

**Admission Notice**  
**P.G. DIPLOMA IN**  
**BOOK PUBLISHING STUDIES**  
**(PGDBPS)**

**Session: 2012-13**

**Centre for Studies in Book Publishing**

**UNIVERSITY OF CALCUTTA**

**In collaboration with**

**NATIONAL BOOK TRUST, INDIA**

(Ministry of HRD, Government of India)

**AND**

**PUBLISHERS & BOOKSELLERS GUILD, KOLKATA**

(A Premier Forum of Leading Publishers)

<b>FEEL FREE TO CALL: 09674821149</b> [Monday-Friday/1.30 p.m. – 7.00 pm].
---

**Are you a *GRADUATE* in any stream?**

-----  
Book publishing is a respectable and financially rewarding career option with a huge demand for skilled and well-trained professionals.

The course provides the best quality training the industry is looking for.

Internship is compulsory.

Study Tours and Workshops are arranged regularly.

Pro-active placement support.  
-----

Collect your 'Application Form' for admission to the one-year Postgraduate Diploma Course in Book Publishing Studies (PGDBPS) immediately.

Application Forms are available at the C U SALES COUNTER, Asutosh Building (Ground Floor), College Street Campus (Asutosh Sihsha Prangan), Kolkata-700073 on payment of Rs.200 in cash from 16 July to 30 August 2012. (Monday-Friday/Time: 10-30am – 3pm).

***Application Forms are also downloadable.***

Please visit the University website ([www.caluniv.ac.in](http://www.caluniv.ac.in)) and click on the 'Admission Notification' section.

You can also download 'Application Form' and 'Admission Notice' from the website of the NBT, India ([www.nbtindia.gov.in](http://www.nbtindia.gov.in)) and the website of the Guild ([www.kolkatabookfair.net](http://www.kolkatabookfair.net)).

**ELIGIBILITY:**

Graduation in any stream (Hons/ Pass/ General/ Vocational, etc) from a recognized University.

A candidate appeared at the final examination for graduation is also eligible to apply. However, if selected, such a candidate has to submit the proof (pass certificate, mark sheet, etc) of his/her graduation before admission to this course. No upper age limit.

**INTAKE:**

**Twenty-five (25) seats in total.** Five (5) seats are reserved for candidates sponsored by publishing/printing organizations and one (1) seat is reserved for NRI/ Foreign candidates. Reservation for the Scheduled Caste/ Scheduled Tribe/Physically Handicapped candidates as per rules and University norms. .NRI/ Foreign candidates shall have to comply with the relevant rules of the University.

In case suitable candidate(s) for the reserved categories is/are not found, vacancies will be filled-in from among the general candidates duly selected. If suitable Sponsored Candidate(s) is/are not found, the vacant seats will be filled from among other candidates duly selected.

### **ADMISSION SCHEDULE**

#### **SALE OF APPLICATION FORMS: 16 July – 30 August 2012**

Application Forms are available at the **C U SALES COUNTER**, Asutosh Building (Ground Floor), College Street Campus, Kolkata-700073, West Bengal on payment of Rs.200 in cash. (Monday-Friday/Time: 10.30 am – 3pm). You have to collect the Application form from the C U Sales Counter in-person.

**YOU CAN ALSO DOWNLOAD YOUR FORM:** Application Forms are also downloadable. Please visit the homepage of the Calcutta University website ([www.caluniv.ac.in](http://www.caluniv.ac.in)) and click on the 'Admission Notification' section.

You can also download the detailed 'Admission Notice' and the 'Application Form' from the websites of the National Book Trust, India ([www.nbtindia.gov.in](http://www.nbtindia.gov.in)) and the Publishers & Booksellers Guild ([www.kolkatabookfair.net](http://www.kolkatabookfair.net)).

If your Application Form is downloaded, you are requested to enclose with it a crossed bank draft/ banker's cheque of Rs. 200/- (Rs. Two Hundred) drawn in favour of 'PGDBP, CU' payable at Kolkata.

#### **LAST DATE FOR SUBMISSION [IN-PERSON or BY POST]: 30 August 2012**

Application Forms, duly filled-in, shall have to be submitted to the office of the **Centre for Studies in Book Publishing (CSBP)**, Asutosh Building (First Floor), College Street Campus ( Asutosh Siksha Prangan), Kolkata-700073, West Bengal between 2-00pm and 6-30 p.m. [Working Days: Monday-Friday] on or before 30 August 2012.

Applications can be submitted IN-PERSON or BY POST.

If submitted BY POST, please write on the top of the envelope: **"APPLICATION FOR ADMISSION TO THE P.G. DIPLOMA IN BOOK PUBLISHING STUDIES, SESSION 2012—2013."**

It MUST be addressed to: **Joint Coordinators, P.G. Diploma in Book Publishing Studies, Centre for Studies in Book Publishing (CSBP)**, Asutosh Building (First Floor), College Street Campus ( Asutosh Siksha Prangan), Kolkata-700073, West Bengal

**N.B. A LIST OF APPLICANTS WHOSE APPLICATIONS ARE RECEIVED *BY POST* WILL BE UPLOADED ON THE WEBSITE OF THE UNIVERSITY OF CALCUTTA ON 31 AUGUST 2012.**

Please visit the University's website ([www.caluniv.ac.in](http://www.caluniv.ac.in)) and click on 'Admission Notification' section.

