



১ম সেমিস্টার, ২০২৪-২০২৫ শিক্ষাবর্ষের বর্ধমান বিশ্ববিদ্যালয়ের অনলাইন রেজিস্ট্রেশন সংক্রান্ত বিশেষ বিজ্ঞপ্তি

এতদ্বারা বি.এ/বি.কম/বি.এস.সি/বি.বি.এ 3-year Degree & 4-Year Honours ১ম সেমিস্টার, ২০২৪-২০২৫ শিক্ষাবর্ষের সমস্ত ছাত্র-ছাত্রীকে জানানো যাচ্ছে যে, বিশ্ববিদ্যালয়ের অনলাইন রেজিস্ট্রেশন ফর্ম ফিলাপ করতে হবে আগামী ০১-১১-২০২৪ তারিখ থেকে ১৪-১১-২০২৪ তারিখ এর মধ্যে।

বি.এ/বি.কম/বি.এস.সি/বি.বি.এ 3-year Degree & 4-Year Honours ১ম সেমিস্টারের ছাত্রছাত্রীদের

<https://www.digialm.com:443/EFForms/configuredHtml/1254/86290/Registration.html>

- এই পোর্টালে অনলাইন রেজিস্ট্রেশন ফর্ম ফিলাপ করতে হবে।

অনলাইন রেজিস্ট্রেশন ফর্ম সাবমিট করার পর ফর্মে দেওয়া ইমেল অ্যাড্রেসে ও ফোন নং-এ User Id ও Password আসবে।

(<https://www.digialm.com:443/EFForms/configuredHtml/1254/86290/login.html>) এই লিঙ্কে ক্লিক করে User Id ও Password দিয়ে লগ-ইন করে অনলাইন রেজিস্ট্রেশনের বাকি অংশটি ফিলাপ করে ফর্মটি সম্পূর্ণ করতে হবে।

ফর্ম ফিলাপ করার সময় নিম্নলিখিত বিষয়গুলি কোনোভাবেই ভুল করা যাবে না :-

1.COLLEGE NAME, 2.COLLEGE CODE(415), 3.STUDENT NAME, 4.DATE OF BIRTH, 5.GENDER, 6.CASTE, 7.E-MAIL ID, 8.MOBILE NO. 9.DEGREE(3-year Degree & 4-Year Honours), 10.NEP PROGRAMME (3-year Degree অথবা 4-Year Honours, যার ক্ষেত্রে যেটি প্রযোজ্য সেটি সঠিক ভাবে নির্বাচন করতে হবে), 11.STUDENT TOTAL MARKS & OBTAIN MARKS, 12. STUDENT UNIQUE NUMBER – এর জায়গায় AADHAAR NUMBER বসাতে হবে। 13. ABC ID থাকা বাধ্যতামূলক 14. কলেজের রোল নং দেওয়া ভর্তির রসিদ অনুযায়ী MINOR, MULTI DISCIPLINARY, AEC, VAC SUBJECT গুলি সঠিকভাবে দিতে হবে, 15. ADMISSION CHALLAN NO. -এর জায়গায় COLLEGE ID (415*****) বসাতে হবে।

*14/A) আমাদের কলেজের ক্ষেত্রে MULTI DISCIPLINARY(MDC) SUBJECT GROUP :-

SUBJECT GROUP	SUBJECT NAME
NATURAL AND PHYSICAL SCIENCE	ENVIRONMENTAL SCIENCE(ENVS)
HUMANITIES AND SOCIAL SCIENCE	GEOGRAPHY, PHYSICAL EDUCATION , ECONOMICS
MATH, STAT & COMPUTER SCIENCE	COMPUTER SCIENCE

*14/B) আমাদের কলেজের ক্ষেত্রে ABILITY ENHANCEMENT COURSE (AEC):-BENGALI (BNGM).

*14/C) আমাদের কলেজের ক্ষেত্রে VALUE ADDED COURSE (VAC):- ENVIRONMENT STUDIES (ENVS).

অনলাইন ফর্ম ফিলাপ করার পর Registration Application Form-এর জেরক্স কপি নিম্নলিখিত ডাকুমেন্ট সহ কলেজে এসে ১৪-১১-২০২৪ তারিখের মধ্যে অবশ্যই জমা দিতে হবে। ফর্মের মাথায় Student-Id ও Roll No লিখতে হবে। যদি প্রিন্টে ভুল থাকে (ওপরের ভুলগুলি ছাড়া) তাহলে ফর্মে কেটে তার পাশে সঠিক টা লিখে দিতে হবে।

ড্যাকুমেন্ট গুলি হলো :- ১) আধার কার্ড , ২) মাধ্যমিকের অ্যাডমিট কার্ড, ৩) কাস্ট সার্টিফিকেট, ৪) মাধ্যমিকের মার্কসীট, ৫) উচ্চ মাধ্যমিকের মার্কসীট , ৬) উচ্চমাধ্যমিকের অ্যাডমিট কার্ড , ৭) কলেজের রোল নং দেওয়া MDC, VAC, AEC সাবজেক্ট যুক্ত কারেন্ট ভর্তির রসিদ , ৮) মাইগ্রেশন সার্টিফিকেট (যদি থাকে) ৯) Registration application Form (Submitted) এর জেরক্স কপি, ১০) ABC ID CARD জেরক্স, ১১) উচ্চ মাধ্যমিকের রেজিস্ট্রেশন সার্টিফিকেট , ১২) Registration করার জন্য Fees Payment এর রসিদ ।

