

PROSPECTUS



UTTAR BANGA KRISHI VISWAVIDYALAYA

**PUNDIBARI, COOCH BEHAR
WEST BENGAL - 736165**

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GENESIS

*The northern part of West-Bengal is endowed with diverse natural resources like forest, economic plant resources, agro-ecosystem, agro-biodiversity etc. together with an extremely responsive rural communities. It comprises of old alluvial, terai and hill zones distributed in six northern districts of West Bengal viz., Cooch Behar, Jalpaiguri, Darjeeling, Malda, Dakshin Dinajpur and Uttar Dinajpur. The economy of this part of West Bengal is predominantly agrarian in nature and agriculture is characterized by low productivity and subsistence farming with limited number of crops due to inherent soil-climatic and agro-ecological conditions. Thus, generations of improved technologies befitting to the agro-climatic and socio-economic characteristics of this region is an important issue. Keeping this perspective in view, the State Government established a satellite campus of the State Agriculture University, Bidhan Chandra Krishi Viswavidyalaya at Pundibari of Cooch Behar district in 1979. The Indian Council of Agriculture Research accredited the campus and started extending development support since then. A notable change in agricultural and horticultural crops production, productivity and cropping pattern in North Bengal became perspective from late eighties onwards. Despite inadequate manpower and infrastructural facilities, the research extension and teaching activities at North Bengal campus were noteworthy. During late nineties, Post Graduate programme was also started here. With the introduction of National Agriculture Research Project (NARP), Pundibari became the head quarter of the Terai agro-climatic zone of West Bengal. Since then region specific problems had been taken care of by the campus and lots of technologies have been generated through various research programmes. However, all these were still meager, compared to the desire and need of the farmers. Later, the State Government strengthened this satellite campus of Bidhan Chandra Krishi Viswavidyalaya further, and ultimately decided to upgrade this campus to a full-fledged State Agricultural University in July, 2000 covering the entire North Bengal. The “**Uttar Banga Krishi Viswavidyalaya**” was established by West Bengal Act XX of 2000 and started functioning from the 1st February, 2001.*

LOCATION OF THE UNIVERSITY

The head quarter is situated at Pundibari, a rural block in the district of Cooch Behar (with 43 MSL) which is 15 km away from the district head quarter (Cooch Behar Town). The nearest railway station is New Cooch Behar, which lies in between Kolkata and Guwahati train route. It is 14 km. from Pundibari and 8 km from Cooch Behar town. It is situated by the side of the highway (NH 31) which leads from Cooch Behar to Siliguri. The nearest airport is Bagdogra which is 184 km away from the University Head Quarter.

Cooch Behar, a historically important place, is known as the City of Beauty enjoying a mild climate throughout the year. The average minimum and maximum temperature is 10⁰C and 35⁰C, respectively. Several tourist lodges, hotels are available in Cooch Behar town. It is well connected through bus and train services from Kolkata, Guwahati, Siliguri and other parts of West Bengal and India.

ACADEMIC, RESEARCH AND EXTENSION ESTABLISHMENTS OF THE UNIVERSITY

The University has three different areas of activities viz. teaching, research and extension.

A. Academic Activities

Academic programmes are carried out in Uttar Banga Krishi Viswavidyalaya under three faculties, viz.

1. FACULTY OF AGRICULTURE,
2. FACULTY OF HORTICULTURE
3. FACULTY OF TECHNOLOGY

Under Graduate, Post Graduate and Ph.D. Programmes are carried out under Faculty of Agriculture and Faculty of Horticulture. Faculty of Technology offers U.G. Programme only. The Deans act as the functional Head of the Faculties. Each Faculty has a Faculty Council which deals with all matters related to academic programmes at Faculty level. There is an apex body, Academic Council which is the Academic Authority of the Viswavidyalaya.

I. Faculty of Agriculture consists of ten academic departments :

- * Department of Plant Pathology * Department of Agril. Extension
- * Department of Plant Physiology /Seed Science & Technology
- * Department of Agril. Economics * Department of Biochemistry
- * Department of Agronomy * Department of Agril. Statistics
- * Department of Soil Science & Agril. Chemistry
- * Department of Genetics and Plant Breeding
- * Department of Agril. Entomology

II. Faculty of Horticulture consists of five academic departments

- Department of Plantation Crops and Processing
- Department of Pomology and Post Harvest Technology
- Department of Vegetable and Spice Crops
- Department of Floriculture, Medicinal & Aromatic Plants
- Department of Forestry

III. Faculty of Technology

Department of Agriculture Engineering

Besides the above departments there is one Centre of Advanced Studies known as Tea Science and Management, under the Faculty of Horticulture.

COURSES OFFERED

At present the following courses are offered by the University :

	SL. NO.	Courses Degree / Diploma	Duration	Eligibility	Maximum Intake
Under Graduate	1.	B.Sc. (Ag.) Hons.	4 years	H.S. (10+2) with Physics, Chemistry, Biology/ Agriculture with at least 60% marks.	50
	2.	B.Sc. (Hort) Hons	4 years	H.S. (10+2) with Physics, Chemistry, Biology/ Agriculture with at least 60% marks.	15
	3.	B. Tech. in Ag. Engg.	4 years	H.S. (10+2) with Physics + Chemistry + Math and ICAR or WBJEE qualify.	15
Post Graduate	1.	M.Sc. (Ag.)	2 years	B.Sc. (Ag) with at least 60% marks in all exam. Passed	50 (Five in each Deptt.)
	2.	M.Sc. (Hort.)	2 years	B.Sc. (Hort.) with at least 60% marks in all exam. Passed	12 (Three in each Deptt. Except Forestry)
	3.	M.Sc. (Foresrty)	2 years	B.SC. (Forestry) or B. Sc. (Ag.) Hons. with elective in Forestry	3
	4.	Ph.D.	3 years	M. Sc. (Ag./Hort.) with good academic records	30
	5.	P.G. Diploma in Tea Science & Management	12 Months	B.Sc., B.Sc. (Hons), B.Sc. (Ag., Hort./ Forestry/Agril. Eng.) with at least 45% marks in all Exams. Passed	25

Any change in intake capacity, eligibility, department etc. will be mentioned in the advertisement/announcement of the respective year.

