

BANARAS HINDU UNIVERSITY

Department of _____

Varanasi - 221005

REGISTERED/SPEED POST

Ref. No./

Dated :

Mr. / Ms. _____

Sub: Call for Counseling (Subjective test/ interview) for Provisional admission to Ph.D. Programme subject to availability of seats.

Dear Applicant,

I am pleased to inform that based on the merit index of the CRET-2009, you have been short-listed for Counseling (subjective test/ interview) for **possible provisional admission** to the Ph.D. programme in the main discipline in which you appeared in CRET and allied discipline(s) opted in the application form, subject to availability of seats, for the Academic Session 2009-2010 as per the counseling schedule indicated below:

S.No.	Counseling Session	Counseling Schedule	Location
1.	Phase I	16.09.09; 10.00 AM	Main Discipline Department (discipline/ Department in which candidate appeared in CRET)
2.	Phase II	17 & 19 .09.09; 10.00 AM	Allied Discipline Department(s) (discipline/ Department opted by the candidate in CRET application form as allied discipline of his/ her choice and the candidate is eligible for admission in the discipline.

2. For Phase I counseling, only those candidates who appeared in the CRET of that discipline are eligible. The Phase II counseling is meant for candidates who exercised the option of allied disciplines in the CRET application form (upto 02 choices in addition to main discipline department).

3. The candidates must note that Phase-I counseling session in the main discipline department shall be held only for one day. The candidates would be at liberty to attend counseling in allied discipline departments determined on the basis of choice furnished by him/ her in the CRET application form during the Phase II of counseling to be held in respective departments at any time during the dates notified above.

4. The candidates are required to fill up the counseling form (blank forms attached) in appropriate numbers (maximum 03 for counseling Departments) for appearance in the counseling sessions at main and allied discipline departments. The candidates are advised to reach the Department(s), as per above schedule, along with **all of the following required documents in original and filled up counseling form(s) for scrutiny/verification:**

- (i) **Mark-Sheets** of the **QUALIFYING EXAMINATION** and **all other previous examinations** such as High School, Intermediate, Graduation, Post-graduation (as the case may be).
NOTE: Only the proper mark-sheet shall be accepted. Any other document (other than a proper mark-sheet) issued by an authority like VC/Rector/PVC/ Registrar/ CE etc. with regard to marks obtained by a candidate shall not be entertained. Similarly, confidential Mark-sheet shall also not be accepted.
- (ii) **Matriculation** or its **equivalent certificate** to ascertain the date of birth.
- (iii) **Caste Certificate** issued by the appropriate authority, if admission is sought under SC/ST/OBC Category. For securing admission under OBC quota, the format of the OBC certificate is enclosed.
- (iv) **Medical Certificate** issued by the appropriate authority, if admission is sought under Physically Challenged Category.
- (vi) **Admit Card** issued for appearing in the concerned CRET – 2009.
- (vii) **Character Certificate** issued by the institution last attended.
- (viii) **Transfer Certificate (TC)** issued by the institution last attended.

NOTE: If due to certain unavoidable reasons a candidate is unable to produce T.C., the Admission Committee may, at its discretion, allow a period of up to seven days for submission of the Transfer Certificate after the last date fixed for closure of the provisional admission to the course failing which the admission may be cancelled. An undertaking that "**My provisional admission be cancelled in case I fail to produce the Transfer Certificate from the institution which I last attended by 2009**" shall be taken from each such candidate who has not submitted his/her Transfer Certificate before he/she is provisionally admitted. Original mark-sheet of the qualifying examination shall be returned to an admitted student only after he/she has submitted his/her T.C.

- (ix) **Migration Certificate** issued by the Institution/ University/ Board last attended.
NOTE: Under exceptional situation a candidate may be allowed to submit the Migration Certificate within a period of 30 days from the date of his/her provisional admission.
- Certain Institutions/Universities/Board issue either Transfer Certificate or Migration Certificate but not both. In such cases, the certificate issued to the candidate shall be accepted and the candidate shall be asked to give an undertaking to the effect that the Institution does not issue Transfer (or Migration) certificate as the case may be.
- (x) Affidavit for **non-involvement in Ragging** (Proforma will be provided by the concerned office at the time of admission).
- (xi) Filled in Residence /Dossier form (in triplicate). (Form will be provided by the concerned office at the time of admission).
- (xii) Submit two self-attested copies of each of the documents mentioned above. Further, 10 copies of passport size photograph generally identical to the one pasted on the Entrance Test Application Form shall also be needed for pasting them on Counseling Form, "Residence Form", 'Identity Card' etc.

NOTE:

(1) In terms of the provisions contained under the Central Education Institutions (Reservation in Admission), Act, 2006 (No.5, 2006) in respect of persons belonging to socially and educationally backward classes (OBCs), OM.No.1-1/2005-U.1.A/847 Dated 20th April, 2008 of Department of Higher Education, Ministry of Human Resource Development, Govt. of India and Resolution No.F.1-1/ 2005 - U.1 A/846 Dated 20th April, 2008, the University has decided to provide reservation for OBC candidates in admissions under staggered implementation plan commencing from the Academic Session 2008-09.

