



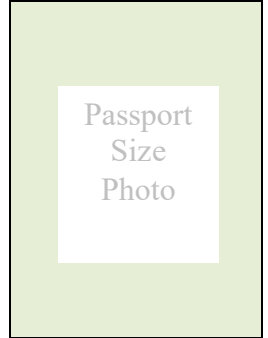
# Bengal Institute of Oriental Studies

Pailan, Near Joka, Kolkata – 700104

## New Student Registration Form

(All the information required to fill in capital letters only)

For Office Use Only			
Fee payment details (details of DD/Pay Order)			
1. DD.No _____	Amount _____	Date _____	Bank _____
2. DD.No _____	Amount _____	Date _____	Bank _____
BIOS Reg. No. _____	Signature Officer Incharge of Admission Counter		



### Admission details

Name of Student : \_\_\_\_\_ (CAPITAL LETTERS ONLY)  
Father Name : \_\_\_\_\_  
Mother Name : \_\_\_\_\_  
Admission Date : \_\_\_\_\_  
Admission to Certificate/Diploma/Degree/Master/M.Phil. /Ph.D.: **Subject** \_\_\_\_\_  
Branch : \_\_\_\_\_ Session: \_\_\_\_\_  
State of Eligibility : \_\_\_\_\_  
Bank Name : \_\_\_\_\_ Bank Account No.: \_\_\_\_\_  
Fee Payment Type : **Indian Student / NRI Student / Foreign Student**  
Date of Birth : \_\_\_\_\_ Place of Birth : \_\_\_\_\_  
Religion : \_\_\_\_\_ Nationality : \_\_\_\_\_  
Mother tongue : \_\_\_\_\_ Blood Group : \_\_\_\_\_  
E-mail ID : \_\_\_\_\_  
Father Occupation : \_\_\_\_\_  
Mother Occupation : \_\_\_\_\_  
Identification Marks : \_\_\_\_\_  
Sex : **Male / Female** Married : **Yes / No**

### Academic details: ( 10<sup>th</sup> Std. Details )

Board of Exam. : \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Exam Seat No. : \_\_\_\_\_ Total Marks Obtained: \_\_\_\_\_ Maximum Marks: \_\_\_\_\_  
Passing Month : \_\_\_\_\_ Year: \_\_\_\_\_ Percentage Marks Scored: \_\_\_\_\_ Grade: \_\_\_\_\_

(Note: Attach attested Photocopy of 10<sup>th</sup> std marks card)

BIOS Admission Policy.

**Academic details: ( 12<sup>th</sup> Std. Details )**

Name of Exam. : \_\_\_\_\_  
 Board of Exam. : \_\_\_\_\_  
 Name of School: \_\_\_\_\_  
 Exam Seat No. : \_\_\_\_\_ Total Marks Obtained: \_\_\_\_\_ Maximum Marks: \_\_\_\_\_  
 Passing Month : \_\_\_\_\_ Year: \_\_\_\_\_ Percentage Marks Scored: \_\_\_\_\_ Grade: \_\_\_\_\_  
 (Note: Attach attested Photocopy of 12<sup>th</sup> std marks card)

candidate should fill the details of marks obtained in each individual subjects at HSSC/ 12<sup>th</sup> std examinations in the following table/ candidate seeking Direct second year admission can write diploma/degree subjects and marks in the table

Subjects	Marks Obtained	Maximum Marks
English		
Physics		
Chemistry		
Mathematics		
Biology		
Computer Science		
Others		
Others		

**Address Details: ( Local Address )**

Address : \_\_\_\_\_  
 \_\_\_\_\_  
 City : \_\_\_\_\_ Pin : \_\_\_\_\_ Dist. : \_\_\_\_\_ State : \_\_\_\_\_  
 Parent's Landline Phone No.: \_\_\_\_\_ Parent's Mobile No.: \_\_\_\_\_  
 Candidate's Mobile No: \_\_\_\_\_ E-mail Id: \_\_\_\_\_  
 Nearest Bus Station: \_\_\_\_\_ Railway Station : \_\_\_\_\_

**Address Details: (Permanent Address )**

Address : \_\_\_\_\_  
 \_\_\_\_\_  
 City : \_\_\_\_\_ Pin : \_\_\_\_\_ Dist. : \_\_\_\_\_ State : \_\_\_\_\_  
 Parent's Landline phone No.: \_\_\_\_\_ Parent's Mobile No.: \_\_\_\_\_  
 Candidate's Mobile No: \_\_\_\_\_ E-mail Id: \_\_\_\_\_  
 Nearest Bus Station: \_\_\_\_\_ Railway Station : \_\_\_\_\_

### Address Details: ( Local Guardian Address )

Guardian Name: \_\_\_\_\_ Guardian Occupation : \_\_\_\_\_  
Relation with Guardian: \_\_\_\_\_ Guardian E-mail ID : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_ Pin : \_\_\_\_\_  
Landline No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

### Last Qualifying Examination Details :

Last Exam Name : \_\_\_\_\_ Exam Year : \_\_\_\_\_  
Board or Univ. Name : \_\_\_\_\_ Duration of Year : \_\_\_\_\_  
Total Marks Obtained : \_\_\_\_\_ Total Max. Marks : \_\_\_\_\_ Percentage of Marks : \_\_\_\_\_  
Class : \_\_\_\_\_

I hereby declare that the particulars furnished above are true, complete, and correct to the best of my knowledge and belief.