B. Research Activities

The research activities of the University are administered by the Research Council where the Director of Research is the functional head. The Research Council of the University is the highest authority to supervise, direct and control all the research activities and the policy making body on research in the University.

The University has three Regional Research Stations (RRS) based on agro-climatic and socio-economic characteristics of the regions one each for Terai Zone at Pundibari, Cooch Behar district, Hill Zone at Kalimpong, Darjeeling district and Old Alluvial Zone at Majhian, South Dinajpur district. Each of the RRS has one or more Regional Research Sub-Stations (RRSS). Besides the traditional field crops, tea, tobacco, medicinal and aromatic plants and orchids are the predominant cash crops in this region. Research work on fundamental and applied aspects on agricultural problems with special reference to agro-biotechnology are carried out at different centres of the University. Besides through a number of ICAR sponsored All India Co-ordinated Research Projects are operative at R.R.S., Pundibari and R.R.S., Kalimpong on specific crop/crops.

The Regional Research Stations and its Sub-stations are mentioned below :

I. Regional Research Station (Hill Zone) : Head Quarter : Kalimpong, Darjeeling ; ***Sub-station :*** Pedong, Darjeeling

II. Regional Research Station (Terai Zone) : Head Quarter : Pundibari, Cooch Behar; ***Sub-station :*** Kharibari, Darjeeling

III. Regional Research Station (Old Alluvial Zone) : Head Quarter : Majhian, Dakshin Dinajpur, ***Sub-station :*** Manikchak, Malda

C. EXTENSION EDUCATION ACTIVITIES

The extension education activities of the University is administered by the Directorate of Extension Education where Director of Extension Education is the functional head. The Extension Education Council of the University is the highest authority to supervise, direct and control all the extension activities and the policy making body on extension education in the University.

The University undertakes such agricultural extension activities as are necessary to uplift the condition of rural livelihood through transfer of technologies (TOT) generated from researches either from its own research system or from the network of four Krishi Vigyan Kendras (KVKs) at different Regional Research Stations (RRS) operated and located at different districts or in collaboration with different Govt. and non-Govt. Agencies.

The following Krishi Vigyan Kendras are working under the Viswavidyalaya :

1. *Cooch Behar Krishi Vigyan Kendra* : Pundibari, Cooch Behar
2. *Darjeeling Krishi Vigyan Kendra* : Kalimpong, Darjeeling
3. *Dakshin Dinajpur Krishi Vigyan Kendra* : Majhian, Dakshin Dinajpur
4. *Uttar Dinajpur Krishi Vigyan Kendra* : Chopra, Uttar Dinajpur
5. *Malda Krishi Vigyan Kendra*: Ratua, Malda

HOSTEL FACILITIES

Sufficient hostel facilities are available for all the students who get enrolled. At present there are two Boys' Hostels, one each for UG and PG students and one Girls' Hostel for both UG and PG students. Students are required to pay Hostel Admission fees of Rs. 1800/- at the time of admission, which includes Hostel Entrance fee Rs. 500/-, Mess Advance Rs. 1200/- and Hostel establishment charge Rs. 100/- Thereafter the Hostel Establishment charge is to be paid @ Rs. 50/- per month for UG and Rs. 100/- per month for PG Students. The boarding charges may vary from Rs. 550/- to 650/- per month. Sufficient Student amenities are available in each hostel. The welfare activities of the students are administered by the Dean, Students' Welfare.

LIBRARY

The University has a Central Library at the main campus at Pundibari. There are also unit libraries at other academic establishments and Regional Research Stations of the University. Reference books, journals and CD ROM facilities are available at central and unit libraries. There are around 25,000 books with an yearly addition of about 1500 books. On an average 85 print journals (including some foreign journals) subscribed and more than two thousand e-journals freely accessed through CeRA (Consortium for e-Resources in Agriculture).

Photocopy and internet facilities are also available in the library.

TEACHING AND EVALUATION

In order to educate the students properly in the advances in science of Agriculture and Horticulture both at the Under-Graduate and Post-Graduate levels, and in Technology at U.G. level, the guidelines as proposed by the Indian Council of Agricultural Research and AICTE are followed. A course-credit system in teaching and evaluation spread over two semesters per year for

HANDS ON TRAINING/EXPERIENTIAL LEARNING :

As per recommendation of Fourth Deans Committee Constituted by ICAR, final year B.Sc. (Ag.) students may select courses for Experiential Learning from different areas of Crop Production, Crop Protection, Horticulture, Post Harvest Technology and Value Addition, Agri-Business Management, Social Sciences, Basic Sciences and Commercial Agriculture in addition to Rural Agricultural Work Experience Programme. Similarly, Final year B.Sc. (Hort.) students may select courses for Hands on Training/Experiential Learning from different areas of Protected Cultivation of High Value Crops, Nursery production and Management, Post Harvest Technology and Value Addition and Floriculture and Landscape Gardening in addition to Rural Horticultural Work Experience Programme. Offering of these courses will depend upon the present position of available facilities, number of students, market situation, etc.

