

Revised Online Admission Procedure
First year B.A. / B.Sc. (Honours & General):2018 (w.e.f. 31.07.2018)

- Admission will be made strictly on the basis of merit in individual course.
- In case of tie of merit marks, (when necessary) the tie will be broken by considering the subject marks, followed by marks in English and date of birth, subject to availability of seats.
- To fill up the existing vacancies, the college will prepare Admission LIST from time to time in different phases.
- All Admissions will be PROVISIONAL

<u>2-step Online Admission</u>

First Step :

1. College will publish list for individual course (strictly according to the Existing Merit List and from the next who were admitted in the last phase) to register in the **WISH LIST**.
2. The list of eligible candidates (2nd wishlist) will be published in the college website after 12 noon, 5th August 2018. Enlisted applicants may also receive SMS alert to their Registered Mobile No. for REGISTERING THEIR INTEREST.
3. After that time, REGISTERING INTEREST option **will be CLOSED by 11:59 p.m. , 6th August, 2018.**
4. Candidates will have to MARK THEIR INTEREST by logging in to applicant's portal using their registered user id (Application No.) and password.
5. Please NOTE that Registering interest DOES NOT ensures admission.

Second Step

1. Based on available seats college will release **ADMISSION LIST** for individual course (Sorted out from the WISH-LIST as registered and strictly according to the merit) in the website.
2. All enlisted Candidates (Course-wise) of **ADMISSION LIST** may also receive SMS alert for PAYMENT GATEWAY to registered mobile no. for submitting the ADMISSION FEES after 2 p.m., 7th August, 2018 to 11:59 p.m., 8th August, 2018.
3. This Process will continue till filling up of all the vacant seats or the 20th August, 2018 (11:59 p.m.) whichever is earlier.

NOTE: For any clarification please contact through applicants' helpdesk Or email to principal@bgc.org.in

Document verification process:

(A) Without this process All Admission will be PROVISIONAL.

(B) The Applicants/Guardians after payment of admission fees will have to be present at the college on date to be announced in the website later on

(C) Following documents will be required for verification process:

(i) A copy of printed online Admission form + payment receipt

(ii) 10 +2 Mark sheet (original) + one photo copy

(iii) 10 (Secondary) admit card (Original)/ Birth Certificate + One photo copy

(iii) SC/ST/OBC/PH certificates (issued by proper authority) in original (if mentioned at the time of registration) + photo copy.

(D) Collect Roll No. and forms for Identity card.

(E) Registration at WBSU and the verification process will be done online through the university registration portal during the period as notified by the university FAILING WHICH ADMISSION WILL NOT BE COMPLETED.

By Order,

Principal,
Barasat Govt. College.