

Student Admission Process

Complete Process Flow Chart

A consolidated framework for a Private University in West Bengal, drawn from University Grants Commission and professional council norms, the admission instructions of the Higher Education Department, Government of West Bengal, the counselling rules of the West Bengal Joint Entrance Examinations Board, and the published admission processes of West Bengal private universities.

Reference session	2026 - 27
Scope	Undergraduate, Postgraduate, Diploma and Doctoral admissions
Applies to	All Schools, Departments and the Admission Cell
Status	Internal process reference - to be read with the current-year notifications

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How to read this document

The admission process is presented in five sequential stages. Stage 2 splits into two parallel routes: regulated technical programmes are admitted through the State's centralised counselling, while every other programme is admitted by the University through its Common Entrance Test, compulsory for all Departments. Both routes converge at Stage 3. Each stage carries its own flow chart, followed by the operating notes and the statutory points that attach to it.

Dashed box = decision point	Blue = centralised / statutory route	Green = university-controlled route
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1. Process at a Glance - the Five Stages

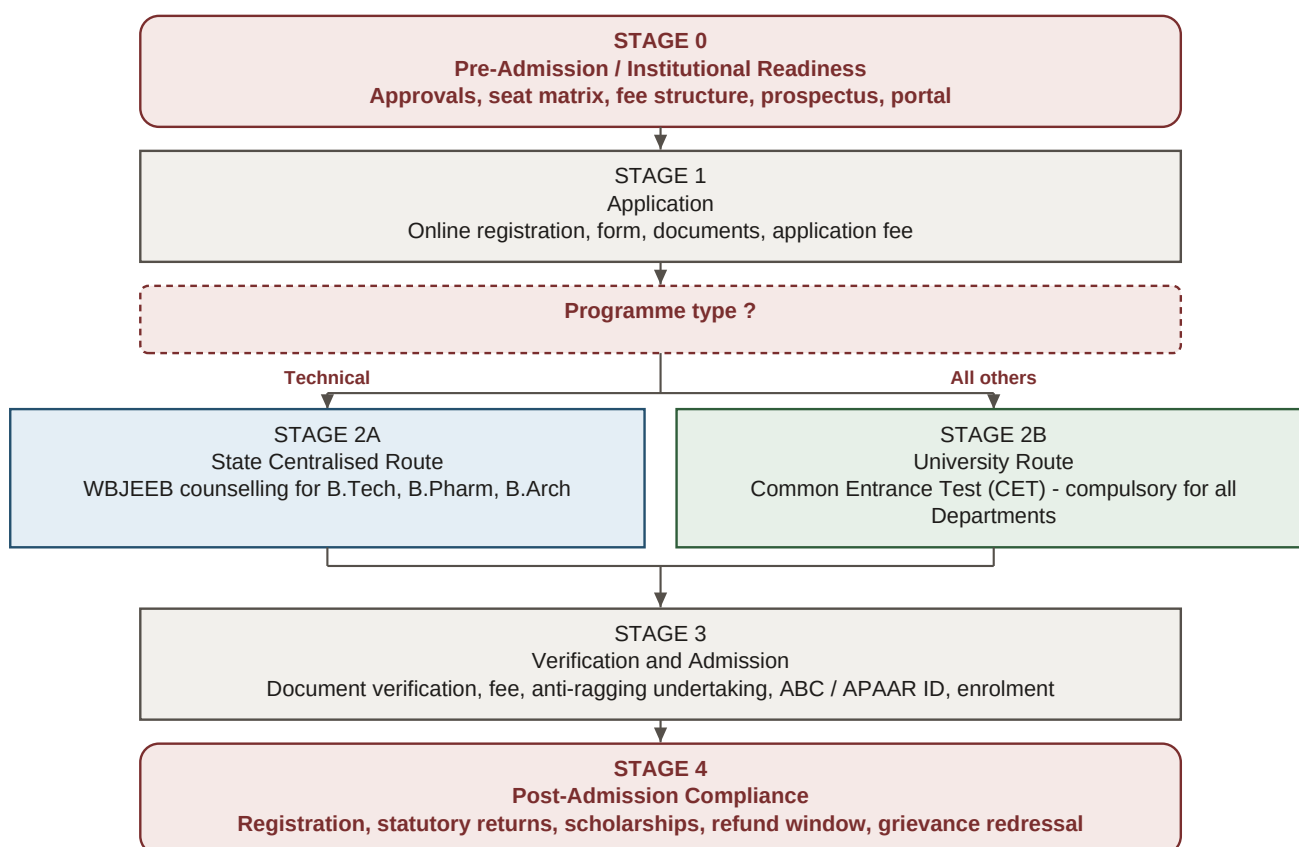


Figure 1 - Master flow: from institutional readiness to commencement of the session.

The two routes at Stage 2 are not alternatives the University may choose between. For engineering, pharmacy and architecture seats in West Bengal, participation in the centralised counselling conducted by the West Bengal Joint Entrance Examinations Board is mandatory, and the University does not run a parallel counselling of its own for those seats. For every other programme the University selects directly, on a merit or entrance basis approved by its own Admission Committee, through the Common Entrance Test, which is compulsory for admission to every Department. Apart from Government counselling there is no other way into the University, and no admission on the strength of the qualifying examination alone.