

## ১৭/০২/২০২৪

এতদ্বারা সকল ১ম সেমিস্টারের (২০২৩-২০২৪) ছাত্রছাত্রীদের জানানো হচ্ছে যে, University Registration-cum-Enrollment form online এ নিচের লিষ্কগুলির (link) মাধ্যমে নির্দেশ অনুযায়ী <u>(১৯/০২/২৪ থেকে ২৯/০২/২৪ তারিখের মধ্যে)</u> Fillup করতে হবে।

https://www.digialm.com:443//EForms/configuredHtml/1254/86290/Registration.html

উপরের এই লিঙ্ক (link) এর মাধ্যমে প্রথমে Registration করতে হবে, তার পর Mobile এ প্রত্যেকের একটা User ID এবং Password আসবে। এ User ID এবং Password দিয়ে নিচের লিঞ্চের মাধ্যমে গেলে Complete Registration এর একটা Option আসবে, তাতে Click করে Registration Formটা সঠিকভাবে পূরন করে Final Submit করতে হবে।

https://www.digialm.com:443//EForms/configuredHtml/1254/86290/login.html

উপরের link এর মাধ্যমে Final Submission এর পর কলেজে আগামী ২০<u>/০২/২০২৪ (20/02/2024)</u> থেকে ০১/০৩/২০২৪ (01/03/2024) তারিখের (কলেজের ছুটি ব্যাতিত) মধ্যে নিম্নলিখিত জেরক্স কপির সহিত ৬০/- টাকা Univ. Sports fee online এ জমা করে অফিসে এসে verification করতে হবে। সময় :- সকাল ১১টা থেকে ৩টা

## কলেজে আনতে হবে :-

- ্১) University Sports Fee 60/- টাকা Online payment এর রসিদ।
- ২) Final Submission of Registration form এর একটা Printout.
- ২) Madhyamik এর Admit Card এবং Marksheet এর জেরক্স কপি।
- ৩) H.S./Equivalent এর Admit Card এবং Marksheet এর জেরক্স কপি
- 8) Caste Certificate এর জেরক্স কপি।
- ৫) Admission Fee Receipt এর জেরক্স কপি।
- と) Xerox copy of Adhaar Card

\*\*All students must mentioned ABC ID in the Registration-cum-enrollment form.

Principal Bejoy Narayan Mahavidyalaya P.O.- Itachuna, Dist.- Hooghly,

XO

## BEJOY NARAYAN MAHAVIDYALAYA

[ GOVT. SPONSORED ] P.O. – ITACHUNA, ( HOOGHLY ), PIN- 712147



#### [NAAC ACCREDITED (3<sup>rd</sup> Cycle)] E-mail ID: <u>bnmv2012@yahoo.in</u>, Website: <u>WWW.bnmahavidyalaya.orq</u>.

*Ref.* No. .....

*Date* .....

## <u>Notification : 17/02/2024</u> <u>UG Registration cum Enrollment (AY 23-24)</u>

It is hereby notified to all concerned that the Registration-cum-Enrollment of the students admitted to the 1st Semester of UG (3yr & 4yr programm) courses for the academic session 2023-2024 will be done through online mode. <u>The online registration form will be submitted by</u> <u>the students</u>. In this connection I would like to intimate you the following links:-

All the students of 1st Semester UG courses, 2023-2024 are advised to go through the Students' User Manual which is given in the college Notice board before filling up the Registration cum Enrollment Form.

Link for online Registration cum Enrollment for students:https://www.digialm.com:443//EForms/configuredHtml/1254/86290/Registration.html

Login (after submission of Registration cum Enrollment Form):https://www.digialm.com:443//EForms/configuredHtml/1254/86290/login.html

Online Registration process will start from <u>19/02/2024 to 29/02/2024.</u>

After online Registration process completed the printout of the submission form and related documents will be submitted to the college within **01/03/2024** (except college holidays). The details are given in the college notice board. Any types of problems or changes please contact college office before submission of the online registration form.



By Order

## THE UNIVERSITY OF BURDWAN



# Registration AY 2023-24

## STUDENTS USER MANUAL



### A. Introduction

Burdwan University Registration cum enrollment form will be submitted by students. Once the Application form is successfully submitted, students will receive a SMS and e-mail with their respective User ID and Password to login into the student's portal and can be verify their application form status. Please fill-up the form carefully with the correct details. After filled-up and submit the form respective Colleges will be approved the same with the provided student's information, and it can be sent back for further modification (if required by the college) and student should have to response on the same for smooth registration process.

