

# BANARAS HINDU UNIVERSITY



(Established by Parliament by Notification No. 225 to 1916)

## Information Bulletin

### M. Phil Course in Subaltern Studies

The Banaras Hindu University invites applications for admission to programme leading to *Master of Philosophy in Subaltern Studies* under the aegis of *Centre for Study of Social Exclusion and Inclusive Policy, BHU* in the current session 2009-2010. The Registration shall be done as per norms decided by the UGC and Academic Council of the University from time to time, provided the result of the qualifying examination is declared on or before the start of counseling for admission to a semester. The admission to the said programme shall be on the merit basis.

#### Merit basis

Merit will be decided on the basis of the total marks obtained in the Interview and the academic record.

#### Calculation of the Academic record

**Case 1:** Where postgraduate degree is considered as the qualifying examination and

(a) marks are awarded in Postgraduate Examination

$$M=45 (X_1 + 0.6 \times X_2 + 0.25 \times X_3 + 0.15 \times X_4)/100$$

(b) marks are not awarded in Postgraduate Examination:

$$M = 90 (0.6 \times X_2 + 0.25 \times X_3 + 0.15 \times X_4)/100$$

**Case 2:** Where undergraduate degree is considered as the qualifying examination:

$$M=45 (X_2 + 0.4 \times X_3 + 0.3 \times X_4)/100$$

**Case 3:** Where the candidate has passed Higher Secondary Examination only (instead of High School & Intermediate both)

$$M=45 (X_1 + 0.6 \times X_2 + 0.4 \times X_5)/100$$

Where

M= Marks for the academic record

X<sub>1</sub>= % of marks obtained at the post graduate examination

X<sub>2</sub>= % of marks obtained at the under graduate examination

X<sub>3</sub>= % of marks obtained at the Intermediate examination

X<sub>4</sub>= % of obtained at the high school examination

X<sub>5</sub>= % of marks obtained at the higher secondary examination

**Note:** 'M', X<sub>1</sub>, X<sub>2</sub>, X<sub>3</sub>, X<sub>4</sub>, X<sub>5</sub> will be calculated upto two places of decimal.

**Interview:** The Interview of the candidates shall be conducted by a Committee Constituted by the **Admission Committee at 11AM on 21.09.2009 in department of Sociology**. The interview will carry maximum 25 marks.

**Merit List:** The merit list shall be prepared by duly constituted committee as provided under the Ordinances. The total marks obtained in the "**Academic Record and Interview**" will be the final score used for preparing the merit list.

### **Eligibility**

A candidate who fulfils the following qualification may be considered for admission to the ***M. Phil in Subaltern Studies programme***.

1. Post Graduation in any discipline from recognized Universities / Institutes.
2. A candidate shall be required to have passed the qualifying examination securing the minimum percentage of marks i.e. 50% and a minimum of 50 marks in Academic Record which is calculated by the above formula.
3. **Relaxation in minimum percentage of marks / academic record for Scheduled Castes (SC)/Scheduled Tribes (ST)/ Physically challenged (PC)/ Other Backward classes (OBC) candidates:** There shall be a relaxation of 5% marks (or equivalent grade point average) for SC/ST and PC candidates in the minimum marks required in the qualifying examination. The minimum marks required for SC/ST and PC candidates in the Academic Record shall be 45 and for OBC candidates 47.50, respectively. However, a Physically Challenged (PC), SC/ST/OBC candidate shall not get the double benefit of being SC/ST/OBC as well as PC candidate in the above relaxations.

**Number of Seats:** Twenty (20 seats)

### **Application Processing Fee**

A candidate while appearing for the course shall pay the processing fee of Rs. 500/- in case of General / OBC/PC category and Rs. 200/- in case of SC/ST Category alongwith the Application Form through a crossed MICR Demand Draft / Banker's Chque (DD/BC) issued by any Nationalized / Scheduled Bank in favour of the "**Controller of Examinations, Banaras Hindu University**", payable at Varanasi. Candidates to note that only MICR (Magnetic Ink Character Recognition) drafts/cheques shall be accepted.

