

INFORMATION BULLETIN

Common Entrance Test for Post Basic Nursing course **JEPBN-2024**

Date of Examination

30.06.2024 (Sunday)

(Tentative and may be changed in extraordinary circumstances)



West Bengal Joint Entrance Examinations Board

RUPANNA

DB – 118, Sector - I, Salt Lake City

Kolkata 700064

Toll free No.- 1800-1234-782 (Extn. No.- 2)

Release date: 16th April 2024

Candidates must go through the Information Bulletin carefully before applying for the examination

IMPORTANT INSTRUCTIONS FOR ONLINE APPLICATION

Once an application is received, it will be construed that the candidate agrees to all terms and conditions, rules and regulations stipulated in the Information Bulletin and in the relevant notice(s) published by the Board for the said purpose.

Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected.

1.	Application for the examination must be done online only. No printed application form is available.
2.	Ensure filling genuine application form available online only at www.wbjeeb.nic.in/www.wbjeeb.in
3.	Do not attempt to make any duplicate application.
4.	<p>It is essential to have a valid mobile number and a unique valid email ID.</p> <p>All future communications by the Board will be sent to the registered mobile number and email ID. WBJEEB will not be held responsible for non-receipt of any communication due to wrong/non-existing/non-functional/changed mobile number/ email ID or due to network interruption.</p>
5.	<p>Once the registration details i.e., name, father's name, mother's name, gender, domicile and date of birth are entered and submitted, this information cannot be changed/modified/edited under any circumstances.</p> <p>Also, the information must match exactly with the school/college admit cards, mark sheets, certificates, photo identity cards, caste/category certificates etc. which a candidate has to produce at the time of entering the examination hall, during counselling/admission and registration with the University/Council etc.</p>
6.	Do not share your application number, password etc. with anyone. The Board will not be held responsible if any candidate commits the mistake which may result in negative consequences.
7.	Upload scanned copy of a recent colour photograph and signature as per the instructions provided in the Information Bulletin. If any candidate receives any SMS/email regarding discrepancy in photograph/ signature, he/she must take corrective action immediately within one day. Admit card will not be issued if these images are illegible and thus not acceptable.
8.	If any information other than name, father's name, mother's name, gender, domicile and date of birth given in the application needs to be corrected, the rectification may be done by the candidate only within the notified ' Correction Period '. The Board will not make or allow any correction thereafter.
9.	<p>Application fees is ₹3000/- (Rupees three thousand only) plus the Bank's Service Charges, as applicable, payable by Net Banking/ Debit Card/ Credit Card/ UPI/QR Code only.</p> <p>The fee once paid is not refundable under any circumstances.</p> <p>Do not wait for the last day to make fee payment to avoid payment failure by Bank or EPG.</p>

10.	Keep copies of Confirmation page and Admit card in safe custody.
11.	Candidates are requested to go through the Board's website (www.wbjeeb.nic.in / www.wbjeeb.in) regularly to update themselves for the latest information.
12.	<ul style="list-style-type: none">• Appearing for the examination and even obtaining a rank do not guarantee admission.• Applicable rules at the time of counselling will determine allotment and admission criteria.• Candidates must make themselves aware of the latest rules and criteria for admission to different University/Institution and other specific criteria issued by the Government/Regulatory bodies from time to time.• Board will not be responsible by any way, if any candidate fails to aware himself/herself regularly on any updated information.
13.	<p>For any query regarding the examination, contact:</p> <p style="text-align: center;">The Controller of Examinations West Bengal Joint Entrance Examinations Board RUPANNA DB - 118, Sector - I, Salt Lake City, Kolkata-700064 Examination Helpdesk: - 1800-1234-782 (Extn No. - 2) Email: info@wbjeeb.in</p>

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1.0 Introduction**The West Bengal Joint Entrance Examinations Board**

The West Bengal Joint Entrance Examinations Board (WBJEEB) was established in 1962 by Government of West Bengal in exercise of the powers conferred under article 162 of the Constitution of India in pursuant to No. 828-Edn(T), dated 02.03.1962.

Subsequently in 2014, the Government of West Bengal enacted the West Bengal Act XIV of 2014 to form **The West Bengal Joint Entrance Examinations Board** (hereinafter called '**Board**') and empowered it to conduct Common Entrance Examinations for selection of candidates for admission to undergraduate and postgraduate Professional, Vocational and General Degree Courses in the State of West Bengal and to conduct on-line counselling process or otherwise adopting a single-window approach.

