

काशी हिन्दू विश्वविद्यालय

(संसद अधिसूचना क्रमांक २२५ सन् १९१६ द्वारा स्थापित)

कार्यालय कुलसचिव (शिक्षण)

वाराणसी - २२१ ००५

BANARAS HINDU UNIVERSITY

(Established by notification No.225 of 1916)

OFFICE OF THE REGISTRAR (ACADEMIC)

VARANASI - 221 005

फोन (Tele) : (0542) 2307273, 2368896, 6701705 फेक्स (Fax) : (0542) 2368174; 2368896

No.RAC/Adm/II/UACB/2012-13/ 10007

22nd June, 2012

The Director of the Institutes
The Deans of the Faculties
The Principal, Mahila Maha Vidyalaya
The Heads of the Teaching Departments
The Coordinators of the Schools/Centres/Special Courses of Study/Yoga Sadhana Kendra
The Principals of Affiliated Colleges
The Controller of Examinations
The Finance Officer
BANARAS HINDU UNIVERSITY.

Subject: Academic Calendar for the session 2012-13 and admission procedure for admission to courses through UET/PET-2012-reg.

Sir/Madam,

I am to enclose the Admission Procedure (to be read with detailed rules laid in the respective Information Bulletin), academic calendar/admission schedule and course wise and category wise distribution of seats in various programmes to run during the academic session 2012-13 as recommended by the University Admission Coordination Board in its meetings held on 05th and 06th June 2012 (**Appendix-A**).

2. The Finance Section may arrange to realize the fees as usual and preferably through temporary fee counters created at Faculties of Arts, Social Sciences and Science to avoid rush of students at the existing fee counters in the Central Registry. The R.O. Finance may decide the issue of space, manpower and computer for the fee counters in consultation with the Dean of the Faculty concerned. **The Admission Committees are requested to give the UET/PET Roll no. on the Admit Card for depositing the Fee.**

3. A common Residence-cum-Dossier Form is made available to all the Faculties/Colleges for getting it filled up by the students in quadruplicate at the time of admission to avoid time consuming formalities at the City Delegacy Office. The filled in triplicate Residence-cum-Dossier Form would be sent one copy each to (i) the Chief Proctor, (ii) City Delegacy/Hostel, (iii) Faculty/Department and (iv) Controller of Examinations, for record.

4. In accordance with provisions contained in UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009, **sworn affidavits** for non-involvement in Ragging **from students and their parents/guardians** (as per enclosed annexures I and II) on a Non-Judicial Stamp paper of Rs.10/- is required. The said affidavits are required to be furnished by the students at the time of admission as per requirement given in the enclosed document.

5. **As per past practice, required number of copies of the printed call letter may be got collected from the R.O. (Academic) w.e.f. 25th June, 2012 (F.N.)**. Further, due care has been taken in compilation of the enclosed course-wise and category wise bifurcation of seats, however, the Deans/HoDs/Principal are requested to verify the data pertaining to their sector and if any discrepancy is noted the same could be brought to the notice of the R.O. (Academic) for timely corrective actions.

Yours faithfully,

REGISTRAR

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22nd June, 2012

Copy forwarded for information and necessary action to :

1. Prof. S.P. Srivastava, Vice-Chairman, UACB, Faculty of Commerce, BHU
2. All the members concerned, UACB
3. The Dean of Students
4. The Chairman, International Centre
5. The Chief Warden, City Delegation
6. The Chief Proctor
7. The O.S.D., Rajiv Gandhi South Campus, Mirzapur
8. The Dy. Registrar, Rajiv Gandhi South Campus, Mirzapur
9. The Dy. Registrar (Exams-UET)
10. The Dy. Registrar (Exams)
11. The Dy. Registrar (SC/ST & OBC Cell)
12. The Dy. Registrar (Accounts)-I & II
13. The Dy. Registrar (Legal Cell)
14. The Assistant Registrar & Secretary to V.C.
15. The Dy. Registrar (Admin)-I & II
16. The Dy. Registrar (RAC)
17. The Dy. Registrar (Dev.)
18. P.S. to Registrars
19. The S.O. Meeting Unit, R.O. (Academic)

BANARAS HINDU UNIVERSITY



REGISTRAR