WEST BENGAL BOARD ছাড়া অন্য কোনো বোর্ড থেকে পাশ করে থাকলে তাদের অরিজিনাল MIGRATION CERTIFICATE কলেজ অফিসে জমা দিতে হবে। INWARD MIGRATION FEE হিসেবে ১০০ টাকা ও ফর্মের জন্য ২০ টাকা ক্যাশ কাউন্টারে জমা দিতে হবে।

Online Registration সম্পূর্ণ করার আগে কলেজের Student Log In – এ গিয়ে Student Id ও Password দিয়ে Log In করে নিম্নলিখিত ফি: পেমেন্ট করতে হবে এবং এই ফি: পেমেন্ট এর রসিদ Registration Application Form এর সাথে কলেজে জমা দিতে হবে।

Fees Structure

Registration Fee :- Rs. 120/-

Enrollment Fee :- Rs. 100/-

Sports Fee :- Rs. 130/-

Inward Migration Fee :- Rs. 100/- (wherever applicable)

Date -01-11-2024

Dr. Arundhati Moulik(Ray)
Teacher-In-Charge



Teacher in Charge
Tarakeswar Degree College
Tarakeswar : Hooghly (WB)
Pin : 712410

THE UNIVERSITY OF BURDWAN



Registration AY 2024-25

STUDENTS USER MANUAL

A. Introduction

Burdwan University Registration cum enrollment form will be submitted by students. Once the Application form is successfully submitted, students will receive a SMS and e-mail with their respective User ID and Password to login into the student's portal and can be verify their application form status. Please fill-up the form carefully with the correct details. After filled-up and submit the form respective Colleges will be approved the same with the provided student's information, and it can be sent back for further modification (if required by the college) and student should have to response on the same for smooth registration process.

B. Steps to online application Registration cum Enrollment Form

- Step-1. Open the website of The University of Burdwan. Please clear cache file of browser (Step of clear cache "**Ctrl+Shift+Del**") before fill-up the form.
- Step-2. Click on U.G. Student's Registration cum enrollment Form link
(<https://www.digialm.com:443//EForms/configuredHtml/1254/86290/Registration.html>)
- Step-3. **Students need to be filled-up the valid email id and phone number. Students will receive a notification(s) with his/her user credential through SMS and email in the provided number and email address only.**
- Step-4. Need to check at check box and select correct captcha code also.
- Step-5. Click on "**Register**" button.

Registration Form

Note :

- Kindly use Microsoft Edge(97 to 120) or Mozilla(104 to 121) or Google chrome(94 to 117) to fill in the Application Form. Use the cursor to move between fields instead of using the tab key. Fill in the details and click on Next to proceed. Fields marked with * are mandatory.
- Please clear cache before fill-up the Form. Steps to clear cache-->(Ctrl+Shift+Delete)

Registration

Student Profile

*Email ID

*Confirm Email ID

*Mobile Number

*Confirm Mobile Number

Declaration

☐ I solemnly declare that I have passed Higher secondary or equivalent examination (10+2) in the year 2023/2022/2021/2020 from any recognized board/council/university and if any of the statement in this application is found not to be true / incomplete / misleading or if it appears in the opinion of the University that I have in any way contravened the provisions of the University Ordinances, Rules & Regulations, my admission will be liable to be canceled by the University.


Type 7 characters as shown in image

Register

Figure 1: Registration first

page



The University of Burdwan
सा विद्या या विमुक्तये
Learning Leads To Emancipation

Student Registration Form AY 2023-24

Please clear cache before fill-up the Form. Steps to clear cache-->(Ctrl+Shift+Delete)

The login id and password for Student Registration has been sent to your registered mobile number and email id.
Please click on the button below to complete your registration.

Click to Proceed

Student Registration Details

Application Sequence Number: 

