



SRI RAMKRISHNA SARADA VIDYA MAHAPITHA
Govt. Aided General Degree College
Affiliated to The University of Burdwan
NAAC Accredited (Cycle-2)

Notice No.-047/2021

Date: 22/ 11/ 2021

এতদ্বারা ২০২১-২২ শিক্ষা বর্ষের বি.এ/ বি.এস.সি (অনার্স ও জেনারেল) প্রথম সেমিস্টারের সকল বিভাগের ছাত্র-ছাত্রীদের জানানো যাচ্ছে যে, পূর্বের নোটিশ নং- ৪৬/২০২১ তারিখ ২২/১১/২১ নোটিশ বাতিল করা হল এবং আরও জানানো যাচ্ছে যে, বর্ধমান বিশ্ববিদ্যালয়ের নোটিশ নং- RC.Regn & Mign/Cir/21-22/245 dated 19.11.2021 অনুযায়ী আগামী ২২/১১/২০২১ থেকে আগামী ০৬/১২/২০২১ তারিখ রাত্রি ১১:৫৯ মিনিট পর্যন্ত বর্ধমান বিশ্ববিদ্যালয়ের REGISTRATION cum ENROLLMENT Online এর মাধ্যমে নিম্নে উল্লেখিত লিঙ্কের মাধ্যমে আবেদন পত্র পূরণ করতে হবে।

Registration cum enrollment Link-

<https://www.digialm.com:443//EForms/configuredHtml/1254/3253/Registration.html>

After Registration cum enrollment Link-

<https://www.digialm.com:443//EForms/configuredHtml/1254/3253/login.html>

REGISTRATION cum ENROLLMENT দুটি পর্যায়ে সম্পন্ন হবে-

- **প্রথম পর্যায় :-** যে সকল ছাত্র-ছাত্রী আমাদের কলেজে ভর্তির প্রক্রিয়া সম্পূর্ণ করেছে শুধুমাত্র সেই সকল ছাত্র-ছাত্রীকে STUDENT USER MANUAL ছাত্র-ছাত্রীকে (যেটি ৩নং পৃষ্ঠায় দেওয়া আছে) টি প্রথম থেকে শেষ পর্যন্ত ভালোভাবে পড়তে হবে এবং নির্দিষ্ট নির্দেশ অনুযায়ী সঠিকভাবে অনলাইনের মাধ্যমে আবেদন পত্র পূরণ করতে হবে।

অন্যথায় তার REGISTRATION cum ENROLLMENT বাতিল বলে গণ্য হবে। সঠিকভাবে সকল তথ্য প্রদান করে আবেদন পত্র পূরণ না করলে পরবর্তী সময়ে REGISTRATION CERTIFICATE এ ওই ভুলই থেকে যাবে, সেক্ষেত্রে কলেজ কর্তৃপক্ষ কোনোপ্রকার দায়ী থাকবে না।

স্টুডেন্ট এর মোবাইল নাম্বার এবং ই-মেল আইডি সঠিক দিতে হবে, কারণ সেই মোবাইল নাম্বার এবং ই-মেল আইডি তেই কেবলমাত্র আইডি ও পাসওয়ার্ড যাবে, সেজন্য মোবাইল নাম্বার এবং ই-মেল আইডি প্রদান করতে হবে।

- **দ্বিতীয় পর্যায়:-**

অনলাইন মাধ্যমে পূরণ করা আবেদন পত্রের ফটোকপি নিম্নে উল্লেখিত তারিখ অনুযায়ী কলেজ অফিসে নির্দিষ্ট DOCUMENTS সহ জমা করতে হবে। উক্ত আবেদন পত্র জমা দেওয়ার জন্য নির্দিষ্ট DOCUMENTS ক্রমিক সংখ্যা অনুযায়ী সাজিয়ে আনতে হবে।

- ১) এর মাধ্যমে পূরণ করা এর আবেদন পত্রের ফটোকপি
- ২) মাধ্যমিক বা সমতুল্য পরীক্ষার অ্যাডমিট ও মার্কশীট এর জেরক্স
- ৩) উচ্চ-মাধ্যমিক বা সমতুল্য পরীক্ষার অ্যাডমিট ও মার্কশীট এর জেরক্স
- ৪) কলেজ ভর্তির রসিদ (অ্যাডমিশন ফর্ম ও টাকা জমার রসিদ)
- ৫) কান্ট সার্টিফিকেট এর জেরক্স (SC/ST/OBC)
- ৬) একটি A4-সাইজের সাদা কাগজে নিম্নের রিসেন্ট পাসপোর্ট সাইজ রঙীন ফটো এবং নিচের দিকে নিম্নের সাক্ষর জমা দিতে হবে।

- ৭) ব্যতীত অন্য সকল বোর্ড/কাউন্সিল এর ছাত্র-ছাত্রীদের অরিজিন্যাল মাইগ্রেশন সার্টিফিকেট
এবং অতিরিক্ত ১০০/- টাকা জমা দিতে হবে।
৮) আধার কার্ডের জেরক্স

- কলেজ অফিসে নিম্নের সূচী অনুযায়ী জমা দেওয়ার সময় - সকাল ১১টা হতে বেলা ২:৩০ মিনিট পর্যন্ত।

Date	1 ST Half (11:00 to 12:00)
26/11/2021	All Arts Honours
27/11/2021	All Science Honours and All Science General
29/11/2021	B.A General Roll No.- 001 to 250
30/11/2021	B.A General Roll No.- 251 to 500
01/12/2021	B.A General Roll No.- 501 to 750
02/12/2021	B.A General Roll No.- 751 to 1000
03/12/2021	B.A General Roll No.- 1001 to 1250
04/12/2021	All Rest Students

[বিঃদ্রঃ- সকল ছাত্র-ছাত্রীদের জানানো যায় যে তারা তাদের ফর্মফিলাপ করে ফাইনাল সাবমিট করার আগে সঠিক ভাবে পুনরায় মিলিয়ে নিতে হবে। আবেদন করতে কোনোরূপ অসুবিধা হলে নিম্নের ফোন নম্বরে যোগাযোগ করতে হবে। হেল্প নম্বর- ৯৪৭৪৩৫৯২২৬]

বিঃদ্রঃ- কোভিড-১৯ বিধি মেনে সকলকে আসতে হবে
এবং নির্দিষ্ট তারিখের পর Registration cum Enrollment
form fill up করা যাবে না।

Sd/-
(Dr. M. Ghosh)
Principal
Sri Ramkrishna Sarada Vidya mahapitha

THE UNIVERSITY OF BURDWAN



Registration AY 2021-22

STUDENT'S USER MANUAL

DOCUMENT VERSION 2.0

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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 can be send 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 Application Form link (<https://www.digialm.com:443//EForms/configuredHtml/1254/3253/Registration.html>)
- Step-3. The following registration page will be opened for students. Needs to select the respective college from the drop down given in the form.
- Step-4. Click on "Proceed" button.

