



# UNIVERSITY OF GOUR BANGA

[Established under the West Bengal Act. XXVI of 2007 and Recognized U/S 2(f) & 12(B) of the UGC Act]

## Office of the Registrar

★ Phone: 03512-223664 ★ URL: www.ugb.ac.in ★ Email: deputyregistrar@ugb.ac.in  
P.O.: Mokdumpur, Dist.: Malda, Pin – 732 103, West Bengal, India

Ref. No.: 020/UGB/DR-26

Date: 09.01.2026

To:  
The Principals/Teachers-in-Charge/Officers-in-Charge,  
All the Under Graduate Colleges,  
Affiliated under the University of Gour Banga.

**Sub: Last & Final Phase of Registration Process for Newly Admitted Undergraduate Students  
(Academic Session 2025-2026)**

Respected Sir/Madam,

Repeated request from the Principals/Teachers-in-Charge of the Affiliated Colleges and as directed by the Hon'ble Vice Chancellor, UGB, this is to notify all concerned that the Registration process for the Under Graduate (UG) Courses for the Academic Session 2025-2026 will be continued as per below mentioned revised schedule.

The revised schedule is as follows:

S.N.	Activity	Duration / Date
1.	Re-opening of Registration Portal for downloading the prescribed Excel file by College Authorities	15.01.2026
2.	Last date for uploading the duly filled-in Excel file onto the Registration Portal by College Authorities	17.01.2026
3.	Opening of Registration Portal for students to upload photographs and signatures	15.01.2026
4.	Last date for students to upload photographs and signatures	17.01.2026
5.	Verification and online authentication of submitted registration forms by College Authorities	From 15.01.2026 to 17.01.2026

As per Notice, vide Ref. No.: 036/UGB/DR-25; Dated: 24.01.2025, the Registration fee will be charged Rs. 500/- (Rupees five hundred only) per candidate. All remaining terms and conditions are the same of the previous letter, vide Ref. No.: 555/UGB/DR-25; Dated: 06.11.2025.

**It is to be noted that this is the last opportunity for the students to apply for their Registration for the Academic Session 2025-2026.**

With regards,

**(Dr. Rajib Patitundi)**

Deputy Registrar (Addl. Charge)

**DEPUTY REGISTRAR (A/c)  
UNIVERSITY OF GOUR BANGA**

*Copy forwarded to:*

1. The PA to the Vice-Chancellor for kind information to the Hon'ble Vice Chancellor, UGB.
2. The Registrar, UGB.
3. The Inspector of Colleges, UGB.
4. The Controller of Examinations, UGB.
5. Office File.