**Note:**

(i) The applicant is advised to write his/her name, name of the course applied for on the reverse of the MICR Demand Draft/Banker's Cheque (issued by a Bank). (ii) The processing fee paid shall neither be refunded nor transferred to another course and shall also not be reserved for any subsequent year, in any case, (iii) The applicant is advised to ensure that the MICR Demand Draft / Banker's Cheque (issued by a Bank) fulfills the following requirements:

- In favour of "*Controller of Examinations, Banaras Hindu University*" payable at Varanasi
- It clearly mentions: (a) Date of issue (b) Name & Code No. of issuing branch (c) Name & Code of drawee branch (d) Signature of the authorized person along with specimen signature (e) Amount in words and figures (f) Applicant's name, name of the course applied for and code number of the course on the back.

**Important:** If the MICR Demand Draft/Banker's Cheque (issued by a Bank) is incomplete / incorrectly drawn or is a non-MICR, the candidate will be disqualified unless he/she resubmits the corrected MICR Demand Draft / Bankers Cheque (issued by a Bank) along with additional fee of Rs. 150/-.

**Instructions for completing the application form****Application Form**

**The applicants are advised to download the application form available only on the University website: [www.bhu.ac.in](http://www.bhu.ac.in)**

The Application Form is required to be filled by the candidate in CAPITAL letters (except signature and address) using either ink or ball point pen in HIS/HER OWN HAND WRITING. Forms filled in by pencil will not be accepted. Where information is required to be filled in boxes, only one alphabet is to be written in each box. While writing names in capital letters, leave one box blank between first and middle name and also between middle and last name or initials of names. Your Name, Father's Name, Mother's Name and Date of Birth in the Application Form should be exactly the same as mentioned in the High School / Class X certificate. Any discrepancy, whenever discovered, may lead to cancellation of your candidature.

**1. Description of MICR Demand Draft/ Banker's Cheque:**

Write Name, Address and Code No. of the Issuing Branch, DD/BC No., Date and Amount in the appropriate boxes provided for these.

Also, on the reverse of Bank Draft/Banker's Cheque, the candidate should write: (a) Name of the candidate (b) For admission in M.Phil in Subaltern Studies.

2. **Photograph:** Paste your recent colour photograph inside the box given for the purpose. Application Forms with Xerox copy of photograph shall be rejected out rightly. Keep sufficient number of extra copies of the same photograph (at least 4 numbers) for future use in case you are admitted. The photograph should be the most recent showing the latest appearance and should show frontal view of full face against a light background. The eyes and the ears should be visible. Photos taken with coloured or dark glasses are not acceptable.
3. **Do you belong to Scheduled Castes (SC) Category:** If you belong to Scheduled Castes (SC) Category then mark the space Yes. If you do not belong to Scheduled Castes (SC) Category then mark the space No.
4. **Do you belong to Scheduled Tribes (ST):** If you belong to Scheduled Tribes (ST) Category then mark the space Yes? If you do not belong to Scheduled Tribes (ST) Category then mark the space No.
5. **Do you belong to Other Backward Classes (OBC) Category:** If you belong to Other Backward Classes (OBC) Category then mark the space YES?
6. **Do you belong to Physically Challenged (PC) Category:** If you belong to Physically Challenged (PC) Category then mark the space Yes. If you do not belong to Physically Challenged (PC) Category then mark the space No.

If you belong to Physically Challenged category, then you should specify the appropriate type of your disability also. For example, if you are Orthopaedically Handicapped as well as Visually Impaired then you have to write the category "Orthopaedic" as well as type for Visual Disability. However, if you are only Orthopaedically Handicapped then write only one type i.e. "Orthopaedic".

7. **Name and the complete address for correspondence of the Candidate:** Here you should write your name and complete mailing address in your usual handwriting.
8. **Name and Complete Permanent Address of the Candidate:** Here you should write your name and complete permanent address in the application form, i.e. one capital letter in each box (as written for the name, father's name and mother's name).

Please note that this mailing address will be used for sending you any information regarding your application. Thus, in case you change your address you should always keep touch with this address for knowing the position regarding any letter received from the Controller of Examinations Office, BHU Varanasi relating to your this Application Form.

9. **Declaration (including signature below 'Declaration'):** Read the declaration carefully and then put your full signature in your usual handwriting (not in capital letters at the place meant for signature). Also write the name of the 'place' and 'date'

of signature at the appropriate places given in the ‘declaration’ (left of the place of signature). Your signature establishes your identity. Hence, DO NOT merely write your name in CAPITAL LETTERS at the place meant for signature. This will lead to cancellation of your candidature.

