

UNIVERSITY OF NORTH BENGAL

Accredited by NAAC with Grade B++



समानो मंत्रः समितिः समानी

Office of the Secretary, Faculty Council for P.G. Studies in Arts, Commerce & Law

Raja Rammohunpur, Dist. Darjeeling, West Bengal, India, Pin: 734013, E-mail: secretary_acl@nbu.ac.in

Ref. No. F.18 /ACL/Freeship/25/51

Date: 04.02.2025

NOTIFICATION

Sub: Full/ Half free studentship for the session 2024-2025 under Faculty of Arts, Commerce & Law

It is notified for the information of P.G., M.Lib.I.Sc. 2nd & 4th Semester students and B.Lib.I.Sc. 2nd Semester students (who appeared for Semester 1 and 3 examinations as applicable) of the session 2024-2025 (except for the students of MA in Mass Communication, MA in Strategic and Area studies, LL.M. and MBA) that they may apply for Full/ Half free studentship to be awarded for the session 2024-2025.

Prescribed application forms shall be filled and submitted to the respective Head of the Departments concerned positively **from 14.02.2025 to 21.02.2025** along with the bank details in the format attached herewith and other necessary documents.

The Head of the Departments are requested to kindly forward the Application Forms with authentication to the Office of the Secretary, Faculty Council for P.G. Studies in Arts, Commerce and Law **positively within 25.02.2025** for taking further action at this end.

- N.B. - i) Ceiling of monthly income for Full-freeship is below Rs. 8000/- (Rupees eight thousand).
ii) Ceiling of monthly income for Half-freeship is between Rs. 8000/- (Rupees eight thousand) and Rs. 16000/- (Rupees sixteen thousand).
iii) Availability of Full/ Half freeship is subject to Full/ Half freeship quota.

Please note, students applying for Full / Half-Free Studentship shall mandatorily submit the following:

1. **Hard Copy of the filled-in Physical Application Form** (available at University website)
2. **Students shall also fill-up the online form from 14.02.2025 to 21.02.2025 (till 5:00 p.m.)**
Link: <https://forms.gle/znjU3yXemnnNeYtYA> or scan the following QR Code;
3. **Attested copies of Marksheets of (10+2) Examination, UG (Hons./Major) and P.G. Previous Semester**
4. **Residential-cum-Income Certificate:** (i) Residential certificate issued by the local authorities (ii) Income certificate obtained from a Government official not below the rank of Joint BDO in case of student whose parents are not working in Government sector/Semi Government sector. Income certificate of the students whose parents are working in Government sector shall be obtained from the respective employer.

In communication to the:

1. Hon'ble Vice-Chancellor, NBU.
2. Dean (Addl.), Faculty Council for P.G. Studies in Arts, Commerce & Law, NBU.
3. Registrar (Offg.), NBU, with a request to upload in the University website.
4. Finance Officer (Addl.Ch.), NBU.
5. Head of the Departments concerned, NBU, with a request to bring it to the notice of the students.
6. Head & System Manager, CIRM, NBU.
7. Director, Jalpaiguri Campus.
8. Assistant Registrar, Jalpaiguri Campus, NBU.
9. Office Notice Board and File.

Rupak 04.02.25
Secretary
Faculty Council for P.G. Studies in Arts, Commerce & Law
University of North Bengal



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Office of the Secretary, Faculty Council for P.G. Studies in Arts, Commerce & Law
Raja Rammohunpur, Dist. Darjeeling, West Bengal, India, Pin: 734013, E-mail: secretary_acl@nbu.ac.in

Application for Full & Half-free Studentship for the session 2024-25

(All items below should be properly filled-in. Incomplete application will be liable to rejection without reference).

The Secretary
Faculty Council for P.G. Studies in Arts, Commerce & Law
University of North Bengal

(Through the Head of the Department of)

1. a) Name (in Block Letters)
- b) Students Mobile Number..... Valid e-mail address
- c) P.G. [2nd & 4th Sem.]/ B.Lib.I.Sc. [2nd Sem.] Class Roll No.....
- d) Registration Number of NBU:..... Session
- e) Online Semester I Application ID:
- f) Percentage of marks obtained (attested copies of relevant mark sheets are to be attached) in:
 - i) M.A. [1st / 2nd / 3rd Sem] and B.Lib.I.Sc. [1st Sem.]:
 - ii) Under-Graduate (Hons.):
 - iii) H.S. (10+2):
2. a) i) Father's / Mother's / Guardian's name:
- ii) Occupation:
- iii) If employed, Name & address of the employer:
- iv) Monthly income from all sources:

For proof of Residential & income certificates:

- (i) Residential certificate issued by the local authorities, local Ward Commissioner/ Panchayat Pradhan/ MLA/MP/Sabhapati /Sabhadhipati/Chairman/BDO/SDO/DM as per the given proforma.
- (ii) Income certificate obtained from a Government official not below the rank of Joint BDO in case of student whose parents are not working in Government sector/Semi Government sector.
- (iii) Income certificate of the students whose parents are working in Government sector shall be obtained from the respective employer.
- (iv) The Format of Residential-cum-Income Certificate is enclosed.

I hereby declare that the concession for which I am applying is essential for continuance of my studies. I further declare that items of information furnished herein are true and if any of them be found incorrect, I shall be liable to such penalty/ punishment as may be imposed upon me by the University.

Date:

Signature of the Head of the Department

Signature of the Applicant

Format of Residential-cum-Income Certificate

TO WHOM IT MAY CONCERN

This is to certify that Sri/Smt.....
Father/Mother of Sri/Smt.Residents of
..... are/is known to me for the last
..... years. Their/His/Her monthly/annual income, as per the following statement is
Rs. /-(Rupeesonly).

Full Name of the Certifying Person:

Full Signature with Official Seal

Date:

Place:

Contact No.:

INCOME STATEMENT

- | 1. Occupation (mark where applicable): | <u>Father</u> | <u>Mother</u> |
|--|----------------------------------|---------------|
| a) Business (nature).....Income (in Rs.): | | |
| b) Private/ Govt. employment (name).....Income (in Rs.): | | |
| c) Agriculture..... Income (in Rs.): | | |
| d) Rent from House/ Land property..... (in Rs.) | | |
| e) Income from other sources (Specify in Rs.): | | |
| 2. Address against (1) above : | -----

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| 3. Total Annual Income (in Rs.) : | | |
| 4. Average Monthly Income (in Rs.) : | | |

Full Name of the Certifying Person:

Full Signature with Official Seal

Date:

Place:

Contact No.:

Proforma for Bank Account details

Mobile No.		
Name of the Bank and Branch		
Name of the Account Holder		
Account Number		
IFS Code		
Semester & Class Roll No.		