INPLANT TRAINING OF B. TECH (Agricultural Engineering) STUDENTS

As per recommendation of Fourth Deans Committee constituted by ICAR, there are Inplant Training courses for 4th & 6th term student having duration one month each to get exposure in different practical fields of Agricultural Engineering. These training are generally conducted by the premier Training Institute of Govt. of India / ICAR.

FEES STRUCTURE

The following fees are collected from each student for his / her studies :

Faculty of Agriculture and Horticulture :-

For UG Course :

Rs. 2,000/- in each term of 6 months duration excluding hostel charges.

For PG : Rs. 3,000/- per semester excluding hostel charges.

For Ph.D.: Rs. 4,000/- per semester excluding hostel charges.

Faculty of Technology :-

For U.G. Course Rs. 19,900/- at the time of admission and Rs. 12,800/- from 2nd semester onwards (excluding hostel charges).

Fees structure for any academic programme may be changed as per decision of the Academic Council of the University and its necessary approval. On suppression of any fact or any fault if identified later, the concerned admission of the student will be cancelled.

SCHOLARSHIP & FELLOWSHIP

At U.G. level a scholarship @ Rs. 175/- p.m. is given to 60% of students secured at least 6.5 GPA and free studentship is given to 20% of students. In 8th Term all students are given a maximum of Rs. 660/- per month as Rural Field Work Experience (RFWE) stipend.

At Master Degree (PG) level all the students securing at least 7.0 OGPA are given a scholarship of Rs. 600/- per month. Students admitted in Doctoral Degree programme enjoy scholarship to the tune of Rs. 8000/- per month for first two years. After wards, the students get an enhanced rate of scholarship amounting Rs. 9000/- per month for third year. In case of NET/GATE/SLET qualified candidates, the monthly rate of scholarship is Rs. 9500/- and Rs. 10,000/- respectively. Any change in this regard will be announced by the Authority of the University.

COMPUTER

Computer with internet facilities are available in each department. Various course in Computer application and Science are offered under the department of Agricultural Statistics and Faculty of Technology. Besides these there is a Students Computer Center for the use of the students of all Faculties and Computer Training Center of certificate / diploma courses on computer.

FARM FACILITIES

Uttar Banga Krishi Viswavidyalaya has a fairly well developed Agricultural Experimental Farm of about 300 acres at Pundibari, Cooch Behar, West Bengal.

THE FOLLOWING FACILITIES ARE AVAILABLE IN THE FARM

- | | |
|---|---|
| ☞ University Instructional and Research Farms | ☞ Ponds for fish culture |
| ☞ Irrigation facilities | ☞ Storage godowns |
| ☞ Fruit orchards | ☞ Implements shed with advanced Farm Implements. |
| ☞ Tea garden | ☞ Meteorological observatory |
| ☞ KVK Farm | ☞ Propagation structures for Production Block Horticultural Crops |
| ☞ Certified/Truthfully labeled Seed | |

The entire farm is devoted to practical teaching and research for the students of the Viswavidyalaya and for the benefit of the farmers of North Bengal districts.

WORKSHOP FACILITY

University has a well developed workshop facility under Faculty of Technology for the course of B.Tech in Agricultural Engineering. This workshop has all the instruments/equipments related to Mechanical Engineering, Civil Engineering and Electrical Engineering.

LANGUAGE AND COMMUNICATION SKILL DEVELOPMENT FACILITY

A well developed Laboratory for enhancement of communication skill and personality of student has been developed by STEP, IIT, Kharagpur.

INSTITUTE-INDUSTRY INTERACTION FOR RESOURCE MOBILIZATION

- Production of quality certified seeds of agronomical and horticultural crops in collaboration with West Bengal State Seed Corporation, National Seed Corporation, different Govt. Departments and Co-operatives.
- Commercial extraction of aromatic oils and its marketing in collaboration with regional cottage industries.
- Collaborative research work with Tea Research Association, Toklai for quality improvement of tea in North Bengal region and production of technical experts for different tea industries through a Post-Graduate Diploma Course in Tea Science and Management.

PLACEMENT

The faculty members of the University maintain personal contact with the individual student throughout their period of study and help them to bloom as professional experts in their field of specialization. All the faculty members with their professional qualifications and market knowledge guide the students to secure suitable jobs commensurating with their qualifications, aptitudes and expertise in various fields of teaching, research, development and extension.

Besides a **Placement Cell** under the leadership of the Dean, Faculty of Agriculture looks after the students' interest in general and placement aspects in particular, through holding campus interviews and arranging suitable placements for the students.

FUTURE OUTLOOK

- Introduction of courses in Biotechnology, Agri-business Management, Seed Sciences and Home Sciences.
- Extension Mechanism for ensuring technology adoption and quality of inputs.
- Rationalization of cropping system through crop substitution and diversification particularly in the sub-Himalayan tract of West Bengal.
- Modernizing commercial horticulture.
- Advancement in tea science.
- Conservation and utilization of local crops genetic resources.
- Harnessing indigenous technological knowledge for developing location specific low input sustainable agriculture (LIDA).
- Watershed management and development.
- Application of biotechnology and information technology for agriculture development in the region.
- Farming System Research (FSR).
- Development of Public-Private Partnership.

- Value addition in Agriculture and Horticulture Products.
- Introduction of B.Tech. courses in Computer Science & Engg. IT, Food Technology under the Faculty of Technology.