West Bengal Joint Entrance Examinations Board (WBJEEB) has been instrumental in the admission process based on online application and allotment through e-Counselling since 2012. It advocates fairness and transparency, ensures no-error, and adopts state-of-the-art technology.

2.0 The Examination: WBJEEB will conduct OMR based Common Entrance Test (**JEPBN-2024**) for admission in the academic session 2024-25 in **Post Basic Nursing (PBN)** course in Colleges/ Institutes in the State of West Bengal.

2.1 Schedule of JEPBN-2024

Date of Examination	Time schedule
<p style="text-align: center;">30.06.2024 (Sunday) (Tentative and may be changed in extra ordinary circumstances)</p>	<p style="text-align: center;">11:00 a.m. to 12:30 p.m.</p>

The examination will be held only once and there shall be no further examination under any circumstances for those who are unable to appear on the above date and time.

2.2 Pattern of Question Papers

The paper will contain 100 questions. All questions will be of **Multiple-Choice Question (MCQ)** type, with four answer options each, of which only one option is correct. Time for the paper is **90 minutes**. The questions will be in **English language only**.

2.3 Syllabus: The paper will be based on GNM syllabus and will have **two parts** as follows. The topics and number of questions of the two parts are given below.

- a) Part-A: Anatomy, Physiology, Sociology, Psychology, Pharmacology, Microbiology, Nutrition, Pathology – 40 Q
- b) Part-B: Foundation of Nursing, Medical Surgical Nursing, Pediatric Nursing, Psychiatric Nursing, Obstetrical Nursing, Community Health Nursing – 60 Q

2.4 Scoring Methodology

- a) Correct response will yield 1 (one) mark for each question.
- b) Incorrect response will yield -1/4 (25% negative) marks for each question.
- c) For any combination of more than one option, even if it contains the correct option, the said answer will be treated as incorrect and will yield -1/4 (negative 25%) marks.
- d) Zero mark will be awarded for not attempting any question.

2.5 Mode of answering in the examination

- a) Questions are to be answered on specially designed optical machine-readable response **(OMR)** sheet, which will be evaluated by Optical Mark Recognition method. Thus, it is very important to follow the correct method of marking.
- b) Candidates will indicate response to the questions by **darkening the appropriate circle/bubble completely with blue/black ink ball point pen provided by the Board.**
- c) Any other kind of marking e.g., filling the circle/bubble incompletely, filling with pencil, cross mark, tick mark, dot mark, circular mark, over writing, scratching, erasing, use of white ink, marking outside the circle/bubble etc. may lead to wrong/partial/ambiguous reading of the response. **WBJEEB will be, in no way, responsible for such eventuality and this may lead to cancellation of OMR sheet.**
- d) Response marking cannot be edited/changed/erased/modified.

2.6 Ranking Methodology and publication of Merit List

- a) WBJEEB will prepare merit ranks based on the candidates' **score in the Common Entrance Test.** Individual candidates will be able to view and download his/her Rank Card, which will contain score and rank. **WBJEEB does not publish any rank/score list for public** to ensure confidentiality to each individual candidate.
- b) The rank shall be in the name and style of '**GMR**' (General Merit Rank).
- c) Ranking shall be done in the descending order of total marks scored. In case of ties, tie-breaking rules as given in section 2.7 shall be applicable.
- d) Separate reserved category merit position will also be indicated for respective category of students e.g., SC Rank, ST Rank, OBC-A Rank, OBC-B Rank, PwD Rank/EWS Rank etc., **as applicable.**
- e) **Sequencing order for counselling/allotment of seat/admission will be based on GMR only** (not on category ranks). Category ranks are for information only to candidates of respective category.
- f) **Category ranks** are generated based on the category information given by the candidates during online application, but documents are verified by the allotted Institutes during counselling/admission. Hence candidate's certificates/ documents/ proofs must be valid as on the date of verification. If any candidate's claim is found invalid during verification, his/her category rank will be cancelled, and the candidate will be considered thereafter in general category in next round, if any. **Category ranks of other candidates will not be revised.**

