

UNIVERSITY OF CALCUTTA



SUBMITTED TO THE VICE CHANCELLOR,C.U.

Enclosed herewith the draft copy of University of Calcutta Comprehensive Reservation Rules in Admission for SC/ST/OBC/ PWD Candidates .These rule has been made in accordance to the West Bengal Rules published in the Gazette (No. 07-Edn(u) / 1u-89/13 – dated ,2nd January,2014) , the Syndicate resolution vides item no. 16 dated 24th february , 2014 and West Bengal Act X of 2013 (No. 746-L.-30th April,2013 and **the letter received from Smt. M.Roy**, Additional Secretary to the Govt. of West Bengal enclosing the F AQ issued by the Department of Personnel and Training , Govt. of India with a F AQ issued by the Department of Personnel and Training , Govt. of India regarding reservation of the persons with disabilities as per the provisions of the persons with Disabilities (Equal opportunities, Protection of Rights and Full participation) Act,1995 regarding Procedure to be followed for reservation of persons with disabilities for admission and the same duly approved by the Syndicate vides item no. 14 dated 24th February,2014 & confirmed by the Syndicate dated 04/03/2014 (Item No. 1).

This rule may be effective for 2014-15 academic session.

Submitted for kind approval.

Secretary
UCSTA,C.U.

Forwarded

Shool
13/6/14

NR.S.
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University of Calcutta

Comprehensive Reservation Rules in Admission for SC/ST/OBC/ PWD Candidates

These rule has been made in accordance to the West Bengal Rules published in the Gazette (No. 07-Edn(u) / 1u-89/13 – dated ,2nd January,2014) which were passed by the Syndicate vides item no. 16 dated 24th february , 2014 and West Bengal Act X of 2013 (No. 746-L.-30th April,2013 .

Reservation Rules in Admission for SC/ST/OBC Candidates

WHEREAS it is expedient to provide for reservation of seats for admission of the students belonging to the Scheduled Castes, the Scheduled Tribes and the Other Backward Classes of West Bengal to certain Higher Educational Institutions in the State of West Bengal, established , maintained or aided by the State Government to enable and encourage them to get access to the higher education;

1. The reservation norms shall apply on and from the Academic Session 2014-15,

2.(1) The Reservation of seats for admission shall be made in the following manners namely:-

- (a) Out of the total annual permitted strength in each stream, twenty two percent seats shall be reserved for the students belonging to Scheduled Castes ; and
- (b) Out of the total annual permitted strength in each stream, six percent seats shall be reserved for the students belonging to Scheduled Tribes ; and
- (c) Out of the total annual permitted strength in each stream, ten percent of seats shall be reserved for the students belonging to Other Backward Classes of Category-A ; and
- (d) Out of the total annual permitted strength in each stream, seven percent seats shall be reserved for the students belonging to Other Backward Classes of Category-B ; and

3. (I) In order to implement the total percentage of reservation in respect of the Scheduled Castes, the Scheduled Tribes , Other Backward Classes Category 'A' and the Other backward classes Category 'B' as mandated by the Act, that selecting candidates for all streams and courses run by this Institution shall , with the approval of the appropriate authority , wherever required , fix up the total number of seats to be increased in each course in such a manner that the number of unreserved seats is not less than the seats available immediately preceding the date of the Act coming into force.

(II) Keeping in view that the total number of increase of seats to be done In terms of the sub-rule (I), University shall fix up year wise target of increase of seats in such a manner that the total mandatory increase of seats is achieved within a maximum period of six years beginning with the academic session 2014-15 and then shall continue in the same manner.

(III) In order to implement the target of total 17% OBC Reservation, keeping the unreserved seats not less than the seats available in 2013- 14 academic year ; the total percentage of seats in each course to be increased by 30.9% after six years beginning with the academic session 2014 – 15 and continue in the same manner till 2019-20. The year wise percentage of increase of total seats would be in the following manner.

Academic session	Year wise percentage of total seats to be increased
2014-15	2%
2015-16	Another 4%
2016-17	Another 5%
2017-18	Another 6%
2018-19	Another 6.5%
2019-20	Balance 7.4%
Total 6 years	30.9%

Note: That the increase of seats from 2015-16 will largely depend on the creation of additional infrastructure. The requirements are to be submitted shortly for creating additional infrastructure and Government's help in the matter.

(iv) The total annual permitted strength in each stream* shall be increased phase-wise (as per table mentioned above) as also number of Schedule Castes and Schedule Tribes seats shall be increased on proportionate manner and the rest additional seats shall be earmarked for OBC candidates; keeping the number of unreserved seats is not less than the seats available **in the academic year 2013-2014.**

(v) The annual permitted strength in each stream* shall be increased by at least by one seat for OBC Candidate and remain one till the effect of increase of percentage of seat cross the number one.

(vi) The annual permitted strength in each stream* shall be increased by at least by one seat for OBC Candidate and remain one till the effect of increase of percentage of seat cross the number one.

