



SREE CHAITANYA MAHAVIDYALAYA

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

Website: www.sreechaitanyamahavidyalaya.ac.in

Email: srchma@gmail.com

NOTICE

Duty Roster for Physical Verification of Documents of UG 1st Semester Students-2023-24

The Physical verification of documents for admission and verification of WBSU Registration of UG 1st Semester 2023 will be held at college as per following schedule. All the faculty members and NTS are requested to attain positively as per following schedule.

Schedule for Physical Verification of Documents of UG 1st Semester students 2023

Date	Subjects/Courses	Roll Number	Table	Room No
3 rd August 2023 (Thursday) Time: 9 am to 1 pm	B.A. -Major in English (English-Hons)	All the Students admitted in 1 st Phase	Table - 1	10 New Building
	B.A. Major in Bengali (Bengali -Hons) B.A. Major in History (History Hons) B.A. Major in Sanskrit (Sanskrit Hons) B.A. Major in Education (Education Hons) B.Sc. Major in Food and Nutrition (FNT Hons)	All the Students admitted in 1 st Phase	Table - 2	11 New Building
	B. Com. Major in Accountancy (B. Com Hons)	Roll No. 1 to 35	Table - 3	12 New Building
	B. Com. Major in Accountancy (B. Com Hons)	Roll No. 35 to rest students	Table - 4	13 New Building
	B. Com. Multidisciplinary Programme (B. Com. General)	All the Students admitted in 1 st Phase	Table - 1	10 New Building
4 th August 2023 (Friday) Time: 9 am to 1 pm	B. Sc. Multidisciplinary Programme (B. Sc. General) B. Sc. Multidisciplinary Programme (B. Sc. General Food & Nutrition)	All the Students admitted in 1 st Phase	Table - 2	11 New Building
	B.A. Multidisciplinary Programme (B.A. General)	Roll No- 1 to 50 admitted in 1 st Phase	Table - 3	12 New Building
	B.A. Multidisciplinary Programme (B.A. General)	Roll No- 51 to 100 admitted in 1 st Phase	Table - 4	13 New Building
	B.A. Multidisciplinary Programme (B.A. General)	Roll No- 101 to 150 admitted in 1 st Phase	Table - 1	10 New Building
5 th August (Saturday) Time: 9 am to 1 pm	B.A. Multidisciplinary Programme (B.A. General)	Roll No- 151 to 200 admitted in 1 st Phase	Table - 2	11 New Building
	B.A. Multidisciplinary Programme (B.A. General)	Roll No. 201 to 250 admitted in 1 st Phase	Table - 3	12 New Building
	B.A. Multidisciplinary Programme General	Roll No. 251 to rest of the students admitted in 1 st Phase	Table - 4	13 New Building

7 th August 2023 (Monday) Time: 9 am to 1 pm	All B.A./B. Sc./B. Com. Hons & all B. Sc./B. Com. General	All the Students admitted in 1 st Phase (who have not attended scheduled date)	Table - 1	10 New Building
	B.A. Multidisciplinary Programme General	All the Students admitted in 1 st Phase (who have not attended scheduled date)	Table -2	11 New Building

Reserve: Sri. Abhisek Saha

Date: 31.07.2023



Principal

NOTICE

For B.A./B.Sc./B. Com (Major & Multidisciplinary) of 1st Semester in Session 2023-24

All the students (B.A./B.Sc./B.Com-Major & Multidisciplinary) of 1st Semester in Session 2023-24 are also informed that the following documents are required during the “Physical verification of documents for admission” at the college.

Documents required during “Physical Admission Verification” at college: -

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, Caste Certificate & Economic Weaker Sections (EWS) 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-A/OBC-B) (One copy)
 - e. EWS (Economic Weaker Sections) Certificate (if applicable)
 - f. Physically Challenged Certificate (One Copy) (If applicable)
 - g. Registration Cancelled Letter / University Permission Letter (One Copy) (if applicable)

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

Date: 31.07.2023

Principal

Sree Chaitanya Mahavidyalaya