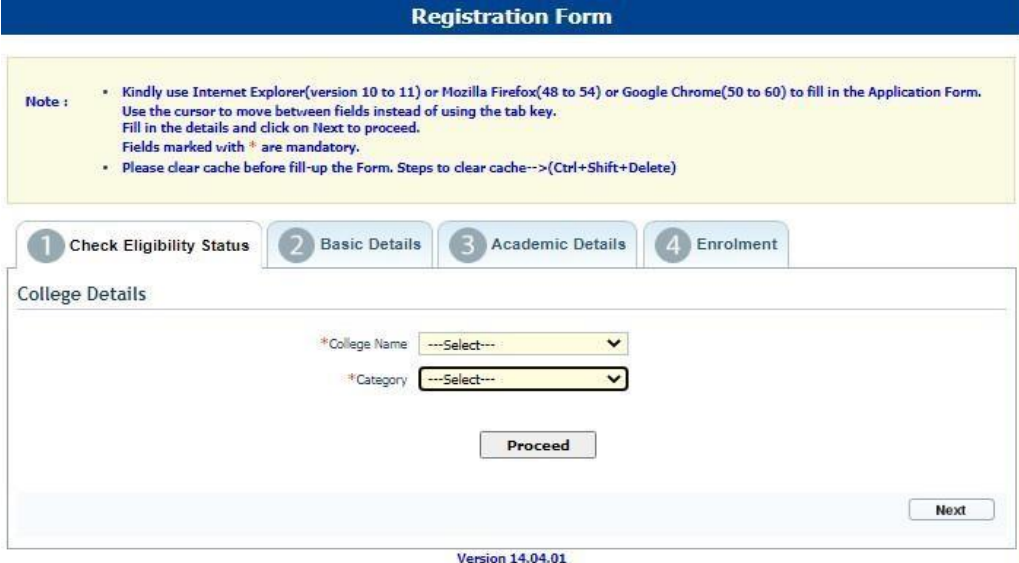
Application Status: **Registered**

Email ID: 

Mobile Number: 

Figure 2: Registration second page

Step-6. Students need click on “**Click to Proceed**” button.



Registration Form

Note :

- Kindly use Internet Explorer(version 10 to 11) or Mozilla Firefox(48 to 54) or Google Chrome(50 to 60) to fill in the Application Form. Use the cursor to move between fields instead of using the tab key. Fill in the details and click on Next to proceed. Fields marked with * are mandatory.
- Please clear cache before fill-up the Form. Steps to clear cache-->(Ctrl+Shift+Delete)

1 Check Eligibility Status 2 Basic Details 3 Academic Details 4 Enrolment

College Details

*College Name ---Select---

*Category ---Select---

Proceed

Next

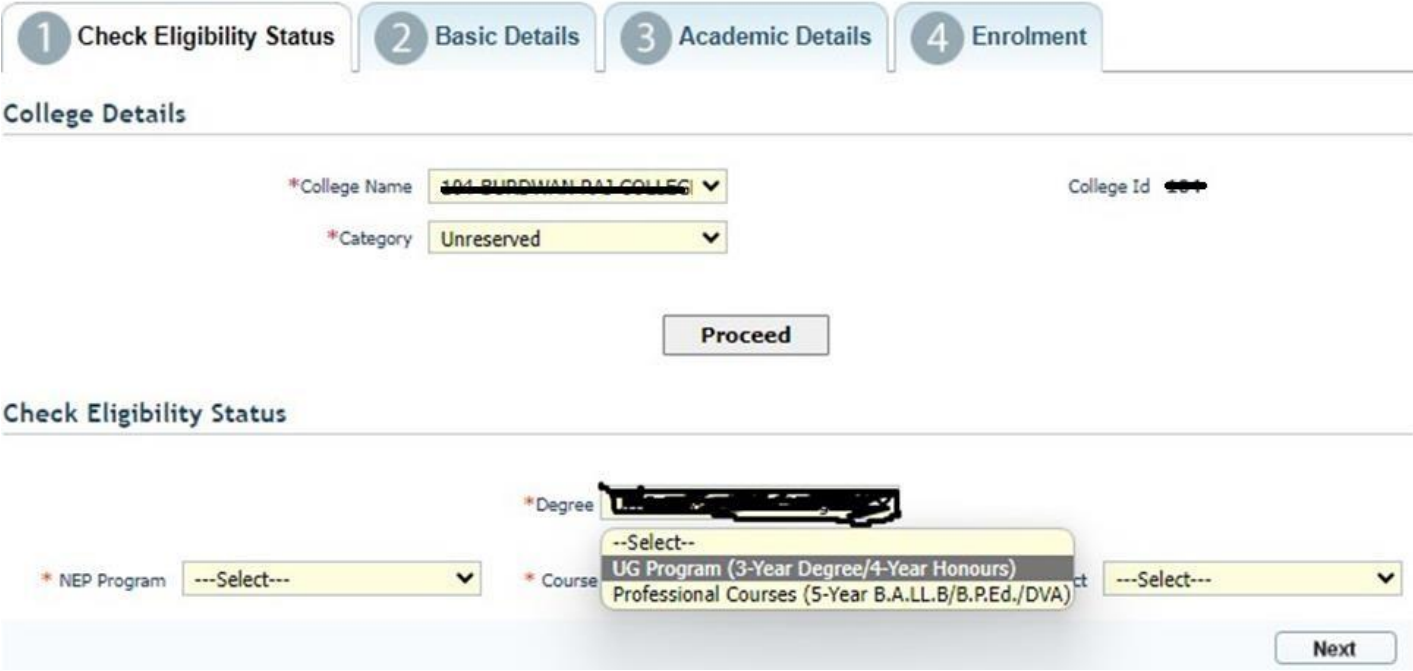
Version 14.04.01

Figure 3 - College details

Step-7. Students need to select **the correct college name and category name**. Then click on **“Proceed”** button.