#### **COLLECTION OF ADMIT CARDS: 5-6 September 2012**

**For those who submitted applications In-Person:** Candidates who submitted their Application Forms IN-PERSON have to collect their Admit Cards (for the Written Test/ Interview) from the **CSBP** office IN-PERSON on **5-6 September 2012 (2-00pm - 6-30 p.m.)** on submission of the 'Acknowledgement' issued. Candidates concerned shall have to show the Admit Cards at the time of Written Test and Interview.

**For those who submitted applications BY POST:** Candidates who submitted their Application Forms **BY POST** have to collect their Admit Cards (for the Written Test/ Interview) from the **CSBP** office IN-PERSON from **5 September to 7 September 2012 (2-00 p.m.-- 6-30 p.m.) and on 8 September 2012 ( 10.30 a.m.- 11.30 a.m.)** on submission of a photo identity card (such as, Passport/ Voter Identity Card/ PAN/ Driving License, etc.). Candidates concerned shall have to show the Admit Cards at the time of Written Test and Interview.

**WRITTEN ADMISSION TEST: Saturday, 8 September 2012 at 12-30 pm**  
**Venue of the Written Test:** Asutosh Building, College Street Campus

**INTERVIEW:** Saturday, 8 September 2012 at 2.15 p.m. onwards  
**Venue:** Office of the CSBP.

If the Interview for the deserving candidates is NOT completed on 08 SEPTEMBER 2012, the Interview will continue for another extra day for the remaining such candidates.

The decision on such continuation of the Interview, if necessary, will be duly notified on 31 AUGUST 2012.

The relevant Notice will also be uploaded on the website of the University of Calcutta on 31 AUGUST 2012.

Please visit the University's website ([www.caluniv.ac.in](http://www.caluniv.ac.in)) and click on the 'Admission Notification' section.

**PUBLICATION OF THE LIST OF CANDIDATES SELECTED FOR ADMISSION: 19 September 2012** at 3-30 pm on the Notice Board of the CSBP.

**ADMISSION: 20-27 September 2012 [Time: 2.00 p.m. –6.30 p.m.]**

Venue: Office of the CSBP.

**COMMENCEMENT OF CLASS: Friday, 28 September 2012 at 4 p.m.**

#### AT A GLANCE

**Sale of Application Forms:** 16 July – 30 August 2012

**Last date for submission of applications:** 30 August 2012

**Uploading of the List of applicants whose applications are received by post:** 31 August 2012

**WRITTEN ADMISSION TEST: Saturday, 8 September 2012 at 12.30 p.m.**

**INTERVIEW:** Saturday, 8 September 2012 at 2.15 p.m. onwards

**Publication of the list of candidates selected:** 19 September 2012 at 3.30 pm

**Admission:** 20-27 September 2012

**Commencement of classes:** Friday, 28 September 2012 at 4 p.m.

#### **GENERAL INFORMATION**

#### **DOCUMENTS/ TESTIMONIALS TO BE ATTACHED**

Please enclose along with your Application Form the SELF-ATTESTED photocopies of the following documents/ testimonials:

- (i) Marksheet/ Certificate of the madhyamik, secondary, higher secondary and graduation level examinations
- (ii) Age proof certificate
- (iii) Appropriate Certificate for Scheduled Caste/ Scheduled Tribe/ Physically Handicapped candidates
- (iv) Certificate of Computer knowledge, if any

Two passport size photographs are to be pasted on the Application Form.

#### **SPONSORED CANDIDATES**

A Candidate sponsored by publishing/printing organisations, is required to enclose SELF-ATTESTED photocopies of the PAN Card and the Trade Licence of the sponsoring organization concerned with the Application Form, along with other documents/ testimonials stated above. Validity of the sponsorship will be verified duly. Giving false or incomplete information will invalidate the application.

## SELECTION

Selection is strictly on merit. Candidates seeking admission to the course shall have to appear for a Written Admission Test followed by an Interview–

**WRITTEN ADMISSION TEST** [Total Marks: 100/ Duration: 90 minutes]

Part A: Objective Type Multiple Choice Questions (Marks: 60)

[General Knowledge, Reasoning Ability, Comprehension Skill, Book Publishing & Production etc]

Part B: Descriptive Type Questions (Marks 40)

In both Part A and Part B of the written test, questions are set in English. For Part B, the candidates can answer either in English or in Bengali.

**INTERVIEW [Marks: 50]**

Candidates seeking admission to the course shall have to qualify in the Written Admission Test by securing at least 25% of the marks and final selection will be made on the basis of cumulative score of the written test and interview. An SC/ST/PH candidate will be eligible for admission only if he/she gets at least 75 per cent of the marks obtained by the last candidate (in the general category) in the list of the selected.

