



ভট্টদেৱ বিশ্ববিদ্যালয়
বজালী, পাঠশালা-৭৮১৩২৫, অসম
BHATTADEV UNIVERSITY
(A State University established under Assam Act No. XXXVI of 2017)
BAJALI, PATHSALA-781325, ASSAM
OFFICE OF THE ACADEMIC REGISTRAR

Dr. Subhash Chandra Das
Academic Registrar

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No. Bhatt.U/AR/2025/46/394

Date: 18/06/2025

Standard Operating Procedure (SOP) for SPOT Admission
Academic Session – 2025-26

Purpose:

To ensure a smooth, transparent, and efficient process for conducting SPOT admissions into various programmes offered by Bhattadev University for the academic session 2025–2026.

Scope:

This SOP is applicable to all academic departments and admission personnel involved in the SPOT admission process for UG programmes at Bhattadev University.

SCHEDULE & PROCESS FLOW

1. Collection of Application Forms by the Admission Committee:-

Date: 20/06/2025 (Friday)

Time: 10:00 AM – 2:00 PM

Venue: HALL

2. Instructions to the Applicants:-

- Applicants must submit the Filled-in **SAMARTH** application form along the xerox copy of the marksheet and reservation certificate (if applicable).
- Applicants seeking admission under the **EC (Extra-Curricular)** category must submit supporting documents/certificates in favour of their candidature along with the SPOT admission form. These credentials will be scrutinized by the Admission Committee. A separate list of eligible EC candidates will be prepared and published based on the validity and merit of the submitted documents.

3. Publication of List of Eligible Candidates in the SPOT Round:-

Date: 20/06/2025 (Friday)

Time: 7:00 PM, University website (www.bhattadevuniversity.ac.in)

4. Admission of Applicants:-

Date: 21/06/2025 (Saturday)

Time: 10:00 AM – 4:30 PM

Venue: HALL

Note:

- Admission is strictly subject to availability of seats against a discipline and fulfillment of eligibility criteria.
- If any seat remains vacant after the completion of the admission window, it may be filled on subsequent day from among waitlisted or remaining eligible candidates on the basis of merit.

This has the approval of Hon'ble Vice Chancellor, Bhattadev University dated 18/06/2025.

Academic Registrar
Bhattadev University

Copy to:-

1. All Concerned
2. Web administrator, requesting to upload in the university website
3. P.S. to Vice-Chancellor
4. Office File

Academic Registrar
Bhattadev University