Kindly re-verify the college details you have selected, as this will be very important information and might not be changed in the future. Kindly upload all necessary documents under Enrolment tab. Photograph must be in jpeg/jpg format and size should be within 20kb to 30kb. Signature must be in jpeg/jpg format and size within 20kb. Admit card and Marksheet for both Madhyamik/Secondary and Higher Secondary must be in jpg/jpeg or pdf format and size within 1MB. College admission challan/confirmation certificate must also be uploaded in jpg/jpeg or pdf format within 1MB. All other relevant documents like Caste category certificate, EWS certificate, etc., must be uploaded in jpg/jpeg or pdf format within 1MB.

- Please clear cache before fill-up the Form. Steps to clear cache-->(Ctrl+Shift+Delete)



1 Check Eligibility Status 2 Basic Details 3 Academic Details 4 Enrolment

College Details

*College Name 101 BURDWAN RAJ COLLEGE College Id

*Category Unreserved

Proceed

Check Eligibility Status

*Degree

*NEP Program ---Select---

*Course UG Program (3-Year Degree/4-Year Honours) Professional Courses (5-Year B.A.LL.B/B.P.Ed./DVA)

Next

Figure 4 - Degree selection

Step-8. Students need to select the correct Degree (UG or PC).

1 Check Eligibility Status 2 Basic Details 3 Academic Details 4 Enrolment

College Details

*College Name [Redacted] College Id [Redacted]

*Category [Redacted]

Proceed

Check Eligibility Status

*Degree UG Program (3-Year Degree/

*NEP Program ---Select--- *Course ---Select--- *Major Subject ---Select---

---Select---

3-Year Degree Program under CCFUP
4-Year Honours Program under CCFUP

Next

Figure 5 - NEP program, course & Major subject selection

Step-9. Students need to select the correct NEP program, course and major subject, which they have already admitted. Only 4-Year Honours students need to provide the obtained marks and the full marks for eligibility verification.

Step-10. Click on the “Next” button to fill-up basic details.

Student Profile

Please verify the Student Name, Course, Registration No/ Registration Year and Father/ Mother Name positively before submitting the application.

*Student Name
(As specified in M.P./Equivalent Examinations Certificate)

*Date of Birth
(DD/MM/YYYY according to Admit Card/Pass Certificate of H.R./Equivalent Examination)

*Gender

*Marital Status

*Religion

*Mother's Name

*Student Unique Number

*Differently Able ☐ Yes ☒ No

*ABC (Academic Bank of Credits) ID

*Father's Name

*Nationality

*Minority Community ☐ Yes ☒ No

*Economically Weaker Section ☐ Yes ☒ No

Address for Correspondence

*Building/Avenue

*Locality/Village

*PO

*Country

*State

*District

*City

*Pin code

*Email ID

*Mobile Number

Alternate Phone No.

Back Next

Figure 6 – Student details page

- Step-11.** Students need to select correct name, date of birth, gender, Marital status, differently able status, religion, ABC (Academic bank of Credits) ID, Father and mother name, Student unique number, community, EWS status (if caste category is "Unreserved") in student profile.
- Step-12.** Then need to select the correct address details and click on the next button.
- Step-13.** Students must be fill-up all the fields marked with "*" red asterisk mark. Then select "Next" button. The flowing pages will be displayed as qualification details tab.

1 Check Eligibility Status
2 Basic Details
3 Academic Details
4 Enrolment

Matriculation (10th Level) Details

Name of Examination Matriculation Country where the Board/Council/University situated India Year of Passing 2020 Total Marks Obtained 555 Marks % 89.17 Registration Year 20 In case the Registration session is like 2013-2014, then please enter the later year, e.g., 2014 in this case.	Name of Board/Council/University WEST BENGAL BOARD OF State where the Board/Council/University situated West Bengal Roll No. 20202020 (In case Roll & No. are different, enter Roll followed by one space and then No.) Out of Full Marks 625 Registration No. 60202020 (If Matriculation(10th Level) Registration No. not available, put it as NA)
---	--

Higher Secondary (12th Level) Details

Name of Examination Higher Secondary Country where the Board/Council/University situated India Year of Passing 2020 Total Marks Obtained 555 Marks % 89.17 Registration No. 20202020 Registration Year 2020	Name of Board/Council/University WEST BENGAL COUNCIL O State where the Board/Council/University situated West Bengal Class/Division/Grade (Division 1, Division 2 and Division 3 as Div 1, Div 2 and Div 3.Grades as A, B, C, D etc.) Out Of Total Marks 555 Roll No. 20202020 (In case Roll & No. are different, enter Roll followed by one space and then No.)
---	--

Figure 7 - Student academic details page

- Step-14.** Students(s) are required to provide correct Matriculation (10 level) details such as name of examination, name of the board, country, state, year of passing, roll no., total marks obtained out of full marks, registration number along with registration year.
- Step-15.** For higher secondary (12th level) details, students are required to fill name of examination, board name, country, state, year of passing, class/division, roll number, registration number along with registration year. Total marks obtained & out of total marks need also be filled if students are admitted under 3-year NEP program.
- Step-16.** For the next section students need to fill out marks obtained and full marks for each subject according to their higher secondary marksheets. If the subject

has not any practical/oral/project division, then "0" need to be entered in marks obtained and full marks column.