4. (i) The reservation of seats shall, under no circumstances , exceed beyond forty five percent of the total annual permitted strength of any such Institution for any particular academic session.

(ii) In every case , admission of students under any of the category referred under sub- section (1) of this section shall only be made in order to their merit and in such manner so that the quality and standard may not be compromised.

*“Stream” means subjects bunched together under broad streams such as Humanities or Science or Medicine or Social Science of Engineering and Technology or Vocational Science and includes such other streams leading three principal levels of qualification at bachelor, masters and doctoral levels, as may be determined and prescribed by any appropriate authority, from time to time.

5. The State Government shall have right to determine and to rank the Higher Educational Institutions in accordance of their quality considering their standard of academic instructions and degrees offered by them and such other matter connected therewith and incidental thereto.
6. (1) For filling up of the seats for admission in a particular academic session, the following procedure shall be followed :
 - (a) a general merit list based exclusively on merit as reflected in the results of the relevant examination or selection test irrespective of castes, tribes or classes shall be prepared separately for each course, stream or subject in each Higher Educational Institution to fill up the unreserved seats. Separate merit lists of the Scheduled Castes, Scheduled Tribes, Other Backward Class, Category 'A' and the Other Backward Class, Category 'B' candidates shall be prepared for each course/stream/subject in each higher educational institution to fill up the seats reserved for these respective categories. The Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category -A and the Other Backward Class, Category -B candidates who have been placed in the general merit list to fill up unreserved seats shall not be taken into account in the reserved list for the Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category-A and the Other Backward Class, Category-B candidates, as the case may be;
 - (b) simultaneously, the SC/ST/OBC candidates who have found place in the general merit list on the basis of their merit shall also be placed in the list of reserved seats for SC/ST/OBC as per their inter se merit, and be asked to exercise their option on whether they would like to be placed in the general merit list or the separate merit list for reserved candidates of SC/ST/OBC. Admission would be made as per the option exercised by the candidates. The option once exercised shall not be altered under any circumstances;
 - (c) for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination, qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category. In case of OBC-A and OBC-B the candidates getting admission should have obtained in the previous examination, qualifying marks not lower by more than 10% from the marks obtained by the last candidate of the general category. In any case, if a candidate obtains marks lower than the minimum qualifying marks prescribed by the University for admission to the relevant course, he will not be eligible for admission;
Where merit list will be prepared on the basis of final score with fractional weightage of different fractions (like entrance test, qualifying exam marks, (10+2) level exam marks, interview, etc. etc.), the SC/ST candidate should obtained final score not lower by more than 25% than that of the score obtained by the last candidate of the General Category and the OBC candidate should obtained final score not lower by more than 10% than that of the score obtained by the last candidate of the General Category
 - (d) Where merit list will be prepared on the basis of marks obtained in entrance test the SC/ST candidate should obtained entrance test marks not lower by more than 25% than that of the marks obtained by the last candidate of the General Category and the OBC candidate should obtained entrance test marks not lower by more than 10% than that of marks obtained by the last candidate of the General Category
 - (e) seats reserved for the Scheduled Caste candidates and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Scheduled Tribe candidates and vice versa. Likewise, seats reserved for the Other Backward Classes, Category-A and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Other Backward Class, Category-B candidates and vice versa. If this exercise, reserved seats still remain unfilled due to non availability of reserved category candidates, such seats shall be taken up for de-reservation in such manner as prescribed under rules 8 of these rules;

(f) in case the number of seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B in Post-graduate is less than 0.5 in each stream, a 100 point roster for admission as specified in the Schedule appended to these rules shall be followed for filling up the seats,

(2) In every case of admission to general degree courses and technical, professional and post graduate level courses, the caste / tribe / class identification certificate issued by the Competent Authority shall be verified at the time of admission along with Domicile Certificate issued by the Competent Authority:

Provided that no Domicile Certificate is required in case the candidate submitting caste identification Certificate issued by the Competent Authority of the State Government.

Explanation / Clarification for Residential / Domicile requirement.

Candidate seeking admission in Reserve category seats must be domicile of West Bengal and accordingly submission of Domicile certificate in prescribed format from competent authority is mandatory at the time of application. The Domicile of West Bengal shall be treated for those candidates who are

EITHER

Residing in West Bengal continuously at least for last 10 years as on.....
(Proforma A-1 and A-11)

OR

Whose parent(s) is / are permanent resident (s) of West Bengal having permanent address within the state of West Bengal (Proforma-B)

THE CERTIFICATE BEING SUBMITTED BY THE CANDIDATE FOR CLAIMING RESERVATION UNDER SC/ST/OBC QUOTA; MUST HAVE BEEN ISSUED BY THE COMPETENT AUTHORITY AS SPECIFIED ABOVE, ON A DATE PRIOR TO THE SUBMISSION OF APPLICATION. CERTIFICATE ISSUED ON A LATER DATE BY ANY AUTHORITY, WILL NOT BE ACCEPTABLE AT THE TIME OF ADMISSION.

