



SREE CHAITANYA MAHAVIDYALAYA

P.O. Habra-Prafullanagar, North 24 Parganas, Pin 743268

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NOTICE

Physical Verification of Documents and Verification of WBSU Registration of UG 1st Semester Students-2022-23

All the students (B.A./B.Sc./B.Com-Hons & General) of 1st Semester in Session 2022-23 are hereby informed that the physical verification of documents for admission in UG 1st Semester 2022 and verification of WBSU Registration will be held at college as per following schedule.

Schedule for Physical Verification of Documents and Verification of WBSU Registration of UG 1st Sem.

| Date | Subjects/Courses | Roll Number | Table | Room No |
|--|---|---|-----------|--------------------|
| 20 th September 2022 (Tuesday) Time: 9.30 am to 1.30 pm | B.A - Bengali-Hons B.A - English-Hons | All the Students admitted in 1 st Phase | Table - 1 | 5A Ground Floor |
| | B.A - History-Hons B.A - Education-Hons B.A - Sanskrit- Hons | All the Students admitted in 1 st Phase | Table - 2 | 5B Ground Floor |
| | B. Com-Hons | All the Students admitted in 1 st Phase | Table - 3 | 6A Ground Floor |
| | B.Sc - Human Development-Hons B.Sc - Food & Nutrition-Hons B. Sc - Food & Nutrition-General B. Sc- General | All the Students admitted in 1 st Phase | Table - 4 | 6B Ground Floor |
| 21 st September 2022 (Wednesday) Time: 9.30 am to 1.30 pm | B.Com - General | All the Students admitted in 1 st Phase | Table - 1 | 5A Ground Floor |
| | B.A.-General | Roll No- 22090001 to 22090075 admitted in 1 st Phase | Table - 2 | 5B Ground Floor |
| | B.A.-General | Roll No- 22090076 to 22090150 admitted in 1 st Phase | Table - 3 | 6A Ground Floor |
| | B.A.-General | Roll No- 22090151 to 22090225 admitted in 1 st Phase | Table - 4 | 6B Ground Floor |
| 22 nd September 2022 (Thursday) Time: 9.30 am to 1.30 pm | B.A.-General | Roll No- 22090226 to 22090300 admitted in 1 st Phase | Table - 1 | 5A Ground Floor |
| | B.A.-General | Roll No- 22090301 to 22090394 admitted in 1 st Phase | Table - 2 | 5B Ground Floor |
| | All B.A./ B. Sc/B.Com - Honours Subject/Course | All the Hons Students admitted in 2 nd Phase | Table - 3 | 6A Ground Floor |
| | All B.A. /B. Sc/ B.Com - General Subject /Course | All the General Students admitted in 2 nd Phase | Table - 4 | 6B Ground Floor |

Date: 13.09.2022

Principal

NOTICE

For B.A./B.Sc./B.Com (Hons & General) of 1st Semester in Session 2022-23

All the students (B.A./B.Sc./B.Com-Hons & General) of 1st Semester in Session 2022-23 are also informed that the following documents are required during the “Physical verification of documents for admission” and “WBSU registration verification” at the college.

Documents required during Admission Verification (Physically):-

1. Print Out- Filled-up Admission “Application Form” - (Two Copy)
2. Print Out - Admission Fee Payment receipt (money receipt) generated from “Admission Portal” (College Part) - (Two Copy)
3. School Leaving Certificate (Original)
4. Original of Age Proof, HS Mark Sheet & Certificate & Caste Certificate
5. Xerox Documents (All the Xerox document should self-attested with date by the Student)
 - a. Age Proof of Madhyamik Admit Card/Certificate (One Copy)
 - b. Higher Secondary Mark sheet (One Copy)
 - c. Higher Secondary Certificate (One Copy)
 - d. Cast Certificate (only for SC/ST/OBC/OBC/OBC-A/OBC-B) (One copy)
 - e. Physically Challenged Certificate (One Copy) (If applicable)
 - f. Registration Cancelled Letter / University Permission Letter (One Copy) (if applicable)

Documents required during WBSU Registration Verification (Physically):-

1. Print -Un-verified Filled-up Registration Form (One Copy)
2. OTP (One Time Password) generated in Register Mobile Number
3. Print Out - Admission “Application Form” - (One Copy)
4. Photocopy of Madhyamik Admit Card (One Copy)
5. Photocopy of Higher Secondary Admit Card (One Copy)
6. Photocopy of Higher Secondary Mark sheet (One Copy)
7. Photocopy of Cast Certificate (only for SC/ST/OBC/OBC/OBC-A/OBC-B) (One copy)

Documents must be submitted in College Office after WBSU Registration Verification:-

1. Print -Verified Filled-up Registration Form (Three Copy, preferred color print)
2. Three (3 copy) copy Stamp size photo
3. Xerox Documents (All the Xerox document should self-attested by the Student)
 - a. Photocopy of Madhyamik Admit Card (Two Copy)
 - b. Photocopy of Higher Secondary Mark sheet (Two Copy)
 - c. Photocopy of Cast Certificate (only for SC/ST/OBC/OBC/OBC-A/OBC-B) (Two copy)
 - d. Photocopy of Physically Challenged Certificate (Two Copy)
 - e. Photocopy of Passport, Bonafide Certificate, Visa Permission, High-Commission Letter (for Foreign Students) (Two Copy) (if applicable)
 - f. Photocopy of Registration Cancelled Letter/University Permission Letter (Two Copy) (if applicable)
 - g. Original and Photocopy of “Court Affidavit” for the candidate who passed HS Exam before 2022.

N.B: For Change of General subjects Apply to Principal before the date of Registration Verification by the college.

Date: 13.09.2022

Principal
Sree Chaitanya Mahavidyalaya