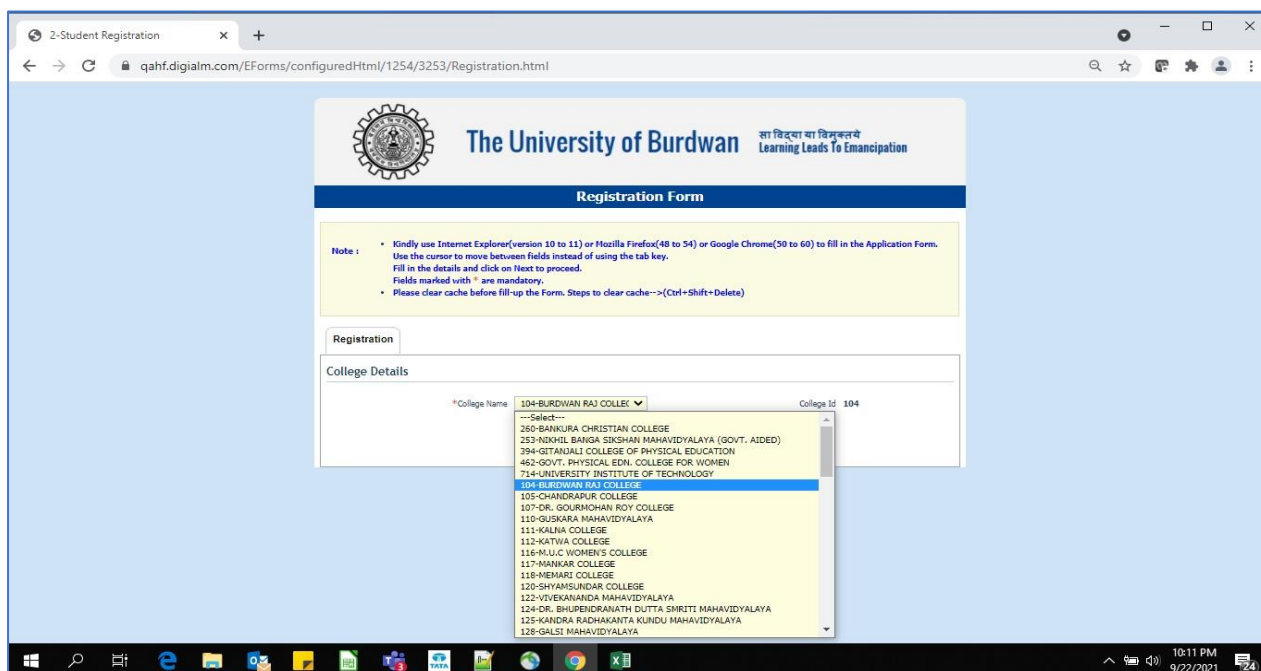


Figure 1: Registration first page

- Step-5. Candidate needs to select correct college name, Student Name, Date of Birth, Gender, Caste category, Different Abled, email id, phone number, Nationality, Degree and stream fields. Only Honours student(s) will provide the obtained marks and the full marks in the time of registration form for eligibility verification. **Candidate unable edit all that field later.**
- Step-6. Along with the said information student needs to be filled up the valid email id and phone number. Student will receive a notification(s) with his/her user credential through SMS and e-mail in the provided number and email address.
- Step-7. Click on the "I agree" declaration text, provide the correct captcha text in the provided box.
- Step-8. Click on the "Register" button. One popup will be opened and just click "OK" on the dialog box. As per the below images.

