

# SIVANATH SASTRI COLLEGE

## ADMISSIONS 2021-22

### NOTICE REGARDING POST-ADMISSION PROCEDURES

While admissions to all courses are still ongoing, the Admissions Helpline has been receiving a number of queries from applicants who have completed their payment of fees and are concerned regarding further procedures, if any.

They are hereby informed that there will be the following procedures after successful payment of fees and receipt of payment confirmation –

- i. Verification of Documents – Verification of submitted documents will be done by faculty members of the College internally. It will be an ongoing process. **Under no circumstances are students required to come to the College or send any documents compulsorily in physical or digital form to any postal or email address. All documents will be verified digitally based on what has been uploaded to the admission portal at the time of application.** In case of any discrepancy or missing document, *the candidate will be duly informed via the website or by phone call and provided with instructions on sending the necessary document/s.* In case there is no problem with the documents uploaded, the Candidate will not be separately informed. The College will not receive and neither be responsible for any unsolicited documentation sent to it.
- ii. Choice of Subjects – Candidates will be given the option to select their subject combinations for B.A./B.Com/B.Sc. Honours and General streams. **This subject selection will be done online through a separate portal that will be notified on the website in due time.** The options offered to students can be found from the subject combination documents uploaded to the Admissions page of the College website.
- iii. Start of Classes – Classes for all courses will begin as per UGC and Department of Higher Education, Government of West Bengal guidelines with a deadline of 1<sup>st</sup> October 2021. **All classes will be held online through Google Meet due to the pandemic situation. Admitted students are required to ensure that they have a smartphone/laptop/desktop computer capable of 4G connectivity, audio/video input and output and supporting Google Meet, a functioning WhatsApp account linked to the mobile number given at the time of admission, as well as a functioning Gmail address. These are non-negotiable technological requirements for online classes.** The exact procedure for initiating contact with the respective Departments, as well as the start date of classes will be duly informed on the College website. *Admitted students are requested not to contact faculty members*

*directly via phone numbers obtained from senior students or other means until classes are formally started by the Departments.*

Please note that the three processes given above are not chronological but rather may occur simultaneously as admissions continue.

This notice is for the information of the admitted candidates only and no action is required of them as of this moment. As and when they are required to fulfil any further requirements, they will be duly notified by the College website.

Dated : 15.9.2021

By Order  
Admissions Sub-Committee  
Sivanath Sastri College