INFORMATION & INSTRUCTIONS TO THE CANDIDATES FOR ADMISSION IN B.Sc. (Ag./Hort.) HONOURS COURSE

The candidates for admission to different courses are required to take note of the following points.:

A. Allotment of seats for Under Graduate courses.

Faculty of Agriculture					Faculty of Horticulture				
Total	G	SC	ST	PWD	Total	G	SC	ST	PWD
		22%	6%	3%			22%	6%	3%
50	34	11	3	2	15	11	3	1	0
WB General Stream					WB General Stream				
37	23	10	2	2	10	6	3	1	0
WB Vocational Stream					WB Vocational Stream				
2	2	0	0	0	1	1	0	0	0
CBSE, ICSE and other Boards					CBSE, ICSE and other Boards				
2	2	0	0	0	1	1	0	0	0
Hill Quota					Hill Quota				
1	1	0	0	0	1	1	0	0	0
ICAR Quota (15%)					ICAR Quota (15%)				
8	6	1	1	0	2	2	0	0	0

Faculty of Technology (to be admitted through WBJEE and ICAR)

Total	G	SC	ST	PWD	ICAR	Vocational	CBSE & Other	Hill Quota
15	9	3	1	0	2	0	0	0

G-General; SC-Scheduled Caste; ST-Scheduled Tribe; P.W.D.-Persons with disability.

Any change in allotment of seats, category, eligibility etc. will be mentioned in the advertisement/announcement for the respective year.

B. Tech. in Agril. Engineering started in the session 2005-2006 and admission in B. Tech. Course is made through W. B. Joint Entrance Examination.

B. Candidates shall have to submit the following certificates along with the filled in Application form for admission to any of the course positively :

1. Attested copy of mark sheets, admit cards of all examinations passed.
2. Attested copies of scheduled Caste / Scheduled Tribe / Physically Handicapped certificate from appropriate authority.
3. Attested copy of certificate from the Head Master/Principal of the Institution from where he / she has passed the last qualifying examination, stating total marks obtained by the candidate.
4. Residential Certificate from the competent authority.
5. Income certificate from the competent authority. (Competent authority : Pradhan / Commissioner / Sabhapati / MLA / MP / Sabhadhipati / Municipality Chairman / Employer in case of service holder.)

6. Allotment slip with WBJEE rank of Central Selection Committee for B. Tech. students only.
7. One copy of passport size photograph of the candidate.
- C. Whenever the form is submitted by post for B.Sc. (Ag.) Hons. & B. Sc. (Hort.) Hons., superscribe on the top of the envelope with words “Admission to B.Sc. (Ag.)/B.Sc. (Hort.) Hons. Course.”
- D. The candidates must be of good health and capable of undertaking extensive field work. The selected candidates will be required to undergo a Medical Examination for Physical fitness before Admission.
- E. Admission Notice shall not be issued individually to the candidates for admission. Name of the candidate in order of merit shall appear in the Notice Board of the Admission & Scholarship section at Pundibari, Cooch Behar on the date to be notified in the respective year and also in the website www.ubkv.org. and the Admission will be started on the date to be Notified in the Admission Notification for the respective year.
- F. The candidates shall be required to get themselves admitted on payment of the admission and enrolment fees as mentioned below. The candidates will be required to submit Mark sheets of all examination passed, Admit cards, SC/ST/Person with disability (PWD) certificates, Residential certificate and all other relevant certificates, testimonials in original at the time of admission for verification.
- G. The candidate shall be required to bring 2 nos passport size photograph which will be needed at the time of joining, if selected.
- H. The candidates for admission to B.Sc. (Ag.) Hons. and B.Sc. (Hort.) Hons. Course will be required to bring with them an amount of Rs. 4700/- (Including Hostel) in cash and report to the Admission & Scholarship Section on the announced date by **2 p.m.** positively, failing which their claim for admission to the concerned course will be forfeited without showing any reason thereof.
- The candidates for admission to B. Tech. in Agril Engineering course will be required to deposit an amount of Rs. 5000/- to the Council office and remaining amount (Rs. 14900) to be paid to the University with in 24 hours of allotment excluding hostel charges.
- I. The candidates must be present during counseling on the announced date along with the documents mentioned above. The candidates present on the announced date by **2 p.m.** will be considered for admission in order of merit if found otherwise suitable, subject to availability of seats.
- J. At the time of admission the student and guardian must have to submit Annexure I & II regarding anti-ragging declaration in prescribed proforma.***
- K. Admission in the Hostel is compulsory. Candidates residing within 15 k.m. from the campus may be exempted from staying in the Hostel if permitted by the University Administration.
- L. Decision of the Admission Committee is final for admission.

INFORMATION & INSTRUCTIONS TO THE CANDIDATES FOR ADMISSION TO M.Sc. (Ag./Hort./Forestry) COURSE

A. Maximum number of seats for M.Sc. (Ag), M.Sc. (Hort.) and M.Sc. (Forestry) Course in different departments :

<i>Faculty of Agriculture</i>				
Name of Department	Gen	SC/ST/PWD	ICAR	Total
1. Agronomy	3	1	1	5
2. Genetics & Plant Breeding	3	1	1	5
3. Agricultural Entomology	3	1	1	5
4. Plant Pathology	3	1	1	5
5. Soil Sc. & Agricultural Chemistry	3	1	1	5
6. Agricultural Economics	3	1	1	5
7. Agricultural Extension	3	1	1	5
8. Agricultural Statistics	3	1	1	5
9. Bio-Chemistry	3	1	1	5

<i>Faculty of Horticulture</i>				
Name of Department	Gen	SC/ST/PWD	ICAR	Total
1. Vegetable & Spice Crops	2	1	0	3
2. Plantation Crops & Processing	2	1	0	3
3. Forestry	2	1	0	3
4. Pomology & Post Harvest Technology	2	1	0	3
5. Floriculture, Medicinal & Aromatic Plants	2	1	0	3

Eligibility, actual number of seats to be filled up, etc. of the respective year in different Departments for both the Faculties will be mentioned in the advertisement / announcement.

