



Annexure-A

**LIST OF DOCUMENTS TO BE PRODUCED AT THE TIME OF
VERIFICATION**

Sl. No.	Documents (Bring originals alongwith self-attested photocopy)
1.	CUET Admit Card, Registration Form & Payment Fee receipt
2.	Secondary School (Class 10 th) Mark Sheet & Passing Certificate
3.	Senior Secondary School (Class 12 th) Mark Sheet & Passing Certificate
4.	Undergraduate (all semesters) Mark Sheet & Passing Certificate, if any
5.	Valid Certificate of Date of Birth (Class 10 th or other document)
6.	Certificate of Conduct from Head of Institution from last attended institution/Character Certificate
7.	Migration Certificate
8.	Transfer Certificate/School Leaving Certificate
9.	Category Certificate (SC/ST/OBC-NCL), EWS Certificate as per Central Govt. Format, if applicable
10.	PWD Certificate, if applicable
11.	Documents related to J&K domicile. Kashmiri Migrant, Defence category etc., if any
12.	Medical Fitness Certificate from Registered Medical Practitioner.
13.	Conversion formula/certificate from CGPA to percentage or vice versa, if applicable
14.	06 Passport Size Latest Photographs
15.	Bank Pass Book/Cheque Leaf
16.	Income Certificate – EWS / OBC NCL
17.	Gap Affidavit Certificate, if any
18.	ABC ID (Click here to know the process of getting ABC ID).
19.	Anti-Ragging Registration Confirmation e-mail (See the attachments to know the procedure for students to file online Anti Ragging Affidavit).



दक्षिण बिहार केन्द्रीय विश्वविद्यालय
Central University of South Bihar
SH-7, Gaya – Panchanpur Road, Village – Karhara, Post-Fatehpur
P.S. – Tekari, District – Gaya (Bihar) Pin- 824236



20.	For SC/ST Candidates : Attested copy of SC/ST Certificate in the prescribed format of the Govt. of India / State Govt. issued by an officer not below the rank of Magistrate /Tehsildar in support of their claim for admission against the reserved quota.
21.	For OBC (Non Creamy Layer) Candidates : OBC Certificate issued by District Magistrate/Deputy Commissioner in the Government of India prescribed format. Also, bring along income certificate. OBC candidates are required to submit the latest OBC certificate in the format prescribed by the Govt. of India.
22.	For EWS Candidates - The income and assets certificate in the prescribed format issued by i. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner /first class Stipendary Magistrate/Sub Divisional Magistrate /Taluka Magistrate Executive Magistrate /Extra Assistant Commissioner. ii. Chief Presidency Magistrate/Additional Presidency Magistrate/Presidency Magistrate. iii. Revenue Officer not below the rank of Tehsildar and iv. Sub Divisional Officer or the area where the candidate and/or his family normally resides.
23.	For PWD/Divyang Candidates: Medical Certificate issued by the Competent Medical Authority indicating the nature and extent (including percentage) of Physical Disability in support of their claim for admission against reserved quota.
24.	The admission of candidate who has passed his/her qualifying examination from a Foreign University will be subject to his/her qualification being found equivalent to the qualifications prescribed by the University.
25.	Please bring the filled Admission Form (from S.No. 1 to 8) and the completed Student ID Card Application (attached with this notice).



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ADMISSION FORM

Column 1-8 to be filled-in by the students

Date- / /202

1	Name of Candidate (in block letters)			
2	Name of Candidate (in hindi)			
3	Gender	Male []	Female []	Enrolment No.-
4	Date of Birth			
5	Category	UR[]	OBC[]	SC[] ST[] EWS[] PwD[]
6	Programme Applied For			
7	CUET Application No.		CUSB Registration Form No.	
8	ABC ID		Anti-ragging Affidavit Ref. ID	

Supporting Documents to be verified by the Office (TO BE FILLED BY THE OFFICE)

S.No.	Particulars	YES	NO
a)	Eligibility Marks (Aggregate/Hons.) in the qualifying Examination/Degree		
b)	Self Attested Copies of CUET Score Card, Registration Form (Samarth) & Registration Payment Receipt		
c)	Self Attested Copy of Admission Fee Receipt		
d)	Original & Self Attested Copies of Marks Sheet & Certificate of Matric/10th		
e)	Original & Self Attested Copies of Marks Sheet & Certificate of Inter/12th		
f)	Original & Self Attested Copies of Marks Sheet & Certificate of Graduation		
g)	Original & Self Attested Copies of Marks Sheet & Certificate of Post Graduation		
h)	Original Copies of SLC/Transfer Certificate		
i)	Original Copy of Migration Certificate		
j)	Original Copy of Character Certificate		
k)	Original & Self Attested Copies of Category Certificate(for OBC /SC/ST/EWS)		
l)	Self Attested Copy of Income Certificate		
m)	Original Copy of Fitness Certificate		
n)	Aadhar Card (No.-)		
o)	Self Attested Copy of Bank Passbook/Check Leaf mentioning Acc. No.IFSC Code etc...		
p)	6 copies coloured passport size latest photographs		
q)	Affidavit of Gap Period		

VERIFIED BY

HoD/HoD(I/c)

Remarks if any-

Dealing Assistant

Assistant Registrar
(Academics & Examinations)

दक्षिण बिहार केन्द्रीय
विश्वविद्यालय



Central University of
South Bihar

(A Central University Established by an Act of Parliament)
NAAC Accreditation: Grade 'A++'

Paste
Your
Latest
Photo

Identity Card Application Form for Students

Kindly submit the duly filled Form at **Academic Section**

Issuance of New / Duplicate I-Card is subject to verification of the given details by the concerned section

Application for New I-Card ☐ Duplicate I-Card ☐ Kindly tick whichever is applicable

Name (in Bold Letters):

Enrolment No. : Department:.....

