science	MLIS	Not Available in Bengali	All Papers are Available in English
Commerce (M.Com.)	PGCO	Not Available in Bengali	All Papers are Available in English

A student is free to write answers to 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 allowed.

**N.B.:** It may be noted that SLMs will be allotted to the prospective learners in either medium based on the availability of the same.

## 14. Methods of Instruction

The University makes use of several methods to provide maximum possible exposure of the students to the course-contents and to each instructional programme. To start with, printed SLMs/SIMs (Self Learning Materials/Self Instructional Materials) packages and contact programmes involving face-to-face interaction with academic counsellors are available. Eventually audio-materials, audio-visual presentations, teleconferences and occasional discussion sessions through Webcasted and FM channels may be introduced.

**Personal Contact Programme (PCP):** PCP schedules for PG courses are prepared by concerned School of Studies and circulated among the Study Centres as well as notified in the official website of the University well ahead of the schedule. PCPs are conducted at selected accredited Study Centres (known as PCP Centre) of this University from different regions of West Bengal. PCP sessions are generally scheduled on weekends/holidays, though, under special circumstances, special sessions may be arranged on weekdays with a notification in the University Website. Students are recommended to read their SLMs/ SIMs thoroughly before participating in the PCP session to find it immensely useful. For each 100 marks of a theoretical paper there will be generally maximum 10 PCP sessions of 3 hours' duration each and for 100 marks of a theoretical paper of science subject there will be maximum 12 PCP sessions of 3 hours' duration each. During these sessions, teachers will help the students with their course work. Attendance at PCPs are optional for most Programmes, unless otherwise specified. PCPs are conducted in both the languages as per convenience.

Students attending PCP will have to make their own arrangements for boarding/lodging.

**Practical Session:** The PCP sessions for practical papers of PGZO & PGGR held mainly on the Sundays in the respective Study Centres. A master routine is uploaded in the University Website which include theory and practical papers for the full session.

Additional sessions for practical papers /computer training are organised often with a notification in the University Website for PGZO, PGGR & PGMT. For PGMT, the computer training programme related to paper-4B is an integrated part of the syllabus and successful completion of their training programme is mandatory. Circular with details of venue and schedule for practical sessions is distributed to the respective Study Centre and also published in the official Website ([www.wbnsou.ac.in](http://www.wbnsou.ac.in)) well ahead of the same.

**Dissertation:** For PGZO (Paper-9A),

1. For evaluation the full marks (50) is divided into three sections—(a) **Content of the work** : 20 marks, (b) **Presentation** : 20 marks and (c) **Question and answer** : 10 marks;
2. Both the soft copy and the hard copy of the review/dissertation are to be submitted to the Controller of Examinations of the University by the Academic Co-ordinators after the examination along with marks. No mark slip will be entertained without Soft and Hard copies of the Dissertation/Term paper;
3. Each supervisor may act as a guide to five students at most in each academic session;
4. The supervisor has to submit the proposed title, abstract of the review/dissertation along with a declaration certificate (in a prescribed format) stating the originality of the work for each student to the Director, School of Sciences, Netaji Subhas Open University through the Academic Coordinator one month prior to the examination.

The MSW and MLIS students shall have to prepare 3 (three) copies of Dissertation -one copy for student, one for Study Centre and one for the Examination Department. All MSW & MLIS students are strictly instructed to bring the copy of Dissertation papers at time of Viva-Voce test or else they will not be allowed to appear in Viva-Voce. The students of

MSW and MLIS are advised to follow the Students' Manual before preparation of their Dissertation Report available on the University website.

MLIS/MSW students may contact the enlisted Guide/Supervisor at their respective Study Centre to carry out their Dissertation work. **No Guide can supervise more than 5 (five) students in a particular year for MLIS and 10 (ten) students for MSW.**

**Field Work:** For PGGR, participation in the Field work and submission of its report are compulsory for the completion of 2nd year syllabus. Therefore, a Field Work for the PGGR 2nd year students is conducted every year. The expenditure for the Field Work/ Excursion is to be borne by the students. Detailed notification of the Field Work is served to the respective Study Centres in due time. The PGGR students shall have to submit one hard copy of the field work report for the Examination Department and one soft copy (in PDF) of the report to the field work supervisor (NSOU faculty) at the time of viva-voce or else they will not be allowed to appear in viva-voce.

The MSW students shall have to prepare 3 (three) copies of Field Work - one copy for student, one for Study Centre and one for the Examination Department. All MSW students are strictly instructed to carry along with them a copy of Field Work Report or else they will not be allowed to appear in viva-voce.

**N.B.:** For further information regarding Practical Sessions/Field Work/Dissertation/Viva-Voce, the respective Department/School of Studies may be contacted.

## 15. Examination

University holds two Term-End Examinations — first year Examination at the end of the first year and second year Examination at the end of the second year. Examination fees and Centre fees will be announced before filling in forms for examination.

M.A./M.Sc./M.Com./MSW degree will be awarded on the basis of results of first year and second year examinations taken together. MLIS being a one-year programme the degree will be awarded on the basis of results of one Term-End Examination. Learners will have to pass in each and every paper, pass mark being 40%. Examination will be held at Kolkata and at such other Centres as may be decided by the University. Pass marks of PG laboratory subjects, both in theoretical and practical papers is 40%. A candidate is eligible to appear at the Term-End Examinations along with backlog (i.e. subjects 'not cleared') subject to submission of assignment at the Study Centre within the due date.

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 teachers and secretarial staff of the Study Centres 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 Study 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 students concerned may be advised to fill in the application form for examination within the scheduled date. But in case a student is found to have cleared the earlier examination after filling up of the application form for the next examination, the application shall be treated as cancelled.

## 16. Evaluation Method

In Open and Distance Learning (ODL) mode of education in case of theoretical papers the students would be subject to continuous evaluation in the form of Assignments. In compiling results **20% will come from the Assignment evaluation (A) and 80% from the performance in the Term-End Examination (B).**

In case of Dissertation, Field Work Report and Viva-Voce for PGGR, PGZO, MSW and MLIS, 100% weightage is reserved for the Term-End Examination.

Continuous evaluation of theoretical papers is made on the basis of assignment which every student is required to submit before each Term-End Examination.

Term-End Examinations are held at the end of every academic year. Students 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.

The student who fails to appear in a particular Term-End Examination may avail himself/herself in the subsequent once to clear a backlog subject to submission of assignment within the due date at the Study Centre.

It is also noteworthy that the marks obtained in each paper would be a summation of Assignment Marks (A) and Term-End Examination Marks (B) recalculated in 20% and 80% weightages respectively. Rounding of marks (obtained out of 100), following the usual procedure, is allowed only paper-wise - while calculating the 'Marks Obtained' (A + B) for each individual paper, as narrated in the Mark Sheet.

## 17. Evaluation Process

The evaluation of each subject will be made in two ways:

### **a) Assignment/Internal 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 therein. 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 forms 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. Students will be required to submit assignment papers for each subject and the credit obtained on evaluation of those assignment papers will be entered into his/her individual record of performance. This will constitute 20% of the total credit points in the subjects. All the credit points secured by the students will be progressively entered into record.

