Bajkul Milani Mahavidyalaya

[Govt. Sponsored]
Estd. – 1964
P.O.-Kismat Bajkul●Dist.-Purba Medinipur●Pin Code-721655
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Admission Procedure for UG e-Admission-2022-'23

E-Admission of Students-2022-23'

➢ **Students' admission: For Honours**Strictly on the basis of merit point calculated from 10% of best five obtained number and total number obtained in the selected/ related subject.

➢ **Admission Process:** Purely ONLINE Admission (e-Admission) system

➢ **E-admission Information:** Details regarding e-admission in the College Website by clicking "Online Admission U.G". button

➢ **Counseling:**E-counseling in different subjects through online system as per schedule given.

➢ **Help Desk:**Help line for Students'(Admission/ Eligibility Criteria).(Help/We are Ready to Help You)

➢ **Procedure of e-counseling:** Students for e-counseling and e-admission as per their merit, choice and opportunities.

➢ **Admission Fees payment:**Through Online way from Net Banking and Debit/ Credit Card, IMPS, Phone Pay, Google Pay etc.

E-ADMISSION POLICY:

E-admission policy of Under-Graduate Degree Course in this College is framed by the Admission Committee on the basis of H.S. / Equivalent examination Results and the guidelines of the Affiliating University. E-admission is made on merit basis to the fixed intake capacity scheduled by the Affiliating University. The seats are distributed among different categories of students as per Govt. rules.

1. E-admission to the College implies an undertaking by the students to the effect that the students shall try their utmost to enhance the reputation of the college and shall willingly abide by the rules and disciplines of the college.
   ✪ On-line admission system has been launched from the session (2015-2016).
   ✪ Applications are to be submitted through online process only.
   ✪ Candidates should log-on college website:www.bajkulcollege.org
   ✪ Guidelines for submissions of online applications are given on the website under "online admission U.G." button.
   ✪ Provisional and Final Merit lists will be published on the website on the due date as per schedule given.
   ✪ Selected candidates must visit college websites regularly on the particular dates of e-counseling and online admission as per admission schedule to take e-admission.
   ✪ Documents will be verified on the day of class commencement or at the beginning of

class.(Verification's Schedule will be informed latter on.)
- ✪ **Applications Form for Women's Hostel Admission would be available after taking e-admission. In this regards contact with college office.**
- ✪ **Hostel seats and name of selected candidates will be published at Office Notice Board.**
- ✪ **Applicants can visit the "Help-Desk" cum "Help Line" in the college website for any query during this e-admission/ online admission procedure.**

2. **Application for e-admission is to be supported by the following documents -**
   - ➢ **Mark Sheet of H.S. or equivalent Examination from relevant Board and Council must have to submit at the time of application.**
   - ➢ **Caste Certificate/PWD certificate (If, applicable) and**
   - ➢ **Passport size photo and applicant's signature**

Online Admission/ E-Admission related Important Information:

- ♠ **A student must have to follow the "subject bunching" or "subject combination" in the selection of Subject during filling up the application form.**
- ♠ **A student in General Course will have to take 3 subjects along with compulsory English/ Bengali and Environmental Studies.**
- ♠ **A student in Honours/ Major Course will have to take 2 subjects in addition to Honours subject with compulsory English/ Bengali.**
- ♠ **A candidate who appeared at the H.S. examination (or equivalent) but could not obtain pass marks in that subject will not be allowed to take up that subject in the Degree Course.**
- ♠ **For B.A./B.Sc. (Hons., Gen.& Major) curriculum, the new CBCS syllabus(semester system) of Vidyasagar University would be followed.**

Guidelines for the Online Admission-2022-'23:

Sl. No.	Guidelines for Admission to UG Course
1.	**Admission of 1st Semester B.A. / B.Sc. (Honours, General and Major) classes will be madeaccording to the norms of Vidyasagar University and College.**
2.	**Application for admission to 1st Semester B.A. / B.Sc. (Honours, Major and General) classesto be made online.**
3.	**Steps for Online Application -**
4.	(i) **Visit the College Website: http://www.bajkulcollege.org** (ii) **Click on the 'Online Admission U.G.'** (iii) **You can avail the prospectus, guidelines for filling up online application forms, eligibility criteria, intake capacity, subject combination, fees structure and important dates.** (iv) **Please check "Eligibility Criteria", "Application Procedure", "Subject Taught","Intake Capacity", "Important Dates" & also "Guidelines "carefully** (v) **Enter Online Admission, Select any one Course as per your choice.** (vi) **Fill the requisite details in block letters for different parts of the form** (vii) **Upload Passport Size scan Photo(10 K.B.-30K.B.) and Signature(10 K.B.-30 K.B.).** (viii) **Submit all data & do not leave any essential box empty** (ix) **Please verify information before clicking the submit form button** (x) **Please confirm <u>Date of Birth</u> then submit your Application Form** (xi) **Do not forget to take the printout of the Application Form. You can also save a pdf version (notall the fields will be shown in the print out).** (xii) **Do not submit any Printout or Fees at the College.** (xiii) **Separate application form has to be filled in for each course (Hons. / Gen./Major.).** (xiv) **Merit lists of admission for each course (Hons. / Gen./Major.) will be published in due time as per schedule given as well as in college website. The listed candidates must get admission within the scheduled day(s) mentioned; *otherwise* their candidature willbe cancelled.**
5.	**Students who feel difficulty in applying online may contact college provided help line number (Help/We Are Ready To Help You button).**
6.	**No need to pay any application fees.**

📖 Important Documents to be uploaded or submitted during Online Application, Online E-Admission and Verification-2022-'23:

Sl. No.	Important Documents to be uploaded	For Online Application [Yes (√)/ No (X)]	For Online Admission [Yes (√)/ No (X)]	For Verification of Testimonials(Original) at the Beginning of Class as per Commencement (On Spot) [Yes (√)/ No (X)]
1.	Admit Card of Secondary/ Equivalent Examination	X	√	√
2.	Admit Card of Higher Secondary/ Equivalent Examination	X	√	√
3.	Marksheet of Secondary/ Equivalent Examination	X	X	√
4.	Marksheet of Higher Secondary/ Equivalent Examination	√	√	√
5.	Caste Certificate/PWD (If, applicable)	√	X	√
6.	Passport Size Photo (10K.B.-30K.B.)	√	X	√
7.	Applicant's Signature (10K.B.-30K.B.)	√	X	√
8.	*Self Declaration & documents for previously having admission and form fill up in examination process	X	X	√*

is acceptable in case of those candidates having H.S. passing year-2020 and 2021, who took the admission in any course in any college or institution under Vidyasagar University, but didn't form fill up for examination process, they must have to submit the declaration or proper documents against the fact during verification of all testimonials.