2.7	<p>Tie-breaking Methodology in Merit Rank</p> <ol style="list-style-type: none"> 1. Higher total marks in part B. 2. Less negative marks in total. 3. Less negative marks in part B. 4. Less negative marks in part A. 5. After application of the Tie-breaking Rules as applicable if there be still ties, the same will be broken by the date of birth (DOB) of the candidates, with the older candidate having preference over the younger one. If the tie still remains then it will be decided by the application number in ascending order i.e. the candidate who has applied earlier will be given preference.
2.8	<p>Rules of the examination (JEPBN-2024): Rules to be followed during the examination is given in APPENDIX-5.</p>
3.0	<p>Eligibility and academic qualification criteria for appearing in JEPBN-2024 (As intimated by the concerned Authorities)</p>
3.1	<p>Eligibility criteria for application for JEPBN-2024</p> <ol style="list-style-type: none"> a) Citizenship: Applicant must be a citizen of India. b) Applicant must be a domicile of West Bengal. c) Gender: Male/ Female.
3.2	<p>Eligibility criteria for admission</p> <p>For any further information, candidates must follow the instructions of the Nursing Directorate, Dept. of H&FW, Govt. of W.B.</p> <p>The candidate must pass (10+2) level examination from any recognized Board and must pass the GNM course from the Institute recognized by Indian Nursing Council and obtained registration/RNRM certificate from the State Nursing Council of any State of India.</p> <p>(A) Upper age limit:</p> <ol style="list-style-type: none"> i. WB State Govt Employee: The Nursing Personnel must not be more than 53 years of age on the last date of application. ii. Others: No upper age limit (including ESI and Central Govt. employees). <p>At the time of admission, the candidates presently employed by the West Bengal State Govt. will have to follow the then applicable TR rules of the WB State Govt.</p> <p>(B) Work experience:</p> <p>The candidates presently employed by the West Bengal State Govt. must have at least 3 years' qualifying uninterrupted/ regularized experience in Govt. service as on the last date of application.</p> <p>Work experience is not essential for others (including ESI and Central Govt. employees).</p> <p>Note:</p> <ul style="list-style-type: none"> • 'Pass' means passing in both theory and practical separately where applicable. • Pass' means completion of all requirements of the course including completion of internship (where applicable) before admission. • 'Any recognized Board' means the Boards/Councils listed and published in WBJEEB website.

3.3 Document verification

- a) Admit cards, Rank cards are issued based on the information provided by the candidate. All verifications are done during and after counselling/admission **by the allotted Institute**. Hence, candidates cannot assume that the personal information shown in the admit card, rank card are approved by the Board.
- b) If during document verification by the **allotted Institute**, it is found that information given by the candidate is/are incorrect or if the candidate is unable to produce valid certificate/ document/ proof **as per the then applicable rules and as on the date of its verification**, his/her information will be corrected/modified accordingly which may even make him/her ineligible for some/all seats or course.
- c) Similarly, if at any stage during or after counselling/admission it is found on scrutiny that the information/document(s) provided by the candidate is false/incorrect, his/her candidature is liable to be treated as cancelled even if he/she secured a Merit Rank and/or a seat has been allotted to the candidate. Hence, securing a Rank does not constitute a right/guarantee in favour of a candidate for his/her claim for admission if he/she fails to comply with the required criteria.

4.0 Seat Matrix

Seat matrix for the academic session 2024-25 will be declared by the Dept of H&FW, Govt. of W.B. and WBUHS in due course of time and will be published at Board's web site before counselling.

It is to be noted that there may be other seats available in some institutes/ course which are not offered by the institutes for e-counselling. Hence those seats will not be included in the seat matrix.

It is also to be noted in case of private institutions suitability certificate from Indian Nursing Council is mandatory.

5.0 Reservation of Seats for SC/ST/OBC-A(NCL)/OBC-B(NCL)/PwD/EWS category of students

- a) Reservation policies of West Bengal University of Health Science and the Dept. of H&FW, Govt. of W. B. will be applicable for admission in reserved seats for SC/ST/OBC-A(NCL)/OBC-B(NCL)/PwD/ EWS candidates.
- b) Such reserve category seats shall be restricted to students domiciled in West Bengal only.
- c) List of reserved seats will be announced by the concerned authority before counseling.
- d) Candidates claiming reserved seats must submit relevant Certificate issued from either of the competent Authorities as enlisted below.
- e) Certificates are to be produced for verification at the **allotted Institute** during counselling, admission etc. If at that time, it is found that any information given by the candidate is/are incorrect or if the candidate is unable to produce certificate/ document/ proof **valid as per the then applicable rules as on the date of its verification**, his/her information will be corrected/modified accordingly and the candidate may be reconsidered in next round of counselling, if any. Any incorrect information/application will make him/her ineligible for all/some seat or course.