**Every student is required to submit the assignment papers before each Term-End Examination which is due at the end of each academic year. But in no case a student shall be allowed to fill in the Application Form to sit for the examination if he/she has not submitted assignment paper within the due date as announced by the Examination Department of the University from time to time. Students are required to take back the copy of the evaluated assignment papers from their respective Study Centre.**

**NSOU Website:** You may also access all relevant information and assignments from the University Website at [www.wbnsou.ac.in](http://www.wbnsou.ac.in).

**Learners are advised to keep the following in mind:**

For your own record retain a copy of all assignment responses which you submitted at your Study Centre. Also the assignments are not subject to re-evaluation except for factual errors, if any, committed by the evaluator. The discrepancy noticed by you in the evaluated assignments should be brought to the notice of the Coordinator of the Study Centre, so that the correct score is forwarded by him/her to the Controller of Examinations. Once the assignment marks are received by the Department of Controller of Examinations, no further change in assignment marks will be allowed.

**b) Term-End Examinations:**

80% of the total credit points of the subjects would be reserved for Term-End Examination scheduled to be held at the end of each year.

**c) Practical Examinations/ Dissertation/Viva-Voce:**

For detailed information regarding Practical Sessions/ Dissertation Viva-Voce the respective Department/ School of Studies may be contacted

**GRADATION:**

Marks Obtained	Class	Grade
70% and Above	1st Class	A+
60% to below 70%	1st Class	A
55% to below 60%	2nd Class	B+
40% to below 55%	2nd Class	B
35% to below 40%	2nd Class	C

Minimum qualifying marks in each subject is 40% of the grand total of marks in that subject (Term-End Examination Marks + Total Assignment Marks).

## 18. Degrees and Recognition

After successful completion of the programme the students will get M.A./M.Com./M.Sc./MSW/MLIS degree awarded on the basis of performance of the students in the Assignments and 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)/1 OM-51/99 dated 15May 2000.
- ✓ UGC-DEB for offering programmes through Distance Mode for 2016-17 and 2017-18 vide F.No. 12-3/2016 (DEB-I)/355 dated 6 July 2016.
- ✓ 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 University's Degrees/Diplomas/Certificates are recognised by all the members of the Association of Indian University's (AIU) vide Circular No. EV/II(499)/94/176915-177115 dated January 14, 1994 and at per with the Degrees/Diplomas/Certificates of all Indian Universities/ Deemed Universities vide Circular No.: F1-25/03(CPP-II) dated July 28, 1993 and F.1-52/2000(CPP-II) dated May 05,2004.

The Department of Education, Ministry of Human Resources and Development, Govt. of India notified vide the Notification No.44 dated March 01,1995 published on Saturday, April 08,1995 in the Gazette of India that:

“on the recommendation of the Board of Assessment for Educational Qualification, the Government of India has decided that all the qualifications awarded through Distance Education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section of the UGC Act, 1956 and Institutions of National Importance declared under on Act of Parliament stand automatically recognized for the purpose of employment to post and services under on Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government, provided it has been approved by Distance Education Council.”

The Netaji Subhas Open University's M.A./M.Com./M.Sc./MSW/MLIS degrees which 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 the University as equivalent to the degrees awarded by conventional Universities for the purpose of recruitment. Other State Universities recognize the degrees of Open University.

**Note:** Updated recognition letters of UGC-DEB and list for approved courses by UGC-DEB are available in the official Website ([www.wbnsou.ac.in](http://www.wbnsou.ac.in)).

## 19. General Guideline of Examination System

### I. Examination System:

The structure of the syllabus is delineated in year-wise. However, at present the Term-End Examination (TEE) are being held on completion of a year. The yearly TEE results are shown in the Progress Report. However, the final result published after clearing of all this papers will be given in the Mark Sheet.

### II. Review System:

The University has no formal review system for PG courses. As such, it takes all possible precautions at every step of examination/evaluation/publication of results, so that no student 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 fix up the examination date either on weekends or on working days. However, decision of the University in this regard is final.

## **VI. Cleared / Pass:**

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

## **VII. Irregular appearance:**

If a student 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.

## **VIM. 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 or publication of results. For any other information related to examinations, the NSOU Website and/or the Examination Department of the University may be visited or contacted.

## **20. Study Centre / Learner Support Centre**

The University provides various student-support services through a network of Study Centres. A list of Study Centres along with the subjects offered is enclosed. These Centres cover all the districts of the State and are located at convenient points connected by public transport. A Study Centre 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 information including prospectus and application forms for enrollment.

At the beginning of each session, Study Centres invite the students for an induction meeting where they are familiarized with the aims, objectives and activities of the University and the methodology of Distance Education.

Study Centres distribute the home assignment papers received from the University and arrange for their evaluation.

Prospectus, SLMs/SIMs, Assignments, Information etc. are not issued by the Headquarters to the students directly. Students should contact the Study Centres for all their requirements.

In short, each Study Centre acts as the day-to-day link between the students and the University. Students are expected to conduct themselves in a worthy and dignified manner to maintain high academic and moral standards.

## 20.1 List of Study Centres along with approved PG Courses

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
1.	Dum Dum Dum Motijheel College	A-01	419 Dum Dum Cossipore Road Kolkata-700074 Opposite Dum Dum Motijheel Rabindra Mahavidyaiaya Phone No- <b>2579-4053</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
2.	Basanti Devi College	A-02	147B, Rashbehari Avenue Kolkata-700029 Phone No- <b>2465-1345</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
3.	Gurudas College	A-03	Narkeldanga Kolkata-700054 Phone No- <b>23537450</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
4.	Maharaja Manindra Ch. College	A-04	20, Ramkanto Bose Street Kolkata-700003 Phone No- <b>2543-9331</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
5.	Goenka College	A-05	210 B.B. Ganguly Street Kolkata-700012 Phone No- <b>24904038</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
6.	Surenranath Evening College	A-06	24/2, Mahatma Gandhi Road Kolkata-700009 Phone No- <b>2665-0176</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
7.	Victoria Institution (College)	A-07	78/ B, A.P.C. Road Kolkata-700009 Phone No- <b>23604451</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
8.	Shibpur Dinabandhu College	A-08	412/1, G.T.Road (South) Howrah-711102 Phone No- <b>26881789</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
9.	Gurudas College of Commerce	A-10	33C/1, Biplabi Barin Ghosh Sarani, Kolkata-700067 Phone No- <b>23565001</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
10.	Bankura Christian College	B-01	Pratap Bagan (North) P.O.& Dist. Bankura -722101 Phone No- <b>(03242)259724</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
11.	Raja Narendra Lal Khan Women's College	B-03	P.O. & Dist.-Midnapore (Paschim) Pin-721101 Phone No- <b>03222-265317</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT, PGZO, PGGR
12.	Tramralipta Mahavidyalaya	B-04	P.O.- Tamluk Dist. Purba Midnapore-721636 Phone No- <b>03228-269424</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
13.	Fakir Chand College	B-05	P.O. Diamond Harbour Dist-South 24 Parganas-743331 Phone No- <b>(03174) 258401</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
14.	Haldia Govt. College	B-06	P.O. Debhog-721657 Dist- Purba Midnapore Phone No- <b>03224-255058</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
15.	Nistarini College	B-07	Deshbandhu Road P.O. & Dist.Purulia-723101 Phone No- <b>03252229880</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
16.	Behala College Study Centre	B-08	Parnasree, Behala Kolkata-700060 Phone No- <b>2445-9248</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT



Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
17.	Sonarpur College	B-09	Sahid Biswanath Sarani P.O. Rajpur Dist. South 24 Pgs Kolkata-700149 Phone No- <b>2434-4952</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
18.	Hiralal Mazumdar Memorial College for Women	B-10	Dakshineswar Kolkata Dist. 24 Pgs (N)-700035, Phone No- <b>2544-0932</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
19.	Burdwan Raj College	C-01	Aftab House P.O. & Dist. Burdwan-713104 Phone No- <b>0342-2559174</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
20.	Banwarilal Bhalotia College	C-02	Bir Ram Mohon Banerjee Road P.O.-Asansol Dist. Burdwan-713301 Phone No- <b>0341-2201208</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
21.	Suri Vidyasagar College	C-03	P.O. Suri Dist-Birbhum, Pin-731101 Phone No- <b>03462-255504</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
22.	Nabagram Hiralal Paul College	C-04	P.O. Nabagram Dist-Hooghly-712246 Phone No- <b>26747447</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
23.	Chandernagore Govt. College	C-05	Strand Road, Barabazar P.O. Chandernagore Dist. Hooghly-712136 Phone No- <b>26850616</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT, PGZO, PGGR
24.	Netaji Mahavidyalaya	C-06	P.O. Arambag Dist. Hooghly-712601 Phone No- <b>03211-257162</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
25.	Acharya Prafulla Chandra College	C-07	P.O. New Barrackpour Dist. 24 Pgs (N)-743276 Phone No- <b>2537-4831</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
26.	Bijoy Krishna Girls College	C-08	Howrah 5/3, Mahatma Gandhi Road, Pin-711101, Phone No- <b>24604729</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
27.	Baruipur College	C-09	P.O. Purandarmant Dist. 24 Parganas (South) P.S. Baruipur, Pin.- 743610 Phone No- <b>2433-9566</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
28.	Tarakeswar Degree College	C-10	P.O. Tarakeswar Dist. Hooghly-712410 Phone No- <b>032012-279628</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
29.	Krishnanagar Govt. College	D-01	P.O. Krishnanagar Dist. Nadia Pin-741101 Phone No- <b>03472-256534</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
30.	Barasat Govt. College	D-02	P.O. Barasat-700124 Dist. North 24 Parganas Phone No- <b>25624525</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
31.	Sree Chaitanya College	D-03	P.O. Habra Prafulla Nagar, Dist. North 24 Parganas-743268 Phone No- <b>(03216)239556</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
32.	Mahadevananda Mahavidyalaya	D-04	Monirampur P.O. Barackpur-743101 Dist. North 24 Parganas Phone No- <b>25920577</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
33.	KarimpurPannadevi College	D-05	P.O. K arimpur Dist-Nadia-741152 Phone No- <b>03471-257805</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
34.	Chakdaha College	D-06	P.O. Chakdaha Dist. Nadia-741222 Phone No- <b>03473-242934</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
35.	Sudhiranjan Lahiri Mahavidyalaya	D-07	Majdia Dist. Nadia-741507 Phone No- <b>03472-275477</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
36.	Egra S.S.B. College	D-08	P.O. Egra , Pin-721429, Dist. Purba Midnapur Phone No- <b>03220-244073</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
37.	Ghatal Rabindra Satabarsiki Mahavidyalaya	D-09	P.O. Ghatal Dist.- Paschim Midnapore Pin- 721212 Phone No-03225-255015	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
38.	Bolpur College	D-10	College Road, Bolpur Dist. Birbhum-731204 Phone No- <b>03463-254935</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
39.	Balurghat College	E-01	P.O.: Balurghat , Pin-733101 Dist: Dakshin Dinajpur Phone No- <b>(03522)271821</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
40.	Krishnath College	E-04	P.O.- Berhampur Dist. Murshidabad-742101 Phone No- <b>03482-252069</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
41.	Vivekananda College For Women	E-05	Barisha, Kolkata-700008 Dist. 24 Pgs (S) Phone No- <b>2445-5044</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
42.	Sarojini Naidu College	E-06	30, Jessore Road Kolkata-700028 Dist. 24 Pgs(N) Phone No-2559-2583	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT, PGGR
43.	Kidderpore College	E-07	2, Pitamber Sircar Lane Kidderpore, Kolkata-23 Phone No- <b>2642-6645</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
44.	Sammilani College	E-08	STN/E.M. By Pass Kolkata-700075 Phone No- <b>2462-6869</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
45.	Dr. Kanailal Bhattacharya College	E-09	Dharmatala, Ramrajatala, Santragachi, Howrah-711104 Phone No- <b>2627-2490</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
46.	Bhairab Ganguly College	E-10	Belgharia, Kolkata-700056 Dist. 24 Pgs (N) Phone No- <b>2553-2280</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
47.	Siliguri College	F-01	P.O. Siliguri-734401, Dist. Darjeeling Phone No- <b>0353-2538420</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
48.	Ananda Chandra College	F-02	P.O. & Dist.- Jalpaiguri, Pin-735101 Phone No- <b>(03561) 224213</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT, PGZO, PGGR
49.	Coochbehar College	F-03	P.O. Coochbehar Dist. Coochbehar-736101 Phone No- <b>03582-256715</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
50.	Gobardanga Hindu College	F-04	P.O. Khantura Dist. 24 PGS. (N), Pin-743273 Phone No-(03216)249210	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
51.	Panskura Banamali College	F-05	P.O. Panskura Dist. Purba Midnapore Phone No-03228-252131	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
52.	Sunderban Mahavidyalaya	F-06	P.O. Kakdwip, Dist. 24 PGS(S) Phone No-03210-255057	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
53.	Manbhum Mahavidyalaya	F-07	Vir Ganganarayan Road P.O. Manbazar, Dist-Purulia Phone No- 03253 -255759	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
54.	Rampurhat College	F-08	Rampurhat Dist. Birbhum, Pin-731224 Phone No-03461-255018	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
55.	Prabhu Jagat Bandhu College	F-09	Jhorehat, P.O. Andul-Mouri Howrah, Pin-711302 Phone No-2669-0221	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
56.	Gour Mohan Sachin Mondal Mahavidyalaya	F-10	P.O. Bireswarpur Dist-24 PGS (South)-743336 Phone No-033-24051316	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
57.	Chanchal College	G-01	P.O. Chanchal Dist. Malda-732123 Phone No-03513-252261	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
58.	Garhbeta College	G-02	P.O. Garhbeta Dist.-Paschim Medinipur Phone No-03227-267520	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
59.	Chandrakona Vidyasagar Mahavidyalaya	G-03	Chandrakona Paschim Medinipur-721201 Phone No-03225-266294	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
60.	Santipur College	G-04	P.O.-Santipur Dist. Nadia-741404 Phone No-03472-2582-6443	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
61.	Mankar College	G-05	Mankar Dist. Burdwan, Pin.-713144 Phone No-(0343)2517269	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
62.	Katwa College	G-06	P.O. Katwa Dist.-Burdwan, Pin.-713130 Phone No-03453-257653	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
63.	Joypur P. Roy College	G-07	P.O.-Jaypur-Fakirdas Dist. Howrah, Pin.-711401 Phone No-03214-234130	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
64.	Lalibaba College	G-08	117,G.T.Road, Belur Math, Dist. Howrah Phone No-2654-8447	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
65.	Bagnan College	G-09	P.O.-Bagnan Dist. Howrah Phone No-03214 272392	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
66.	Tangrakhali Bankim Sardar College	G-10	P.O.- Tangrakhali Dist.-24-Pgs.(S)-743329 Phone : 0321257279	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
67.	Dhruba Chand Halder College	H-01	P.O.-Dakshin Barasat Dist.-24-Pgs.(S) Phone No-03218-222550	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
68.	Taki Govt. College	H-02	P.O.-Taki Dist.-24-Pgs.(N)-743429 Phone No- <b>03217-234754</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
69.	Raja Peary Mohan College	H-03	Uttarpara Dist. Hooghly Phone No- <b>26634155</b>	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS, PGMT, PGZO
70.	Belda College	H-05	Belda Station- Contai Road Dist- Paschim Medinipore Pin-721424 Phone No- <b>03229-255037</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
71.	Kharagpur College	H-06	P.O. Inda, Kharagpur Dist. Paschim Medinipur-721305 Phone No- <b>03222-225958</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
72.	Nahata J.M.S. Mahavidyalaya Mahavidralaya	H-07	P.O- Nahata, PS- Gopalnagar Dist-24 Pgs (N) <b>Phone No-03215-253267</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
73.	Sripat Singh College	H-09	P.O- Jiaganng Dist- Murshidabad, Pin-742123 Phone No-03483-255351	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
74.	South Calcutta Girl's College	H-10	72, Sarat Bose Road; Kolkata-700025 Phone No-24863654	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
75.	Dinabandhu Mahavidyalaya	I-02	Bongaon, Dist- 24 Pgs(N), Pin-743235 Ph-03215-255044	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
76.	Vivekananda Mission Mahavidyalaya	I-03	Viveknagar; P.O-Chaitanyapur Haldia; Dist-Purba Medinipur Pin-721645 Phone No (03224)205636	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
77.	Dumkal College	I-04	Basantapur, P.O- Basantapur P.S-Dumkal; Dist- Murshidabad-742406 Phone No-03481230770	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
78.	Nagar College	I-05	Vill +PO- Nagar; Dist- Murshidabad Phone No-03484-279614	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
79.	Durgapur Govt. College	I-06	J.N. Avenue Durgapur- 713214 Phone No- <b>0343-2500003</b>	PGBG, PGEG, PGHI, PGPS, PGPA, PGSW, PGCO, PGMT, PGZO
80.	Kalna College	I-08	PO-Kalna Dist- Burdwan, Pin-713409 Phone No-03454-255983	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
81.	Bidhan Nagar Govt. College	I-09	EB-2, Salt lake CityKolkata – 64 PGZO	Phone No- <b>03374761/82</b>
82.	Mahishadal Girls' College	J-01	Vill- Rangibasan P.O. Mahishadal Purba Medinipur-721628 Phone No- <b>03224-240520</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
83.	Uluberia College	J-02	Uluberia, Howrah-711315 Phone No- <b>24185882</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
84.	Bhangar Mahavidyalaya	J-03	Vill& P.O- Bhangar Dist- 24 Parganas( South) Phone No-03218-271975	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
85.	Sree Gopal Banerjee College	J-04	Bagati, Magra Hooghly-712148 Phone No- <b>26844172</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
86.	Women's Christian College	J-05	6, Greek Church Row Kolkata-26 Phone No- <b>24643341</b>	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS, PGMT
87.	Al-Ameen Memorial Minority College	J-06	Jogibattala, Baruipur Kolkata-700145 Phone- <b>32025521</b>	PGBG, PGEG, PGELT, PGHI, PGPA, PGPS, MLIS, PGSW, PGCO, PGED, PGMT
88.	Syamaprasad College	J-07	92.Syamaprasad Mukherjee Road, Kolkata-700026 Ph-	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS, PGMT, PGGR
89.	Sitalkuchi College	J-08	P.O-Sitalkuchi; Dist-Coochbehar Ph- 03583-263351	PGBG, PGEG, PGHI, PGPS, PGPA, PGSW
90.	Ramananda College	J-09	Bishnupur, Bankura-722122 Phone-03244-256786	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGCO, MLIS, PGMT
91.	Jhargram Raj College Girl's Wing	(J-10)	Jhargram, Dist- Paschim Medinipur-721507	PGBG, PGEG, PGHI, PGMT
92.	Maharaja Nanda Kumar Mahavidyalaya	K-02	Bhabanipur, Kalyanchak Purba Medinipur-721632	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGMT
93.	Nani Bhattacharya Smarak Mahavidyalaya	K-03	Jaigaon-736182; Alipurduar; West Bengal Phone-03566-264085	PGBG, PGEG, PGHI, PGPS, PGSW, MLIS, PGMT
94.	Alipurduar Mahila Mahavidyalaya	K-04	Lohar Pool, New Town P.O-Alipurduar-736121 Ph-03564-251962	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS, PGMT
95.	Ramananda Centenary College	K-05	P.O-Laulara Dist-Purulia, Pin-723151 Ph- 03253-259217/ 259221	PGBG, PGEG, PGELT, PGHI, PGPS, PGED, PGSW, MLIS, PGMT
96.	Birpara College	K-06	Dist-Alipurduar, Pin-735204 Phone- <b>03563-266217</b>	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, PGCO, MLIS
97.	Nakshalbari College	K-07	P.O-Nakshalbari Dist-Darjeeling, Pin-734429	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
98.	APC Roy Govt. College	K-08	Himachal Bihar, Matigara Siliguri-734010 Phone- <b>08334031053</b>	PGBG, PGEG, PGPS, PGSW
99.	S. R. Fatepuria College	K-09	Beldanga, Murshidabad-742133	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, MLIS, PGMT
100.	Government General Degree College at Kalna-I	K-10	Vill- Muragacha, Post- Medhgachi, Dist- Burdwan, Pin-713405	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS, PGMT
101.	P.R Thakur Govt. College	L-01	P.O-Thakurnagar, PS- Gaighata, North 24 Pgs, Pin-743287	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS, PGMT
102.	Budge Budge College	L-02	7, Deshbandhu Chittaranjan Road, Budge Budge, 24 PGS (S), Kolkata-700137 Ph – (033)2470 1454	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO
103.	Muragachha Government College	L-03	Vill +P.O- Muragachha P.S-Nakashipara, Dist- Nadia, Pin-741154	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS, PGMT

