



NETAJI SUBHAS OPEN UNIVERSITY

DD-26, Sector-I Salt Lake City, Kolkata-700064

Email: schooledu@wbnsou.ac.in, nsoubedsede@gmail.com

List of the documents required:

- Photo Id proof (PAN/ Aadhar/ Passport/ Voter Card/ Driving Lic)
- DOB proof (Admit Card / Certificate of class X)
- Mark sheet of class 10 or equivalent.
- Mark sheet of class 10+2 or equivalent.
- Mark sheet of graduation course.
- Mark sheet of master degree.(Optional)
- Caste certificate. (Optional)
- Disability certificate. (Optional)
- Defense related certificate. (Optional)
- Occupation Certificate (for Govt-Service/ Semi Govt-Service). (Optional)
- Special weightage claim proof certificates. (Optional)

Note: You have to upload the required documents in PDF file format. The individual file size should not exceed 400 KB and should be clear and prominent. Please upload your final/consolidated Mark sheet where it is applicable.

- Current Photo of the candidate.
- Signature of the candidate.

Note: You have to upload the Photo/Signature file in jpg, png format. The individual file size should not exceed 40 KB and should be clear and prominent.


Steps to Apply Online


Registration process:

Candidate needs to register first by providing name, date of birth, valid email address and valid mobile number.

On successful registration, system will send login authentication over SMS/email and in the same time it will also show on the screen.

Candidate Registration


 


Can't read the image? click [here](#) to reload

Login process:

Candidate needs to login his/her account by using the received login authentication.

Candidate Login

 TYPE GIVEN TEXT
Can't read the image? click [here](#) to reload

On successful login system will redirect you to yours account home page.

[Logout](#)

Self Declaration Statement

--

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfill the minimum eligibility criteria and have provided necessary information in this regard. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to get refund of any fee paid by me to the University. I have carefully studied the guidelines detailed in admission notification which is uploaded in the University Website and I accept them and shall not raise any dispute in future.

[I agreed on](#)

Please read the declaration and click on “I agreed on” button after selecting the square box.

Step 1:

Candidate needs provide his/her basic information such as name, guardian name, caste, preferred zone, address, and id proof etc.

Step 1 Step 2 Step 3 Step 4

Note: All star (*) marked fields are mandatory. The Merit List will be prepared separately for the two zones (North Bengal & South Bengal). Therefore, Merit List so prepared, cannot be changed or altered anyway. The candidate should be Domicile of West Bengal.
Data once submitted can not be altered.

Basic Information

*Preferred Zone	Select...	Mobile No	9732182961
*Name of the Candidate		Email	ll@ipinda.com
*Name of the Guardian		Date of Birth	March 11, 1981

Step 2:

Candidate needs to provide their academic information.

✓ Step 1Step 2Step 3Step 4

Step 1 data successfully saved

Note: The duration of the graduation should be of minimum 3 years. Commerce graduates are not eligible to apply. Candidates should have at least **50%** marks either in the Bachelor's Degree* and/or in the Master's Degree in Sciences/Social Sciences/ Humanities, 4 years Bachelor's or 3 years Second Degree Bachelor's Programme in Engineering or Technology with specialization in Science and Mathematics with **55%** marks or any other qualification equivalent thereto; are eligible for admission to the programme. Bachelor's Degree with Hons. may be determined either on the basis of Hons. Marks only or on the basis of Hons. marks and marks of the Pass Subjects taken together.

Relaxation of marks for the Reserved Category candidates is admissible as per rules of Government of West Bengal.

Academic Records

Degree	Exam. Passed	Subject	Name of Board/Institute/University	Year of Passing

Note: Special Weitage to be given to the candidates fulfilling any one of the following conditions. You also need to upload self attested certificate supporting your claim.

Special Weitage

Weightage Claim

Parent of having a child with disability possessing Disability Certificate issued by the Competent Authority

Person with disability possessing Disability Certificate issued by the Competent Authority

Possession of any RCI approved Diploma/ Degree (With Valid CRR No.)

Rehabilitation Qualification

Course	Name of Institution	Year of Passing	CRR No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Step 3:



Candidate needs to upload their current photograph and signature files.

✔ Step 1 ✔ Step 2 **Step 3** Step 4

Step2 data successfully saved

Note: The size of your scanned photograph/signature should not exceed 40 KB and should be clear and prominent. The accepted formats are "gif", "png" and "jpg".


Uploaded Photo / Signature

Current Uploading

Photo
 Signature

default.jpg



File Name: default.jpg
File Extension: jpg
File Size: 5.2KB

Step 4:

Candidate needs to upload their essential documents, certificates and mark sheet in pdf format.



Note: Uploaded documents will be verified by the University. Once the document is verified it will be marked as "Verified" and further uploading of the same document will be prohibited. If any uploaded document is not in readable condition or out of order then it is marked as "Re Upload" and you need to reupload the proper and prominent document.
The re-uploading of documents is allowed upto the specified date mentioned in the notification.

Uploaded Documents					
Class 10 Cert	Photo Id Proof	Class X Marksheet	Class XII Marksheet	Graduation Marksheet	PG Marksheet

Weightage Claim Cert

Note: You have to upload the required documents in PDF file format. The individual file size should not exceed 400 KB and should be clear and prominent. Please upload your final/consolidated marksheet where it is applicable.

Required Documents	
*Class 10 th Certificate / Admit Card :	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*Photo Id Proof (Aadhar/PAN/Passport/etc.):	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*Class 10th/Equivalent Result:	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*Class 10+2/Equivalent Result:	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*MarkSheet of Graduation (Final/Consolidated):	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*MarkSheet of Post Graduation (Final/Consolidated):	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>
*Weightage Claim Certificate:	<input type="text" value="Choose file"/> <input type="button" value="Browse"/> <input type="button" value="Upload"/>

Note: Browse your individual documents and hit its upload button. After uploading all the documents candidate need to hit "Submit" button.

Successful!

You are successfully submitted the application.

Thank You!

Please check your email/registered mobile number for further instructions.

The uploaded documents will be checked and verified by the university. If any shortcoming found in your documents, will be intimate to you by SMS/ email. In that case you need to login in your account for re-uploading the required document in astipulated time period.

Note: Please logoff from your account after successful form submission process.