### B. Steps to online application Registration cum Enrollment Form

- Step-1. Open the website of The University of Burdwan. Please clear cache file of browser (Step of clear cache "**Ctrl+Shift+Del**") before fill-up the form.
- Step-2. Click on U.G. Student's Registration cum enrollment Form link (https://www.digialm.com:443//EForms/configuredHtml/1254/86290/Registration.html)
- Step-3. Students need to be filled-up the valid email id and phone number. Students will receive a notification(s) with his/her user credential through SMS and email in the provided number and email address only.
- Step-4. Need to check at check box and select correct captcha code also.
- Step-5. Click on "**Register**" button.



USER MANUAL FOR STUDENTS REGISTRATION CUM ENROLLMENT	Registra	tion Form
	MANUAL FOR STUDENTS REGISTRATION CUM ENROLL	MENT
THE UNIVERSITY OF BURDWAN	NIVERSITY OF BURDWAN	

	he>(Ctrl+Shift+Delete)
Registration	
tudent Profile	
*Email ID	*Confirm Email ID
*Mobile Number	*Confirm Mobile Number
Declaration	
recognized board/council/university and if any of the statement in this app the opinion of the University that I have in any way contravened the provis be liable to be canceled by the University.	lication is found not to be true / incomplete / misleading or if it appears in ions of the University Ordinances, Rules & Regulations, my admission will
Regi	ster
Figure 1: Re	paistration first
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Step-6. Students need click on "Click to Proceed" button.

THE UI USER /	NIVERSITY OF BURDWAN MANUAL FOR STUDENTS REGISTRATION CUM ENROLLMENT
	Registration Form
	Note :       • Kindly use Internet Explorer(version 10 to 11) or Mozilla Firefox(48 to 54) or Google Chrome(50 to 60) to fill in the Application Form. Use the cursor to move between fields instead of using the tab key. Fill in the details and click on Next to proceed. Fields marked with * are mandatory.         • Please clear cache before fill-up the Form. Steps to clear cache>(Ctrl+Shift+Delete)
	1 Check Eligibility Status 2 Basic Details 3 Academic Details 4 Enrolment
	College Details *College Name *College Name
	*CategorySelect V
	Next
	Version 14.04.01
	<u>Figure 3 - College details</u>
Step-7.	Students need to select <b>the correct college name and category name</b> . Then click on " <b>Proceed</b> " button.
	Kindly re-verify the college details you have selected, as this will be very important information and might not be changed in the ruture. Kindly upload all necessary documents under Enrolment tab. Photograph must be in jpeg/jpg format and size should be within 20kb to 30kb. Signature must be in jpeg/jpg format and size within 20kb. Admit card and Marksheet for both Madhyamik/Secondary and Higher Secondary must be in jpg/jpeg or pdf format and size within 1MB. College admission challan/confirmation certificate must also be uploaded in jpg/jpeg or pdf format within 1MB. All other relevant documents like Caste category certificate, EWS certificate, etc., must be uploaded in jpg/jpeg or pdf format within 1MB. Please clear cache before fill-up the Form. Steps to clear cache>(Ctrl+Shift+Delete)
1 Check	k Eligibility Status 2 Basic Details 3 Academic Details 4 Enrolment
College De	tails
	*College Name 104 BURDWAN DAJ COLLEGI  College Id  Col
	Proceed
Check Eligi	bility Status
	*Degree
* NEP Prog	ramSelect VG Program (3-Year Degree/4-Year Honours) Professional Courses (5-Year B.A.LL.B/B.P.Ed./DVA)
	Next
	Figure 4 - Degree selection
Step-8.	Students need to select the correct Degree (UG or PC).
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	gibility Status	Basic Details	s 3 Academic	Details	Enrolment	
College Detail						
	*College Name				Colleg	ge Id
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			D			
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Check Eligibili	ty Status		Proceed			
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Check Eligibili	ty Status Select	*Degr	Proceed ree UG Program (3-Year urseSelect	Degree/ 🗸	* Major Subject	Select

- Step-9. Students need to select the correct NEP program, course and major subject, which they have already admitted. Only 4-Year Honours students need to provide the obtained marks and the full marks for eligibility verification.
- Step-10. Click on the "Next" button to fill-up basic details.





