



THE UNIVERSITY OF BURDWAN
Rajbati , Burdwan

No.: RC/Regn. & Mign/Cir/23-24/63

Date: 16-02-2024

From: The Registrar
The University of Burdwan

To: All the Principals / TICs
of the Degree Colleges affiliated to The University of Burdwan

Sub: Registration cum Enrollment of the students admitted to the 1st Semester of UG(3-Year Degree & 4- Year Honours Programme) & 1st Year Professional courses (5-Year LLB/DVA/B.P.Ed) for the session 2023-2024

Sir / Madam,

You are already aware that Registration of students admitted to the 1st Semester of **UG (3-Year Degree & 4-Year Honours Programmes) & 1st Year Professional courses (5-Year LLB/DVA/B.P.Ed) for the session 2023-2024** will be done through online mode. In this context I would like to intimate you to follow the guidelines mentioned hereunder:

1. A system generated confirmation regarding login id & password will be communicated at the valid registered email id & mobile number, with the help of which (i.e., login id & password) the respective student shall login and complete the registration process through the link
 - A. Online Student Registration link: <https://www.digialm.com:443//EForms/configuredHtml/1254/86290/Registration.html>
 - B. Online Student Login Link: <https://www.digialm.com:443//EForms/configuredHtml/1254/86290/login.html>
2. After successful submission of Registration cum Enrolment Form by the applicant, the respective College Authority will edit/check/verify/approve the same and from **19-02-2024 and end on 02-03-2024.**
 - A. Online College Login Link: <https://g21.tcsion.com/SMBPortal/Login>
3. Online Registration cum Enrolment process will start on and from **19-02-2024 and end on 01-03-2024.**
4. For any further query / information college may contact Help Desk No. at 9735625209 and/or send email to Registration@buruniv.ac.in .
5. The students who passed (10+2) or equivalent Examination in the year 2023/2022/2021/2020 from any recognized Board/Council/University, which is not mentioned in the list of Board/Council/University duly approved by the compliant Authority, BU, must take a prior permission from the Registrar, The University of Burdwan and a scanned copy of that permission letter must be uploaded during submission of the online Registration cum Enrolment Form.
6. All students must mention 'ABC ID' in the Registration cum Enrolment form (mandatory from this year).
7. AADHAAR NO. be mentioned against "STUDENT UNIQUE NUMBER" field (mandatory)
8. Migration Certificate is applicable for the candidates passed from other Board /Council/ University. These certificates are to be retained by the respective colleges for future use, if necessary. There is no separate need for the same to be sent to the University.
9. No extra fees should be deposited for future adjustment.
10. Fee Structure:

Registration Fee:	Rs. 120/-
Enrolment Fee:	Rs. 100/- (for UG 3-year Degree & 4-year Honours Programmes)
Sports Fee:	Rs. 130/- (one time)
Inward Migration Fee:	Rs. 100/- (wherever applicable)



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Respective college Authority will deduct Rs. 12/- (Twelve) only per student from Registration fee (collected from the student) towards honorarium to be paid to the non teaching staff of their respective College, who are actually performing the works of online Registration cum Enrolment Forms. Thereafter, the College will deposit the rest amount of the collected fees through e-collect of the University of Burdwan mentioned with the State Bank of India using the menu 'Fees Collection' and subsequently submit a statement (in duplicate) mentioning student wise breakup of fees along with course wise students' details to the Registration & Migration Section, Registrar Department, Golden Jubilee Building, B.U . The circular is issued in continuation of the U.G. Admission notification for the year 2023-2024 bearing notification No. R-C/UG-Perm/Adm/2 dated 16.06.2023.

Thanking You


Registrar

No.: RC/Regn. & Mign/Cir/23-24/63(100)/1
Copy forwarded to:

Date: 16-02-2024

1. The Controller of examinations, BU
2. The Inspector of Colleges, BU
3. The Finance Officer, BU
4. The Joint Controller of Examinations, BU
5. The Joint Registrar, BU
6. The Secretary, Council for U.G. Studies in Arts, Science etc., BU
7. The System Manager, BU (requesting to upload on the University website)
8. The Sr. Secretary, Council of UG Studies in Arts, Science etc.
9. The Dy. Controller of Examinations, BU
10. The Assistant Registrar _ II / III, BU
11. The Assistant Controller of Examination _ I / II, BU
12. All the Principals / TICs of affiliated Colleges, BU
13. Sr. Supdt (Permission Section), BU
14. Jr. Supdt (Regn and Migration Section), BU
15. Jr. Supdt (Registrars Secretariat), BU
16. Cash Section, Finance Deptt., BU
17. Sales & InformationUnit, BU


Registrar