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
104.	Sadhan Chandra Mahavidyalaya	L-04	Vill-Harindanga, P.O- Chaberia P.S- Falta, Dist- 24 Parganas (S)-743504	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
105.	Balagarh Bijoy Krishna Mahavidyalaya	L-05	P.O- Balagarh; Dist- Hooghly, West Bengal; Pin-7152501	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
106.	Mrinalini Datta Mahavidyapith	L-06	Vidyapith Road, Birati, Kolkata-700051 Phone-25139100	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, PGCO, MLIS, PGMT
107.	Trivenidevi Bhalotia College	L-07	P.O:- Raniganj, Dist- Burdwan, Pin-713347 Ph-0341- 2444780 / 2444275	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS, PGMT
108.	S.B.S Government College	L-08	Hili, P.O-Hili; Vill-Raynagar Dist- Dakshin Dinajpur-733126	PGBG, PGEG, PGHI, PGED, PGSW,
109.	Maynaguri College	L-09	P.O. Maynaguri; Dist. Jalpaiguri West Bengal; Pin-735224 Ph-03561-234298	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, MLIS, PGMT
110.	Parimal Mitra Smriti Mahavidyalaya	L-10	P.O-Mal, Dist. Jalpaiguri-735221 Phone-03562-255212, 255171.	PGBG, PGEG, PGHI, PGPS, PGSW, MLIS
111.	Tufanganj Mahavidyalaya	M-01	P.O- Tufanganj Newtown Dist- Cooch Behar Pin-736160 Ph-03582-244263	PGBG, PGEG, PGHI, PGPS, PGSW, MLIS
112.	Michael Madhusudan Memorial College	M-02	Kabi Guru Sarani City Centre Dist-BurdwanDurgapur- 713216	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, PGCO, MLIS, PGMT
113.	Ananda Mohan College	M-03	102/1, Raja Rammohan Sarani Kolkata-700009, Ph : 23527327	PGBG, PGEG, PGHI, PGPS, PGMT, PGCO, PGSW, MLIS
114.	Netaji Satabarshiki Mahavidyalaya	M-04	Ashokenagar Sahidbad P.O.-Haripur, Dist.-North 24 Pgs-743223	PGBG, PGEG, PGHI, PGPS, PGED
115.	Kanchrapara College	M-05	P.O-Kanchrapara; Dist. 24 Pgs (N)-743145 Ph-25855159/8790	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
116.	Raidighi College	M-06	P.O + P.S-Raidighi, Dist- South 24 Pgs-743383 Ph-03174-270761	PGBG, PGEG, PGHI, PGPS, PGED, PGSW, MLIS
117.	Barjora College	M-07	P.O-Barjora; Dist- Bankura; Pin-722202, Ph-(03241)257309	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW
118.	Sonamukhi College	M-08	P.O-Sonamukhi, Dist-Bankura-722207, Ph-03244 275251	PGBG, PGEG, PGELT, PGHI, PGED, PGSW, MLIS, PGMT
119.	Saldiha College	M-09	P.O-Saldiha; Dist-Bankura; Pin-722173, Ph-03242 262224	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
120.	Mahatma Gandhi College	M-10	Lalpur; P.O-Daldali; Dist-Purulia-723130 Ph-03252 240251,	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
121.	Raghunathpur College	N-01	P.O-Raghunathpur; Dist- Purulia-723133 Ph-03251-255235	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
122.	Srikrishna College	N-02	P.O-Bagula; Dist-Nadia; Pin-741502, Ph-03473-272205	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS1

