

**RABINDRA BHARATI UNIVERSITY
KOLKATA**

Date: 12.11.2024

NOTICE

The P.G. Diploma Examination 2024 in Manuscriptology and Paleography under the Faculty of Arts will be held on and from 3rd December, 2024. The detailed Programme of the said examination will be announced in due course.

The P.G. Diploma classes will be held up to 30.10.2024 and will dissolve thereafter. Cut-off date for attendance and I.A. is 30.10.2024. Online submission of attendance and I.A. by the concerned HOD will be from 13.11.2024(11.30a.m.) to 14.11.2024(05.30p.m.).

The candidates shall fill in and submit their application in the prescribed form on online mode with the prescribed fees according to the following scheduled;

Subject	Date
P.G. Diploma in Manuscriptology and Palaeography	15.11.2024 to 19.11.2024

The candidate must have attended at least 75% of the classes held and completed procedures related to C.I.A. (Continuous Internal Assessment) of each course.

The candidates must have cleared their tuition fees and other dues in full, failing which their examination fees shall not be accepted.

Candidate should download and print out the Admit Card immediate after of online examination form fill up and submission of examination fee.

No candidate shall be allowed to change subsequently his/her special paper or group which he/she has taken in the course and mentioned in the examination form.

Without proper Admit Card, no candidate shall be allowed to enter into the examination hall for both theoretical and practical examinations.

The candidates appearing at the supplementary examination in less than full course of a semester will have to pay 30% of the present examination fees. However other fees like Grade Card fees, Computer processing fees etc. will remain the same.

Rate of Fees

Examination Fee	Rs.200 /-	Total Exam Fee (Without Late Fee) Rs. 300/-	Total Exam Fee (With Late Fee) Rs. 350/-
Mark sheet Fee	Rs.20 /-		
Computer Processing Fee	Rs.30 /-		
Diploma Fee	Rs.50 /-		
Late Fee	Rs.50 /-		

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Joint Registrar / Assistant Registrar (Exam)

Copy to :

1. Dean, Faculty of Arts
2. Dean, Students Welfare
3. Head of the Department of.....under the Faculty of Arts
4. Registrar (Acting)
5. Finance Officer (Acting)
6. Librarian (Acting).
7. Security Officer.
8. Chief University Engineer
9. Sports Officer
10. Information Scientist for uploading in the University website.
11. Secretary, Faculty Council(s).
12. Secretary to the Hon'ble Vice-Chancellor.
13. Students' Bill Section
14. Assistant Registrar (Exam)
15. Examination Notice Board
16. Evaluation Section
17. Form Fill up Section
18. Record keeping Section
19. Examination conduction Section
20. Students' Union