



THE UNIVERSITY OF BURDWAN
Rajbati , Burdwan

No.: RC/Regn. & Mign/Cir/21-22/154

Date: 27.09.2022

From: The Registrar
The University of Burdwan

To: All the Principals / TICs / OICs
of the Degree Colleges affiliated to The University of Burdwan

Sub: **Registration cum Enrollment of the students admitted to the 1st Semester of UG Programmes (BA / BSc / BCom) under CBCS mode and Professional courses (BBA / BCA / Bio Tech / Bio Chem / Music / BFA (Art & Design) / BBA (T&H) / 5 Yrs LLB (H)) for the academic year 2022 - 2023**

Sir / Madam,

It is notified for information of all concerned that Registration cum Enrollment of the students admitted to the **1st Semester of UG Programmes (B.A. / B.Sc. / B.Com.) under CBCS mode and Professional courses (B.B.A. / B.C.A. / Bio-tech / Bio-chem / Music / B.F.A. (Art & Design) / B.B.A. (T&H) / 5 – Yr. B.A. LL.B (H)) for the academic year 2022 - 2023** will be done through online mode. In this context it is to intimate you the following:

A. For new registration cum enrollment:

Students of 1st Semester UG Programmes, (AY 2022-2023) are advised to go through the Students' User Manual before filling up the form for Registration cum Enrollment. The portal will be made available from **17.10.2022 / 00.01 hrs to 31.10.2022 / 23.59 hrs**. Students are required to register themselves using their email id & mobile number on the registration portal through the link: <https://www.digialm.com:443/EFForms/configuredHtml/1254/3253/Registration.html>

A system generated confirmation regarding login id & password will be communicated at the registered email id & mobile number, with the help of which (i.e., login id & password) the respective student shall login and complete the registration process through the link <https://www.digialm.com:443/EFForms/configuredHtml/1254/3253/login.html>. However, students can edit the submitted information (except email id & mobile no.) using their respective login link till the time the college authority confirms the submitted information of the respective student concerned.

B. After successful submission of registration cum enrollment form by the student, the college authority will login through the college login link for verification, editing and confirmation of the respective student's details by **15.11.2022 / 23.59 hrs**, for necessary approval of the University authority.

C. For already registered students (old registration), having got fresh admission in AY 2022-2023, the respective college authority will complete enrollment of such students using their respective college login id & password through the link: <https://www.tesion.com/dotcom/TCSSMB/Login/login.html> which will remain active from **12.10.2022 / 00.01 hrs to 20.10.2022 / 23.59 hrs**.

D. For any technical query / information relating to registration cum enrollment process, helpline number 0342 3510012 will be available from 11.00 hrs to 17.00 hrs, during working days along with email support at registration@buruniv.ac.in

E. The students, who passed their last qualifying examination from any Board / Council / University other than



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Rajbati , Burdwan

the Boards / Council / University specified by the University of Burdwan, must take a prior permission from the Registrar, The University of Burdwan and a scanned copy of that permission letter must be uploaded during submission of online registration cum enrollment form.

F. Migration Certificate is applicable for the candidates passed from other Board / University. These certificates are to be retained by the respective colleges for future reference, if necessary. There is no separate need for the same to be sent to the University.

G. No extra fees must be deposited to avoid future adjustment.

H. Fees Structure:

Registration Fee:	Rs. 120/-
Examination Enrollment Fee (Sem I / Part I):	Rs. 100/-
Sports Fee (one time):	Rs. 70/-
Inward Migration Fee: (wherever applicable)	Rs. 100/-

I. In case of practical based subjects, the candidates shall have to secure the minimum qualifying marks in theory and practical separately as per norms. Furnishing of incomplete / erroneous / false and misleading information at the time of submission of registration cum enrollment form by a candidate shall be viewed seriously during verification and on detection of any such irregularity, registration of the candidate shall not be granted or shall be cancelled at any stage.

Thanking You
Sincerely yours


Registrar, BU

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Date: 27.09.2022

Copy forwarded to:

1. The Controller of examinations, BU
2. The Inspector of Colleges, BU
3. The Finance Officer, BU
4. The Joint Controller of Examinations, BU
5. The Joint Registrar, BU
6. The Secretary, Council for U.G. Studies in Arts, Science etc., BU
7. The System Manager, BU (requesting to upload on the University website)
8. The Sr. Secretary, Council of UG Studies in Arts, Science etc.
9. The Dy. Controller of Examinations, BU
10. The Assistant Registrar _ II / III, BU
11. The Assistant Controller of Examination _ I, BU
12. All the Principals / TICs of affiliated Colleges, BU



THE UNIVERSITY OF BURDWAN
Rajbati, Burdwan

13. Sr. Supdt (Permission Section), BU
14. PS to VC, BU
15. PS to Pro VC, BU
16. Secretary to the Registrar, BU
17. Jr. Supdt (Regn and Migration Section), BU
18. Jr. Supdt (Registrars Secretariat), BU
19. Cash Section, Finance Deptt., BU
20. Sales & Information Unit, BU

Registrar, BU