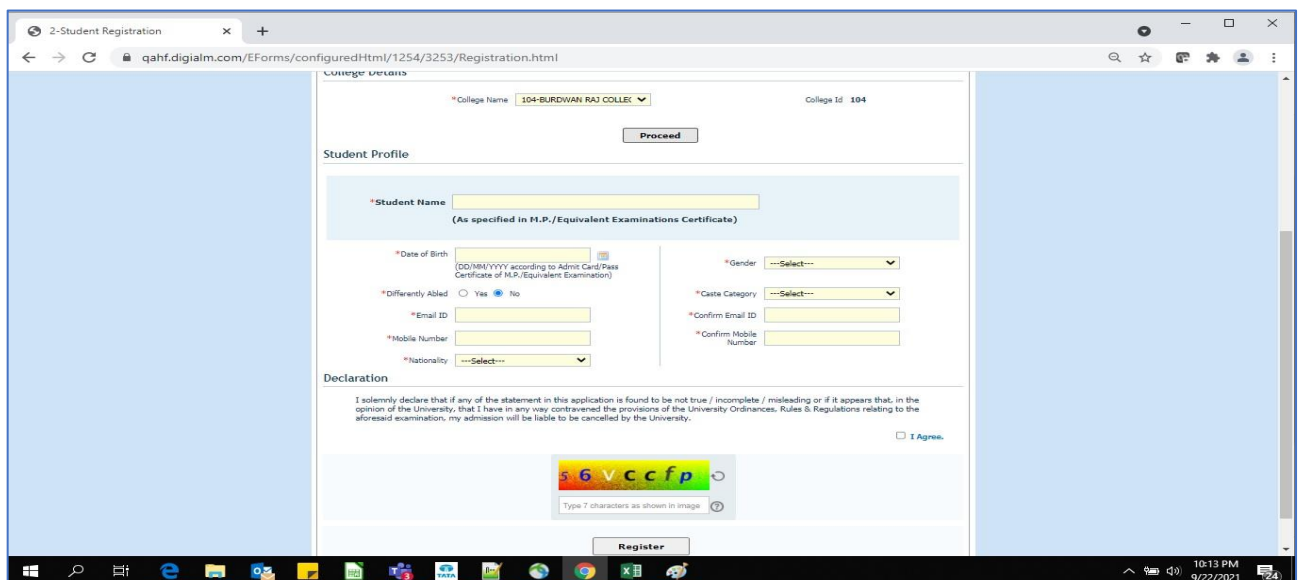
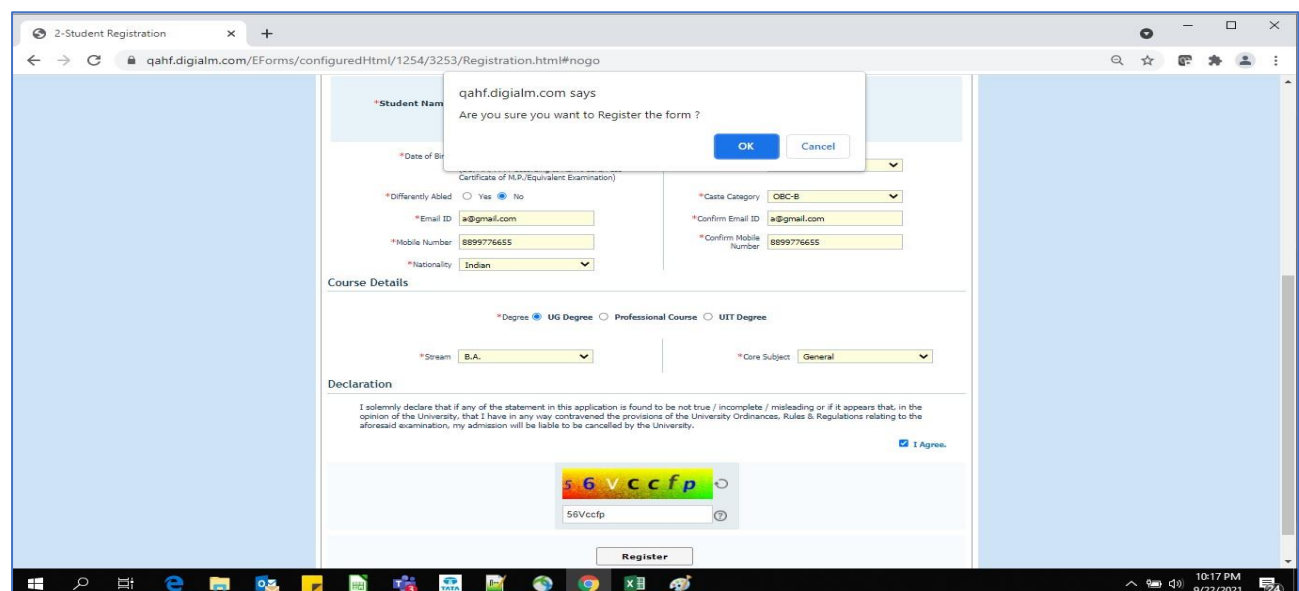


Figure 2: Registration page 1



Proceed

Student Profile

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

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

* Gender

* Differently Abled Yes No

* Caste Category

* Email ID

* Confirm Email ID

* Mobile Number

* Confirm Mobile Number

* Nationality

Documents

* Please upload the Caste Category Certificate here.

Course Details

* Degree UG Degree Professional Course

* Stream

* Core Subject

Higher Secondary Marks Details

Total Marks Obtained

Out Of Total Marks

Marks %

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.




Figure 3: Registration page 2

Step-9. On successfully first stage registration the following screen will be displayed.

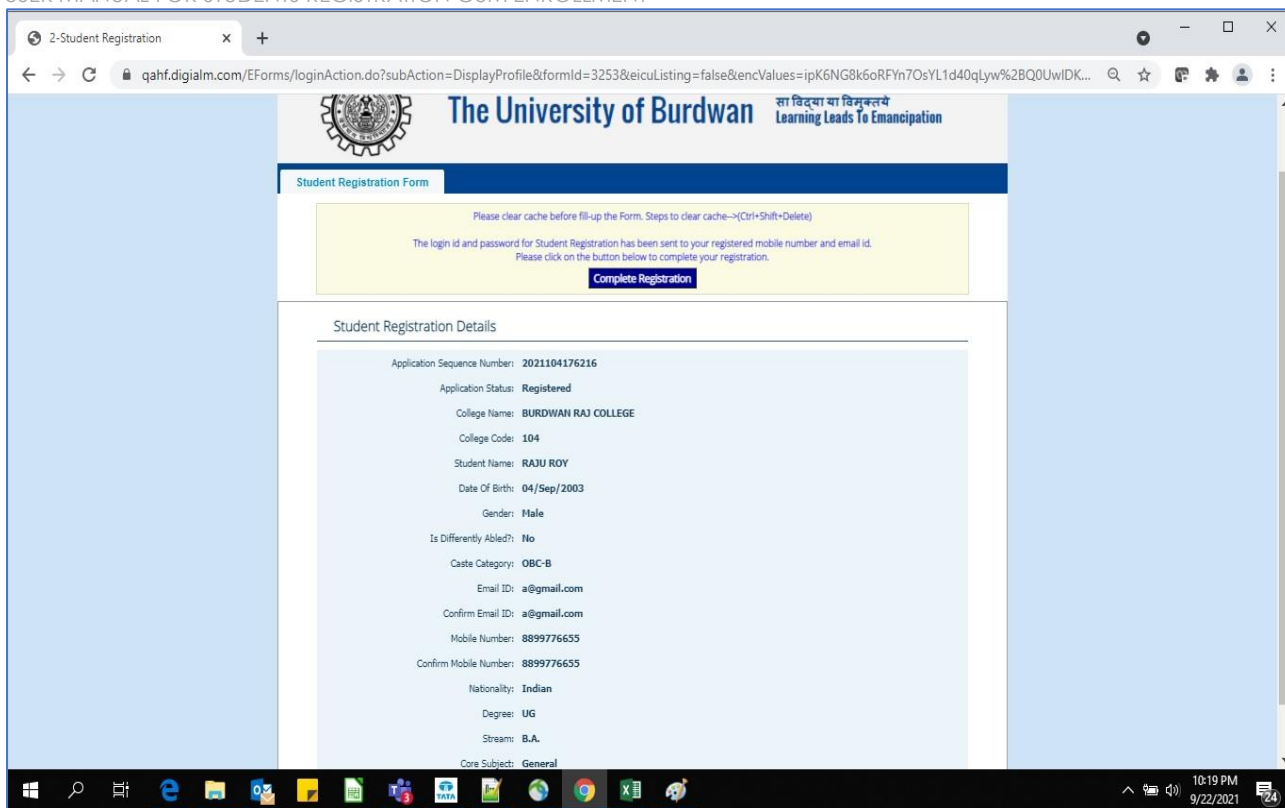


Figure 4: Stage 1 registration completion

Step-10. Please select "**Complete Registration**" button to make the detail registration.