**Date:**

**Place:**

**Signature of Student**

#### **Instructions:**

1. 10<sup>th</sup> std and 12<sup>th</sup> std attested photocopy of marks sheet to be attached with this form.
2. The photocopy of admit card to be attached with this registration form
3. Affix passport size colour photograph at the space provided in the form
4. Candidate changing branches/courses/ in the subsequent admission round are require to compulsorily submit this form along with REGISTRATIONS SLIP issued by the BIOS during the first time registration
5. Candidates changing college/cancelling admissions should compulsorily submit letter of intimation to college failing which the fees and certificates will be withheld till the clearance from the admission authority.

### ***Rules & Regulations of BENGAL INSTITUTE OF ORIENTAL STUDIES:***

#### **SPECIAL PROVISIONS**

In exceptional cases where there are sufficient genuine reasons to that effect, the Governing Body of Bengal Institute of Oriental Studies by resolutions duly adopted may relax any condition regarding admission, table of fees and payment thereof, course contents, examinations and conferment of certificates, diplomas and degrees, among other things. It shall have the right also to amend in a like manner the rules and regulations herein made provided circumstances are occasioned there for.

#### **ADMISSION**

Bengal Institute of Oriental Studies conducts four sessions in a year, one each from January, April, July and October. These apart, more session or sessions can be started by the Institute in any particular year for any particular course or courses for accommodating the onrush of students at any particular point of time.

In order to get himself / herself admitted in the Institute, a student shall have to fill in the prescribed application form and submit the same to the office of the Institute together with the prescribed admission, session, tuition and other fees.

Bengal Institute of Oriental Studies reserves the right to admit or not to admit any students in any of the courses and shall have discretion to reject any application for admission without assigning any reason.

## EXAMINATIONS

There will be Half-yearly and Annual examinations for each Academic session. Annual examinations are held at the Institute at the end of each academic session in respect of each of the courses as mentioned earlier. Oral examinations are also held. Students undertaking any of the Correspondence Courses shall also have to present themselves at the Institute and sit for the respective examination as discussed earlier. In respect of the courses where oral examinations have been prescribed, they shall also have to appear at such oral examinations. As soon as the results will be announced the students will be given mark-sheets. Special marks are reserved for regular attendance.

## THE CORRESPONDENCE COURSES

The sessions, the details of the courses, the examinations and the convocation, among other things, in respect of the correspondence courses are similar to those for the regular courses. The table of fees for the correspondence course is given separately.

The Institute will arrange to deliver upto the students who have got themselves admitted in any of the correspondence courses, printed lessons by hand or by post, as the case may be, from time to time.

The Institute will also provide to the students of the correspondence courses with a list of books, covering the syllabus of the course, to be purchased by them for study in addition to the aforesaid printed materials to be supplied by the Institute.

Whenever and wherever there may be any difficulty as regards the lessons, the students shall have the liberty either to come down to the Institute to see the professor in person or to write to the Institute with a view to obtaining necessary clarifications and instructions.

Course materials will be supplied to the students in sets covering the period upto which they have paid in the form of tuition fees. No oral examination is necessary for correspondence students.

## THE FACULTY

The regular and the correspondence courses are entirely conducted by a Board of experienced professors comprising Sanskrit Scholars and academicians of repute of the subjects concerned.

## PAYMENT OF TUITION FEES

The students will be required to pay their monthly tuition fees by the first week of the current month. The Institute will be obliged, if advance payment of tuition fees is made. Default in payment of tuition fees for a period of more than three months will entitle the management to strike the name of the student off the roll. In any such event, the student concerned shall be required to seek re-admission by depositing the admission fee prescribed for the particular course so as to get his name re-entered in the register. In such cases as well, the Governing Body shall have the absolute right and discretion either to accept or to refuse the prayer for re-admission of such students.

**\*\*A concession of the percent will be allowed on the time of full payment of institution fees and session charges only in case of cash payment.**

**Mode of Payment:** Cash payment is always welcome. DD / Pay Order are only acceptable for the students of Kolkata and not from other places. For other places payment may be made in Bank Transfer drawn in favour of 'Bengal Institute of Oriental Studies'.

It shall be the duty of the students to strictly maintain order and discipline at the Institute and at its office.

It shall also be the duty of the students to behave respectfully and in a befitting manner with the teachers. Lack of manners or misbehaviors of any sort whatsoever shall render the student liable to be punished.