



COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Panchanan Nagar, Vivekananda Street, Cooch Behar - 736101, West Bengal, India
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Mr. Pawan Prasad
ASSISTANT REGISTRAR

Ref. No.: F26.V1/AREG/1790-25

Date: 19.11.2025

To
The Principal/Teacher-in-Charge
All the Colleges affiliated to
Cooch Behar Panchanan Barma University
Cooch Behar

Subject: Re-schedule of UG (NCCF) Registration process for the Session: 2025-2026

Sir/Madam,

In reference to our earlier letter (Ref. No.: F26.V1/AREG/1754-25, dated 14.11.2025), all concerned are hereby informed about the **UG (NCCF) Registration Process for the students admitted in 2025**. The University will not extend any dates for the steps involved in the said process. It is expected that you have already collected the **ABC ID of all admitted students**. The mandatory unique fields required during the registration process are as follows:

- ABC ID
- Year of passing of class xii and Roll number of class xii
- Mobile number of the students.

Re-schedule for UG (NCCF) Registration Process

The Online UG registration Portal will be live for the Students and Colleges for the period mentioned below:

SL.NO	PARTICULARS	From/on	To
1.	Complete CSV uploaded by colleges	17-11-2025	20-11-2025
2.	Student portal live	22-11-2025	26-11-2025
3.	College end verification	22-11-2025	27-11-2025 Till 5 P.M.
4.	Submission of registration form along with requisite documents by the colleges to the university	08-12-2025	10-12-2025

Students shall have to upload the following documents:

- Recent Passport size photo (10KB-50KB size limit) in JPG format,
- Higher Secondary/ equivalent examinations Mark Sheet (60KB -100KB size limit) in JPG format
- Caste certificate if any in JPG format (60KB-100KB size limit).
- Kindly fill all the columns of the CSV (without failure)

➤ Requisite fee to be paid:

- The fee for Registration is Rs. 500 per student (Five Hundred only). [for 4 years Under Graduate Program under NCCF]
- The fee for Registration is Rs. 1,000 per student (One Thousand only). [for LL.B. & B.A. LL. B.]


Assistant Registrar
Cooch Behar Panchanan Barma University



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➤ **The details of the bank account in which registration fee to be deposited is as under:**

ACCOUNT NAME: COOCH BEHAR PANCHANAN BARMA UNIVERSITY

BANK NAME: STATE BANK OF INDIA

ACCOUNT NUMBER: 32741316141

IFSC CODE: SBIN0000058

- *Colleges are to ensure that admission of the students and uploading of data for Registration are done in conformity with the registration relating to 4 Years Under Graduate Program Under NCCF rule/s. Failing which college Principal / Teacher-in-Charge shall have to take the responsibility of the student.*

So, all the Principal / Teacher-in-Charge are requested to take necessary steps from your end.


Assistant Registrar
Cooch Behar Panchanan Barma University

In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Registrar (Addl. Charge), Cooch Behar Panchanan Barma University.
3. The Finance Officer, Cooch Behar Panchanan Barma University.
4. The Controller of Examination, Cooch Behar Panchanan Barma University.
5. The Inspector of College, Cooch Behar Panchanan Barma University.
6. Guard File.


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