Sl. No.	Name of the Study Centre	Code No.	Address	Courses on offer
123.	Kalyani Mahavidyalaya	N-03	City Centre Complex P.O-Kalyani, Dist-Nadia-741235 Ph-033-2582-1390	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
124.	Memari College	N-04	Memari College P.O-Memari; Dist-Burdwan, Pin-713146 Ph-0342-2250589	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
125.	Gushkara Mahavidyalaya	N-05	P.O-Gushkara; Dist-Purba Bardhaman-713128 Ph-03452-255105	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
126.	Gour Mahavidyalaya	N-06	P.O-Mangalbari; Dist-Malda; Pin-732142 Ph-03512-260547	PGBG, PGEG, PGELT, PGHI, PGPS, PGED, PGSW, PGMT
127.	Malda Women's College	N-07	Pirojpur;Shanti Gopal Sen Sarani P.O& Dist-Malda; Pin-732101 Ph-03512-252597	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
128.	Kaliachak College	N-08	P.O-Sultanganj; P.S-Kaliachak Dist-Malda ; Pin-732201	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, MLIS
129.	Dewanhat Mahavidyalaya	N-09	Dewanhat; Dist-Cooch Behar; Pin-736134 Ph-03582-252664	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW
130.	Sukanta Mahavidyalaya	N-10	Sukanta Nagar; P.O-Dhupguri; Dist-Jalpaiguri; Pin-735210 Ph-03563-250067, 8436238571(O)	PGBG, PGEG, PGHI, PGPA, PGED, PGSW, MLIS
131.	Kalipada Ghosh Tarai Mahavidyalaya	Q-02	P.O-Bagdogra; Dist-Darjeeling, Pin-734014, Ph -0353-2004707	PGBG, PGEG, PGELT, PGHI, PGPS , PGCO, PGSW, MLIS
132.	Prasanta Chandra Mahalanobis Mahavidyalaya	Q-03	111/3, B.T. Road (Bonhooghly) Kolkata-700108 Ph-033-64596644	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGCO, PGSW, MLIS
133.	Raiganj Surendranath Mahavidyalaya	Q-04	Sudarshanpur; P.O-Raiganj; Dist.-Uttar Dinajpur; Pin-733134 Ph-03523-253055, 251231	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, PGSW
134.	Kaliyaganj College	Q-05	P.O-Kaliyaganj; Dist- Uttar Dinajpur; Pin-733129 Ph-03523-258100	PGBG, PGEG, PGELT, PGHI, PGPS, PGCO, PGSW, MLIS, PGMT
135.	Saheed Nurul Islam Mahavidyalaya	Q-06	Gokulpur-Harishpur, P.O-Tentulia; Dist- North 24 Pgs-743703 Ph-(03217)253923	PGBG, PGEG, PGHI, PGPS, PGPA, PGED, MLIS
136.	Pingla Thana Mahavidyalaya	Q-07	P.O-Maligram; Dist-Paschim Medinipur-721140 Ph-03222-241224	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
137.	Sabang Sajanikanta Mahavidyalaya	Q-08	P.O-Lutunia; Dist-Paschim Medinipur-721166 Ph-03222-248221	PGBG, PGEG, PGELT, PGHI, PGPS, PGPA, PGED, PGSW, PGCO, MLIS
138.	Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya	Q-09	Hatgobindapur, Dist. Purba Bardhaman-713407	PGBG, PGEG, PGHI, PGED, PGSW, PGCO, MLIS
139.	Dr. A.P.J. Abdul Kalam Govt. College	Q-10	Plot BA-1, AA-1, New Town, Rajarhat, North 24 Parganas, Kolkata-700156	PGBG, PGEG, PGHI, PGPS