- f) Candidates having OBC certificates issued before 31.12.2009 must have the certificate revalidated from the issuing authority, with OBC-A(NCL) / OBC-B(NCL) classification clearly mentioned.
- g) **OBC-A/OBC-B candidates must note that though there is a reservation for OBC-A(NCL)/OBC-B(NCL) candidates so far as seat allotment is concerned, but there is no reservation for OBC-A/B category in TR policy of Govt. of W.B.**

6.0 Requirements in terms of Domicile Criteria

- a) The candidate must be domiciled in West Bengal for admission **in any category of seat in Post Basic Nursing course in any institute.**
- b) Candidates need to submit the required proforma for domicile certificate as per the detail given in section 6.1 below and keep the certificate ready to be produced during counseling, admission etc.
- c) If any of the certificates is then found to be invalid/expired, the candidate will lose the opportunity of admission.

6.1 Criteria to be treated as domicile of West Bengal and applicable proforma of certificate

Only those candidates will be treated as domicile of West Bengal who are either,

- a) residing in West Bengal continuously at least for last 10 (ten) years as on 31.12.2023.
OR
- b) whose parent(s) is/are permanent resident(s) of West Bengal having permanent address within the State of West Bengal.

In case of a) above, a certificate is to be obtained as per form 'a1' (APPENDIX-1).

In case of b) above, a certificate is to be obtained in proforma 'b' (APPENDIX-2) or the candidate must produce in original any two of Voter ID card/ Aadhaar card/ Passport/ Ration card belonging to his/her parents. **The said documents must justify that the residential address of parent(s) is in West Bengal.**

During counseling etc. if SC/ST/OBC-A(NCL)/OBC-B(NCL) candidates who cannot produce required domicile certificate, they can produce/upload their category certificates (issued by the Govt. of WB) in lieu of domicile certificate. But in that case if the category certificate is found invalid at the time of verification, their domicile status is also considered to be NON-West Bengal.

6.2 Competent authority to issue domicile certificate

- a) Proforma 'a1' or 'b' must be signed and certified by any of the following competent authorities from Central Government or State Government *having local jurisdiction over the place of the permanent residence of the concerned candidate or his/her parents viz.*
- i. District Magistrate, Additional District Magistrate, Deputy Magistrate, Deputy Collector, Sub – Divisional Officer, Block Development Officer.
 - ii. Superintendent of Police, Additional Superintendent of Police, Sub Divisional Police Officer, Deputy Superintendent of Police.
 - iii. Commissioner, Additional Commissioner, Joint Commissioner, Deputy Commissioner, Assistant Commissioner of Police Commissionerate.
 - iv. Judicial Magistrate of any rank or position in the concerned district or Metropolitan locality or Hon'ble High Court at Calcutta or Hon'ble Supreme Court of India.

	<p>v. Corporation Area - Commissioner, Additional Commissioner, Joint Commissioner, Assistant Commissioner.</p> <p>vi. Assistant Secretary or above in the Secretariat to the Government of West Bengal (including GTA) or Central Government.</p> <p>vii. Deputy Director or above in the Directorate to the Government of West Bengal or Central Government.</p> <p>viii. Collector of Kolkata (Stamp and Revenue) located at 11, N.S. Road, Kolkata-700001 for the inhabitants under the jurisdiction of Kolkata Police Area.</p> <p>b) Officials issuing domicile certificates MUST provide his/her full name, designation, place of posting with address, land line/mobile number. He/she should also provide his/her identity card number, if available.</p> <p>c) Note: Domicile certificates issued by any elected people's representative such as Municipal Commissioner, Councillor of Municipal Corporation/ Municipality, Member of three-tier Panchayat system or GTA, MLA or MP are not acceptable.</p> <p>Certification from any other authority other than those enumerated above will not be accepted.</p>
7.0	<p>Competent Authorities for the issuance of SC/ST Certificate for candidates claiming under such reserve category of seats</p> <p>SC/ST Certificates are to be issued by any of the following authorities:</p> <p>a) Sub-Divisional Officers for all districts except Kolkata.</p> <p>b) District Welfare Officer, Kolkata & Ex-Officio Joint Director, B.C.W. in case of Kolkata Municipal Area {as defined in clause (9) of Section 2 of K.M.C Act, 1980}.</p>
8.0	<p>Competent Authorities for the issuance of OBC-A(NCL*) / OBC-B(NCL*) Certificate for candidates claiming under such reserve category of seats</p> <p>As per Notification vide No. 374(71)-TW/EC/MR-103/94 dated 27/7/1994, read with Memorandum No. 1204-SBCW/MR-67/10 dated 27/7/2015 issued by Backward Classes Welfare Department. Govt. of W.B., the Sub Divisional Officer of a Sub- Division in a District is the certificate issuing authority. In Kolkata such certificate is issued by such an officer as the State Government by modification authorizes. Accordingly, the District Welfare Officer, Kolkata, and Ex-officio Joint Director, BCW Dept. has been notified to act as the certificate issuing authority in respect of Kolkata covering the jurisdiction of the Kolkata Municipal Corporation.</p> <p><i>The OBC-A or OBC-B candidates if belong to creamy layer will not be considered as reserved category candidates. If the OBC-A(NCL) or OBC-B(NCL) certificate is issued before 01.04.2024, then the candidate has to provide the income certificate issued by the same authority who issued earlier caste certificate.</i></p> <p>*NCL-Non-Creamy Layer</p>
9.0	<p>Competent Authorities for issuance of EWS Certificate for WB domicile candidates claiming under such reserved category of seats and others.</p> <p>As per Office Memorandum No. 325-PAR(AR)/3P-1/2019 dated 09th July 2019 issued by the Personnel & Administrative Reforms Department (Administrative Reforms Cell), Govt. of West Bengal read with Memorandum No. 959-BCW/MR-52/2019 dated 18th May 2023</p>