The prescribed format of domicile certificates are beneath to rules.

SC/ST/OBC of Other state:

SC/ST/OBC CANDIDATES HAILING FROM STATES OTHER THAN WEST BENGAL ARE NOT ELIGIBLE FOR SUCH BENEFITS AND THEY WILL BE TREATED AS GENERAL CATEGORY CANDIDATES.

SC/ST/OBC Candidates must satisfy the eligibility requirements for admission. However, while considering their cases only suitability for the programme is ensured and SC/ST/OBC candidates are not compared with those belonging to other categories.

For SC/ST candidates, there will be a relaxation of 5% marks in aggregate shall be admissible on last qualifying marks (if applicable) in minimum eligibility requirements in comparison to general candidates in the admission. For example , if eligibility marks for General Candidates be 60% than the eligibility marks for SC/ST Candidate be 55%.

Note

If the candidate avails facility in minimum eligibility requirement, then the candidate will be treated under concerned reserved category.

If in a course, there are no SC/ST applicants, then the reserved seat for SC/ST to be converted in to unreserved seats.

If in a course/ stream, there are no OBC-A & OBC-B applicants, then the reserved seat for OBC-A & OBC-B to be converted in to unreserved seats.

- (3) During verification of the OBC Certificate, relevant guidelines regarding determination of 'Creamy layer' shall be taken into consideration by the University. 'Creamy layer' means the category of persons for whom the reservation of seats shall not be applicable as may be determined and prescribed by the Backward Class Welfare Department, Government of West Bengal;
- (4) In every case, reservation to SC/ST/OBC 'A'/OBC 'B's candidates shall not be refused on the basis of medium of instruction.

AFTER EXAMINATION OR ADMISSION, OR DURING ANY STAGE THEREOFF, IT IS FOUND ON SCRUTINY , that any certificate found fake / forged would lead to cancellation of the admission of the concerned candidate for therewith during the concerned course of study without any notice. Furthermore, such candidate shall be prosecuted and also debarred from appearing any Admission / Entrance Test of this University in future.

7. The University shall maintain course-wise registers of reserved for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B.
8. Where reservation of seats for one or many courses or streams in a particular academic session becomes unavoidable, the following procedure of de-reservation shall be followed:
 - (a) If, after duly entertaining all applications to fill up reserved seats, it is found that some seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B remain unfilled during the academic session for want of suitable number of candidates from the respective categories, those seats may be de-reserved and filled up by general candidates where it is specified that due process for filling up of the seats by the candidates of the specific categories have been followed by the institutions concerned and no suitable candidate of the reserved categories is available to fill up those seats. No vacant reserved seat shall be carried forward to the next academic year, under any circumstances;
 - (b) The Joint Commissioner for Reservation and ex-officio Joint Secretary Backward Class Welfare Department shall be such authority in respect of Higher Educational Institutions situated in Kolkata as defined in the Kolkata Municipal Corporation Act, 1980 shall be the authority to grant de- reservation in Higher Educational Institutions situated in their respective territorial jurisdiction .
 - (c) The **process** of de-reservation shall be completed by the authority concerned within 15 days provided that the authority of the concerned educational institution has submitted application in this regard along with all relevant and necessary papers;
 - (d) The University seeking de-reservation shall submit to the authority concerned, a statement giving the following particulars:-
 - (i) number of candidates who have applied for admission giving break up of Unreserved, Scheduled Castes and Scheduled Tribes Other Backward Classes, Category-A and Other Backward Classes, Category-B applicants separately for respective Courses /Streams/ Subjects;
 - (ii) number of seats reserved for Scheduled Castes and Scheduled Tribes, Other Backward Classes, Category -A and Other Backward Classes, Category -B separately for such category of Course! Stream! Subject;
 - (iii) number of candidates qualifying for admission and admitted, as such, from each of reserved categories against respective Courses! Streams! Subjects;
 - (iv) number of reserved seats remaining vacant in respect of Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates against respective Course! Stream! Subject as the case may be with reasons there for,
 - (v) the University shall also furnish copies of their admission Notice(s) to show whether, for issue of Forms to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates, the minimum prescribed marks of the Board, Council or University had been indicated, as the qualifying marks forgetting admission Forms against the reserved seats

- (g) While allowing the reserved seats to be filled up by General candidates, the Joint Commissioner for Reservation and ex-officio Joint Secretary Backward Class Welfare Department concerned shall be satisfied, on the basis of the information supplied by the Institutions that all reasonable steps were taken to fill up the seats by respective reserved categories of candidates, and further that the unreserved category candidates qualifying on their own merit in competition with general candidates have not been admitted against the reserved seats, and further, that the conditions laid down in rule 5 have duly been observed for the particular courses mentioned therein.