**N.B.: PG Geography (PGGR) and PG Zoology (PGZO) courses are available in the highlighted Study Centres.**

## 20.2 District wise List of Study Centres

Sl. No.	Regional Authority	District	Code	Name of the Study Centre
1	Kalyani Regional Centre	24 Parganas (N)	C-07	Acharya Prafulla Chandra College
2			D-02	Barasat Govt. College
3			D-04	Mahadevananda Mahavidyalaya
4			F-04	Gobardanga Hindu College
5			H-02	Taki Govt. College
6			H-07	Nahata Jogendra Mondal Smriti Mahavidyalaya
7			I-02	Dinabandhu Mahavidyalaya
8			D-03	Sree Chaitanya College
9			A-01	Dum Dum Motijheel College
10			L-01	P.R. Thakur Govt. College
11			M-04	Netaji Satabarshiki Mahavidyalaya
12			M-05	Kancharapara college
13			Q-06	Saheed Narul Islam Mahavidyalaya
14			Q-10	Dr. A. P. J. Abdul Kalam Govt. College
15		Murshidabad	E-04	Krishnath College
16			H-09	Sripat Singh College
17			I-04	Dumkol College
18			I-05	Nagar College
19			K-09	S. R. Fatepuria College
20		Nadia	D-01	Krishnanagar Govt. College
21			D-05	Karimpur Pannadevi College
22			D-06	Chakdaha College
23			D-07	Sudhiranjan Lahiri Mahavidyalaya
24			G-04	Santipur College
25			L-03	Muragacha Govt. College
26			N-02	Srikrishna College
27			N-03	Kalyani Mahavidyalaya
28	Jalpaiguri Regional Centre	Malda	G-01	Chanchal College
29			N-06	Gour Mahavidyalaya
30			N-07	Malda Women's College
31			N-08	Kaliachak Mahavidyalaya
32		Jalpaiguri	F-02	Ananda Chandra College
33			L-09	Mynaguri College
34			L-10	Parimal Mitra Smriti Mahavidyalaya
35		Cooch Behar	N-10	Sukanta Mahavidyalaya
36			J-08	Sitalkuchi College
37			F-03	Coochbehar College
38			M-01	Tufanganj Mahavidyalaya
39			N-09	Dewanhat Mahavidyalaya
40		Dakshin Dinajpur	E-01	Balurghat College
41			L-08	S.B.S Government College
42		Uttar Dinajpur	Q-04	Raigunj Surendranath Mahavidyalaya
43			Q-05	Kaliaganj College
44	Darjeeling	F-01	Siliguri College	
45		K-07	Nakshalbari College	
46		K-08	APC Roy Govt. College	
47		Q-02	Kalipada Ghosh Tarai Mahavidyalaya	
48	Alipurduar	K-03	Nani Bhattacharya Smarak Smriti Mahavidyalaya	
49		K-04	Alipurduar Mahila Mahavidyalaya	
50		K-06	Birpara College	
51	Bankura	B-01	Bankura Christian College	
52		J-09	Ramananda College	
53		M-07	Barjora College	



Sl. No.	Regional Authority	District	Code	Name of the Study Centre	
54	Durgapur Regional Centre		M-08	Sonamukhi College	
55			M-09	Saldiha College	
56		Birbhum	C-03	Suri Vidyasagar College	
57			D-10	Bolpur College	
58			F-08	Rampurhat College	
59			Paschim Burdwan	C-02	Banwarilal Bhalotia College
60				G-05	Mankar College
61		I-06		Durgapur Govt. College	
62		L-07		Trivenidevi Bhalotia College	
63			M-02	Michael Madhusudan Memorial College	
64		Purba Burdwan	C-01	Burdwan Raj College	
65			G-06	Katwa College	
66			I-08	Kalna College	
67			K-10	Government General Degree College, Kalna -I	
68			Q-09	Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya	
69			N-04	Memari College	
70			N-05	Gushkara College	
71		Purulia	B-07	Nistarini College Study Centre	
72			F-07	Manbhum Mahavidyalaya	
73			K-05	Ramananda Centenary College	
74			M-10	Mahatma Gandhi College	
75	N-01		Raghunathpur College		
76	24 Parganas (S)	B-05	Fakir Chand College Study Centre		
77		B-09	Sonarpur College		
78		C-09	Baruipur College		
79		F-06	Sunderban Mahavidyalaya		
80		F-10	Gour Mohan Sachin Mondal Mahavidyalaya		
81		G-10	Tangrakhali Bankim Sardar College		
82		H-01	Dhruba Chand Halder College		
83		J-03	Bhangar Mahavidyalaya		
84		L-04	Sadhan Chandra Mahavidyalaya		
85		M-06	Raidighi College		
86		Head Quarters	A-02	Basanti Devi College	
87			A-03	Gurudas College Study Centre	
88			A-04	Maharaja Manindra Ch. College	
89			A-05	Goenka College	
90	A-06		Surendranath Evening College		
91	A-07		Victoria Institution (College)		
92	A-10		Gurudas College of Commerce		
93	B-08		Behala College		
94	B-10		Hiralal Mazumdar Memorial College		
95	E-05		Vivekananda College for Women		
99	E-06		Sarojini Naidu College		
97	Kolkata		E-07	Kidderpore College	
98			E-08	Sammalini College	
99			E-10	Bhairab Ganguly College	
100		H-10	South Calcutta Girl's College		
101		I-09	Bidhan Nagar Govt. College		
102		L-02	Budge Budge College		
103		L-06	Mrinalini Dutta Mahavidyalaya		
104		J-05	Women's Christian College		
105		J-06	Al-Ameen Memorial Minority College		
106		J-07	Shamaprasad college		
107	M-03	Ananda Mohan College			
108	Hooghly	Q-03	Prasanta Chandra Mahalanobis Mahavidyalaya		
109		C-04	Nabagram Hiralal Paul College		

Sl. No.	Regional Authority	District	Code	Name of the Study Centre
110		Hooghly	C-05	Chandernagore Govt. College
111			C-06	Netaji Mahavidyalaya
112			C-10	Tarakeswar Deegree College
113			H-03	Raja Peary Mohan College
114			J-04	Sree Gopal Banerjee College
115			L-05	Balagarh Bijoy Krishna Mahavidyalaya
116		Howrah	A-08	Shibpur Dinabandhu College
117			C-08	Bijoy Krishna Girls College
118			E-09	Dr. Kanailal Bhattacharya College
119			F-09	Prabhu Jagat Bandhu
120			G-07	Joypur P.Roy College
121			G-08	Lalbaba College
122			G-09	Bagnan College
123			J-02	Uluberia College
124		Paschim Medinipur	B-03	Raja Narendra Lal Khan Women's College
125			D-09	Ghatal Rabindra Satabarsiki Mahavidyalaya
126			G-02	Garhbeta College
127			G-03	Chandrakona Vidyasagar Mahavidyalaya
128			H-05	Belda College
129			H-06	Kharagpur College
130			Q-07	Pingla Thana Mahavidyalaya
131			Q-08	Sabang Sajanikanta Mahavidyalaya
132		Jhargram	J-10	Jhargram Raj College Girl's Wing
133		Purba Medinipur	B-04	Tramralipta Mahavidyalaya
134			B-06	Haldia Govt. College
135			D-08	Egra S.S.B. College
136			F-05	Panskura Banamali College
137			I-03	Vivekananda Mission Mahavidyalaya
138			J-01	Mahishadal Girls' College
139			K-02	Maharaja Nanda Kumar Mahavidyalaya

To get further details about the above mentioned LSC/SC please logon to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click on Study Centre → List of Study Centres → BDP/PG.

