

# NOTICE

Any enquiry regarding R.T.I.Cell,may apply to RTIO/SPIO,R.T.I.Cell,WBSU,  
Phone No.-3365414286. [e-mail :rti.wbsu@gmail.com](mailto:rti.wbsu@gmail.com)

You can apply -BA/Bsc/BCom,Part-1/11/111(Hons,General and Major) under the system of (1+1+1)

## **The procedures are as follows :**

- The application form may be down loaded from the website of the University.[www.wbsubregistration.org](http://www.wbsubregistration.org) The application form after properly filled up by the candidate should be forwarded by the Principal of the Constituent College,then submitted to the RTI Cell of West Bengal State University,Barasat,24 Pgs(N).
- Bank Draft /Bankers Cheque of Rs 10/-(ten only) as application fee should be enclosed with each application.The above Draft /Cheque will be deposited in favour of West Bengal State University.
- After submission of the required application to the RTI Cell. The applicant may contact directly with the RTI Cell after seven days.Otherwise he will be informed by the Phone or by post about the submission of processing fees of Rs.200/-(Two hundred only)for each paper. This amount will be submitted through Bank Draft /Bankers Cheque in favour of West Bengal State University.The Bank Draft will be submitted to the RTI Cell of West Bengal State University with a written application mentioning the Draft No. and other informations with reference to his/her previous application and date.
- The applicant will be informed by phone or by post to collect the Photocopy of his/her marked answer script within 30 days of depositing the application fees.
- The application form if not filled up properly or if there is any legal problem for publication of the respective result,the application form may be treated as cancelled however the applicant should be informed by post the cause of rejection of his/her application.
- If not satisfied the applicant may apply to the Appellate authority within seven days after the date of receiving of the answer script from the RTIO / SPIO West Bengal State University. Application with any illogical or illegal demand(which is out of law) the application may be treated as cancelled.
- **Apply to :**  
Appellate Authority,  
C/O : Registrar  
R.T.I.Cell  
West Bengal State University

Barasat,24 Parganas(N)  
Kolkata-700126.

- If the applicant is further not satisfied with the decision given by Appellate Authority,he /she may apply to the Chief Information Commission within 90 days from the submission of application fee to the RTI Cell.

Chief Information Commissioner  
West Bengal Information Commission  
Bhabani Bhavan (2<sup>nd</sup> floor)  
31, Velvedere Road, Alipur  
Kolkata-700027.  
Website : [www.wbic.gov.in](http://www.wbic.gov.in)  
E-mail : [scic-wb@nic.in](mailto:scic-wb@nic.in)

- No fees will be deposited in the case of second and third stage .Total process of self inspection of answer script will be completed within 6 months from the publication of result of the particular examination.