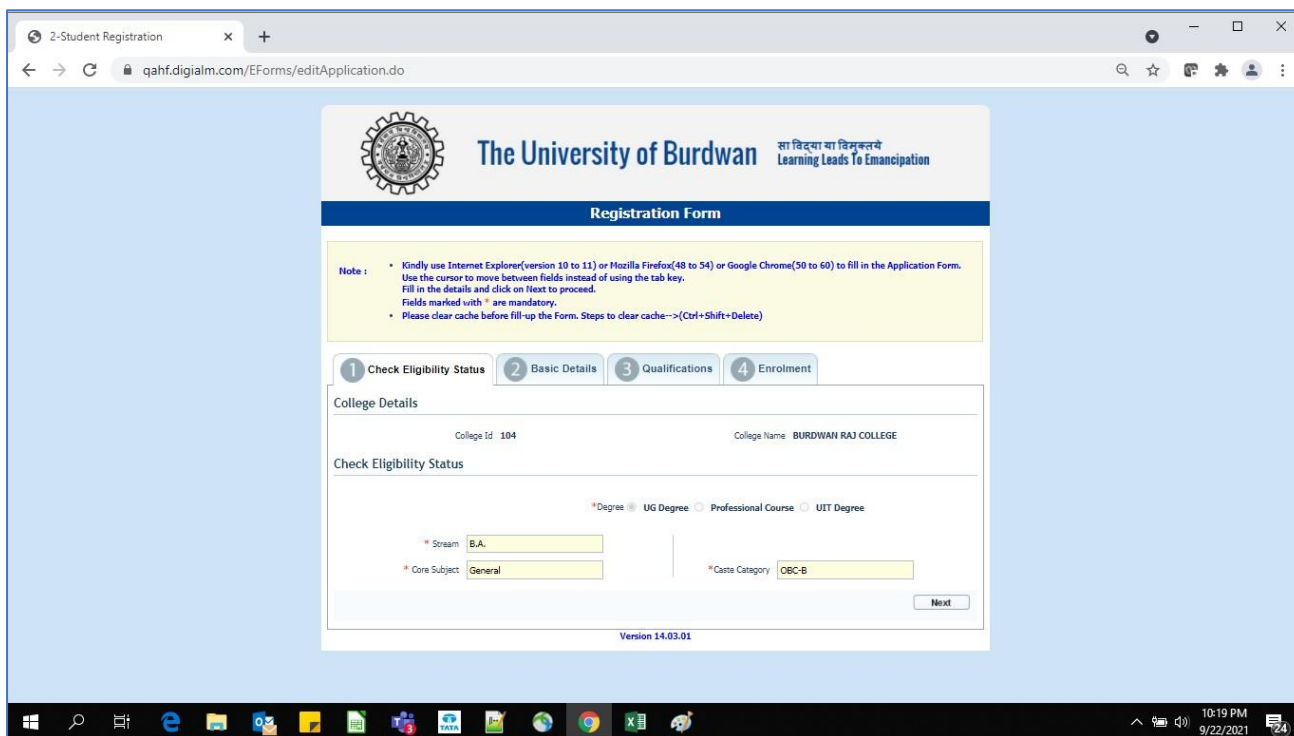


Figure 5: Eligibility verification

Step-11. Fill-up the required data and click on the next button of Check Eligibility to the courses.

- a. For Hons. courses students need to provide the total marks obtained and full marks of the H.S. education along with the required honours subjects, to fulfill the University criteria.

b. For general courses students need to select the proper information as per the image figure 5.

2-Student Registration

qahf.digialm.com/EForms/editApplication.do

1 Check Eligibility Status 2 Basic Details 3 Qualifications 4 Enrolment

Student Profile

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

* Date of Birth 04/09/2002 (DD/MM/YYYY according to Admit Card/Pass Certificate of M.P./Equivalent Examination)

* Gender Male

* Marital Status Single

* Differently Abled Yes No

* Religion Hindu

NAD ID

* Mother's Name MRS. ROY

* Father's Name MR. ROY

* Minority Community Yes No

* Nationality Indian

Address for Correspondence

Building/Avenue 11 Bldg

Locality/Village Rajbari

PO Burdwan

* Country India

* State West Bengal

* District Bardhaman

City Burdwan

* Pin code 713421

* Email ID a@gmail.com

Alternate No. 778898888

* Mobile Number 889976655

Back Next

Version 14.03.01

10:24 PM 9/22/2021

Figure 6: Students basic details

Step-12. Candidate should 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 Qualifications 4 Enrolment

* Matriculation (10th Level) Details

Name of Examination Madhyamik

Name of Board/Council/University WEST BENGAL BOARD OF E

Country where the Board/Council/University situated India

State where the Board/Council/University situated Tripura

Year of Passing 2015

Roll No 778899
(In case Roll & No. are different, enter Roll followed by one space and then No.)

Total Marks Obtained 500

Out of Total Marks 800

Marks % 62.50

Registration No 667788
(If Matriculation(10th Level) Registration No. not available, put it as NA)

Registration Year 2014
In case the Registration session is like 2013-2014, then please enter the later year, e.g., 2014 in this case.

* Higher Secondary (12th Level) Details

Name of Examination Higher Secondary

Name of Board/Council/University WEST BENGAL COUNCIL OF

Country where the Board/Council/University situated India

State where the Board/Council/University situated West Bengal

Year of Passing 2018

Class/Division/Grade A
(Division 1, Division 2 and Division 3 as Div 1, Div 2 and Div 3.Grades as A, B, C, D etc.)