The candidates belonging to OBC are required to bring with them a Certificate issued by the Appropriate Authority on the prescribed proforma enclosed herewith. More specifically, the certificate should clearly specify that the candidate does not come under Creamy Layer.

5. Please note that in case you fail to report for counseling along with all the original documents and complete the necessary formalities during the indicated schedule, you shall forfeit your claim for consideration for provisional admission.

NOTE :

(a) Please bear in mind that the number of short-listed candidates called for Counseling is much larger than the seats available in the Ph.D. Discipline to which you are seeking admission. Therefore, mere receipt of the Call Letter does not entitle you for provisional admission. The Admission of the short-listed candidates shall be made strictly in accordance with the provisions laid in the CRET 2009 Information Bulletin subject to availability of seats.

6. IMPORTANT GENERAL INFORMATION

Candidates must read carefully the under mentioned general information and conditions for the provisional admission. Non-compliance of any condition shall disqualify a candidate for provisional admission.

- (a) The University shall not be responsible in any manner for postal delays and / or non-delivery of the Call Letter in time.
- (b) The candidates must note that in this Call letter for Counseling, the place of reporting is mentioned. The candidate should reach to the concerned office on the date and time as mentioned in the Call Letter.
- (c) Presence of parents/guardians of female candidates called for counseling is desirable.
- (d) The completion of necessary formalities for provisional admission may take generally 4-5 days. Accordingly the outstation candidates are advised to come prepared to stay at Varanasi for the aforesaid period.
- (e) The provisional admission of the candidate to the concerned programme shall be subject to such Ordinances, Rules and Regulations as may be framed from time to time by the University.
- (f) **Hostel accommodation is not guaranteed.** However, if it is available, it shall be allotted strictly on the basis of the merit excluding those candidates residing in nearby areas in the city /locality of Varanasi. **Mere provisional admission shall not entitle any student to secure a seat in the University Hostel.**

- (g) The final merit list shall be declared by the Department concerned. On receipt of the letter of admission, each candidate shall pay the fees as prescribed within stipulated date and complete other official formalities pertaining to admission within stipulated time **failing which he/she shall forfeit his/her claim for the provisional admission.**
- (h) **However, if a candidate, on declaration of final merit list by various departments, stands selected for admission in more than one discipline, he/she shall be allowed to take admission in only one of the disciplines based on his/ her choice/ preference and merit in the discipline.**
- (i) **As per letter No.755/-57 dated 4th January, 2008 from the D.M., Varanasi, and letter D.O.No.F.1-8/2008-U-5 dated 25th March, 2008 from the Joint Secretary of the Ministry of Human Resource Development, Govt. of India the candidates belonging to SC/ST categories are exempted from payment of non refundable component of the fee provided the annual income of their parents is less than Rs.1 lakh. Accordingly, prospective candidates belonging to the said category desirous of availing the facility are required to furnish a certificate to this effect from the competent authority at the time of admission.**
- (j) The eligibility condition for Ph.D. admission in various faculties in accordance with the Ph.D. Ordinances is provided in the CRET Information Bulletin – 2009.
- (k) Only the local Court of Varanasi/Honorable High Court of Judicature at Allahabad/ Honorable Supreme Court of India shall have jurisdiction in case of any dispute relating to the provisional admission.

Yours faithfully,

Head /Coordinator

**FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATE OF OTHER
BACKWARD CLASSES**

This is certify
that.....

Son/daughter of of village
..... District/Division..... in the
State..... belongs to the
community..... which is recognized as a backward class
under the Government of India, Ministry of Welfare Resolution No.
12011/68/93-BCC(C) dated 10th Sept. 1993 published in the Gazette of India
Extraordinary Part I Section I dated 13th Sept. 1993 and as amended from time to
time.

Shri/Km/Smt..... and/or his/
her family ordinarily resides in the District/Division..... of
the State This is also to certify that he/she does not
belong to the persons/sections (Creamy Layer) mentioned in column 3 of the
Schedule to the Government of India, Department of Personnel & Training O.M.
No.36012/22/93-(SCT). dated 8.9.93 as amended by O.M. No.36033/3/2004-
ESTT.(RES) dated 9.3.2004 by the Ministry of Personnel, Public Grievances and
Pensions (Department of Personnel & Training).

Dated:

Seal

District Magistrate
Deputy Commissioner **etc.**

NB: (a) The term 'ordinarily' used here will have the same meaning as in Section
20 of the Representation of the Peoples Act, 1950

(b) Where the certificates are issued by the Gazetted Officers of the Union
Government or State Governments, they should be in the same form
but countersigned by the District Magistrate or Deputy Commissioner
(Certificates issued by Gazetted Officer and attested by District
Magistrate/Deputy Commissioner are not sufficient).