



## SHRI SHIKSHAYATAN COLLEGE

### SEMESTER-I 2020 DOCUMENTS UPLOAD

We have observed that some students have not uploaded their documents properly. Students are requested to ensure that all documents are uploaded as per following instructions:

**Please Note: Mobile photo upload is not allowed. All documents have to be scanned and uploaded properly.**

Login to the portal and upload the following: **(Scanned Documents 150 DPI resolution)**

Srl	Documents	File Format	File Size
1	Colour Photograph (Formal)	JPG Only	Max 50KB
2	Full running hand Signature	JPG Only	Max 50KB
3	Original Class X / Equivalent Examination Admit Card / Birth Certificate as age proof	JPG Only	Max 150KB
4	Original Class XII Marksheet	JPG Only	Max 150KB
5	Original Migration Certificate <i>(Only for Other State Boards &amp; Rabindra Mukta Vidyalaya Students only)</i>	JPG Only	Max 150KB
6	Original Caste certificate (SC/ST/OBC-A/OBC-B) * <i>(if applicable)</i>	JPG Only	Max 150KB

**\* Caste Certificate must be issued by**

- ✓ District Welfare Officer & Ex-Officio Jt. Director, BCW (Within Kolkata)
- ✓ Sub-Divisional Officer (Outside Kolkata)

*(Caste certificate issued by states other than West Bengal **will not** be considered. Students who will not be able to provide appropriate certificate will be treated as General Candidate)*

Students may login to the portal and check the status of their document submission / discrepancy regularly. If there is any discrepancy documents have to be re uploaded within 24 hours positively. Uploaded scanned documents should be **clear & legible**.

**Students who have uploaded E-Marksheet (Class-XII) should replace it with original Marksheet.**

**Admission is subject to verification of uploaded documents and registration by Calcutta University.**

**Last date of uploading/re-uploading documents is 12.10.2020 till 11:30 pm**

**Dr. Aditi Dey**  
**Principal**

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

Date: 10.10.2020