Total Marks Obtained (Theory) 200

Out of Total Marks (Theory) 400

Total Marks Obtained (Practical) 200

Out of Total Marks 400

Figure 7: Students qualification details

Step-13. Candidate must fill-up his/her Madhyamik and Higher secondary related details in the “Qualification” tab. Then select next button for next section.

***Enrolment Info**

Admission Date: 02/09/2021 Session: 2021-22

Admission Challan Number: 333667777

***Subjects**

Core Subject: NA Core Course-1: BENGALI

Language-1: ENGLISH Core Course-2: GEOGRAPHY

Ability Enhancement Compulsory Course: ENVIRONMENTAL STUDIES

Upload Photo and Signature

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

***Please upload the Madhyamik Admit Card here.**

***Please upload the Madhyamik Marksheet here.**

***Please upload the Admit Card for Higher Secondary examination here.**

***Please upload the marksheet for Higher Secondary examination here.**

***Please upload College admission challan/Confirmation certificate/document/details from colleges here.**

Registration Fees Payable

Registration Fees	120
Enrollment Fees	50
Sport Fees	70
Total Amount	240

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.

Figure 8: Subject selection page

Step-14. Candidate needs to fill the Admission date, Session, Core subject correctly from drop down and select the upload option to upload photo, signature, MP admit card, MP marksheet, H.S. Admit card, H.S. marksheet and admission challan all document photo copy.

