

Sree Chaitanya Mahavidyalaya

(Formerly Sree Chaitanya College of Commerce)

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

Website: www.sreechaitanyamahavidyalaya.ac.in Email: srchma@gmail.com

Online Admission in P.G. Course - M.Com for the Session 2021-23

The College offers **M.Com** (Accounting & Finance Specialisation) **2 years' course consisting of 4 Semesters** under CBCS, approved and affiliated by West Bengal State University and conducted by the College.

Course	Course Structure	Eligibility Criteria	Intake Capacity	Course Fee
Master in Commerce (M. Com)	2 Years' Course with 4 Semesters under CBCS. (West Bengal State University's M.Com Syllabus is followed)	Pass in B.Com (Hons.)	25	Rs. 5,700 Per Semester

ELIGIBILITY FOR ONLINE ADMISSION TO P.G. COURSE- M.COM (ACCOUNTING & FINANCE SPECIALISATION)

1. Three years B.Com. Honours graduate of the current and previous 2 years i.e. not before 2019 in the system (10+2+3) from West Bengal State University and any other recognised University.
2. Honours graduates from recognized Universities in West Bengal of the current and previous two years are eligible for admission. For students from other States, the students should have passed equivalent course as at (1) from UGC recognized University/Institute.
3. Candidates from recognized Universities other than WBSU, admitted to M.Com course should submit the **Migration Certificate** from the last attended Institute at the time of registration.
4. Registration is essential for each and every candidate immediately after his/her admission to P.G. Course to avoid difficulties.
5. The seats are reserved in different categories as indicated in West Bengal Government Rule.
6. Application Form to be submitted online.

GUIDELINES FOR ONLINE FORM FILL-UP FOR PG COURSE- M. COM ADMISSION

1. **Fill up the "Online Application Form" with correct data** using the link '**PG Admission**' provided in the homepage of College Website www.sreechaitanyamahavidyalaya.ac.in
2. **Upload scanned copies of documents (Mandatory)**
The applicant is required to **upload the scanned copies** of:
 - (i) **Passport size photo**, (Image Format, size 1KB to 30 KB)
 - (ii) **Signature of applicant** (Image Format, size 1KB to 20 KB)
 - (iii) **Mark sheet** of B.Com (Hons.)/equivalent examination (PDF Format, size 1 KB to 2 MB)
 - (iv) **Caste Certificate** of reserved candidates (PDF Format, size 1KB to 150 KB).The scanned copies of the documents are required for e-verification, for which the documents must be clearly readable.
3. Selection will be made strictly in order of merit on the basis of percentage of marks. **Merit list of candidates** eligible for admission will be published in the college website on notified date after e-verification of the documents.

4. SMS and Email Alert

The candidates **enlisted for admission** will receive **SMS and/or Email Alert** from the college.

5. Admission Fees Payment

The candidate whose name will be appeared in admission list and received **SMS and/or Email Alert** from the college is required to “login” again to deposit **Rs. 3,700/-** as the ‘**Fees payable at the time of admission**’ through **online Payment Gate-Way Mode** strictly **within the due date** as mentioned. **The remaining part of the 1st semester fees to be deposited at the time of end semester examination.**

6. **Submission of Documents at College Office (Mandatory)**

The candidates are required to submit the under-mentioned documents **on notified date for final verification:**

- (i) One copy of Filled-in **Application Form**,
- (ii) One copy of **Admission Fee (e-receipt) / money receipt generated from payment gate-way** (college copy)
- (iii) Original & Photocopy of **B.Com (Hons.) Mark sheets & Caste Certificate** (If any),
- (iv) Registration Certificate/Migration Certificate

7. **Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted on-line.**

Note:

- Applicants must preserve the unique Application No for any future reference like admission.
- Applicant should keep receipt **copy of money receipt generated from payment gate-way** safely. College copy will be required to be deposited at the time of final verification.
- Applicants are requested to visit the Applicant Panel frequently for getting admission related notices, information, payment status etc.
- **If at any stage of the admission process, marks or any information entered in online application system is found in correct, the application will be rejected and no claims of refund of admission fees will be entertained.**
- **In case of any query regarding M.Com Online Admission, please contact:**
Dr. Sukumar Pal E-mail: sukumarpal28@gmail.com / (M)- 9433027478/7003706883

Time Schedule

Commencement of Online Application	: 1 st September, 2021
Last Date of Application	: 15 th September, 2021
Date of Merit List Publication	: 16 th September, 2021(Afternoon)
Date of payment of Admission Fees	
Through online mode	: 16 th to 20 th September, 2021
Commencement of classes	: Will be notified in the College website

Date: 27.08.2021

By Order
Principal