Check Eligibility St	atus 🛛 🕗 Basic De	tails 3 Academic Details	Enrolment
Matriculation (10th Le	evel) Details		
Name of Examination	Houryonne	N Board/Council/Un	
Country where the Board/Council/University situated	India	State who Board/Council/Un	versity West Bengal
Year of Passing		•	Roll No. (In case Koll & No, are different, enter Koll follow
Total Marks Obtained	600a	Out of Ful	Marks
Marks %		Registrat	(If Matriculation(10th Level) Registration No. not available, out it as NA)
Registration Year	2 In case the Registration sess	kon is like 2013-2014,	
Higher Secondary (12	th Level) Details	ear, e.g., 2014 in this	
• Higher Secondary (12 Name of Examination	case. th Level) Details Higher	ear, e.g., 2014 in this N Board/Council/Un	
• Higher Secondary (12 Name of Examination Country where the Board/Counci/University situated	cose. th Level) Details Higher Sciencery 197	N Board/Council/Un State wh Board/Council/Un State wh Board/Council/Un State wh Board/Council/Un State wh	ame of HEST DENGAL COUNCIL O V versity wersity West Bengal
• Higher Secondary (12 Name of Examination Country where the Board/Council/University situated Year of Passing	cose. th Level) Details Higher Cottonicory 101 India	N Board/Council/Un State wh Board/Council/Un Class/Division	Ame of MEST BENGAL COUNCIL O V wersity West Bengal (Grade (Division 1, Division 2 and Division 3 as Div 1, Division 1, Division 2 and Division 3 as Div 1,
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- Step-14. Students(s) are required to provide correct Matriculation (10 level) details such as name of examination, name of the board, country, state, year of passing, roll no., total marks obtained out of full marks, registration number along with registration year.
- Step-15. For higher secondary (12<sup>th</sup> level) details, students are required to fill name of examination, board name, country, state, year of passing, class/division, roll number, registration number along with registration year. Total marks obtained & out of total marks need also be filled if students are admitted under 3-year NEP program.



Step-16. For the next section students need to fill out marks obtained and full marks for each subject according to their higher secondary marksheet. If the subject has not any practical/oral/project division, then "0" need to be entered in marks obtained and full marks column.

First Language	
Marks Obtained (Theory)	Full Marks (Theory)
Marks Obtained (Practical/ Oral/ Project)	Full Marks (Practical/Oral/Project)
Theory Marks %	Practical Marks %
Total Marks (Theory + Practical)	
Second Language	
Marks Obtained (Theory)	Full Marks (Theory)
Marks Obtained (Practical/ Oral/ Project)	Full Marks (Practical/Oral/Project)
Theory Marks %	Practical Marks %
Tatal Marks (Theory + Practical)	
Elective Subject 1	
Marks Obtained (Theory)	Full Marks (Theory)
Marks Obtained (Practical/ Oral/ Project)	Full Marks (Practical/Oral/Project)
Theory Marks %	Practical Marks %
Tatal Marks (Theory + Practical)	
Elective Subject 2	
Marks Obtained (Theory)	Full Marks (Theory)
Marks Obtained (Practical/ Oral/ Project)	Full Marks (Practical/Oral/Project)
Theory Marks %	Practical Marks %
Tatal Marks (Theory + Practical)	
Floridan Dublish 3	

Step-17. Please select "**Next**" button to fill-up the enrollment details and upload documents.