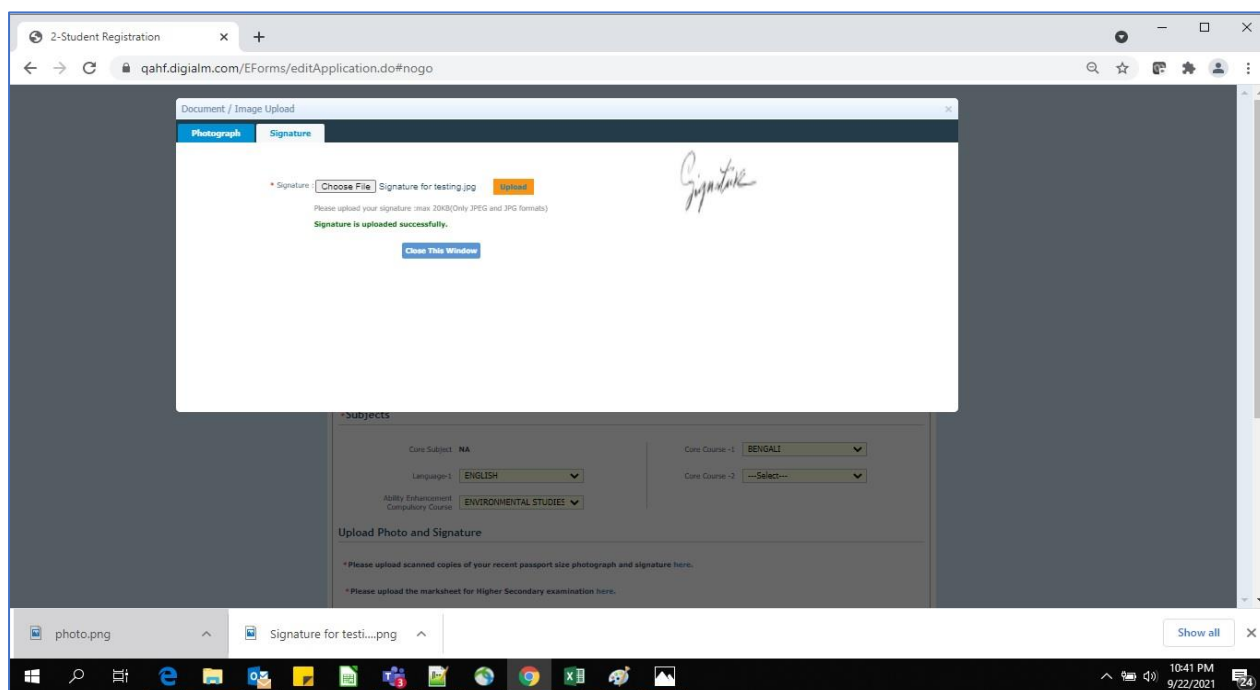


Figure 9: Photo & signature upload page

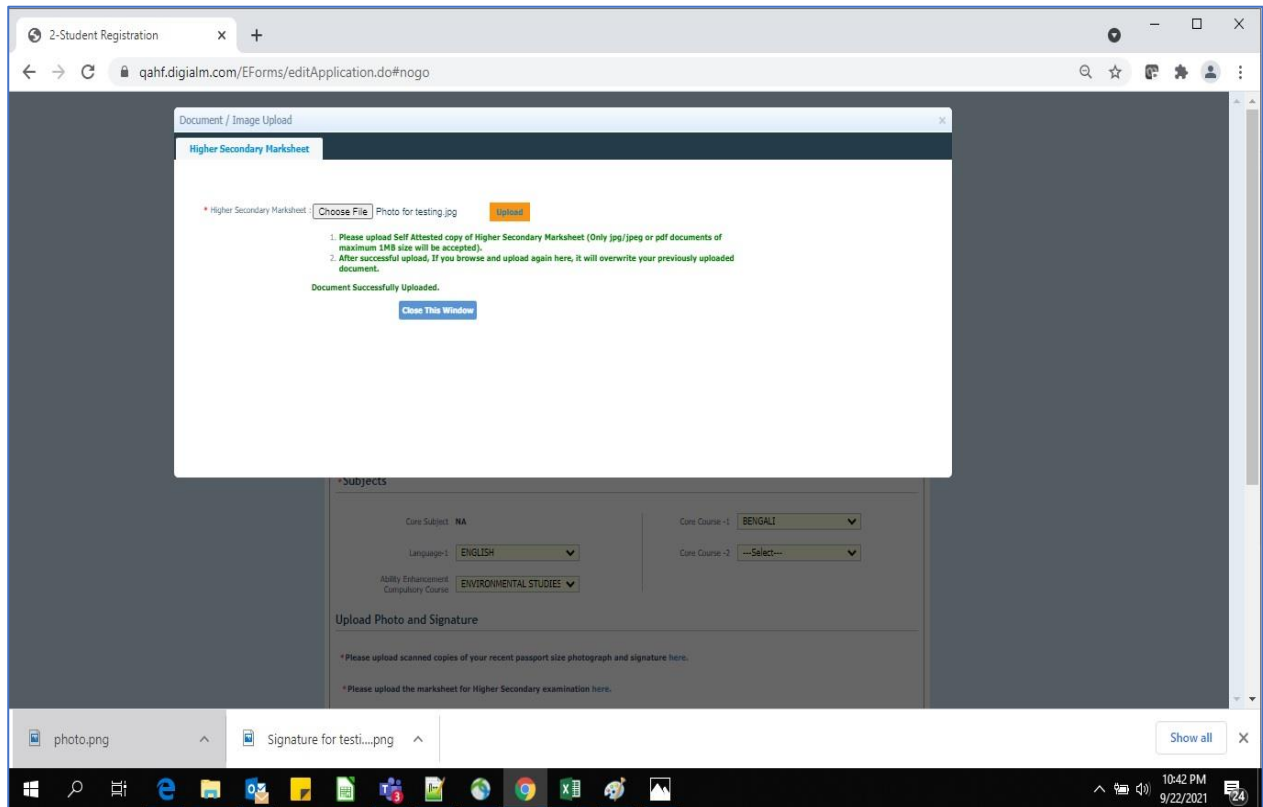


Figure 10: H.S. certificate upload page

Step-15. Candidate must be select preview button to preview their details. Then select captcha, check declaration's "I Agree" check box and select submit button accordingly.

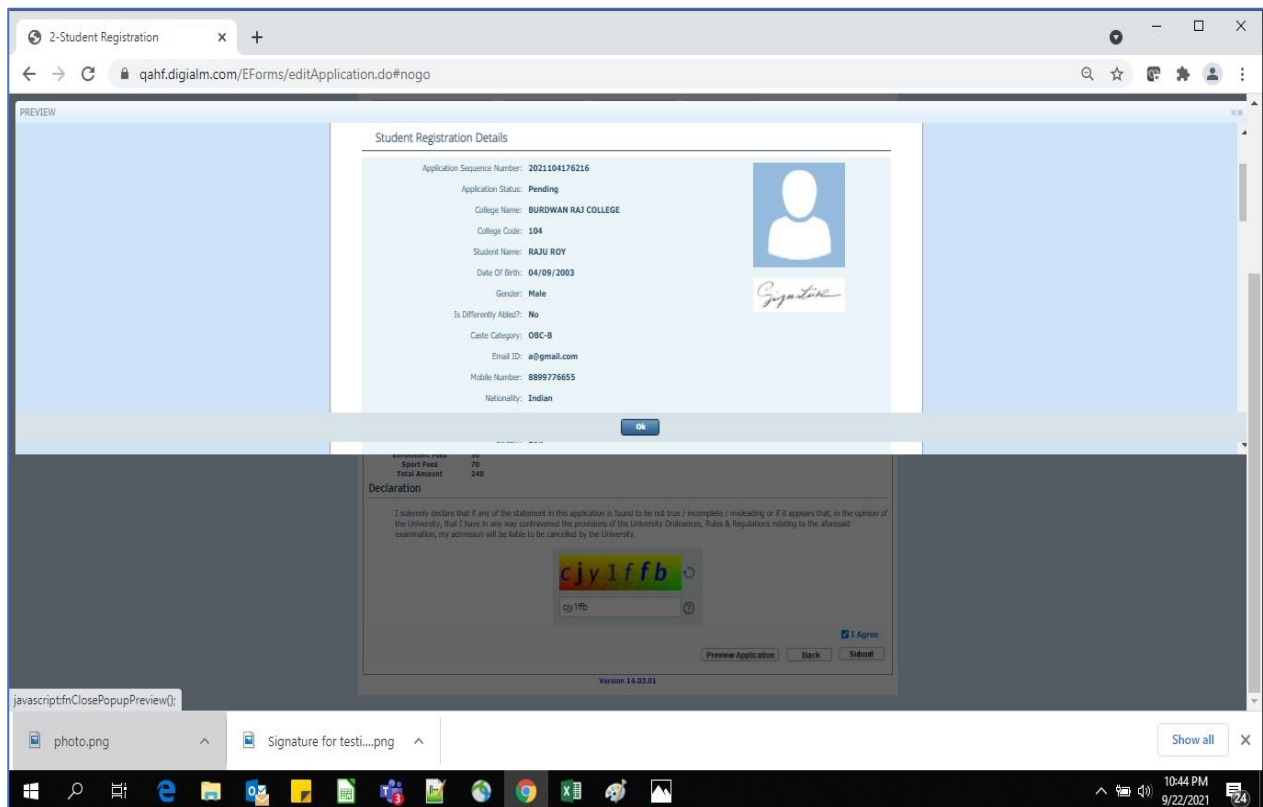


Figure 11: Preview page

Step-16. Candidate must be select "OK" button to submit registration data.