Note :

- candidates shall have to pass Theory and practical/Oral/Project separately.
- Marks of Theory and Practical/Oral/Project (as available in the marksheet/grade card) will be captured separately.

First Language			
Marks Obtained (Theory)		Full Marks (Theory)	
Marks Obtained (Practical/ Oral/ Project)		Full Marks (Practical/Oral/Project)	
Theory Marks %		Practical Marks %	
Total Marks (Theory + Practical)			
Second Language			
Marks Obtained (Theory)		Full Marks (Theory)	
Marks Obtained (Practical/ Oral/ Project)		Full Marks (Practical/Oral/Project)	
Theory Marks %		Practical Marks %	
Total Marks (Theory + Practical)			
Elective Subject 1			
Marks Obtained (Theory)		Full Marks (Theory)	
Marks Obtained (Practical/ Oral/ Project)		Full Marks (Practical/Oral/Project)	
Theory Marks %		Practical Marks %	
Total Marks (Theory + Practical)			
Elective Subject 2			
Marks Obtained (Theory)		Full Marks (Theory)	
Marks Obtained (Practical/ Oral/ Project)		Full Marks (Practical/Oral/Project)	
Theory Marks %		Practical Marks %	
Total Marks (Theory + Practical)			
Elective Subject 3			

Figure

8 - Class 12 Marks details

Step-17. Please select "**Next**" button to fill-up the enrollment details and upload documents.

Figure 9 - Eligibility verification

Step-18. Candidates need to select admission date, academic session and admission chalan no.

Step-19. Then need to select Minor subject correctly from drop down list.

Figure 10 - Minor Subject Selection

Step-20. After selecting minor subjects, Multi/Interdisciplinary Subject group will open. Except the subject group selected for major and minor subjects, all other subject groups will to be available to choose subject from, pertaining to their availability in the college in which student(s) have taken admission inn.

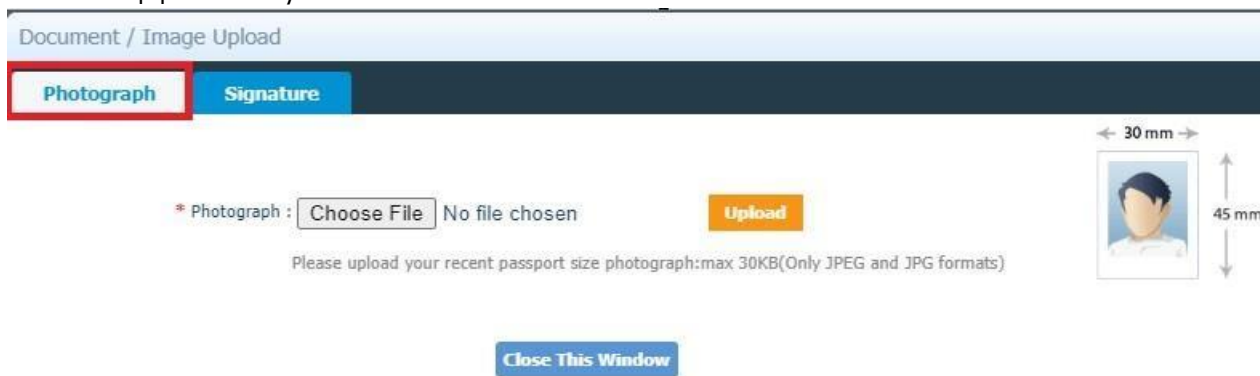
Figure 11 - Multidisciplinary group and subject selection

Step-21.

Student(s) need to select Swayam option if credits are to be transferred from other UGC recognized platform (Kindly provide subject code and name of the course if selected "Yes"). Ability Enhancement course and VAC (Value Added course) need to be selected by the student(s) as per their options.

Step-22.

After that candidate(s) need to upload photo, signature, 10th and 12th admit card, marksheet. Admission chalan copy and caste certificate (if applicable)



The screenshot shows a web interface for document and image upload. At the top, there is a header bar with the text "Document / Image Upload". Below this, there are two tabs: "Photograph" (highlighted with a red border) and "Signature". The main area contains a label "* Photograph :" followed by a "Choose File" button and the text "No file chosen". To the right of this is an "Upload" button. Below these elements, there is a text instruction: "Please upload your recent passport size photograph: max 30KB (Only JPEG and JPG formats)". On the right side, there is a placeholder image of a person's face with dimensions indicated: 30 mm wide and 45 mm high. At the bottom center, there is a "Close This Window" button.