Admission Date       Image: Admission Date         Admission Date       Image: Admission Challen Number         Vibjects       Image: Admission Subject         Image: Admission Challen Number       Image: Admission Subject         Image: Admission Challen Number       Image: Admission Subject         Image: Admission Challen Number       Select	Addition Date   Addition Date Addition View   Property Subject   Computer Addition   Property Subject   Property Subject Property	<complex-block></complex-block>		
Admission Challen Number Weight Subject: **Higher Subject: COMPUTER APPLICATIONS **Select	Advance Cakine Number          Advance Cakine Number       ************************************	<complex-block></complex-block>	Admission Date	Academic Year 2023-24
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<ul> <li>*Skill Enhancement Course COMPUTER APPLICATIONS</li> <li>Figure 9 - Eligibility verification</li> <li>Candidates need to select admission date, academic session and a chalan no.</li> <li>Then need to select Minor subject correctly from drop down list.</li> <li>Then need to select Minor subject correctly from drop down list.</li> <li>Check Eligibility Status  Basic Details  Academic Details  Enroiment</li> <li>Enroiment Info</li> <li>Admission Chalan Number 55262</li> <li>Subject *</li> <li>Subject *</li> <li>Subject MATHEMATICS</li> <li>*Equivalent course from subject correct Subject Select</li> <li>Course form subject MATHEMATICS</li> <li>*Eduratement Course MATHEMATICS</li> <li>*Subject Science</li> <li>*Sub</li></ul>	*Sel Enhancement Course COMPUTER APPLICATIONS **VAC (Vide defined in the select and the select and mission date, academic session and ac chalan no. 8. Candidates need to select admission date, academic session and ac chalan no. 9. Then need to select Minor subject correctly from drop down list. • Check Eligibility Status  Basic Details  Academic Details  Foroiment • Enrolment Info • Subjects • Main Subject MATHEMATICS • Subjects • Subjects • Main Subject Mathematics • Subjects • Main Subject Mathematics • Subjects • Subjects • Subjects • Subject Subject Mathematics • Subject Subject Selection • Subject Subject Selection • Subject Subject group selected for major and minor subjects, and a subject group selected for major		'Equivalent course from SWAYAM or other UGC Yes No recognized platform	*Ability Enhancement CourseSelect 👻
<ul> <li>Figure 9 - Eligibility verification</li> <li>Candidates need to select admission date, academic session and a chalan no.</li> <li>Then need to select Minor subject correctly from drop down list.</li> <li>Check Eligibility Status B Basic Details Academic Details E Enrolment</li> <li>Enrolment Info</li> <li>Check Eligibility Status Sold</li> <li>Subject s</li> <li>Subject s</li> <li>Subject MATHEMATICS</li> <li>Select- Sold</li> <li>Select Note No</li> <li>Select Note Sold</li> <li>Select Note Sold</li> <li>Select Note Sold</li> <li>Select Note Sold</li> <li>Select Sold</li> <li>Sele</li></ul>	<ul> <li>Figure 2 - Eligibility verification</li> <li>Cancidates need to select admission date, academic session and a chalan no.</li> <li>Then need to select Minor subject correctly from drop down list.</li> <li>There Eligibility Status 2 Essic Details 3 Academic Detail 4 Enrolment</li> <li>Enrolment Info</li> <li>Subjects</li> <li>"Where Subject in Mithematics</li> <li>"Subject in Subject in Mithematics</li> <li>"Subject in Subject in Mithematics</li> <li>"Subject in Subjects, Multi/Interdisciplinary Subject group we becapt the subject group selected for major and minor subjects, and subject groups will to be available to choose subject from, pertaining availability in the college in which student(s) have taken admission in</li> </ul>	<text><list-item><complex-block><complex-block></complex-block></complex-block></list-item></text>	all Enhancement Course COMPUTER APPLICATIONS	*VAC (Value Added Course)Select 🗸
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	<ol> <li>Please upload Self Attested copy of Higher Secondary Marksheet (Only jpg/jpeg or pdf documents of maximum TMB Size will be accepted).</li> <li>After successful upload, If you browse and upload again here, it will overwrite your previously uploaded</li> </ol>	
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	Close This Window	
	*Subjects	
	*Subjects	
	Core Subjects	
	Subjects Cons Subject NAL Cons Course -1 BENGALI Cons Course -1 Cons Course -1 Cons Course -1 Co	
	- Subjects Corr Subjects Languages ENGLISH Corr Course -:  ENGLISH ENG	
	-Subjects Corr Solitor NA Lampage 7: ENGLISH Corr Course 1: EENGALI Corr Course 1:	
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Figure <u>14</u> - <u>Relevant documents</u> upload part



THE UNIVERSITY OF BURDWAN USER MANUAL FOR STUDENTS REGISTRATION CUM ENROLLMENT
*Please upload the Admit Card of Higher Secondary or equivalent (10+2) examination here.
*Please upload the Marksheet of Higher Secondary or equivalent (10+2) examination here.
*Please upload College admission challan/Confirmation certificate/document/details from colleges here.
Registration and other Fees payable (in Rs.)
Registration Fee including Processing Fee     100       Examination Enrollment Fees     100       Sports Fee     120       Total Amount     500
Declaration
I solemnly declare that I have passed Higher secondary or equivalent examination (10+2) in the year 2023/2022/2021/2020 from any recognized board/council/university and if any of the statement in this application is found not to be true / incomplete / misleading or if it appears in the opinion of the University that I have in any way contravened the provisions of the University Ordinances, Rules & Regulations, my admission will be liable to be canceled by the University.
<mark>dtemsbd</mark> .€
Type 7 characters as shown in image
Preview Application Back Submit
Version 15.01.01

Figure 15 - Final submission part

Step-23. Students need to select a preview button to preview their details. Then select captcha code, check declaration's check box and select submit button accordingly.