9. The University of Calcutta situated within the district of Kolkata shall file their annual return on admission of students into various course showing all seats reserved for SC, ST, OBC-A and OBC-B before the Joint Commissioner for Reservation and ex-officio Joint Secretary Backward Class Welfare Department by 31st December every year.

10. The provisions shall not apply to,-

- (1) The students belonging to creamy layer of the society (" creamy layer" means the category of persons for whom reservation of seats shall not be applicable as may be determined and prescribed by the Backward Class Welfare Department, Government of West Bengal;
- (2) any institutions of excellence , research institutions and institutions of national and strategic importance as may be notified in the Official Gazette by the State Government from time to time;
- (3) any Educational Institution established and administered by any Minority whether based on religion or language and
- (4) any course or programme at a higher level of specialization , including at the post-doctoral , level , within any branch of study or faculty such as super speciality studies in Medicine or Engineering and Technology or such other subjects or stream as the State Government may , in consultation with the appropriate authority , specify from time to time.

SCHEDULE.

{See sub-rule (1) (e) of rule 61

1st Seat	Scheduled caste	35th Seat	Unreserved	69th Seat	OBC-B
2nd Seat	Unreserved	36th Seat	Scheduled caste	70th Seat	Unreserved
3rd Seat	Unreserved	37th Seat	Unreserved	71st Seat	Scheduled caste
4th Seat	Scheduled Tribe	38th Seat	OBC-A	72nd Seat	Unreserved
5th Seat	Unreserved	39th Seat	Unreserved	73rd Seat	Unreserved
6th Seat	OBC-A	40th Seat	Scheduled caste	74th Seat	Scheduled Tribe
7th Seat	Scheduled caste	41st Seat	Unreserved	75th Seat	Unreserved
8th Seat	Unreserved	42nd Seat	Unreserved	76th Seat	OBC-A
9th Seat	OBC-B	43rd Seat	Scheduled Tribe	77th Seat	Unreserved
10th Seat	Unreserved	44th Seat	Unreserved	78th Seat	Scheduled caste
11th Seat	Scheduled caste	45th Seat	OBC-A	79th Seat	Unreserved
12th Seat	Unreserved	46th Seat	Unreserved	80th Seat	Unreserved
13th Seat	OBC-A	47th Seat	Scheduled caste	81st Seat	Unreserved
14th Seat	Unreserved	48th Seat	Unreserved	82nd Seat	Scheduled caste
15th Seat	Scheduled caste	49th Seat	OBC-B	83rd Seat	Unreserved
16th Seat	Unreserved	50th Seat	Unreserved	84th Seat	OBC-A
17th Seat	Unreserved	51st Seat	Scheduled caste	85th Seat	Unreserved
18th Seat	Scheduled caste	52nd Seat	OBC-A	86th Seat	Scheduled caste

19th Seat	OBC-B	53rd Seat	Unreserved	87th Seat	Unreserved
20th Seat	Unreserved	54th Seat	Unreserved	88th Seat	Unreserved
21st Seat	Scheduled caste	55th Seat	Unreserved	89th Seat	OBC-B
22nd Seat	Unreserved	56th Seat	Unreserved	90th Seat	Scheduled caste
23rd Seat	Unreserved	57th Seat	Scheduled caste	91st Seat	Unreserved
24th Seat	Scheduled Tribe	58th Seat	Unreserved	92nd Seat	Unreserved
25th Seat	Unreserved	59th Seat	OBC-B	93rd Seat	Scheduled Tribe
26th Seat	OBC-A	60th Seat	Unreserved	94th Seat	Unreserved
27th Seat	Unreserved	61st Seat	Scheduled caste	95th Seat	Unreserved
28th Seat	Scheduled caste	62nd Seat	Unreserved	96th Seat	Unreserved
29th Seat	OBC-B	63rd Seat	OBC-A	97th Seat	Scheduled caste
30th Seat	Unreserved	64th Seat	Unreserved	98th Seat	Unreserved
31st Seat	Unreserved	65th Seat	Scheduled caste	99th Seat	OBC-A
32nd Seat	Scheduled caste	66th Seat	Unreserved	100th Seat	Unreserved
33rd Seat	Unreserved	67th Seat	Unreserved		
34th Seat	Unreserved	68th Seat	Scheduled caste		

NOTE :-

There will be no reservation on Sponsored Seat as Sponsored Seat will be treated as additional seat and reservation criteria for SC/ST/OBC/Category A/ Category B candidates are not applicable for Sponsored seats.

Reservation Rules in Admission for PWD Candidates

These rule has been made in accordance to the letter received from Smt. M.Roy, Additional Secretary to the Govt. of West Bengal enclosing the F AQ issued by the Department of Personnel and Training , Govt.of India with a F AQ issued by the Department of Personnel and Training , Govt. of India regarding reservation of the persons with disabilities as per the provisions of the persons with Disabilities (Equal opportunities, Protection of Rights and Full participation) Act,1995 regarding Procedure to be followed for reservation of persons with disabilities for admission and the same duly approved by the Syndicate vides item no. 14 dated 24th February,2014 & confirmed by the Syndicate dated 04/03/2014 (Item No. 1).