List of documents to be enclosed with the application form

- I. An applicant must enclose the following documents with his/her Application Form.
  - (i) MICR Demand Draft/Banker’s Cheque (issued by a Bank) for the prescribed processing fee in favour of the “*Controller of Examinations, Banaras Hindu University*”
  - (ii) Certificate(s) in support of the category claimed for reservation in the application form.
  - (iii) Self attested copies of all marksheets and certificates for matriculation to Post-graduation level.
  
- II. Candidates are required to arrange the application and enclosures thereto in the following order.
  - (A) Application Form
  
  - (B) (i) MICR Demand Draft / Banker’s Cheque (issued by a Bank) for the prescribed processing fee in favour of the *Controller of Examinations, Banaras Hindu University*; (ii) Self attested copies of all certificate(s) in support of categories for reservation (if any); (iii) self attested copies of all degree certificates and marksheets.

**Note:** The candidates are advised to put the filled in Application Form, MICR Demand Draft and other certificates (if any) in an “Envelope”. Please note that the Demand Draft and other certificates (if any) should not be stapled with the Application Form.

**Reasons for rejection of the application forms:**

- (i) Non-submission of MICR Demand Draft/Banker’s Cheque (issued by a Bank) in favour of the “*Controller of Examinations, Banaras Hindu University*” of REQUISITE AMOUNT as Test Fee.
- (ii) Non-submission of self attested copies of Certificate (s) of categories for reservation, if any.
- (iii) Non-submission of the self attested copies of the degrees and marksheets right form. Matriculation of post-graduation levels.
- (iv) Non-submission of photograph pasted on the Application Form, Xeroxed copy of photograph will also amount for rejection.

- (v) Absence of signatures of the candidate at the appropriate place in the Application Form. **SIGNATURE TOTALLY IN CAPITAL LETTERS IS NOT PERMITTED ON THE APPLICATION FORM and such Application Form may also be rejected.**

**Note:** If at any stage it is found that the applicant is not eligible for admission in a discipline under University rules, his/her candidature will automatically stand cancelled. Please note that thorough checking of Application Form, Minimum Eligibility requirements, Original documents in support of Academic Certificates and Categories-claimed will be done only at the time of admission. At that stage also the candidature of the applicant will stand cancelled, if he/she does not fulfill the requirements for admission.

### Check List

#### **VERIFY AND THOROUGHLY CHECK THE FOLLOWING BEFORE SUBMITTING / MAILING THE APPLICATION FORM:**

- (i) Have you duly pasted recent colour photograph at the prescribed place?
- (ii) Have you carefully checked all the columns of the application Form and ensured that no column is left blank?
- (iii) Have you signed appropriately at the place in the application form? (Not in Capital letters)
- (iv) Have you enclosed the MICR Demand Draft / Banker's Cheque (issued by a Bank) in favour of the *Controller of Examinations, Banaras Hindu University* for the requisite amount towards processing fee?
- (v) Have you enclosed documentary evidence(s) for category of reservation(s)?
- (vi) Have you enclosed the self attested copies of your degree certificates and marksheets?

### Important Dates:

<b>Last date of receipt of duly completed application forms both by hand and by post</b>	<b>:</b>	<b>10.09.2009</b>
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### Submission of Application form

- (i) The duly completed application form should reach the "*Office of the Controller of Examinations, Banaras Hindu University*" on or before **Sept. 10, 2009**. The applicants submitting their application forms at the BHU counter will be given acknowledgment slip.
- (ii) Application forms shall be received at the counter without any immediate scrutiny. The validity of the application form shall be based on its objective scrutiny to be conducted at the time of admission.
- (iii) In no case, applications shall be entertained after the last date is over.
- (iv) Incomplete application forms, application forms not bearing the signature of the applicant and application forms received after the last date shall not be

considered. The university takes no responsibility for any delay or loss of application form or correspondence in postal transit/courier transit.

**Admission of Foreign Nationals:**

For admission of Foreign Nationals in *M. Phil Course* of the *Centre for Study of Social Exclusion and Inclusive Policy*, Faculty of Social Sciences, BHU, the details are available in the International Centre, BHU.

Further details regarding admission of Foreign Nationals are available on the University website: [www.bhu.ac.in](http://www.bhu.ac.in) which is updated periodically.

The Applications should be submitted to The International Students Centre, C/3/3 Tagore House, Banaras Hindu University, Varanasi – 221005, India on or before the last date as notified by The International Students Centre.