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THE UNIVERSITY OF BURDWAN USER MANUAL FOR STUDENTS REGISTRATION CUM ENROLLMENT

Step-24. Student must select "OK" button to submit registration data. After successfully submit the NEP registration cum enrollment form students can't edit the form later.

Step-25. The following page will be displayed post successfully submission of the registration cum enrollment form. User can print the following page for future references.



Figure 17 - Form Submitted preview

#### C. Student's portal

Step-1. Student(s) can login in-to the following portal for further tracking. URL will be found in the University website.

(https://www.digialm.com:443//EForms/configuredHtml/1254/86290/login.html)

Step-2. The login page will be displayed as per the following image. User can login into the same by using the credential which are provided in the SMS and email.





- c. Response to the queries from the respective colleges.
- d. Students will be required to connect with the colleges if any discrepancies identify in the submitted data.
- e. Tracking the status of the application.
- f. If colleges change status as "ask for correction" then one edit option will be available on the upper right side of login form.
- Step-5. If the Student forgets/wants to change his/her password, then follow the below steps:
  - a. Click on the Forgot Password option.
  - b. Provide the correct user ID and captcha provided in the page.
  - c. New password will be triggered to the student's provided mobile number or email address.

	The University of Burdwan सा विद्या या विमुक्तये Learning Leads To Emancipation
	LOGIN
Applicant`s Login	
	*User Id *Password Login Forgot Password?
	*Please enter your Application Id
	Version 13.01.01
	<u>Figure</u> 20 - Change password screen

END OF THE DOCUMENT



Bejoy Narayan Mahavidyalaya

## Choice of minor and interdisciplinary subjects for 3-years/4-years

#### **UG Programme under NEP**

<b>C1</b>	Major Subjects	Choice for Minor subject	Choice for multi/inter disciplingry	
No.	Major Subjects	Choice for Millior subject	subject (Sem-I, II & III only)	
1.	Bengali	One from the following subjects		
	English	except from the one taken as		
	Sanskrit	major:		
	Santali	Bengali, English, Sanskrit, Santali,	Environmental Science	
	History	History, Political Science,		
	Political Science	Philosophy, Economics		
	Philosophy			
2.	Economics	<b>One from</b> Mathematics, Statistics, Political Science	<b>One from</b> Physics, Chemistry, Botany, Zoology, Environmental Science	
		One from Physics, Chemistry	<b>One from</b> Mathematics and Statistics	
3.	Mathematics or Statistics	One from Statistics, Mathematics except the one taken as the major subject	<b>One from</b> Physics, Chemistry, Botany, Zoology, English	
		Economics	<b>One from</b> Physics, Chemistry, Botany, Zoology	
		One from Physics, Chemistry	<b>One from</b> Bengali, English, Sanskrit, Santali, History, Political Science, Philosophy, Economics	
4.	Physics or Chemistry	One from Physics, Chemistry, Botany, Zoology, except the one taken as the major subject	<b>One from</b> Mathematics, Statistics, Economics, English	
		One from Mathematics & Statistics	<b>One from</b> Bengali, English, Sanskrit, Santali, History, Political Science, Philosophy, Economics	
5	Botany	One from Chemistry, Zoology,	<b>One from</b> Mathematics, Statistics, Economics, English	
		Mathematics	<b>One from</b> Bengali, English, Sanskrit, Santali, History, Political Science, Philosophy, Economics	
6.	Zoology	One from Physics, Chemistry, Botany, Nutrition	<b>One from</b> Mathematics, Statistics, Economics, English	
		Mathematics	<b>One from</b> Bengali, English, Sanskrit, Santali, History, Political Science, Philosophy, Economics	
7.	Nutrition	One from Physics, Chemistry, Botany, Zoology	<b>One from</b> Mathematics, Statistics, English	
		Economics	One from Mathematics, Statistics	
		One from Mathematics & Statistics	<b>One from</b> Bengali, English, Sanskrit, Santali, History, Political Science, Philosophy, Economics	

SEC	AEC	CVA	Summer	Research project
Skill Enhancement	Ability Enhancement	Common Value	Internship	or Dissertation
Course		added		
From Major Subject	L1-1	Environmental	For 8 weeks	For 4 years UG
	Bengali/Sanskrit/Santali	Science	(Sem-V)	program only
(Sem-I, Sem-II &	(Sem-I)	(Sem – I &		(Optional)
Sem-III only)	L2-1 English	Sem-II)		(Sem-VII &
	(Sem-II)			VIII only)
	L1-2			
	Bengali/Sanskrit/Santali			
	(Sem-III)			
	L2-2 English			
	(Sem-IV)			