The Reservation of seats shall not exceed 45% (SC-22%, ST-6%, OBC-A-10% & OBC-B- 7%) .

PWD (Persons with Disabilities) :

Persons with disabilities having 40% and above degree of disability will enjoy a 3% reservation (**horizontal**) in each of the categories, i.e. in SC, ST, OBC –A, OBC-B and in the Unreserved or General Category, and such candidates , if available, shall be placed towards the top of the list prepared for each category of students.

The basic concept behind horizontal reservation for PWD category is that no separate seats will be allocated for reservation for PWD category candidates, the candidates admitted under this category will be characterized as belonging to ‘General’, ‘SC’, ‘ST’, ‘OBC-A’ & ‘OBC-B’ categories and corresponding number of seats will be subtracted from the seats of these categories.

The PWD candidates claiming seats under reserved category are required to produce **appropriate PWD certificates issued by the competent authority satisfying the following criteria:**

Officer-in-Charge or Medical Head of Primary Head Centres, Block Primary Health Centres, State General Hospitals, Rural Hospitals, Sub-Divisional Hospitals or the District Hospitals run by the State Government or any hospital run by a statutory body or authority.

PWD candidates will be ELIGIBLE with a minimum of 40% disability subject to the condition that the candidate is capable of carrying out all activities related to theory / practical work, as applicable, to the courses without special concession and exemption.

For admission to different courses, a PWD candidate getting admission should have obtained in the previous examination, qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category. In any case, if a candidate obtains marks lower than the minimum qualifying marks prescribed by the University for admission to the relevant course, he will not be eligible for admission;

Where merit list will be prepared on the basis of final score with fractional weightage of different fractions (like entrance test, qualifying exam marks , (10+2) level exam marks, interview, etc. etc.), the PWD candidate should obtained final score not lower by more than 25% than that of the score obtained by the last candidate of the General Category .

Where merit list will be prepared on the basis of marks obtained in entrance test the PWD candidate should obtained entrance test marks not lower by more than 25% than that of obtained by the last candidate of the General Category .

PWD CANDIDATES HAILING FROM STATES OTHER THAN WEST BENGAL ARE NOT ELIGIBLE FOR SUCH BENEFITS AND THEY WILL BE TREATED AS GENERAL CATEGORY CANDIDATES.

PWD Candidates must satisfy the eligibility requirements for admission. However, while considering their cases only suitability for the programme is ensured and PWD candidates are not compared with those belonging to other categories.

For PWD candidates, there will be a relaxation of 5% marks in aggregate shall be admissible on last qualifying marks (if applicable) in minimum eligibility requirements in comparison to general candidates in the admission. For example , if eligibility marks for General Candidates be 60% than the eligibility marks for PWD Candidate be 55%.

In every case of admission to general degree courses and technical, professional and post graduate level courses, the PWD identification certificate issued by the Competent Authority shall be verified at the time of admission along with Domicile Certificate issued by the Competent Authority:

Provided that no Domicile Certificate is required in case the candidate submitting PWD identification Certificate issued by the Competent Authority of the State Government.

AFTER EXAMINATION OR ADMISSION, OR DURING ANY STAGE THEREOFF, IT IS FOUND ON SCRUTINY, that any certificate found fake / forged would lead to cancellation of the admission of the concerned candidate for therewith during the concerned course of study without any notice. Furthermore, such candidate shall be prosecuted and also debarred from appearing any Admission / Entrance Test of this University in future.

NOTE :-

There will be no reservation on Sponsored Seat as Sponsored Seat will be treated as additional seat and reservation criteria for PWD/Category A/ Category B candidates are not applicable for Sponsored seats.

PRESCRIBED FORMAT OF DOMICILE CERTIFICATES :

Explanation / Clarification for Residential / Domicile requirement.

Candidate seeking admission in Reserve category seats must be domicile of West Bengal and accordingly submission of Domicile certificate in prescribed format from competent authority is mandatory at the time of application. The Domicile of West Bengal shall be treated for those candidates who are

EITHER

Residing in West Bengal continuously at least for last 10 years as on.....(Proforma A-1 and A-11)

OR

Whose parent(s) is / are permanent resident (s) of West Bengal having permanent address within the state of West Bengal (Proforma-B)

Procedure for submission of Domicile Certificate:

Candidate must submit Domicile Certificate in either proforma A-1 or Proforma-A-11 or Proforma B, whichever is applicable for his/her case.

The Proforma (Certificate) is to be filled in properly and duly authenticated/ signed by a Competent Authority as per the list mentioned hereunder. The Duplicate copy of the Certificate is to be kept with the office of the issuing Authority for future reference / verification .