issued by Backward Classes Welfare Department, Govt. of West Bengal, EWS Certificates are to be issued by any of the following authorities:

- a) District Magistrate/ Additional District Magistrate
- b) Sub-Divisional Officers
- c) District Welfare Officer, Kolkata and Ex-officio Joint Director, BCW & TD in respect of Kolkata covering the jurisdiction of the Kolkata Municipal Corporation.

N.B. For eligibility and other details, please follow the Memorandums mentioned above.

10.0 Reservation of seats for PwD candidates

- a) As intimated by the Dept. of H&FW, Govt of WB, reservation in PwD category will be available only in case of **40% to 50% locomotor disability in lower limbs**.
- b) PwD candidates will have to physically report to IPGMER, Kolkata on a given date for physical verification. The PwD status as verified/certified by IPGMER will be final and binding to the candidate. WBJEEB will not entertain any communication in this regard.
- c) If the candidate fails to report to IPGMER on the scheduled date, he/she will be considered as a non-PwD candidate.
- d) No change in the category will be entertained after the last date of correction of application form.

10.1 Special facilities to PwD candidates for appearing in the examination

- a) **Concessional application fees:** PwD candidates are eligible for 40% concession on application fees. To avail the same, the candidate must formally apply in writing (enclosing a copy of his/her confirmation page and PwD certificate) to the Chairman, WBJEEB and send/submit the application to the Board office at least 60 days before the date of commencement of the examination.
- b) **Compensatory time:** Twenty minutes per hour compensatory time as per duration of examination (On pro-rata basis) will be allowed to the PwD candidates with disabilities as mentioned in section 9.0(a).
- c) **Scribe/reader:** Facility of own scribe/reader will be allowed to a candidate with disabilities as mentioned in section 9.0(a) and has limitations in writing including that of speed, if so desired by him/her. The educational qualification of the scribe should be one step below that of the examinee, which means that the maximum qualification of the scribe has to be (10 +2) passed.
- d) In order to avail the facility of compensatory time and/or scribe/reader, the candidate must formally apply in writing (enclosing a copy of his/her confirmation page, PwD certificate, a certificate in the format as given in APPENDIX-3 and a letter of undertaking in the format as given in APPENDIX -4) to the Chairman, WBJEEB and send/submit the application to the Board office at least 60 days before the date of commencement of the examination. **Special arrangement will be made in the office of the Board in Kolkata for such candidates to sit for the examination. Such facilities are not available in other examination centers.**
- e) The Board's decision in this regard will be final and binding on the candidate.

11.0 Legal jurisdiction

All matters pertaining to conduct of the examination and counselling shall fall within the jurisdiction of Kolkata only.