B) Candidates shall have to submit the following certificates along with each filled in application form for admission to any of the course

- i) Attested copy of mark sheets, admit cards of all Examinations passed.
- ii) Attested copy of scheduled caste / Scheduled Tribe / Person with disability (PWD) certificate from appropriate authority if the applicant belongs to SC or ST or PWD category.
- iii) Attested copy of certificate from the Dean/ Principal / Registrar of the University / Institute from where he / she has passed the last qualifying examination stating total marks obtained by the candidate OGPA, if applicable.
- Iv) Income certificate of the family from the competent authority.

- C. The candidate must be of good health and capable of undertaking extensive field work practical and other Training Programme. The selected candidates will be required to undergo a Medical Examination for physical fitness before admission.
- D. Last date of selling of forms and submission of application form will be on the date as mentioned in the advertisement/ announcement of the respective year within 4 p.m. Filled in application form shall have to be submitted to the Registrar, (Admission section) UBKV, Pundibari, P.O. Pundibari Dist. Cooch Behar, Pin-736165 within scheduled date and time.
- E. Admission notice shall not be issued individually to the candidates. Name of the candidate in order of merit shall appear in the Notice Board in the Administrative Building, U.B.K.V, Pundibari, Cooch Behar on the date as will be mentioned in the advertisement/announcement of the respective year. Merit list shall also be available from the website www.ubkv.org.
- F. The counseling and admission will be on the date as mentioned in the advertisement / announcement of the respective year. The candidate shall have to appear before 12.00 noon on the date of counseling.
- G. The candidate will be required to submit mark sheets of examination passed, admit cards, SC/ST/PWD certificate and all other relevant certificates, testimonials in original for verification at the time of Admission.
- H. The candidate shall be required to bring 2 nos. passport size photograph which will be required at the time of joining, if selected.
- I. Separate forms must be used if the candidate wishes to apply for different Departments / Faculty.
- J. The candidate for admission to M. Sc. (Ag.) or M. Sc (Hort.) courses will be required to bring with them an amount of Rs. 5700/- only in cash and report to the Admission Section on the aforesaid date by **2 p. m.** positively, failing which his/her claim for admission to the concerned course will be forfeited without showing any reason whatsoever.
- K. Classes will be commenced from the date as per mentioned in the advertisement / announcement of the respective year.
- L. Admission in the Hostel is compulsory. Candidates who are residing within 15km from the Campus may be exempted from staying in the Hostel if permitted by the University authority.
- M. Furnishing false statement or submission of incomplete / distorted information will render the admitted students punishable including removal from University students roll by competent authority of the Viswavidyalaya following appropriate procedure
- N. Decision of the admission committee is final for admission.
- O. At the time of admission the student and guardian must have to submit Annexure-I & II regarding anti-ragging declaration in prescribed proforma.***

INFORMATION & INSTRUCTIONS TO THE CANDIDATES FOR ADMISSION TO Ph.D. COURSE

A. Maximum number of seats for Doctoral Degree programme in different departments:

Name of the Department		Max. No. Of seats
Faculty of Agriculture		
i)	Agronomy	2
ii)	Plant Pathology	2
iii)	Agril. Economics	2
iv)	Soil Science & Agril. Chemistry	2
v)	Agril. Entomology	2
vi)	Biochemistry	2
vii)	Genetics & Plant Breeding	2
viii)	Agril. Statistics	2
ix)	Agril. Extension	2
Faculty of Horticulture		
i)	Plantation Crops and Processing	2
ii)	Promology and Post Harvest Technology	2
iii)	Vegetables & Spice Crops	2
iv)	Forestry	2
v)	Floriculture, Medicinal & Aromatic Plants	2

COLLABORATIVE, SELF FINANCED AND IN SERVICE :-

* There are also provision for admission in Collaborative branch, self financed and In service Category as per vacancy available of the concerned department following existing PG regulation.

Actual number of seats to be filled up in the respective year to both of the faculties will be mentioned in the advertisement /announcement during counseling and admission.

B. Candidates shall have to submit the following documents along with each filled in application form for admission to any of the courses :

- Attested copy of marks sheets, admit cards of all examinations passed.
- Attested copy of certificate from the Dean/Principal/Registrar of the University / Institute from where he/she passed the last qualifying examination stating total marks obtained by the candidate and OGPA if applicable.
- Income certificate of the family from the competent authority.

C. Whenever the form is submitted by post the envelope is to be superscribed with the words “Admission to Doctoral Degree Programme”.

D. The candidate must be of good health and capable of undertaking extensive field work relating to practical and other Training/Programme. The selected candidates will be required to undergo a Medical Examination for physical fitness before Admission.