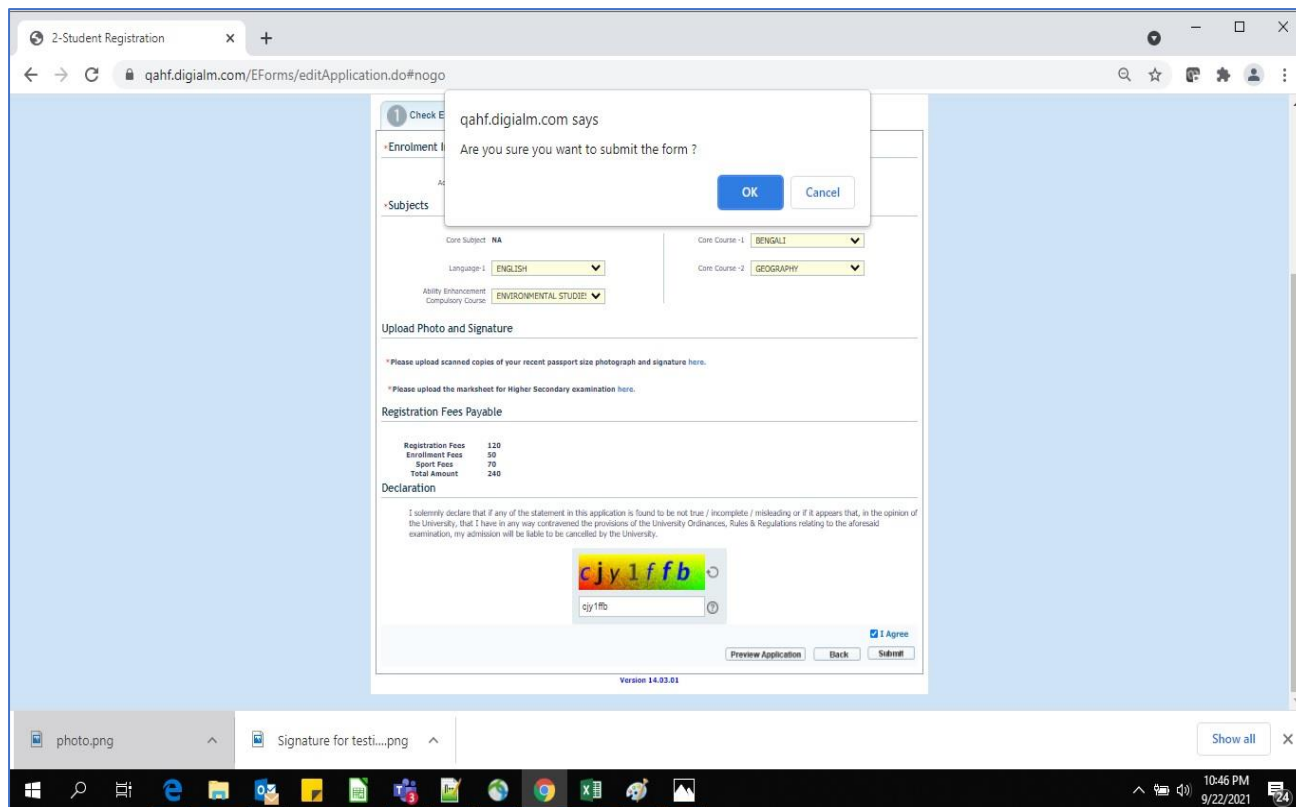


Figure 12: Submission Page

Step-17. The following page will be displayed post successfully submission of the registration cum enrollment form. User can print the following page for future references.

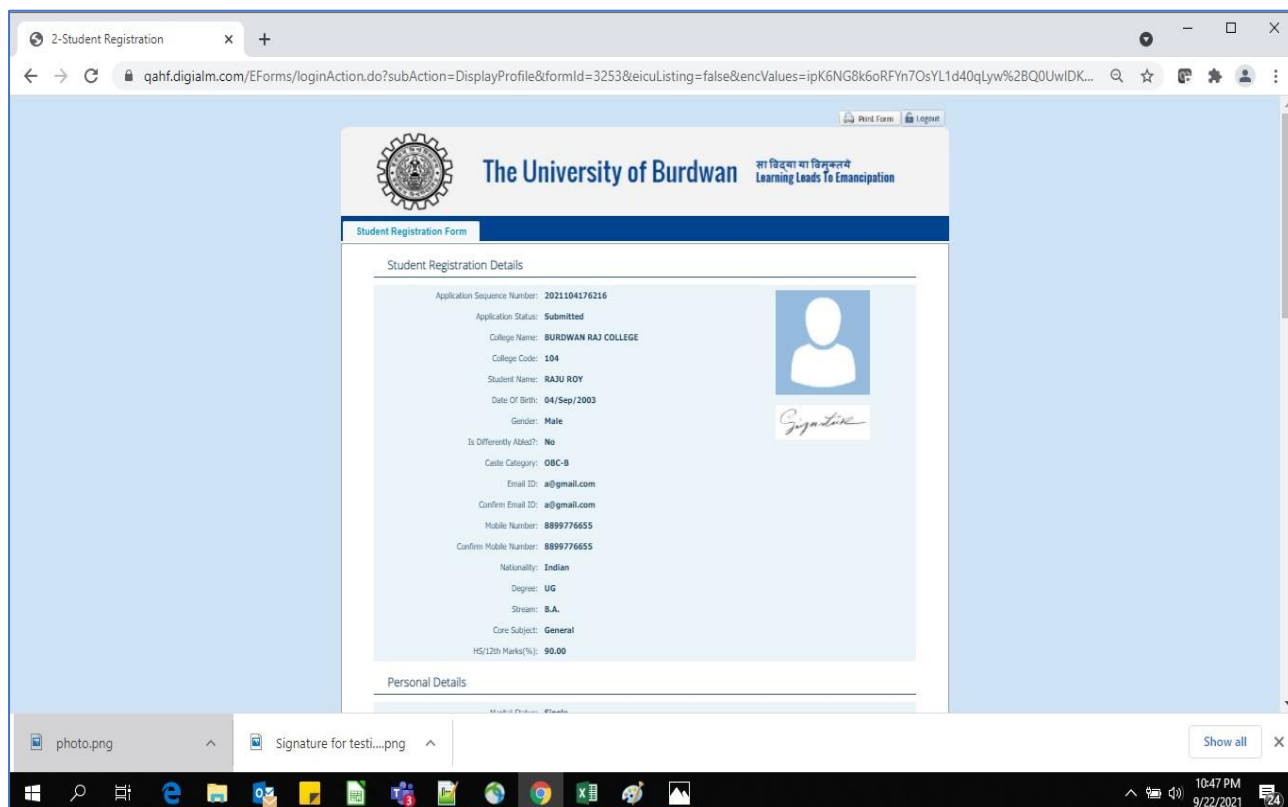


Figure 13: Form Submitted preview

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/1254/3253/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 in the SMS and e-mail.