Photocopy of the original certificate and a photocopy of either of his / her parents' (Father /Mother who is a permanent resident of West Bengal)voter ID Card or Passport (2nd page) are to be attached with the Application Form.

Competent Authority to issue Domicile Certificate

Proforma A-1 and Proforma-B:

It must be signed and certified by any of the following competent authorities from Central Government or State Government having local jurisdiction over the place of the permanent residence of the concerned candidate or his / her parents, as the case may be .viz.

- (d) District Magistrate , (ii) Additional District Magistrate, (iii) Deputy Magistrate (iv) Deputy Collector;
(v) Sub-divisional Officer ;
(vi) Block Development Officer ; (vii) Superintendent of Police; (viii) Additional Superintendent of Police (ic) Sub-divisional PoliceOfficer or Deputy Superintendent of Police (x) Commissioner, Additional Commissioner , Joint Commissioner , Deputy Commissioner, Assistant Commissioner of Police Commissionerate;(xi) Judicial Magistrate of any rank or position in the concerned District or Metropolitan Locality or Hon'ble High Court at Calcutta or Hon'ble Supreme Court of India;(xii) Commissioner , Additional Commissioner, Joint Commissioner, Assistant Commissioner of Municipal Corporation (Xiii) Executive Officer of Municipality;)xiii) Assistant Secretary / Equivalent or above in the Secretariat to the Government of West Bengal (including GTA) or Central Govt. (xv)Deputy Director or above in the Directorate to the Government of West Bengal or Central Government.

Every Official certifying the Domicile Status of the candidate or his/her parents MUST provide one's Full NAME, DESIGNATION, PLACE OF POSTING WITH ADDRESS, LANDLINE AND MOBILE NUMBER ALONGWITH EMPLOYEE'S IDENTITY CARD NUMBER, These details are MANDATORY, CERTIFICATION FROM ANY AUTHORITY OTHER THAN WHAT HAVE BEEN ENUMERATED ABOVE WILL NOT BE ACCEPTED.

Note : No elected people's representative like Municipal Commission , Counselor of Municipal Corporation , any elected member of three -tier Panchayat system or GTA , MLA or MP is entitled to issue such certificates.

Proforma A-II

Domicile certificate in this proforma may be obtained from Head of the Institution from which the candidate has passed his/her 10+2 examination. Such certificate may be issued based on verification of the school education record of the candidate. The proforma for such certificate is given hereunder & also to be provided in the website and may be downloaded.

Proforma for Residential/Domicile Certificate

PROFORMA - A-I

Applicable for candidates residing in the State of West Bengal continuously at least for last ten (10) years as on 15.12.2013

To be issued by authorized persons other than Head of the Institution from which the candidate appeared/is due to appear in '10+2' or equivalent examination.

Domicile Certificate : Type-A-I

Certified that _____ son / daughter
of _____ is a resident/permanent resident of West
Bengal at Village/House No. _____
Street _____

Post Office _____ Police Station _____
in the district of _____ under Assembly Constituency _____
_____ and has been living in the State of West Bengal continuously /
uninterruptedly at least for the last ten (10) years as on 15-12-2013.

Paste passport
size
photograph of
applicant in this
box

Note :

- Photograph is to be attested by the certifying authority.
- Candidates must submit the same photograph, as used in the Confirmation Page. The same photograph should be used during his/her admission through this system.

Signature of Certifying Authority _____

Designation with Official Seal _____

Full Name of Certifying Authority _____

Address _____

Phone No. _____ Mobile No. _____

ID No. _____

Note : The Certifying Authority may please preserve the duplicate copy of the Certificate in his/her Office provided by the candidate.

Proforma for Residential / Domicile Certificate

PROFORMA - A-II

Applicable for candidates residing in the State of West Bengal continuously at least for last ten (10) years as on 15.12.2013

To be issued by the Head of the Institution from which the candidate appeared/is due to appear in '10+2' or equivalent examination.

Domicile Certificate : Type - A-II

Certified that _____ son / daughter of _____ has passed the '10+2' Examination in the year _____ / will appear in the Final '10+2' Examination in 2014 from this Institution.

It is also certified that the student is a resident/permanent resident of West Bengal at Village / House No. _____ Street _____ Post Office _____ Police Station _____ in the District of _____ under Assembly Constituency _____ and has been living in the State of West Bengal continuously / uninterruptedly at least for the last ten (10) years as on 15-12-2013.

Paste passport size photograph of applicant in this box

Note :

- Photograph is to be attested by the certifying authority.
- Candidates must submit the same photograph, as used in the Confirmation Page. The same photograph should be used during his/her admission through this system.

Signature of Head of the Institution _____

Designation with Official Seal _____

Full Name of Certifying Authority _____

Address _____

Phone No. _____ Mobile No. _____

Note : The Certifying Authority may please preserve the duplicate copy of the Certificate in his/her Office provided by the candidate.