Programme of Study : Session:.....

Mobile No. : E-Mail ID:.....

D.O.B. : Blood Group with Rh Factor :

Father's Name :

Permanent Address:

.....

Emergency Contact No.:.....

Signature:..... Date:.....

For Office Use Only

Academic Section

Identity Card No:

Approved / Disapproved:.....

Signature of Section In-charge:.....

Remarks (if any):.....

Identity Card Publishing Section

Published / Not-published:.....

Signature of Section In-charge:.....

Remarks (if any):.....

Central University of
South Bihar

File No. CUSB/Acad/24-3/2013 AE 3028

Date: 10-05-2023

NOTICE

Subject: Revised procedure for students to file online Anti Ragging Affidavit.

In pursuance of the UGC "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" and its subsequent amendments from time to time, it is compulsory for each student and his/her parent/Guardian to submit an online undertaking each academic year at either of the two designated web sites, namely www.antiragging.in and www.amanmovement.org.

As part of UGC's initiative towards reduction of compliance burden of its stakeholders, UGC has revised the procedure for students to file online anti ragging affidavit. Therefore, it is compulsory for each student and their parent/Guardian to file online anti ragging affidavit according to the new procedure prescribed by the UGC.

The revised procedure is as follows:

Step 1: A student will submit his/her details on the same web sites as provided above (www.antiragging.in and www.amanmovement.org) and read and confirm that he/she and his/her parents/guardians have read and understood the regulations on curbing the menace of ragging. He/She will confirm and agree that he/she will not engage in ragging in any form. (Step 1 is the same like before).

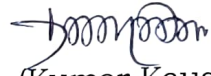
Step 2: The students will receive an E-Mail with his/her registration number and a web link. The student will forward the link to the E-Mail of the **Nodal officer of the Anti-Ragging of Central University of South Bihar**. (Please note that the student will not receive pdf affidavits and he/she is not required to print and sign it as used to be the case earlier)

Step 3: The Nodal Officer of Anti-Ragging of CUSB can click on the link of any forwarded e-mails that he/she will receive from any student of CUSB to get the list of those students who have submitted anti ragging affidavits/undertakings.

Contd...

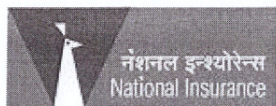
The details of the **Nodal Officer of Anti-Ragging** of Central University of South Bihar are appended below:

Dr. Jawaid Ahsan
Assistant Professor
Department of Biotechnology
& Assistant Proctor
Central University of South Bihar, Gaya
Mobile: 8521627799
Email: antiragging@cusb.ac.in


(Kumar Kaushal)
Deputy Registrar

Copy to:

1. All students of Central University of South Bihar
2. Dr. Jawaid Ahsan, Assistant Professor, Department of Biotechnology, CUSB
3. The Chief Proctor, CUSB
4. The Chairpersons and the Members of Anti-Ragging Squads, CUSB
5. The Deans of all Schools, CUSB
6. The Heads of all Departments, CUSB
7. All faculty members, CUSB
8. Vice-Chancellor's Secretariat, CUSB
9. All Officers/Officials, CUSB
10. System Analyst, CUSB with a request to upload on University's website.
11. PRO, CUSB
12. Guard File



NATIONAL INSURANCE COMPANY LTD.

KANKERBAGH BRANCH OFFICE

Commercial House, Kankerbagh Patna

VIDYARTHI -Mediclaim for Students

Proposal Form

1. Name of the Proposer : _____
Postal address and Telephone No. : _____
2. Name and address of the educational institution where the student is pursuing his / her study : _____
3. Name and Address of Medical Practitioner / Family Doctor of the student : _____
4. Sum Insured opted for hospitalization expenses over : `50,000 [] `75,000 []
`1,00,000 [] `1,25,000 [] `1,50,000 [] `175,000 [] `2,00,000 []
5. Details of the persons to be covered :

Sl.No.	Details	Student	Guardian
i.	Name		
ii.	Date of Birth		
iii.	Discipline and Class of study		
iv.	Sex		
v.	Relationship with proposer		
vi.	Existing ailments / disease, if any.		
vii.	Illness / injury sustained in past-give details		
viii.	Existing disability		

6. Photographs of the student (stamp size-2 each)

Past Stamp
size Photo

Past Stamp
size Photo

7. After claim fee your whether you opt for Cumulativ Bonus or for discount in renewal premium
8. Do you have any existing Mediclaim insurance? Yes / No.
If yes i. Name of Insurer
ii. Sum Insured

(In case of existing mediclaim, settlement will be as per the rules of the Insurance company)

Assignment:

I _____ do hereby assign the moneys payable in the event of my death by National Insurance Company Limited to Sri / Smt _____ my _____ and I further declare that his / her receipt shall be sufficient discharge to the Company.

Place _____ Date _____

Signature of the guardian of the student

DECLARATION

I hereby declare and warrant that the above statements are true and complete. I have read the salient features of the Policy of the willing to accept the coverage subject to the terms, conditions and exclusion prescribed by the Insurance Company.

Place : _____
Date : _____

Signature of the Proposer

PROHIBITION OF REBATES

- (i) No person shall allow or offer to allow either directly or indirectly as an inducement to any person to take out or renew or continue as insurance in respect of any kind of risk relating to lives or property in India any rebate of the whole or a part of commission payable or any rebates of the premium-shown on the policy nor shall any person taking out or renewing or continuing a policy except any rebate as may be allowed in accordance with the published prospectus or tables of the insurer.
- (ii) Any person making default in complying with the provision of this section shall be punishable with fine which may extend to five hundred rupees.