## 21. Student Support Service : Facilities Provided to Enrolled Learners

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.

### 21.1 Library Support Services:

Library facility is one of important services in any higher educational institute. 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 2nd floor of 3 storied warehouse building at Kalyani Campus, Ghoshpara Station Road, Kalyani-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 that 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.

**NSOU Study Corners:** To extend the library support service for distributed and distanced 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 our learners all over the State. This initiative 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

### 21.2 ICT Support Services:

Every year thousand of students take admission in various programmes of the University. All the services are made available to the learners through a network of Study 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 **Student Support Cell** which addresses the issues raised by the students either through mail or SMS. Learners are advised to follow the website in regular interval for latest notice/ information etc. The students may take full advantages from the following services as provided by the University towards the completion of their course successfully.

**Online support services:** The university has developed a mechanism for SMS alert to communicate the registered students with all information/ notice etc. A dedicated Student Support Cell has been established to receive phone calls and redress the grievance of the students within two working days. Automatic ticket generation for each call is maintained.  
**Call at: 033-4058-5127; e-mail: admin@nsouict.ac.in**

**Learning Management System (LMS):** We have dedicated a web portal to host LMS. Presently the PG students of the following courses can access academic content with their user ID and Password through this dedicated LMS. Academic content includes course materials and audio-visual lectures to facilitate any time any where learning (<http://www.nsouict.ac.in>).

School of Professional Studies	School of Education	School of Humanities	School of Social Sciences	School of Sciences
M.Com, MSW, MLIS, BLIS	Education, B.ED.(Spl. Ed)	Bengali, English, ELT	History, Pol. Science, Public Admin.	Mathematics, Zoology, Geography

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

**A/V Lectures:** To supplement efface 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. This is very helpful for the students who desperately need good teachers at rural areas. The students may have a new learning experience through [www.nsouict.ac.in](http://www.nsouict.ac.in)

**Mobile APP :** The LMS is made compatible with the android application so that the students can get all the academic content through their mobile devices.

### 21.3 Other Support Services:

- ✓ Pre-admission counselling at Headquarters, Regional Centres and Study Centres.
- ✓ Teaching support in the form of PCP (Personal Contact Programme), academic counselling at Study 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 course requirements.
- ✓ Continuous evaluation and feedback.
- ✓ Conduct of examination at selected Study Centres and Regional Centres.

## 22. Whom to Contact

### 22.1(a) School of Studies:

Sl No.	School of Studies	Queries	Students of	Telephone No.	E-mail ID
1	School of Sciences	Queries related PCP Session, Practical Session, Dissertation, Field Work and any other queries related to subject to studies	Mathematics, Zoology and Geography	033 4066 3217/ 033 2357 7644/ 03325826611	director.sosc@wbnsou.ac.in
2	School of Humanities		Bengali, English and English Language Teaching	03340663214	soh@wbnsou.ac.in
3	School of Social Sciences		History, Political Science, Public Administration	033 4066 3219/ 033 2582 3336	sss@wbnsou.ac.in
4	School of Education		Education	033 4004 7570/ 033 4004 7571	schooledu@wbnsou.ac.in
5	School of Professional Studies		Commerce, Social Work, Library and Information Science	033 4066 9464/ 033 2582 2529	spsnsou@gmail.com

### 22.1(b) Faculty Details :

Logon to University website [www.wbnsou.ac.in](http://www.wbnsou.ac.in) to view details of University faculty member:

Sl. No.	School of Studies	Site map to get faculty details
1	School of Sciences	Academics → School of Sciences → Academic / Administrative Staff
2	School of Humanities	Academics → School of Humanities → Academic Staff
3	School of Social Sciences	Academics → School of Social Sciences → Academic Staff
4	School of Education	Academics → School of Education → Academic Staff
5	School of Professional Studies	Academics → School of Professional Studies → Academic Staff

### 22.2 Administrative Sections:

Sl. No.	Section	Issues	Telephone No.	E-mail ID
1	Registration	Issues related to Admission	033-4066 3220/ 033-4066 3215	nsou@wbnsou.ac.in
		Issues related to Registration		
		Issues related to Renewal		
2	Study Materials	Issues related to Study Material	033-4066 3218	aichnsou@gmail.com
3	Examination	Issues related to Admit Card	033-2463 0292 033-2463 0293	coe.bdp@wbnsou.ac.in
		Issues related to Assignments		
		Issues related to Term-End Examination		
		Issues related to Result		
4	Study Centre	Issues related to Study Centre	033-4066 3205	aichnsou@gmail.com

### 23. Student's Grievance

For any grievance, learners are free to contact Assistant Director, Study Centres & Convener, Students' Grievance Redressal Cell, NSOU either by E-mail ([asstdirector.nsou@gmail.com](mailto:asstdirector.nsou@gmail.com)) or by post (DD-26, Sector-1, Salt Lake City, Kolkata - 700 064). A Student once enrolled in NSOU, must always

- get all his/her correspondences forwarded and the documents, attached therein authenticated, by his/her respective Study Centre.
- in all such cases he/she has to attach relevant proof supporting the validity of his/her studentship (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 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](http://www.ugc.ac.in)). [Incidents of sexual harassment at the Study Centre may be reported to the Coordinator, Study Centre/ Principal of the Institute where the Study Centre is located].

### 25. Education Loan Scheme of NBCFDC

Interested eligible and enrolled students belonging to "Backward Classes" (as per Backward Classes Welfare Department, Govt. of W.B. stipulation) may visit website [www.nbcfdc.gov.in/](http://www.nbcfdc.gov.in/) [www.mhrd.gov.in](http://www.mhrd.gov.in) to apply for Educational Loan "at concessional rate of interest" as per vide memo no. NBCFDC/

PROJ/VC/2016-17/7398-7614, dated February 10, 2017 by National Backward Classes Finance & Development Corporation (NBCFDC).

## 26. Waive of Course Fee

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

1. Proof against payment of course fee 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 course fees may be refunded to concerned applicant after verification of application along with all supporting document as forwarded by the Coordinator, Study Centre.

## 27. 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).

You have to verify your filled-in admission form or eligibility criteria from your selected Study Centre as printed on your filled-in admission form (for Post Graduate Geography and Zoology eligibility criteria verification done during centralised counselling process). After paying the admission fees the filled-in admission form should be submitted to your selected Study Centre along with authenticated photocopies of relevant documents. However, for Post Graduate Geography and Zoology admission fees are collected only after allotment of seat during centralised counselling process. Thereafter, selected candidate should submit his/her admission form along with authenticated photocopies of relevant documents to the allotted Study Centre.

**Can I change my Study Centre ?**

Application for change of Study 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)/ log on to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click the link "Pay Fees" to pay the fee online. 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. However, application for change of Study Centre after admission in Post Graduate Geography and Zoology will not be entertained under any circumstances.