Proforma for Residential/Domicile Certificate

PROFORMA - B

Applicable for candidates not residing in the State of West Bengal but whose parent(s) is/are permanent resident(s) of West Bengal having their permanent home address within the State.

To be issued by authorized persons other than Head of the Institution from which the candidate appeared/is due to appear in '10+2' or equivalent examination.

Domicile Certificate : Type-B

Certified that _____ Father / Mother of
_____ (the applicant) is permanent resident
of West Bengal at Village / House No. _____ Street _____
_____ Post Office _____ Police Station _____
_____ in the District of _____ under Assembly

Constituency _____

Paste passport size photograph of applicant in this box	Paste passport size photograph of Father/Mother of applicant	<p>Note :</p> <ul style="list-style-type: none">• Photograph is to be attested by the certifying authority.• Candidates must submit the same photograph, as used in the Confirmation Page. The same photograph should be used during his/her admission through this system.
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Signature of Certifying Authority _____

Designation with Official Seal _____

Full Name of Certifying Authority _____

Address _____

Phone No. _____ Mobile No. _____

ID No. _____

Note : The Certifying Authority may please preserve the duplicate copy of the Certificate in his/her Office provided by the candidate.

1. (a) "Commissioner of Reservation" means the Commissioner for Reservation appointed under section 6A of the West Bengal Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
 - (b) "District Commissioner for Reservation" means the District Commissioner for Reservation as appointed under Section 6B of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of vacancies in Services and Posts) Act, 1976;
 - (c) "District Magistrate" means the District Magistrate of the district and includes Additional District Magistrate for the purpose of these rules
 - (h) "de-reservation" means the de-reservation of seats reserved for Scheduled Castes/Scheduled Tribes/Other Backward Classes, Category -A and Other Backward Classes, Category -B candidates;
 - (i) "Joint Commissioner for Reservation and ex-officio Joint Secretary" means the Joint Commissioner for Reservation and ex-officio Joint Secretary as appointed under Section 6A of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
 - (j) "self-financing course" means the course conducted out of its own fund;
 - (k) "schedule" means the schedule appended to these rules;
 - (l) "section" means the section of the Act;
 - (m) "University" means a University established and incorporated by an Act of State Legislature and aided fully or partly out of the State's fund;
2. Any words or expressions used but not otherwise defined in these rules shall have the same meaning as defined or used under the Act.

