



समानो मन्त्रः समितिः समानी

UGC-HUMAN RESOURCE DEVELOPMENT CENTRE UNIVERSITY OF NORTH BENGAL

GUIDELINES FOR ONLINE APPLICATION

1. Candidates may be allowed to apply for a course 10-20 days before the course commencement (see the UGC-HRDC, NBU Academic Schedule 2021 - 2022 for course commencement dates).
2. For online applications, the candidates have to click the hyperlink for each course and fill up the Google form. Applicants must have a Google account.
3. On successful submission of the application form, candidates will receive an email and filled-in application form from Google.
4. Applicants must ensure an active internet data pack for at least 6 hours of daily lectures subject to the course duration. It is also to be noted that lectures, seminars, etc., will be conducted through Google Meet.
5. Career Advancement due date is the criterion for selection. A list of selected candidates will be uploaded to the website of UGC-HRDC, NBU.
6. Only the selected candidates will be further intimated through an email from UGC-HRDC, NBU.
7. On receipt of the email from HRDC, selected candidates are required to pay a registration fee of Rs. 1000/- (non-refundable), through online bank transfer (NEFT/Internet Banking) to the following bank account:

UGC HUMAN RESOURCE DEVELOPMENT CENTRE

Bank Account No. 31252017766

NBU CAMPUS Branch

IFS Code: SBIN0002096

8. Failure to make payment on a stipulated date will result in rejection of the application of a candidate from a course.

9. After successful payment of the registration fees, candidates are required to send the following details through GOOGLE FORM (link will be communicated after receipt of the payment):

a) Name of the Candidate

b) Name of the course applied for (with the duration of the course)

c) Details of the candidate's bank account from where online transfer of the registration fees has been made:

i. Name of the bank :

ii. Name of account holder :

iii. Bank account number :

iv. IFSC code :

v. Transaction id :

vi. Date and time of transfer :

d) A screenshot with details of the online bank transfer of registration fees has to be uploaded.

Sd/-

Professor-Director
UGC-HRDC, NBU