Figure 12: Photo upload part



Document / Image Upload

Photograph Signature

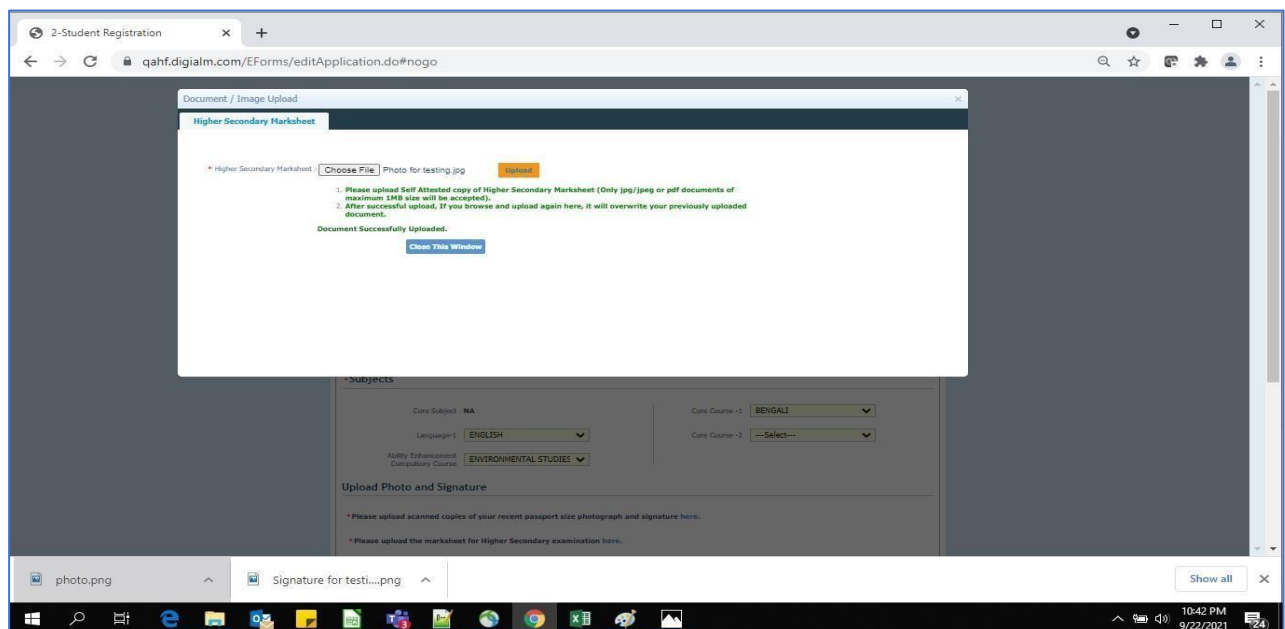
* Signature : Choose File No file chosen Upload

Please upload your signature :max 20KB(Only JPEG and JPG formats)

Close This Window

Signature dimensions: 80mm x 35mm

Figure 13 - Signature Upload part



2-Student Registration

qahf.digialm.com/EForms/editApplication.do#nogo

Document / Image Upload

Higher Secondary Marksheet

* Higher Secondary Marksheet: Choose File Photo for testing.jpg Upload

1. Please upload Self Attested copy of Higher Secondary Marksheet (Only jpg/jpeg or pdf documents of maximum 1MB size will be accepted).

2. After successful upload, If you browse and upload again here, it will overwrite your previously uploaded documents.

Document Successfully Uploaded.

Close This Window

Subjects

Core Subject: NA

Language-1: ENGLISH

Ability Enhancement Compulsory Course: ENVIRONMENTAL STUDIES

Core Course -1: BENGALI

Core Course -2: --Select--

Upload Photo and Signature

* Please upload scanned copies of your recent passport size photograph and signature here.

* Please upload the marksheet for Higher Secondary examination here.

photo.png signature for testi...png

Show all

10:42 PM 9/22/2021

Figure 14 - Relevant documents upload part

*Please upload the Admit Card of Higher Secondary or equivalent (10+2) examination [here](#).

*Please upload the Marksheet of Higher Secondary or equivalent (10+2) examination [here](#).

*Please upload College admission challan/Confirmation certificate/document/details from colleges [here](#).

Registration and other Fees payable (in Rs.)

Registration Fee including Processing Fee	₹ 400
Examination Enrollment Fees	₹ 800
Sports Fee	₹ 100
Total Amount	₹ 1300

Declaration

☐ I solemnly declare that I have passed Higher secondary or equivalent examination (10+2) in the year 2023/2022/2021/2020 from any recognized board/council/university and if any of the statement in this application is found not to be true / incomplete / misleading or if it appears in the opinion of the University that I have in any way contravened the provisions of the University Ordinances, Rules & Regulations, my admission will be liable to be canceled by the University.



Type 7 characters as shown in image ?

[Preview Application](#) [Back](#) [Submit](#)

Version 15.01.01

Figure 15 - Final submission part

Step-23. Students need to select a preview button to preview their details. Then select captcha code, check declaration's check box and select submit button accordingly.

