

**VIVEKANANDA MAHAVIDYALAYA BURDWAN**

**NOTICE -101**

**Date:09/09/2026**

**LATERAL ENTRY FROM 3-YEAR DEGREE PROGRAMME TO 4-YEAR HONOURS PROGRAMME**

**Under CCFUP of NEP 2020**

This is hereby notified for information of all concerned students that, In accordance with the **Standard Operating Procedure (SOP)** Issued by the **University of Burdwan, Department of Controller of Examinations, dated 27.07.2026**, eligible students who have successfully completed the **3-Year Undergraduate Degree Programme up to Semester VI** may apply for **Lateral Entry Into Semester VII** of the **4-Year Honours Programme** in the concerned Major subject.

**Eligibility**

A student shall be eligible to apply provided that:

1. The student has successfully completed the **3-Year Degree Programme up to Semester VI**.
2. The student has obtained a **minimum CGPA of 7.00 (equivalent to 70% marks)** in **Semester VI**.
3. The student has **no arrears/backlog in any of the first six semesters**.
4. The student fulfils all other conditions prescribed by the University from time to time.

**Application Procedure**

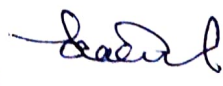
Eligible students intending to seek lateral entry shall submit the prescribed application form to respective Head of the Department of the College along with:

- A duly filled-in Application Form;
- A self-attested photocopy of the **Semester VI Marksheet-cum-Grade Card**;

The application must be submitted **within the date and time specified below**.

**Last Date Time of Submission: 20/09/2026 3:00pm**



*for*  **Principal**  
Vivekananda Mahavidyalaya Burdwan  
*09.09.2026*  
**Principal**  
Vivekananda Mahavidyalaya  
Burdwan

## Standard Operating Procedure (SOP)

### Regarding Lateral Entry from 3-Year Degree Programme to 4-Year Honours Programme under CCFUP of NEP 2020

#### 1. Purpose

This Standard Operating Procedure (SOP) lays down the procedure for granting lateral entry from the 3-Year Undergraduate Degree Programme to the 4-Year Honours Programme in accordance with the examination regulations under CCFUP of NEP 2020 of the University of Burdwan.

#### 2. Scope

This SOP shall apply to all eligible students who have successfully completed the 3-Year Degree Programme under the University of Burdwan and seeking admission to Semester VII of the 4-Year Honours Programme.

#### 3. Eligibility Criteria

A candidate shall be eligible for lateral entry into the 4-Year Honours Programme provided that:

1. The candidate has successfully completed the 3-Year Degree Programme (up to Semester VI).
2. The candidate has secured a minimum **CGPA 7** (equivalent to 70% marks) in Semester VI.
3. The candidate has no arrears/backlog in any of the first six semesters.
4. The candidate fulfils all other conditions prescribed by the University from time to time.

#### 4. Seat Allocation

- 4.1 The College may create additional seats up to **10% over and above the sanctioned intake** of the concerned Major subject of 4 Year Hons. Programme exclusively for that particular academic year. Such enhanced seats shall not be carried forward for the subsequent years.
- 4.2 Creation of such additional seats shall be subject to **prior approval of the authority of University of Burdwan.**
- 4.3 Any unfilled or vacant seats in the concerned Major subject may also be utilized for admitting eligible candidates through lateral entry.

#### 5. Application Procedure

The College shall issue a notification inviting applications from eligible candidates after publication of the Semester VI results.

Candidates shall submit an application in plain paper along with a copy of Semester VI marksheet-cum-grade card addressed to the Principal/Teacher-in-charge/Officer-in-charge of the College concerned.

#### 6. Preparation of Merit List

1. The College shall prepare a merit list, based on the CGPA obtained by eligible applicants, following the reservation Rule of the Govt. of West Bengal.
2. Only candidates having no arrears in any of the first six semesters shall be considered.
3. In case of a tie, the College may apply the University-approved tie-breaking criteria following the Admission Notice issued by the University at the time of their admission in

# The University of Burdwan

Department of Controller of Examinations  
Rajbati, Burdwan

Semester I. [For example, the Admission Notice issued by the University in the year 2023 will be applicable for the intending candidates for lateral entry with University Examination Roll prefix “23”.

## 7. Approval and Admission

1. The College shall obtain prior approval from the University authority for the creation of additional seats, wherever applicable.
2. Admissions shall be made strictly based on merit list subject to availability of seats.
3. The admission process shall be completed within the schedule as mentioned in the University Examination Regulation under CCFUP of NEP 2020.

## 8. Academic Requirements

Students admitted through lateral entry shall:

1. Be admitted directly to Semester VII of the 4-Year Honours Programme.
2. Study **two Minor Courses**, one each in Semester VII and Semester VIII.
3. The Minor Courses shall be offered in the subject that the student had chosen as **Minor Subject-2 in Semester IV**.

## 9. Responsibilities

### 9.1 College

- To issue admission notification.
- To verify eligibility and supporting documents.
- To prepare and publish the merit list.
- To obtain University approval for additional seats, if required.
- To complete admissions within the stipulated timeline.
- To maintain all admission records.

### 9.2 University

- To grant approval for additional seats, if required.
- To monitor compliance with the applicable regulations.
- To issue further instructions, if required.

## 11. Interpretation

Any matter not specifically covered in this SOP shall be governed by the relevant regulations, ordinances, notifications, and directions issued by the University of Burdwan from time to time. In case of any conflict, the provisions of the University regulations shall prevail.

By the order of the Hon'ble Vice chancellor

Dated: Burdwan  
27.07.2026

Controller of Examinations

**VIVEKANANDA MAHAVIDYALAYA BURDWAN**

**APPLICATION FORM For Lateral Entry from 3-Year Degree Programme to 4-Year Honours Programme**

1. Name of the Applicant: .....
2. University Examination Roll No.:.....
3. Registration No.:.....Year.....
4. College Roll No.:.....
5. Mobile No.:.....
6. Major Subject:.....
7. Minor Subject-1:..... Minor Subject-2.....
8. Semester VI CGPA/ Percentage:.....
9. Have you successfully completed all examinations up to Semester VI? ☐ Yes ☐ No
10. Do you have any arrear/backlog in Semesters I–VI? ☐ No ☐ Yes

I hereby apply for Lateral Entry into Semester VII of the 4-Year Honours Programme in the following Major subject:

**Major Subject:** \_\_\_\_\_

*I declare that I have successfully completed the 3-Year Degree Programme up to Semester VI and have obtained the required CGPA. I further declare that I have no arrear/backlog in any of the first six semesters.*

*If I have taken admission to the M.A. Programme, I understand that I am required to submit a Release/No-Objection Certificate or Cancellation Certificate from the respective authority.*

*I understand that my application will be considered subject to verification of my eligibility, preparation of the merit list, availability of seats, and the rules and regulations of the University of Burdwan.*

**Signature of the Student:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Check & Verified  
Head of the Department