



SEM – I 2019 REGISTRATION NOTICE

All Semester-I Undergraduate Students will have to be present as per the schedule given below to complete the **CU Registration Process**.

Course	Date	Roll No	Reporting Timings
B.A.	27.07.2019	001 - 075	10:00 AM
B.Com. Honours - Morning	27.07.2019	001 - 125	10:00 AM
B.A.	27.07.2019	076 - 150	11:00 AM
B.Com. Honours - Morning	27.07.2019	126 - 250	11:00 AM
B.A.	27.07.2019	151 - 225	12:00 Noon
B.Com. Honours - Morning	27.07.2019	251 - 375	12:00 Noon
B.A.	27.07.2019	226 - Rest	01:00 PM
B.Com. Honours - Morning	27.07.2019	376 - 500	01:00 PM
B.Com. Honours - Morning	27.07.2019	501 - Rest	02:00 PM
B.Com. Honours - Evening	27.07.2019	Marketing All	02:00 PM
B.Com. Honours - Evening	27.07.2019	Accounting & Finance All	03:00 PM
B.Sc.	29.07.2019	001 - 100	10:00 AM
B.Sc.	29.07.2019	101 - Rest	11:00 AM
B.B.A.	29.07.2019	All	12:00 Noon

All Students are required to report as per above date and time slots positively.

Print the Registration Form
(Back to back on one single page)

Online Procedure:

1. Login to the **Registration 2019 – Students Portal**.
2. Please finally check that all documents mentioned below have been uploaded properly. (**Scanned 150 DPI**)
 - a) Original Class XII Marksheet
 - b) Original Class X Admit Card
 - c) **Colour Photograph (Passport)**
 - d) **Signature** (Full – Running Hand, only Signature is to be cropped and uploaded)
 - e) **Original Caste Certificate** (If applicable)
 - f) **Migration Certificate & PH Certificate** (If applicable)
3. Choose Menu – **CU Registration – Print Form** option.
4. Print the Registration Form (**back to back on one single page**).
5. The Printed Registration Form should be **checked** & signed. **Signature in full running hand writing. The Signature uploaded and the signature at the bottom to the form should be same.**

Enclosures to be submitted along with Printed Registration Form:

(All documents should be **WITHOUT ATTESTED**)

1. Photocopy of Original Marksheet – Class XII.
2. Photocopy of Original Admit Card – Class X.
3. Photocopy of SC/ST/OBC Certificate (**Issued by Govt. of West Bengal Only**) (If Applicable).
4. Original Migration Certificate (Only for Other State Board Students) (If Applicable).

Students must to bring the following: - (Mandatory)

1. Semester-I Admission Fees Challan –Original Stamped.
2. Lab Fees Challan (If applicable)
3. All Original Documents of Class XII & Class X.
4. Original Caste Certificate.
5. Original Migration Certificate.
6. Colour Passport Size photograph.

N.B.:-

- **If Photo & Signature do not appear properly in CU Registration Form, then scan and re-upload it. Reprint your form after uploading.**
- **Students who have taken admission in other college before taking admission in Shri Shikshayatan College should get the Admission Cancellation Stamp on the marksheet from that college positively.**



Principal

Date: 26.07.2019

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