SHRI SHIKSHAYATAN COLLEGE

SEM–I 2026 B.ED.

DOCUMENTS VERIFICATION ORIENTATION

Semester- I 2026 B.ED. Students *will have to be present as per the schedule given below for the* ***Original Documents Verification*** *&* ***CU Registration Process****.*

Course	*Date*	*Roll No*	*Reporting Time*	*Room No*
B.Ed.	*01.10.2026*	*ALL*	*11 AM*	*112*

All Students are required to report as per above date and time slots without fail.

Online Documents Verification Procedure:

- **All students have to login to student portal and go to:**
  Student Console -> Student Data Verification [for verification / correction of information] (if required).
- **Fields to be checked: Student's Name, Father's Name, Mother's Name, Guardian's Name, Address, Date of Birth, Blood Group, Year of Passing, CU Registration No, Class-XII Roll No, Aadhar Card No, ABC ID No.**
- **After verification submit the form and generate PDF. Take print out of the form (two copies).**

Online Documents Uploading Procedure:

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

1. *Login to the* ***Students Portal with UID & Password****.*
2. *Please ensure that all documents mentioned below are uploaded properly* ***before coming for verification****.* ***(Scanned 150 DPI Resolution)***
   a) *Original Class X Marksheet with Self-Attested (Max size 250 KB)*
   b) *Original Class XII Marksheet with Self-Attested (Max size 250 KB)*
   c) *Original Graduation Marksheets (All Semester/ Part) with Self-Attested (Max size 250 KB)*
   d) *Original Calcutta University Registration Certificate with Self-Attested (Max size 250 KB*
   e) *Original Class X / Equivalent Examination Admit Card / Birth Certificate (Issued by Govt. of WB) as age proof with Self Attested (Full Signature) (Max size 250 KB)*
   f) *Formal Recent Colour Photograph (Passport) (Max size 100 KB) (Photo should be formal dress)*
   g) *Full running hand Signature – Single line (Max size 100 KB)*
   h) *Aadhar Card – Original (Max size 250 KB)*

i) *ABC ID / AAPAR ID (Max size 250 KB)*
j) *Anti-Ragging Consent form (Max size 250 KB)*
k) *Original Caste Certificate (If applicable) (Self Attested) (Max size 250 KB)*
l) *Original Migration Certificate with Self-Attested (For Other than CU candidates only) (Max size 250 KB)*

3.

*** 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 must bring the following: - (Mandatory) (Original & Photocopy)

1. *Admission Form - 2026 - Take one print from Admission portal. (Student & Guardian Signature is mandatory in Admission form)*
2. *Semester-I Admission Fees Challan - Take one print from Admission portal.*
3. *Student Data Verification Form - Take a print out from Student portal after data verification.*
4. *All Original Documents of Last qualifying examination, Graduation, Class XII & Class X and 1 set Photocopy.*
5. *Original Class X Admit Card and one Photocopy.*
6. *Original Birth Certificate (Issued by WB Govt. only) (If Class X Admit not proper)*
7. *Aadhar Card Original and one Photocopy.*
8. *ABC ID / AAPAR ID - Printout.*
9. *Anti-Ragging Consent form - Printout.*
10. *Original Caste Certificate (If applicable) and one Photocopy.*
11. *Original Migration Certificate (If applicable).*
12. *CU Registration Certificate (If applicable) and one Photocopy.*
13. *Colour Passport Size photograph in formal dress* ***[Four (04) Copies]****.*
14. *Ball point Pen, Gum, Scissors and stapler.*

N.B.:-

Students who have taken admission in another college / university before taking admission in Shri Shikshayatan College should cancel their Admission from that college positively and produce proof of cancellation to ensure smooth registration process.

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

Date: 28/09/2026

Dr. Tania Chakravertty
Principal