12.0	Procedure for submission of application form, payment of examination fees
12.1	<p>Registration</p> <p>a) The candidate will enter personal details such as, name, father's name, mother's name, date of birth, gender, identification type and number, present and permanent address, mobile number, email ID etc.</p> <p>b) Candidates must be careful while entering name, father's name, mother's name, date of birth, gender, and domicile. This information cannot be changed/edited/modified under any circumstances.</p> <p>c) Then the candidate has to create password, review and submit the registration.</p> <p>d) An application number will be generated and will appear on the screen. Also, SMS/email will be sent to the candidate.</p> <p>e) Candidate must remember his/her application number, password. If the candidate forgets the password/application number, he/she has to recover it through "Forgot Password/ Forgot Application number" option. There is no other way to recover the password/application number.</p> <p>f) It is not possible for any person/agency to change/edit/input any information without knowing the password. Hence candidates must not share their password with anybody. The Board will not be responsible for any change resulting from sharing/divulging of the password.</p>
12.2	<p>Application</p> <p>At this stage, the candidate needs to fill up various other information such as, domicile, category, PwD status, religion, nationality, academic details etc.</p>
12.3	<p>Uploading of images</p> <p>a) The candidate is required to upload JPG/JPEG images of his/her recent color photograph (10 to 200 KB) and signature (4 to 30 KB).</p> <p>b) Photo and signature are to be uploaded in one go.</p>
12.4	<p>Payment of Examination Fees</p> <p>a) The Examination Fees can be paid by Net Banking/ Debit Card/ Credit Card/ UPI/QR Code only.</p> <p>b) Application fee for the examination is Rs. 3000/- (Rupees three thousand only), plus the Bank's service charges, if applicable.</p> <p>c) The fee once paid is not refundable under any circumstances.</p>
12.5	<p>Confirmation Page</p> <p>On successful completion of all the steps mentioned above, the candidate shall be directed to download the 'Confirmation Page' which means that the application is complete. APPLICATION IS INCOMPLETE UNTIL THE CONFIRMATION PAGE IS GENERATED.</p>
12.6	<p>Correction of application form</p> <p>a) It is not possible to correct any primary registration data i.e., Name, Father's Name, Mother's name, gender, domicile, and Date of birth.</p> <p>b) If any candidate intends to correct/modify any other information in his/her application, he/she can do so after logging in during the given "correction period". The Board will not entertain any request for any correction/modification under any</p>

	circumstances beyond the “correction period”. Also, the Board will not make any correction/modification on behalf of any candidate.
13.0	<p>Admit Card</p> <p>a) Admit cards will be generated on the notified date for the students to download and to take a print. Candidate must carry a printed hard copy of the admit card to the examination center.</p> <p>b) Candidates must ensure that the admit card is not mutilated/ distorted/ soiled even by accident. Candidates with such mutilated/ distorted/ soiled admit card may not be allowed to appear in the examination.</p>
14.0	<p>Allocation of examination centre</p> <p>The examination will be conducted in Kolkata- Salt Lake/New Town zone only.</p>
15.0	<p>Evaluation and declaration of result</p> <p>a) Model Answer Keys will be available for a brief period at Board’s web site shortly after the examination. Candidates can log in and view the model answer keys.</p> <p>b) Candidates can also challenge any answer key on payment of ₹500/- (Rupees Five hundred only) per question plus the bank’s service charges, if any. The fee once paid is not refundable.</p> <p>c) The Board will review the challenges and publish Final and Frozen Answer Keys. The Board’s decision in this regard will be final and no further communication will be entertained.</p> <p>d) Images of OMR sheet and machine read responses will be available for a brief period in Board’s web site after the examination. Any candidate can view the images of his/her OMR sheet and machine read responses by logging in with his/her password. Candidates should download and preserve copies of their OMR sheet. However, the duration of preservation of record (s)/ document (s)/ information has been notified and available in the Board’s website.</p> <p>e) Any candidate, who is not satisfied with the captured responses may challenge online on payment of ₹500/- (Rupees Five hundred only) per question plus bank’s service charges, if any.</p> <p>f) The Board will review the challenges and take final decision. The Board’s decision on the challenges will be final and no further communication will be entertained.</p> <p>g) Challenges by email, letter, fax, telephone etc. other than through online mode will not be accepted or entertained.</p> <p>h) Result will be published in the form of Rank Card, which will contain all relevant rank(s) and score. Candidates can view and download their rank card by logging in with their password. The Board never publishes a rank/score list to ensure confidentiality to each individual candidate.</p> <p>i) Rank card with score will be issued to all candidates, who appears in the examination. But all may not be awarded a rank and hence may not be eligible for counseling, for which a cut off rank and/or a cut off score will be decided by the board.</p> <p>j) If any candidate has any grievance about his/her score, he/she may raise a query through email (to info@wbjeeb.in) within 24 hours of declaration of the result attaching copies of OMR sheet, rank card, question booklet number and its series code, question wise self calculation of score. If the candidate wishes to make a physical</p>

representation, it is allowed till 12:00 noon on the next working day of result publication. The Board will not entertain any query/grievance thereafter.