- E. Notice calling upon to take Admission shall not be issued to the candidates individually. Name of the candidate in order of merit shall appear in the Notice Board in the Administrative Building, UBKV, Pundibari, Cooch Behar, West Bengal on the date as will be mentioned in the advertisement / announcement of the respective year Counseling followed by admission will be held on the date as per the advertisement/announcement of the respective year. Merit list shall also be had from the Website www.ubkv.org.
- F. The candidates will be required to submit Mark-sheets of all examination passed, admit cards and all other relevant certificates, testimonials in original for verification at the time of admission.
- G. The candidates for admission to Doctoral Degree Programme will be required to bring with them positively an amount of Rs.6700/- in cash and report to the Admission & Scholarship Section on the announced date as will be mentioned in the advertisement / announcement of the respective year failing which their claim for admission to the concerned course will be forfeited without showing any reason whatsoever.
- H. The candidates present on the date of admission will be considered for admission in order of merit if found otherwise suitable, subject to availability of seats.
- I. Admission in the Hostel is compulsory. Candidates who are residing within 15 km. from the campus may be exempted from staying in the Hostel if permitted by the University Administration.
- J. The instruction programme is expected to start from the date as mentioned in the advertisement / announcement of the respective year.
- K. Furnishing false statement or submission of incomplete/distorted information will render the admitted students punishable including removal from University student roll by competent authority of the Viswavidyalaya following set procedure.
- L. Decision of the Admission committee is final for admission.
- M. *At the time of admission the student and guardian must have to submit Annexure I & II regarding anti-ragging declaration in prescribed proforma.***

POST GRADUATE DIPLOMA COURSE IN TEA SCIENCE AND MANAGEMENT AT THE CENTRE OF ADVANCED STUDIES IN TEA SCIENCE AND TECHNOLOGY

Introduction :

Tea (*Camellia sinensis*) is one of the important employment generating plantation crops in the world. In India, it grows mainly in Assam, North Bengal and South India. Tea in the world was commercially cultivated first in India, way back 1839. Presently, Indian tea industry is witnessing significant losses mainly due to low productivity and high unit cost of production than that of some of the black tea producing countries namely Sri Lanka, Kenya and Malawi. Moreover, India has become a member of WTO and as a result it faces a tremendous challenge with the import of black tea from other countries namely Vietnam, China and Indonesia. So, to improve the present scenario, India must orient herself to increase the productivity with suitable quality attributes for competing in the international market.

Among the tea growing regions of India, the quality tea which is used to fetch high price in the market is being produced from North Bengal mainly from Darjeeling. The quality of Darjeeling tea is considered to be the best in the world. But, productivity of this region is lower than that of national average. The region contributes 22.4% of total national production of tea. Socio-economically the region is backward, dominated by scheduled caste and scheduled tribe population, most of whom are either land-less labourers or marginal farmers dependent mainly on few traditional field crops such as rice, jute and occasional fruits etc. Importantly, the productivity of those crops is lower than the state as well as the national average. The profitability is further low due to high unit cost of production and low market price of the local produce. Alternatively, this region has also potential for other plantation and fruit crops such as coffee, cocoa, rubber, pine apple, mandarine orange etc. But owing to lack of processing facility and unorganized domestic and international marketing channel, potentiality of such crops remain untapped till date.

On the other hand, because of congenial soil and climatic factors coupled with abounding landless labour and good auctioning network, there is a rapid expansion of tea plantation by small tea growers who consider that tea cannot only be a profitable alternative crop but also a profitable franchise over traditional crops which can uplift the socio-economic conditions of these people. However, small tea growers of this region are also facing several problems mainly due to lack of the traditional know-how of tea cultivation, labour management as well as their dependency on brought-leaf factory.

Therefore, the major challenge of the day before tea industry is to increase productivity not only to sustain but also to improve the quality of the produce for meeting the increasing domestic demands and to compete with foreign import. The

productivity can be increased either by rejuvenating old plantation or by implementing the improved agronomical practice as well as lowering down the unit cost of production. Practically, in order to achieve this, skilled managerial ability along with sound scientific and technical knowledge is necessary. It is noteworthy here that these 3 tea-growing zones i.e. Terai, Dooars and Darjeeling are comprising of 4 districts namely Darjeeling, Jalpaiguri, Cooch Behar and North Dinajpur fall under the jurisdiction of Uttar Banga Krishi Viswavidyalaya (UBKV). In view of this, Indian Council of Agricultural Research (ICAR), Govt. of India in its report towards accreditation of erstwhile North Bengal Campus of *Bidhan Chandra Krishi Viswavidyalaya* (presently UBKV) strongly recommended the introduction of Tea Science and Technology course in 1987.

Considering the recommendation, the Govt. of West Bengal sanctioned the Department of Tea Science and Technology in the year 1997 with scientific, technical and supporting staff. After up-gradation of North Bengal Campus (existing since 1979) of Bidhan Chandra Krishi Viswavidyalaya to a full fledged Agricultural University on **1st February, 2001** with the name of **Uttar Banga Krishi Viswavidyalaya** (UBKV), Govt. of West Bengal further augmented the teaching strength with other infrastructural facilities for the Department of Plantation Crops and Processing. To accord more importance the University has opened the Centre for Advanced Studies in Tea Science and Technology which is offering the P.G. Diploma Course in Tea Science and Technology from December, 2002. The course contents have been very carefully prepared keeping in view those already followed elsewhere and those, which will be appropriate for the tea industry. In view of this, apart from maintaining the existing small tea garden, the University is also expanding the tea cultivation to a land area are of 5ha immediately including one tea germplasm collection and maintenance block as instructional and demonstration plot at the head quarter. Shortly, it will have it's own tea processing unit with a capacity of one lakh kg made tea per annum. The University has come up with an understanding with nearby gardens of Cooch Behar for conducting hands-on practical training and exposing the students with the commercial gardens. Moreover, the necessary contact has also been made with the premier tea research Institutes of the country such as, Tocklai Experimental Station, Jorhat, Assam; Nagrakata Regional Tea Research Station, Nagarkata, West Bengal; UPASI-TRF, Tamil Nadu; Institute of Himalayan Bio-resource and Development Department, Tata Tea Ltd., Kerala; Department of Tea Husbandry and Technology, Assam Agricultural University, Jorhat, Assam; and Indian Institute of Technology, Kharagpur, West Bengal.

