

**Notification Date – 12.06.2019**

**DOCUMENTS VERIFICATION DATE AND CLASS COMMENCEMENT DATE**

After successful payment of admission fees, the documents of the students will be verified on the **FIRST CLASS COMMENCEMENT DAY AND THE NEXT DAY** in the classroom of the college.

1. Class commencement date will be announced/given/notified/ uploaded on official website of the college (Probably in the last week of June of 2019).
2. Class commencement probable date is – **1st week of July of 2019 Time- 6.15 am onwards.**
3. If any false information is noticed in their Application form and Admission form, the student's admission may be cancelled.
4. If any student remains absent on those two verification days, their admission may be cancelled.

**NB. STUDENTS AND PARENTS ARE REQUESTED NOT TO PHONE TO THE HELPLINE NUMBERS REGARDING THIS MATTER. PLEASE CHECK THE COLLEGE WEBSITE REGULARLY FOR NOTIFICATION.**

**FOLLOWING ORIGINAL DOCUMENTS ARE TO BE PRODUCED AND XEROX SELF ATTESTED COPIES (ONE SET) OF THE FOLLOWING**

1. Admission Form (NOT APPLICATION FORM) printed on bond paper of A4 size.
2. The downloaded e-receipt for application fee and admission fee must be submitted at the time of verification of original documents
3. Mark Sheet & Admit Cards of class X and XII Examination (Original and Xerox self attested).
4. Proof of age certificate (Birth certificate/ admit card or mark sheet of class x showing the date of birth) in original and Xerox self attested.
5. Aadhaar card Xerox
6. Recent Passport sized coloured photographs (two copies)
7. SC/ST/OBCA/OBC B Caste certificates (Issuing authority of Certificate must be from WEST BENGAL) in original and Xerox self attested
8. PH/SPORTS PERSON certificates from relevant authorities (original and Xerox self attested)
9. Original Transfer Certificate when a student is from another College and Original Migration Certificate when a student is from Other State Board are to be produced at the time of verification.
10. For outstation students, an original letter from local guardian mentioning mobile no. and home address is mandatory.