- k) A candidate can calculate his/her score from his/her machine read response and published final answer keys. However, if any candidate needs a calculation sheet from the Board, he/she will have to apply to the Board with a demand draft of Rs. 500/- **(Rupees Five hundred only)** in favour of 'West Bengal Joint Entrance Examinations Board' payable at Kolkata. But this facility will be available only till 60 days after the declaration of result or till the counselling is over, whichever is later.

16.0 General rules about documents

- a) Whenever and wherever a candidate produces documents like confirmation page, admit card, rank card, caste/ category/ domicile certificate etc., he/she must produce it in original. Documents generated by the portal must be printed by using the 'PRINT' link provided for the purpose. **Screen shots, photographs of the screen, images captured/stored by/in mobile phone etc. are not acceptable as any valid document.**
- b) Confirmation page, admit card, rank card etc. contains some personal information as given by the candidate during online application. As such, the Board is in no way responsible for any mistake in it due to incorrect entry by the candidate.
- c) **All verifications are done by the allotted Institute during counselling/admission. Hence, candidates cannot assume that the personal information shown in the confirmation page, admit card, rank card etc. are accepted or approved by the Board.**
- d) In case the candidate faces any problem during admission in any institute or thereafter due to any mistake committed by him/her in providing such personal information during online application, **the Board is unable to render any help e.g., issuing any letter of correction etc.** The candidate must take necessary actions at his/her end with the institute, where he/she takes admission.
- e) Confirmation page and admit card cannot be downloaded after the examination is over. Rank card and image of OMR sheet cannot be downloaded after the counselling is over. **Candidates must preserve such documents safely.**
- f) However, if any candidate needs a duplicate copy of Admit card, Rank card etc. it can be provided by the Board, but only till the end of counselling or 60 days after the date of declaration of result, whichever is later. To get a duplicate copy, the candidate must apply to the Board and pay a processing fee of Rs. 500/- **(Rupees Five hundred only)** for each document by a bank draft issued in favour of "West Bengal Joint Entrance Examinations Board" payable at Kolkata.

17.0 Counselling/seat allotment and provisional admission

- a) A separate notification with details of counseling/seat allotment and admission procedure will be published in Board's web site shortly after publication of result.
- b) Course-wise and institute wise availability of seats provided by the Competent Authorities will also be published before counselling and allotment.

APPENDIX -1**PROFORMA-a1****Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least last ten (10) years as on 31.12.2023.**

Certified that _____

Son / daughter of _____ is a
 resident/permanent resident of West Bengal at Village/House No.
 _____ Street _____ Post Office
 _____ Police Station _____ in the District of
 _____ under _____ Assembly Constituency and
 has been living in the State of West Bengal continuously / uninterruptedly at least for the
 last ten (10) years as on 31-12-2023.

Paste 4 cmx3 cm
 size recent colour
 photograph in this
 box. Photo must be
 attested by the
 certifying
 authority

Candidate's signature

**Candidate must sign here in front of the certifying
 authority**

(Candidate's photograph)

Signature of Certifying Authority _____

Designation with Official Seal _____

Full Name of Certifying Authority _____

Office Address _____

Office Phone No. _____ Mobile No: _____ (optional)

ID No: _____ (optional)

Note: Photograph is to be attested by the certifying authority.**The Certifying Authority should preserve a duplicate copy of this Certificate.**

APPENDIX -2**PROFORMA-b**

Residential/Domicile Certificate for candidates not residing in the State of West Bengal but whose parent(s) is (are) permanent resident(s) of West Bengal having their permanent home address within West Bengal.

Certified that _____

Father/ mother of _____ (the applicant) is/ are permanent Resident of West Bengal at Village/House No. _____ Street _____ Post Office _____ Police Station _____ In the District of _____ Under _____

Assembly Constituency _____

Paste 4 cmx3 cm size recent colour photograph of the candidate in this box. Photo must be attested by the certifying authority

Paste 4 cmx3 cm size recent colour photograph of father/ mother of the candidate in this box. Photo must be attested by the certifying authority

Father's/ Mother's Signature

Candidate's Signature

Candidate must sign here in front of the certifying authority

(Candidate's Photograph) (Father's/ Mother's Photograph)

Signature of Certifying Authority _____

Designation with Official Seal _____

Full Name of Certifying Authority _____

Office Address _____

Office Phone No. _____ Mobile No: _____(optional)

ID No: _____(optional)

Note: Photographs are to be attested by the certifying authority.

The Certifying Authority should preserve a duplicate copy of this Certificate.

