



VIDYASAGAR UNIVERSITY

P.O: Vidyasagar University, Midnapore-721 102

Dist.: Paschim Medinipur, West Bengal, India

Ph: 03222- 276554/276555/276557/276558

Activity	Date
Online portal for registration will be opened by the University for the college to facilitate uploading the admitted students' data in the data format specified by the University	From 31.10.2025 (Friday) to 15.11.2025 (Saturday)
Online portal will be locked	15.11.2025 (23:59 hrs.)
Date of submission of Registration fees by the College	Upto 24.11.2025 (Monday)

General Instructions to be followed by the Colleges:

- Total seat as a whole and categorywise seat as approved by Vidyasagar University is to be followed.
- The data to be uploaded in online portal for U.G. Registration will be in csv format.
- The data capturing format along with the instructions must be followed properly.
- Hard copy of registration forms and other relevant documents, like previous years, are to be checked, verified and preserved by the respective Colleges. It is to be submitted by the College to the University as and when required by the University.
- Colleges are requested to strictly adhere to the above schedule for registration of Undergraduate students for 2025-2026 session.
- Subject wise and category wise seat as approved by Vidyasagar University must be strictly followed.
- In the event of de-reservation of a particular intake capacity is obtained from appropriate authority, the Colleges are earnestly requested to inform the same beforehand to University with proper documents so as to accommodate the changes in the system of the Online Registration.

Instructions for LLB 3 years, B.Ed. and B.P.Ed.:

- For students of LLB 3 years, B.Ed. and B.P.Ed., who are having VU registration, their data must not be uploaded students to the registration portal.

The College must separately send, through e-mail, attaching the EXCEL file data of those students (who are having VU registration) following the data capturing format for U.G students.