

## **UG ADMISSION NOTICE 2018 – 2019**

This is to notify with all concern that as per order of the Higher Education Department, Govt. Of West Bengal, we are going to begin the Online Process for admission to all 1<sup>st</sup> Year Classes of B.A / B.Sc (Honours/ General) courses of study under West Bengal State University for the forth coming academic session 2018-2019 of our college.

Our online Portal for admission will be available from **11.06.2018** so that the candidates may get their required information in respect of admission on & from **11.06.2018**.

Candidates are hereby instructed to follow the website [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com) of our college regarding admission and admission form through online will be available only from the website.

Online admission form will be available and can be downloaded from the website [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com) from 11.06.2018 and same has to be filled in and may be submitted online from the same day i.e, **11.06.2018**. The last date of online submission of form will be up on **26.06.2018**. Last date may be extended, if required (follow the College Website Notice).

The challan of application fees of Rs. 200/- (Rupees Two Hundred) only has to be deposited by Online Payment system through Credit Card / Debit Card / Net Banking system. The candidate are also instructed to take a Print Out of the filled application form and retain the same for further communication until the process of admission ends. All the instructions regarding admission will be available in the prospectus. Prospectus will be available at college office after showing the print out candidate & college copy of application payment receipt.

The last date of submission of application fee will be **26.06.2018** on Tuesday.

**By order**

**Principal**

## **GENERAL INFORMATION**

### **HOW TO GET ADMISSION FOR THE SESSION 2018 – 2019**

The students and their guardians are advised to get admission on online process through the website. Our college website is: [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com)

#### **The following Instructions should be followed strictly:**

1. Log in to the website: [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com). Click on the Online Admission Column. Then, Fill up the form as per instructions properly. Then preview the form & submit the form.
2. You will pay the online payment through Credit Card/ Debit Card/ Net banking facility. Also, You should be received print out of the submitted online payment documents or receipt.
3. After online form successfully submitted then you will get auto generated application number. Further, application number must be saving for future reference.
4. Online application payment receipt will be Two parts. One part is Candidate Copy & other is the College Copy.
5. A candidate should be applying for 3 (Three) subjects.
6. After depositing the online payment and print out of the online receipt copy and show it to college for receiving the Prospectus.
7. Admission will go on as per the merit list which will be put upon the college website.
8. After merit list enlisted students will deposit the admission fee through online system through Credit Card / Debit Card or Net Banking system.
9. Online admission payment receipt will be two parts. One part is Candidate Copy & other is the College Copy.
10. Selection will be strictly on the basis of Merit.
11. After the admitted students testimonials documents will be checked & verified by the College authority through online process.
12. No subject change after the admission to the particular course or subjects.
13. If any candidate's document at time of verification time of any dispute arises him / her admission will be cancelled. The results of fake boards (enlisted by the WBSU) will be cancelled if any candidate admitted to the college portal.
14. University registration will be made at the time of admission.

#### **AT THE TIME OF VERIFICATION:**

1. The admitted students are advised to bring the Xerox copy of the filled application form with Copy online payment receipt( both application & admission fees)
2. Madhyamik admit Card( Original & Xerox)
3. H.S Mark sheet & Certificate. ( Original & Xerox)
4. Aadhar Card (Original & Xerox)
5. SC/ST/ OBC-A/ OBC-B Certificate (Original & Xerox)
6. Transfer Certificate for students coming from other College.
7. Two copies of Stamp /Passport Size Photo (Colour).
8. Original School leaving Certificate.
9. All Xerox copy should be self attested.

## **ADMISSION NOTICE – 2018**

(Also available in college Website: [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com))

Contact No : (033) 2538-7392

Date of Notification: 08.06.2018

**Important dates (Dates can be altered due to any inconvenience)**

### **Honours Courses**

Commencement of Online Application	11 <sup>th</sup> June 2018.
Closure of Website for submission of Online application form	26 <sup>th</sup> June 2018
Receiving of application fee @200/- at online payment(Credit Card/ Debit Card/ Net Banking)	11 <sup>th</sup> June 2018
Publication of all valid applicants draft merit lists	27 <sup>th</sup> June (After 5.30PM)
Submission & settlement of Complaint about draft merit lists	28 <sup>th</sup> June (12 noon to 3Pm)
Publication of 1 <sup>st</sup> & Final merit lists	02.07.2018 (After 12 Noon)
Commencement of Online Admission & depositing fee through online Payment (Credit Card/ Debit Card/ Net Banking)	From 04.07.2018 to 09.07.2018
Verification of Original documents & others information's	To be notified later on through college website: <a href="http://www.vivekanandacollegecms.com">www.vivekanandacollegecms.com</a>
Commencement of Online WBSU Registration	06.07.2018

### **General Courses**

Commencement of Online Application	11 <sup>th</sup> June 2018.
Closure of Website for submission of Online application form	26 <sup>th</sup> June 2018
Receiving of application fee @200/- at online payment(Credit Card/ Debit Card/ Net Banking)	11 <sup>th</sup> June 2018
Publication of all valid applicants draft merit lists	28 <sup>th</sup> June (After 5.30PM)
Submission & settlement of Complaint about draft merit lists	29 <sup>th</sup> June (12 noon to 3Pm)
Publication of 1 <sup>st</sup> & Final merit lists	03.07.2018 (After 12 Noon)
Commencement of Online Admission & depositing fee through online Payment (Credit Card/ Debit Card/ Net Banking)	From 05.07.2018 to 10.07.2018
Verification of Original documents & others information's	To be notified later on through college website: <a href="http://www.vivekanandacollegecms.com">www.vivekanandacollegecms.com</a>
Commencement of Online WBSU Registration	07.07.2018

All the necessary information regarding UG admission 2018-2019 will be shown in the college website: [www.vivekanandacollegecms.com](http://www.vivekanandacollegecms.com) from time to time.