Objectives of the course

- Training and development of young qualified professionals for the tea plantation and industry.
- Continuing education for the personnel already employed in tea plantation and industry for upgrading their technical knowledge in various aspects of tea cultivation, processing of the green harvest and their marketing.

- To carry out research in all aspects of tea science its cultivation, processing, management, quality improvement and transferring the research findings to the industry for test and adoption.
- To undertake consultancy assignments for development and solving short term and long term specific problems of technical/scientific nature to the small tea growers.

Medium of instructions : English

Eligibility :

B.Sc., B.Sc. (Hons.) with at least 45% marks in all the examination passed / B.Sc. (Agriculture) / B.Sc. (Horticulture) / B.Sc. (Forestry) / B.Tech (Agricultural Engineering). Candidates should have knowledge in English (spoken and written), good health and sports background. Preference will be given to the candidates having technical, academic background in allied sciences and/or having professional experience.

Age limit :

The upper age limit is 30 years, which is relaxable to the candidates serving in tea industry provided such candidature have been recommended by their employer.

Duration :

The course is of 12 months duration which is equally divided into two six monthly semesters. The course involves an extensive travel to visit various tea estates, auction centres and broker houses.

Maximum intake capacity :

Twenty-five (25) students per batch. Actual number of seats to be filled up in the respective year will be mentioned in the advertisement / announcement.

Job opportunities :

After successful completion of this course students have ample scope to be absorbed in Tea Gardens and related industries. Campus interview may be arranged to assist the students for employment.

Admission procedure :

Prescribed application forms can be obtained from the office of the Registrar, Uttar Banga Krishi Viswavidyalaya on payment of a Demand Draft of Rs. 250.00 (Rupees two hundred and fifty) only drawn in favour of the **Uttar Banga Krishi Viswavidyalaya** payable at **State Bank of India, Cooch Behar**. The application form duly filled in by the candidate's own handwriting should be submitted to the Registrar, Uttar Banga Krishi Viswavidyalaya, P.O. Pundibari, Dist. Cooch Behar, West Bengal-736165. Date of admission, semester fees, etc. will be mentioned in the advertisement/announcement.

Contact Persons for this Diploma Course :

Dr. Himadri Bhattacharjee

Head, Department of Plantation Crops and Processing,

Faculty of Horticulture

Uttar Banga Krishi Viswavidyalaya

P.O. Pundibari, Dist. Cooch Behar

West Bengal 736165

Tele-Fax : (03582) 270157

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI - 110 002**

**UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN
HIGHER EDUCATIONAL INSTITUTIONS, 2009.**

(Under Section 26 (1) (g) of the University Grants Commission Act, 1956)

(TO BE PUBLISHED IN THE GAZETTE OF INDIA PART III, SECTION - 4)

F.1-16/2007(CPP-II)

Dated 17th June, 2009.

PREAMBLE

In view of the directions of the Hon'ble Supreme Court in the matter of “University of Kerala v/s. Council, Principals, Colleges and others” in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy, development, physically/and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability :-

1.1. These regulations shall be called the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”

1.2. They shall come into force from the date of their publication in the Official Gazette.

1.3. They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

1. Objectives :

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

1. What constitutes Ragging

Ragging constitutes one or more of any of the following acts:

a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.

- b. Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to any individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i. any act that affects the mental health and self-confidence of a fresher or any other student. With or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions :

- 1. In these regulations unless the context otherwise requires ,
 - a) “Act” means, the University Grants Commission Act, 1956 (3 of 1956);
 - b) “Academic year” means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) “Anti-Ragging Help line” means the Help line established under clause (a) of Regulation 8.1 these Regulations.
 - d) “Commission” means the University Grants Commission;
 - e) “Council” means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or coordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National

Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.

f) “District Level Anti-Ragging Committee” means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.

g) “Head of the institution” means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.

h) “Fresher” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.

i) “Institution” means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such Institution, Imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.

j) “NAAC” means the National Academic and Accreditation Council established by the Commission under section 12 (ccc) of the Act.

k) “State Level Monitoring Cell” means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.

2. Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level :

a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centers of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, with the institution or outside.

b) All institutions shall take action in accordance with these Regulation against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6. Measures for prevention of ragging at the institution level

6.1. An institution shall take the following steps in regard to admission or registration of students ; namely,

a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti- Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus,

c) Where an institution is affiliated to a University and publishes a brochure of admission/Instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated

a) Institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.

d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provide in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her word.
- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving certificate / Transfer Certificate / Migration Certificate / Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.
- h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.