**Lost my Enrollment-cum-Identity Card, what should I do?**

The applicant must register a General Diary (GD) with local police station at earliest. To get a duplicate **Enrollment-cum-Identity Card** you should write an application addressed to Registrar of this University along with a DD of Rs. 500/- (drawn in favour of **Netaji Subhas Open University** payable at **Kolkata**) / log on to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click the link "Pay Fees" to pay the fee online and the GD. The application must be forwarded by Coordinator of the Study Center with official seal.

**Can I choose my Study Centre, or shall the University allot me the Study Centre?**

For all the Post Graduate (except Post Graduate Geography and Zoology) courses where seat capacity is not limited one can choose his/her Study Centre as per their convenience. However, since all programmes are not available at all the Study Centres, applicants should ensure that the course they are applying for is available at the Study Centre opted by them. Normally the Centre opted by them shall be allotted to them. However, in exceptional/ unavoidable cases the University may allot a different Centre to him/her and in such cases the decision of the University is final.

For Post Graduate Geography and Zoology selection of Study Centre made strictly on the basis of merit and subject to availability of seats in the respective Category, Course and Study Centre.

**How should I pay the course fee?**

The fee can be paid through online (via payment gateway), offline (through bank challan) and through Bank Demand Draft (for Post Graduate Geography and Zoology). For more details regarding payment method, please see the detail admission notification or guideline for online admission process in the University website.

**Can I send my application form by post, or is it required to be submitted in person?**

You cannot send application form by post as there is process for verification of eligibility criteria in the admission step at your selected Study Centre.

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

After submission of application form at Study Centre and subsequently processed at the Headquarters and if you are found eligible for admission, you will receive from your Study Centre an Enrollment-cum-Identity Card as proof of your admission along with detailed information about your Enrollment Number, Study Centre, etc.

**Can I change my subject after admission?**

Application for change of subject after admission in PG course 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.

**Can I join two programme of NSOU at a time?**

A student is permitted to take admission for only one Post Graduate (PG) Degree Programme of NSOU during his/her tenure of enrollment in the University. Any violation of this rule will lead to cancellation of the candidature of the students concerned and in such cases no fees will be refunded. However, a student of the PG course can take simultaneous admission in any one 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 take any adjustments for its mitigation.

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

We provide face-to-face contact between learners and tutors/counsellors at Study Centres to clarify your doubts and answer your academic queries. This is called "Counselling" which is normally held on weekends at designated Study Centres of the University.

**Is it compulsory for me to attend Personal Contact Programme (PCP)?**

The PCP session are not compulsory for theory papers. 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 issue discussed in your materials, and get clarifications for many of your doubts which you would not have solved yourself.

**How do I know about Personal Contact Programme (PCP) schedule?**

Your Study Centre will inform you about the PCP schedule. Normally PCPs are held on Saturdays and Sundays. You should contact your Study Centre Coordinator for the counselling schedule which is also available in the website.

**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 for all theory paper are compulsory. It means you need to submit the assignments per paper within the stipulated time for being eligible to appear in the Term End Examination. The assignments carry 20% weightage in the final result.

**When and where should I submit the assignments?**

You should submit the assignment response at your Study Centre as per the date mentioned in the assignment.

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

All the assignments submitted earlier will be carried forward till your registration remains valid.

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

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

## 28. Different Administrative and Academic Wings of NSOU

### Vice-Chancellor's Secretariat

- DD-26, Sector-I, Salt Lake City, Kolkata-700 064

### Registrar's Office

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

### Study Centres 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 Sciences

- **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 CHANGE OF STUDY CENTRE (PG)

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 Study Centre**

Sir,  
I, Shri / Smt. .... have been admitted at  
NSOU ..... Study Centre ( ) in  
the following course & subject etc.  
My particulars are given below :

Sl. No.	Name of the Student	Enrollment No.	Subject

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

Yours faithfully,

.....  
Signature of the Student

**Enclosed :**

- 1) A DD of Rs. 500/- (five hundred only) bearing no..... dated .....
- 2) Original Enrollment Certificate-cum-Identity Card.
- 3) 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) / log on to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click the link "Pay Fees" to pay the fee online.

- ☞ 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.





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

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

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 ..... Study Centre ( ).  
I am submitting the form for correction of my Enrollment Certificate-cum-Identity Card as per details  
given below :

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

Yours faithfully,

Enclosed :

.....  
Signature of the Student

- 1) Original Enrollment 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) / log on to [www.wbnsou.ac.in](http://www.wbnsou.ac.in) and click the link "Pay Fees" to pay the fee online.




## Identity Card

<ol style="list-style-type: none"><li>1. To be carried by the candidate whenever he/she visits any Centre/H.Q. of the University.</li><li>2. In case of loss of the card a General Diary (GD) is to be lodged immediately and the respective Study Centre be informed accordingly with a copy of the GD.</li><li>3. If this card is found by anybody it should be sent to the address on the right.</li></ol>	 <p><b>DD-26, Sector-I, Salt Lake City, Kolkata-700 064</b></p>
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## Identity Card

<ol style="list-style-type: none"><li>1. To be carried by the candidate whenever he/she visits any Centre/H.Q. of the University.</li><li>2. In case of loss of the card a General Diary (GD) is to be lodged immediately and the respective Study Centre be informed accordingly with a copy of the GD.</li><li>3. If this card is found by anybody it should be sent to the address on the right.</li></ol>	 <p><b>DD-26, Sector-I, Salt Lake City, Kolkata-700 064</b></p>
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**Identity Card**  
(To be filled in by the candidate)

<p>Enrollment No. <input style="width: 100%; height: 15px;" type="text"/></p> <p>Name : .....</p> <p>.....</p> <p>Address : .....</p> <p>.....</p> <p>Telephone No. (If any) : .....</p> <p>Study Centre : .....</p> <p>Course : .....</p> <p>Signature of the Candidate : .....</p> <p>.....</p>	<p>Name of the Study Centre with Code : .....</p> <p>(To be filled up by Centre)</p> <div style="border: 1px solid black; width: 150px; height: 60px; margin: 10px auto; text-align: center; padding: 5px;"><p><i>Photograph</i> (To be affixed by applicant)</p></div> <p style="text-align: center;">Signature of the Coordinator with seal</p>
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**Identity Card**  
(To be filled in by the candidate)

<p>Enrollment No. <input style="width: 100%; height: 15px;" type="text"/></p> <p>Name : .....</p> <p>.....</p> <p>Address : .....</p> <p>.....</p> <p>Telephone No. (If any) : .....</p> <p>Study Centre : .....</p> <p>Course : .....</p> <p>Signature of the Candidate : .....</p> <p>.....</p>	<p>Name of the Study Centre with Code : .....</p> <p>(To be filled up by Centre)</p> <div style="border: 1px solid black; width: 150px; height: 60px; margin: 10px auto; text-align: center; padding: 5px;"><p><i>Photograph</i> (To be affixed by applicant)</p></div> <p style="text-align: center;">Signature of the Coordinator with seal</p>
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