



NOTICE

SHRI SHIKSHAYATAN COLLEGE

All **1st Year Undergraduate Students** will have to be present as per the schedule given to complete the **CU Registration Process**.

Online Procedure:

1. Please check that all documents mentioned below have been uploaded properly. (Scanned 300 DPI)
 - a) Original Class XII Marksheet
 - b) Original Class XII Admit Card
 - c) **Student's Signature** (Full – Running Hand, Crop & upload Signature Only)
 - d) **Original Caste Certificate** (If applicable)
2. Login to the **Registration 2017 – Students Portal**.
3. Choose Menu – CU Registration – Print Form option.
4. The Printed Registration Form should be **checked** & signed. **Signature in running hand writing (black pen)**

Enclosures to be submitted along with Printed Registration Form: (All documents should be **unattested**)

1. Passport Size Colour Photograph – 2 Copies (2" x 2") (51mm x 51mm).
2. Photocopy of Original Marksheet – Class XII.
3. Photocopy of Original Admit Card – Class XII.
4. SC/ST/OBC Certificate (Issued by Govt. of West Bengal Only) (If Applicable).
5. Original Migration Certificate (Only for Other State Board Students).

Students must to bring the following: - (Mandatory)

1. 1st Year Admission Fees Challan –Original.
2. Glue Stick.
3. Black Dot Pen.
4. Ssoft copy of Scanned documents in a Pen Drive/CD.
5. All Original Documents of Class XII & Class X.

N.B.

- Photo scan should be proper (Straight)
- Sample Signature:

Amrita Ghatak

Amrita Ghatak

Date: 01/08/2017

Principal

Principal
Shri Shikshayatan College
11, Lord Sinha Road
Kolkata - 71