2-Student Registration

qahf.digitalm.com/EForms/editApplication.do#nogo

PREVIEW

Student Registration Details

Application Sequence Number: 2021104176216

Application Status: Pending

College Name: BURDWAN RAJ COLLEGE

College Code: 104

Student Name: RAJU ROY

Date Of Birth: 04/09/2003

Gender: Male

Is Differently Abled?: No

Caste Category: OBC-B

Email ID: a@gmail.com

Mobile Number: 8899776655

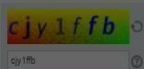
Nationality: Indian



Ok

Declaration

I solemnly declare that if any of the statement in this application is found to be not true / incomplete / misleading or if it appears that, in the opinion of the University, that I have in any way contravened the provisions of the University Ordinances, Rules & Regulations relating to the aforesaid examination, my admission will be liable to be cancelled by the University.



☒ I Agree

[Preview Application](#) [Back](#) [Submit](#)

Version 14.03.01

photo.png Signature for testi...png

Show all

10:44 PM 9/22/2021

Figure 16 - Preview page

Step-24. Student must select “OK” button to submit registration data. After successfully submit the NEP registration cum enrollment form students can't edit the form later.

Step-25. The following page will be displayed post successfully submission of the registration cum enrollment form. User can print the following page for future references.

The screenshot shows a web browser window displaying the 'Student Registration Form' submitted preview. The header includes the University of Burdwan logo and the motto 'सा विद्या या विमुक्तये' (Learning Leads To Emancipation). The form details are as follows:

Student Registration Details	
Application Sequence Number:	2021104176216
Application Status:	Submitted
College Name:	BURDWAN RAJ COLLEGE
College Code:	104
Student Name:	RAJU ROY
Date Of Birth:	04/Sep/2003
Gender:	Male
Is Differently Abled?:	No
Caste Category:	OBC-B
Email ID:	a@gmail.com
Confirm Email ID:	a@gmail.com
Mobile Number:	8899776655
Confirm Mobile Number:	8899776655
Nationality:	Indian
Degree:	UG
Stream:	B.A.
Core Subject:	General
HS/12th Marks(%)	90.00

Below the details, there is a section for 'Personal Details' which includes a photo and a signature. The photo is labeled 'photo.png' and the signature is labeled 'Signature for testi...png'.

Figure 17 - Form Submitted preview

C. Student's portal

Step-1. Student(s) can login in-to the following portal for further tracking.
URL will be found in the University website.

(<https://www.digialm.com:443//EForms/configuredHtml/1254/86290/login.html>)

Step-2. The login page will be displayed as per the following image. User can login into the same by using the credential which are provided by the SMS and email.