**FEES:** Course Fee: Rs. 10,000/- (Rs.11, 000/- for sponsored candidates and Rs.25,000/- for NRI/ Foreign candidate). Course Fee is received in full at the time of admission in the form of a single crossed bank draft/banker's cheque drawn in favour of 'PGDBP, CU' payable at Kolkata. Payment in any other form will not be accepted. Fees are non-refundable. Library Fee and Examination Fee separate.

All notices regarding selection (admission test/interview/admission, etc.) are put up on the Notice Board of the CSBP (Asutosh Building, First Floor) and the University is not under any obligation to send such information to any individual candidate.

## BEST CAREER OPTION

Book publishing is a respectable and financially rewarding career option with a huge demand for skilled and well-trained professionals. The job opportunities in the book publishing industry are increasing in leaps and bounds.

The PGDBPS course is a joint initiative by the Centre for Studies in Book Publishing, University of Calcutta, the National Book Trust, India (Ministry of Human Resource Development, Government of India) and the Publishers & Booksellers Guild (Kolkata), one of the premier forums of the country's leading and well-known publishers.

This trend-setting industry-institute partnership enables us to make sure that our curriculum is appropriate to the current and future needs of the industry. The course provides the best quality training the industry is looking for. It gives each student the unquestionable edge in the job market.

**JOB OPPORTUNITIES:** Wide recognition of the course as a reputed professional programme helps the students grab the most lucrative jobs in this field.

Publishing companies have been the first destinations for our students. They are recruited for working in areas like editing, marketing, designing etc.

Graduates of our publishing course also find jobs in other corporate houses and NGOs. Such organisations often look for publishing professionals to manage their content (both web and print), translation, design, B2B magazines and similar other divisions.

Big advertising agencies and even Public Relations firms also need expert content writers and editors, which again become a source of employment for the CSBP graduates.

**PLACEMENT SUPPORT:** The CSBP is pro-active in providing placement support to its students in leading publishing concerns.

**FOR ANY FURTHER ENQUIRY ABOUT ADMISSIONS, PLEASE CONTACT:**

Centre for Studies in Book Publishing (CSBP)

University of Calcutta

Asutosh Building (First Floor), College Street Campus ( Asutosh Siksha Prangan)

87/1 College Street, Kolkata-700 073, West Bengal

Visiting Hours: 2 pm – 6:30 pm [Working days: Monday –Friday]

Phone: +91(033) 2241 0071-4 /Extn: 338

Email: [csbpcu@caluniv.ac.in](mailto:csbpcu@caluniv.ac.in)

MOBILE: **09674821149** [Monday-Friday/1.30 p.m. – 7.00 pm].  
LAND LINE: +91(033) 2241 0071-4 /Extn: 338 [Monday-Friday/1.30 p.m. – 7.00 pm].

Prof. Biplab Chakrabarti , Joint Coordinator, PGDBPS

Prof. Dhruba Ranjan Dandapat , Joint Coordinator, PGDBPS

Prof. Saumendranath Bera, Director, CSBP / M-09830469974

Email- [csbpcu@caluniv.ac.in](mailto:csbpcu@caluniv.ac.in) , [snbmc@caluniv.ac.in](mailto:snbmc@caluniv.ac.in)

**TO KNOW MORE ABOUT THE COURSE:** Please visit the following websites to know more details about the PGDBPS Course--

CSBP, Calcutta University: <http://www.caluniv.ac.in/academic/csbp.html>

National Book Trust, India: [www.nbtindia.org.in](http://www.nbtindia.org.in)

Publishers & Booksellers Guild: [www.kolkatabookfair.net](http://www.kolkatabookfair.net)

**YOU MAY ALSO CONTACT:**

**National Book Trust, India**

H.Q.: C-5, Nehru Bhawan, Institutional Area, Vasant Kunj, Phase-II, New Delhi -110070, India

Phone No: +91-011-26707738/ +91-011-26707700

Email: [nbtindia@nbtindia.org.in](mailto:nbtindia@nbtindia.org.in)

Website: [www.nbtindia.gov.in](http://www.nbtindia.gov.in)

#####

**Eastern Regional Office, NBT, India**

Jalan Seva Trust Building, Second Floor, 61, Mahatma Gandhi Road, Kolkata 700 009, West Bengal, India

Phone: +91-033-22413899/Fax: +91-033-22413899

Email: [ero@nbtindia.org.in](mailto:ero@nbtindia.org.in)

#####

**Publishers & Booksellers Guild**

Guild House, 2B Jhamapukur Lane, Kolkata 700 009, West Bengal, India

Phone: +91 (033) 2354 4417, 2360 4588/ Fax: +91 (033) 2360 4566

Office Hours: 12 pm-5 pm on all working days (Monday- Saturday)

E-mail: [guildpb@gmail.com](mailto:guildpb@gmail.com)

Website: [www.kolkatabookfair.net](http://www.kolkatabookfair.net)

Secretary

Faculty Council for PG Studies in Education, Journalism and Library Science

Date: 03 July 2012