- j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear favour.
- k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
- l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti -Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
- m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
- n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
- o) Every institution shall engage or seek the assistance of professional counselors before the commencement of the academic session, to be available when required by the institution for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.
- p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2. An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committee, relevant district and police authorities.
- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.

c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging squad or to the Warden or to the Head of the institution, as the case may be.

d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely;

Joint sensitization programme and counseling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations, (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the Anti-ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.

f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.

g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.

h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.

i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.

j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.

k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.

l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.

m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d) (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.

n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so.

o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decide his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.

q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guarding of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3. Every institution shall constitute the following bodies; namely,

a) Every institution shall constitute a Committee to be known as the Anti -Ragging Committee to be nominated and headed by the Head of the institution, and consisting of

Representatives of civil and police administration, local media, Non Government Organizations involved in youth actives, representatives of Faculty members, representatives of parents, representatives of students belonging to the freshers category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.

b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti Ragging Squad in prevention of ragging in the institution.

c) Every institution shall also constitute a smaller body to be known as the Anti Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.

e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1. Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.

g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.

h) The Monitoring Cell Shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

6.4. Every institution shall take the following other measures, namely;

a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the classroom situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.

b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.

c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.

d) The professional counselors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counseling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counseling sessions.

e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counseling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.

f) In order to enable a student or any person to communicate with the Anti Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.

g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

- h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labor employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
- m) The institution shall cause to have an entry, apart from those relating to general conduct and behavior, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behavior or any inclination to harm others, during his course of study in the institution.
- n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti Ragging measures under these

Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.

p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

7. Action to be taken by the Head of the institution :

On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely.

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils :

8.1. The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps namely;

a) The Commission shall establish, fund and operate a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.

b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.

c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.

d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels and other functionaries or authorities where relevant shall be widely disseminated for access or to seek help in emergencies.

e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.

f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2. The Commission shall take the following regulatory steps, namely;

a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.

b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.

c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.

d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.

e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.

f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.

g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging :-

9.1. The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under.

a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/withdrawing scholarship/fellowship and other benefits.
- iii. Debarring from appearing in any test/examination or other evaluation process.
- iv. Withholding results.

- V. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vi. Suspension/expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for period ranging from one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- a) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
- i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University.
 - ii. in case of an order of a University, to its Chancellor.
 - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2. Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the university, if any.
- iv. Withholding any grants channelled through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3. Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action, and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4. The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

(Dr. R.K Chauhan)
Secretary

ANNEXURE I
AFFIDAVIT BY THE STUDENT

I,
(full name of student with admission/registration/enrolment number)
son/daughter of Mr./Mrs./Ms., having
been admitted to
..... ***(name of the institution)***, have received
a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher
Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully
read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this day of month of Year.

Signature of deponent

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at on this the of
(place) (day) (month) (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day)
of (month) (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE - II
AFFIDAVIT BY PARENT/GUARDIAN

I, Mr/Mrs./Ms.
(full name of parent/guardian)

father/mother/guardian of ,
(full name of student with admission /registration/enrolment number)
having been admitted to

..... (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”), carefully read any fully understood the provisions contained in the said Regulations.

2. I have also, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.
Declared this day of month of Year.

Signature of deponent

Name :

Address ;

.....

.....

Telephone/Mobile No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.
verified at(place) on this the(day)
of.....(month)(year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of
..... (month)(year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE III**Some important Phone Numbers of ANTI RAGING SQUAD, UBKV**

1. D.S.W.	-	: 03582-270158 (O) 9830761648(M)
2. Dr. Apurba Chowdhury	-	: 9434317558
3. Dr. Goutam Pandit	-	: 9474570875
4. Dr. Koushik Pradhan	-	: 9434686707
5. Dr. Himadri Bhattacharjee	-	: 9434686285
6. Dr. Mrigendra Nath Ghosh	-	: 9732359206

Important Phone Numbers of State & District Administrator.

1. Principal Secretary, Department of Agriculture	-	: 033-22145506
2. Joint Secretary, Department of Agriculture	-	: 033-22145506
3. District Magistrate, Cooch Behar	-	: 03582-222710(O) 03582-227201(R)
4. Superintendent of Police, Cooch Behar	-	: 03582-227632(R) 03582-227755(O)
5. Addl. District Magistrate, Cooch Behar	-	: 03582-227002(O) 03582-227201(R)
6. Addl. Superintendent of Police, Cooch Behar	-	: 03582-227342(R) 03582-227643(O)
7. In-Charge, Kotwali Police Station	-	: 03582-228100
8. B.D.O. Cooch Behar II	-	: 03582-270221 03582-270890(O)
9. S.D.O., Cooch Behar Sadar	-	: 03582-227105 03582-227106 03582-227204(R)
10. Caretaker, Uttar Banga Krishi Viswavidyalaya	-	: 9434686849

ANNEXURE IV

Some important officials of this University

✓ Vice Chancellor	: (03582) 270141/270249
✓ Registrar	: (03582) 270588/270143
✓ Dean, Faculty of Agriculture	: (03582) 270586
✓ Dean, Faculty of Horticulture	: (03582) 270157
✓ Dean, Faculty of Technology	: (03582) 270948
✓ Dean, Students Welfare	: (03582) 270158
✓ Director of Research	: (03582) 270246
✓ Director of Extension Education	: (03582) 270986
✓ Director of Farms	: (03582) 270985
✓ Comptroller	: (03582) 270142

Some important phone numbers to contact regarding admission

✓ Registrar	: (03582) 270588/270143
✓ Dean, Faculty of Agriculture	: (03582) 270586
✓ Dean, Faculty of Horticulture	: (03582) 270157
✓ Dean, Faculty of Technology	: (03582) 270948
✓ Dean, Students Welfare	: (03582) 270158
✓ Deputy Registrar	: (03582) 270632
✓ Asst. Registrar	: (03582) 270949