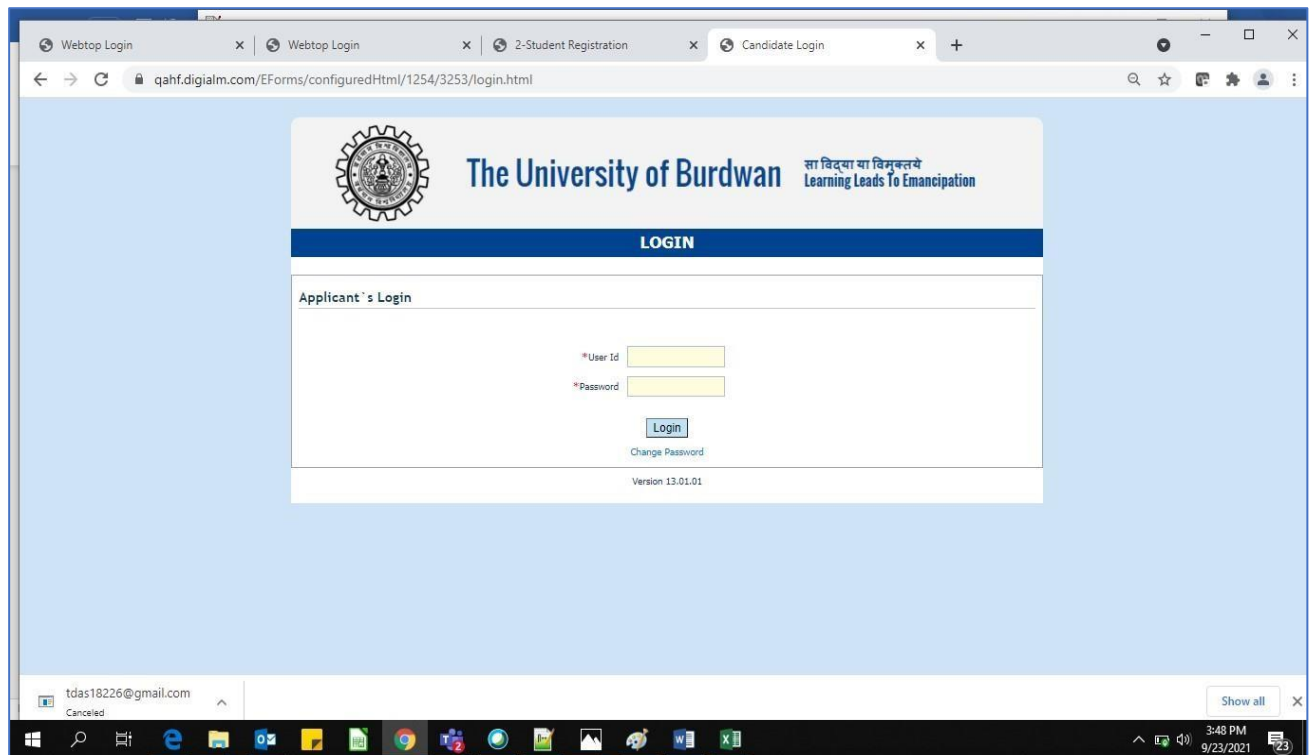


Figure 18: Student's Login Page

Step-3. Below page will be displayed post successfully login of the student(s).

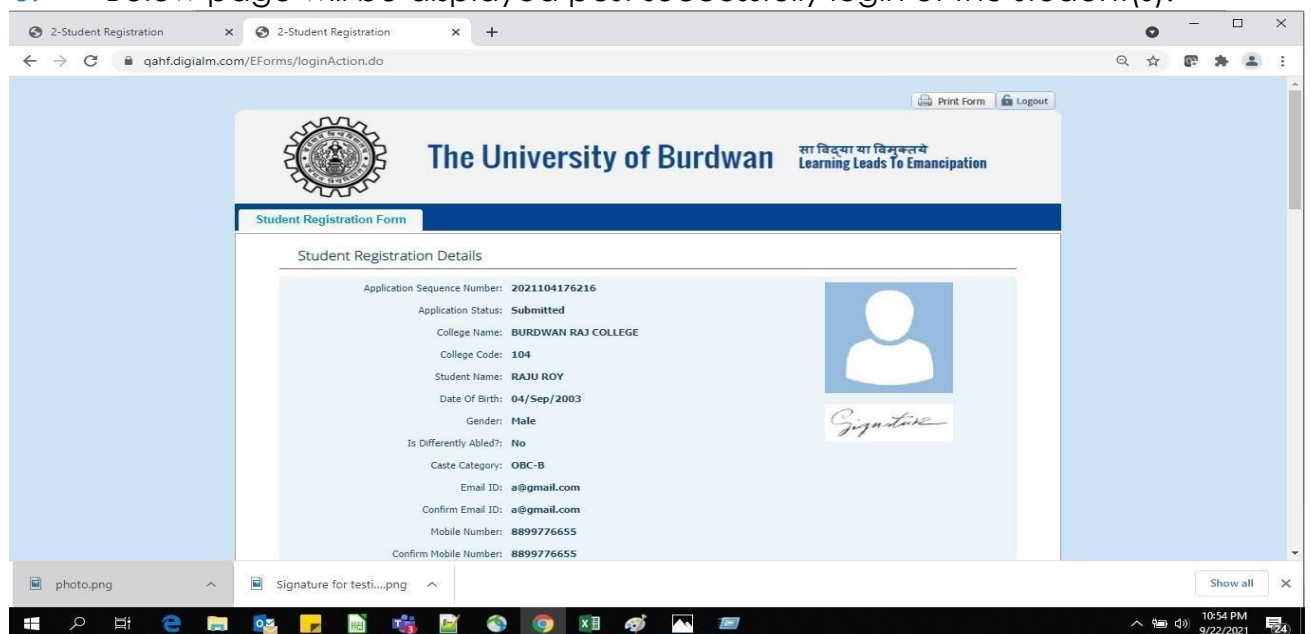


Figure 19 - Student's Portal

Step-4. Purpose of the student's login portal as follows:

- Students can view his/her submitted registration form.
- Take a printout for future references (if needed).

- c. Response to the queries from the respective colleges.
- d. Students will be required to connect with the colleges if any discrepancies identify in the submitted data.
- e. Tracking the status of the application.
- f. If colleges change status as "ask for correction" then one edit option will be available on the upper right side of login form.

Step-5. If the Student forgets/wants to change his/her password, then follow the below steps:

- a. Click on the Forgot Password option.
- b. Provide the correct user ID and captcha provided in the page.
- c. New password will be triggered to the student's provided mobile number or email address.

The screenshot displays the 'The University of Burdwan' login and forgot password interface. At the top, the university's logo and name are visible, along with the motto 'सा विद्या या विमुक्तये' and 'Learning Leads To Emancipation'. Below this is a blue 'LOGIN' header. The main section is titled 'Applicant's Login' and contains two primary login paths. The first path includes input fields for '*User Id' and '*Password', a 'Login' button, and a 'Forgot Password?' link. The second path, separated by a horizontal line, is for users who have forgotten their password. It starts with the instruction '*Please enter your Application Id' followed by an input field. Below this is a CAPTCHA image showing the characters 'bvyq5tj'. A text box prompts the user to 'Type 7 characters as shown in image', and a 'Get Password' button is located at the bottom of this section. The footer of the page indicates 'Version 13.01.01'.

Figure 20 - Change password screen

END OF THE DOCUMENT