

GOVERNMENT OF WEST BENGAL
RAJYA SAINIK BOARD
Home & Hill Affairs Deptt (Defence branch)
Block- IV, First Floor, Writers' Buildings, Kolkata-700 001

No : 28/2021-765 /RSB-3

Dated : 23 Aug 2023

Secretary (All ZSBs)
OIC Veteran Cell (HQ Bengal Sub Area & HQ 111 Sub Area)
OIC CRSO (NE) Navy HQ Eastern Naval Command

AWARD OF GRADUATION CERTIFICATE IN BACHELOR OF ARTS (HUMAN RESOURCE MANAGEMENT) BY ANDHRA UNIVERSITY TO THE EX-SERVICEMEN OF WEST BENGAL

1. Reference our mail dated 05 Jan 2021 on the subject matter.
2. It is intimated that, henceforth, the applications for award of BA (HRM) Degree Certificate from Andhra University are required to be submitted by the ESM / Serving personnel of West Bengal directly to Rajya Sainik Board through E-mail : rajyasainikboardwestbengal@gmail.com along with the following scanned (pdf) documents :-

- (a) Discharge Certificate (First 02 Pages only) [for ESM].
- (b) Certificate from the Commanding Officer that the serving soldier is retiring in next one year with date of discharge and copy of Warning Order for discharge (For serving personnel).
- (c) Army/Navy/Air Force "Special Certificate of Education" (For ESM).
- (d) Civil Education Certificates (X / XII classes).
- (e) Certificates of Defence Service Courses undertaken with grading.
- (f) Passport size colour Photograph (in jpg).
- (g) Receipt of payment of Course Fee for a sum of **Rs 12,500/- to Andhra University** using:-

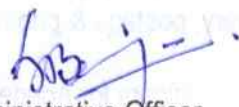
Bank A/c Name : Andhra University Defence Education Programme
Bank Name : Union Bank of India. Account No: 105610100069125
IFSC Code : UBIN0810568

- (h) Receipt of payment of processing fee for a sum of **Rs 500/- to RSB,WB** using :-

Bank A/C Name : Secretary Rajya Sainik Board (Education), WB
Bank Name : HDFC Bank, Account No : 50200084982738
IFSC Code : HDFC0001929

(For purchase of Book on "Basic Concept of HRM, stationery, postage & processing charges)

3. Board of Officers for Academic Evaluation:-
 - (a) Secretary RSB
 - (b) Secretary ZSB (Nominated)
 - (c) Ex-serviceman Officer (Member)
4. After receipt of all the above documents, the Board of Officers will evaluate the academic records, conduct interview and submit the processed documents to the University accordingly.
5. For necessary information and necessary action please.


Administrative Officer
Rajya Sainik Board
Govt of West Bengal