Name of Department/Course	Total No. of Seat last year (2013) (data-entry column) -- Sample	Distribution with 2% seat increase (2014)						Total (Actual)
		Total (App.)	GN	SC	ST	OBC-A	OBC-B	
AKC School of IT Mtech	18	18	13	4	1	1	0	19
Applied Physics (Electrical) Mtech	13	13	9	3	1	1	0	14
Applied Physics (Electrical) Mtech (PT)	13	13	9	3	1	1	0	14
Applied Physics (Instr & Control) Mtech	13	13	9	3	1	1	0	14
Applied Optics & Photonics Mtech	13	13	9	3	1	1	0	14
Chemical Engineering Mtech	20	20	14	4	1	1	0	20
Chemical Technology (Ceramic) Mtech	7	7	5	2	0	1	0	8
Chemical Technology (Oil) Mtech	7	7	5	2	0	1	0	8
Chemical Technology (Petrochem.) Mtech	7	7	5	2	0	1	0	8
Chemical Technology (Pharma.) Mtech	7	7	5	2	0	1	0	8
Computer Science & Engg. Mtech	36	37	26	8	2	1	0	37
Textile Technology Mtech	13	13	9	3	1	1	0	14
Polymer Science & Technology Mtech	13	13	9	3	1	1	0	14
Radio Physics & Electronics Mtech	36	37	26	8	2	1	0	37
Biomedical Instrument Mtech	13	13	9	3	1	1	0	14
Computer Engg. & Application Mtech (PT)	13	13	9	3	1	1	0	14
Physics M.Sc.	70	71	50	16	4	1	0	71
Chemistry M.Sc.	70	71	50	16	4	1	0	71
App Math M.Sc.	44	45	32	10	3	1	0	46
Pure Math M.Sc.	70	71	50	16	4	1	0	71
Psychology M.Sc.	42	43	30	9	3	1	0	43
App Psychology M.Sc.	42	43	30	9	3	1	0	43
Human Physiology M.Sc.	39	40	28	9	2	1	0	40
Zoology M.Sc.	70	71	50	16	4	1	0	71
Botany M.Sc.	50	51	36	11	3	1	0	51
Anthopology M.Sc.	28	29	20	6	2	1	0	29
Geography M.Sc.	120	122	86	27	7	1	1	122
Statistics M.Sc.	35	36	25	8	2	1	0	36
Microbiology M.Sc.	15	15	11	3	1	1	0	16
Comp. Inf. Sc. M.Sc.	30	31	22	7	2	1	0	32
Elec Sc. M.Sc.	25	26	18	6	2	1	0	27
App Geology M.Sc.	28	29	20	6	2	1	0	29
Biochemistry M.Sc.	60	61	43	13	4	1	0	61
Marine Sc. M.Sc.	24	24	17	5	1	1	0	24
BMB M.Sc.	14	14	10	3	1	1	0	15
BIB M.Sc.	6	6	4	1	0	1	0	6
Bio Tech M.Sc.	10	10	7	2	1	1	0	11
Genetics M.Sc.	10	10	7	2	1	1	0	11
Neuro Sc. M.Sc.	10	10	7	2	1	1	0	11
Env. Sc. M.Sc.	15	15	11	3	1	1	0	16
Atm. Sc. M.Sc.	15	15	11	3	1	1	0	16
Plant Physiology M.Sc. (Ag.)	10	10	7	2	1	1	0	11
GPB M.Sc. (Ag.)	10	10	7	2	1	1	0	11
Horticulture M.Sc. (Ag.)	10	10	7	2	1	1	0	11
Agronomy M.Sc. (Ag.)	10	10	7	2	1	1	0	11
Seed Sc. & Tech. M.Sc. (Ag.)	10	10	7	2	1	1	0	11
Ag. Chem. & Soil. Sc. M.Sc. (Ag.)	20	20	14	4	1	1	0	20
Food & Nutrition M.Sc.	65	66	47	15	4	1	0	67
Human Dev. M.Sc.	50	51	36	11	3	1	0	51
Human Rights M.Sc. (Ag.)	20	20	14	4	1	1	0	20
Jute & Fiber Technology Btech	60	61	43	13	4	1	0	61
Applied Physics (Electrical) Btech	20	20	14	4	1	1	0	20
Applied Physics (Instr & Control) Btech	20	20	14	4	1	1	0	20
Applied Optics & Photonics Btech	15	15	11	3	1	1	0	16
Chemical Engineering Btech	40	41	29	9	2	1	0	41
Chemical Technology (Ceramic) Btech	10	10	7	2	1	1	0	11
Chemical Technology (Oil) Btech	10	10	7	2	1	1	0	11
Chemical Technology (Petrochem.) Btech	10	10	7	2	1	1	0	11
Chemical Technology (Pharma.) Btech	10	10	7	2	1	1	0	11
Computer Science & Engg. Btech	40	41	29	9	2	1	0	41
Polymer Science & Technology Btech	30	31	22	7	2	1	0	32
Radio Physics & Electronics Btech	42	43	30	9	3	1	0	43
Information Technology Btech	20	20	14	4	1	1	0	20
MCA	40	41	29	9	2	1	0	41
Food & Nutrition B.Sc.(H)	61	62	44	14	4	1	0	63
Human Dev. B.Sc. (H)	61	62	44	14	4	1	0	63

[Handwritten Signature]

No. of Seats in different subjects. For the year 2014-15

Subjects	Total Seats in last year	Gen	Seats for SC	Seats for ST	Seat for OBC-A	Seat for OBC-B	Total Seats 2014-15	Increase 2014-15 OBC+SC/A
A. Bengali	363	261	81	22	4	3	371	7+1
B. English	231	166	52	14	3	2	237	5+1
C. Linguistics	84	60	19	05	1	1	86	2
D. Pali	29	21	07	02	1	1	32	1+2
E. Sanskrit	160	115	36	10	2	1	164	3+1
F. Hindi	114	82	26	07	1	1	117	2+1
G. Urdu	75	54	17	05	1	1	78	2+1
H. Arabic & Persian	80	57	18	05	1	1	82	2
I. French	15	11	04	01	1	1	18	2+1
J. Tamil Studies	11	8	03	01	1	0	13	2
K. History	158	114	36	10	2	1	163	3+2
L. Ancient Indian History & Culture	120	87	27	07	1	1	123	2+1
M. Islamic History & Culture	160	115	36	10	2	1	164	3+1
N. Archaeology	24	18	06	02	1	0	27	0+3
O. Museology	40	29	09	03	1	1	43	1+2
P. Philosophy	221	159	50	14	2	2	227	4+2
Q. Political Science	220	159	50	14	2	2	227	4+3
R. Sociology	55	40	13	03	1	0	57	1+1
S. Economics	220	159	50	14	2	2	227	4+3
T. Commerce(Day)	395	284	89	24	5	3	405	8+2
U. Commerce (Eve)	395	284	89	24	5	3	405	8+2
V. South and South East Asian Studies	100	72	23	06	1	1	103	2+1
W. Education	125	90	28	08	2	1	129	3+1
	<u>3395</u>							

71+32

To achieve the targeted 17% seat reservation for OBCs, the total number of seats will require to be increased by 32% over a 6 year period. For the current phases 2014-15 the total number of increase 103 out of 3395 i.e.,3% in the UCAC, College St. Campus & Alipur Campus.

AKM
27.6.14

Assistant Secretary
University Colleges of Arts & Com
University of Calcutta