APPENDIX -3**Certificate regarding physical limitation in an examinee to write**

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/ D/o _____, a resident of _____ (Village/District/State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature**Chief Medical Officer/Medical Superintendent of a Government health care institution****Name & Designation:****Name of Government Hospital/Health Care Centre with Seal:****Place:****Date:****Note:**

Certificate should be given by a specialist of the relevant stream/disability
(e.g. Visual impairment - Ophthalmologist, Locomotor disability- Orthopaedic specialist/ PMR)

APPENDIX-4**Letter of Undertaking for Using Own Scribe**

I, _____ a candidate
with _____ (name of the disability)
appearing for the _____ (name of the
examination) bearing Application No. _____.

I do hereby state that _____ (name of
the scribe) will provide the service of scribe/reader for the undersigned for taking the
aforesaid examination.

I do hereby undertake that his/her qualification is _____.

In support of his/her maximum educational qualification, a certificate issued by the Head
of the institution is attached herewith. If it is subsequently found that his/her
qualification is not as declared by the undersigned and is beyond my qualification, I shall
forfeit my right to the admission and claims relating thereto.

(Signature of the candidate)

Place:

Date:

APPENDIX –5**Rules of the Examination**

1. Candidates are advised to reach the examination centers at least 30 minutes before commencement of the test.
2. Be sure about the exact location of your examination center and means of commuting to avoid inconvenience, if any, on the day of examination.
3. No candidate will be allowed to seat for the test in any center other than the one allotted to him/her and as is mentioned in the admit card.
4. Any candidate found to occupy a seat other than the one allotted to him/her will be **reported against** and his/her paper will be cancelled.
5. Carry the following documents to enter the examination center.
 - a. A printed copy of admit card.
 - b. A copy of color photograph as was uploaded during online application.
 - c. Any photo identity card in original such as Aadhaar card/ PAN card / Passport/ voter card/ 10th standard admit card.
6. **Candidates are not allowed to carry any written or printed material, calculator, pen, log table, wristwatch, any communication device like mobile phones, any blue tooth device etc. inside the examination hall. Any candidate found with such prohibited items will be reported against and his/her candidature will be summarily cancelled.**
7. Frisking may be carried out while entering the center for checking prohibited objects/articles.
8. Candidates are advised to take their seats at least 15 minutes before commencement of the test.
9. No candidate will be allowed to enter the examination center **beyond the scheduled time of commencement of the test under any circumstances.**
10. Question booklets will be distributed well before commencement of the test. Take out the OMR sheet and check that your OMR sheet number and question booklet number are same. If not, ask the invigilator to replace the whole set from same series (e.g., A/B/C/D).
11. Put your signature on the top of question booklet.
12. Read the instructions given on OMR sheet and on the cover page of question booklet very carefully.

13. Write question booklet number and roll number at the appropriate places on the OMR sheet. Wrong entry of question booklet number and roll number may lead to rejection of the OMR sheet or wrong scoring, for which the Board will not be held responsible. If any candidate makes any mistake, he/she must **not** overwrite. Request the invigilator to strike it out and rewrite the correct numbers and put his/her (Invigilator) signature.
14. Darken appropriate circle/bubbles of question booklet number, Roll number and question booklet series (e.g., A/B/C/D).
15. Write your name in BLOCK LETTERS, name of the center and put your signature in appropriate places on the OMR sheet. Do not put any stray mark anywhere else; it may lead to rejection of OMR sheet.
16. Check that your Roll number, photograph, spelling of your name in the attendance sheet matches with those given in your admit card. If any correction is needed, bring it to the notice of the invigilator.
17. Question booklets can be opened only at the time of commencement of test and as will be announced by the invigilator. Check all the pages of question booklet. If there is any damage or missing page or any difficulties to read the question booklet, ask your invigilator to replace the whole set from the same series (e.g., A/B/C/D).
18. Maintain silence during the test. Any conversation/gesticulation or creation of disturbances will be deemed as misdemeanor. If any candidate is found adopting any unfair means, his/her candidature will be cancelled and / or he/she will be debarred either permanently or for a period as is deemed fit by the Centre- in- Charge.
19. No discussion will be allowed with the invigilator regarding any question.
20. Candidates may do rough work in the space provided in the question booklet.
21. No candidate will leave his/her seat without permission of the invigilator until the test is over.
22. No candidate will leave the hall till the end of the test and all OMR sheets are collected and tallied by the invigilator.
23. Candidates are allowed to take his/her question booklet after the test.
24. If any examinee is found impersonating, he/she will be **handed over to the police** and candidature of the original candidate will be cancelled outright.