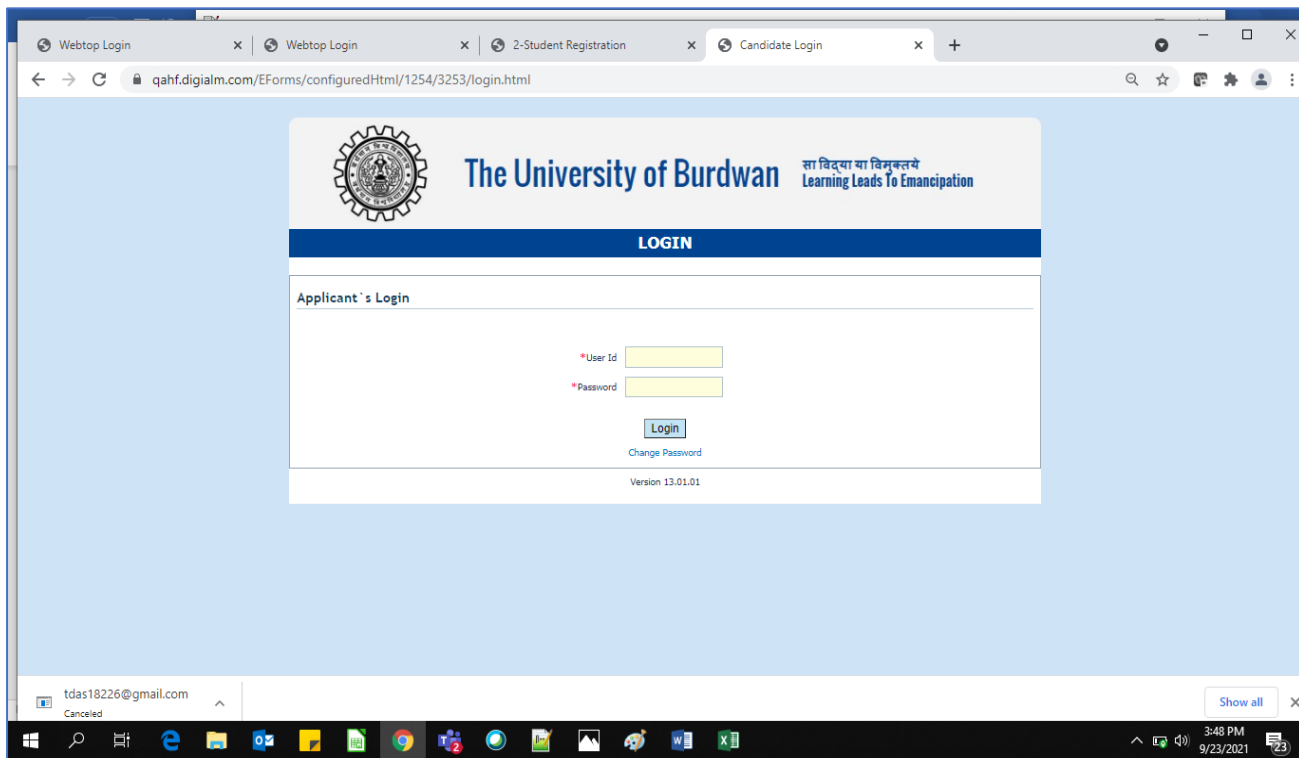


Figure 14: Student's Login Page

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

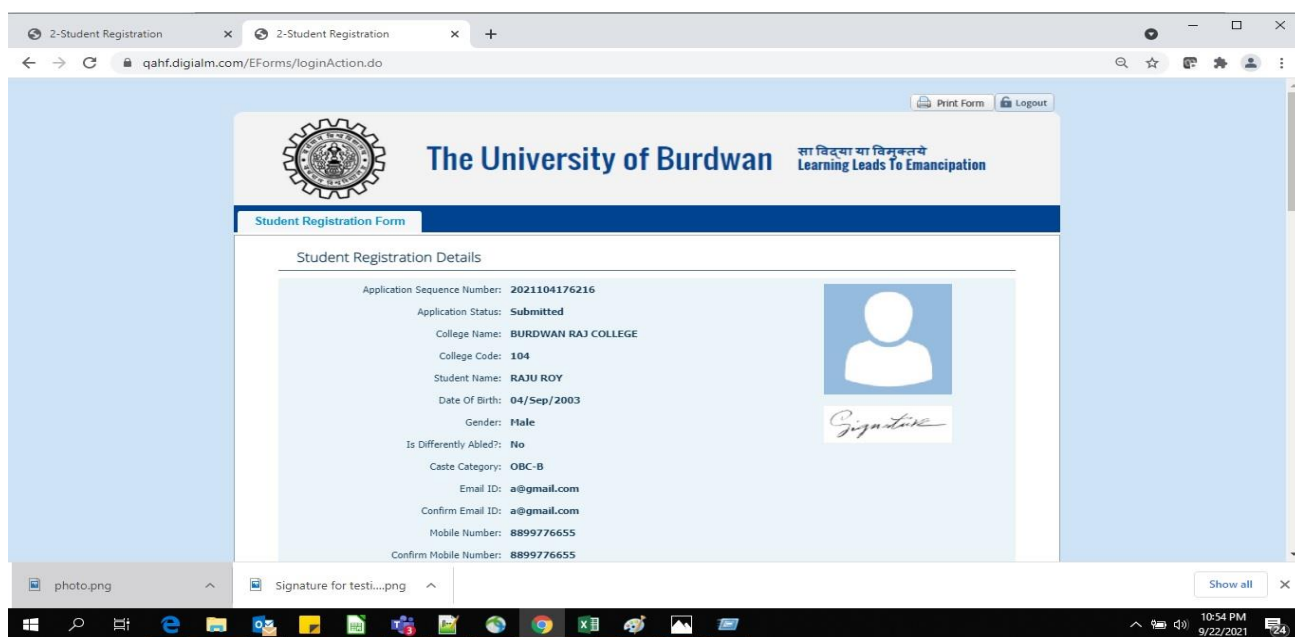


Figure 15: Student's Portal

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

- a. Student can view his/her submitted registration form.
- b. Take a printout for future references (if needed).
- c. Response to the queries from the respective colleges.
- d. Student will be required to connect with the colleges if any discrepancies found the submitted data.
- e. Tracking the status of the application.

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 'Applicant's Login' section of the University of Burdwan portal. It features a header with the university's logo and name, and the motto 'सा विद्या या विमुक्तये Learning Leads To Emancipation'. Below the header is a blue 'LOGIN' bar. The main content area is titled 'Applicant's Login' and contains two login options. The first option is for 'User Id' and 'Password', with a 'Login' button and a 'Forgot Password?' link. The second option is for 'Application Id', with a 'Get Password' button. A captcha image showing the characters 'bvyq5tj' is displayed, along with a text input field for the user to type these characters. The version number 'Version 13.01.01' is visible at the bottom of the page.

Figure 16: Change password screen