



SHRI SHIKSHAYATAN COLLEGE

SEM – I 2024 (Under Graduate)

DOCUMENTS VERIFICATION

All Semester-I 2024 Undergraduate Students will have to be present as per the schedule given below to complete the **Original Documents Verification & CU Registration**.

Course	Date	Roll No	Reporting Timings
B.Com Major - Morning	18.07.2024	Roll No: 1-85	10:30 AM
B.Com Major - Morning	19.07.2024	Roll No: 86-160	10:30 AM
B.Com Major - Morning	20.07.2024	Roll No: 161-210	10:30 AM
B.Com Major - Morning	22.07.2024	Roll No: 211-280	10:30 AM
B.Com Major - Morning	23.07.2024	Roll No: 281-350	10:30 AM
B.Com Major - Morning	24.07.2024	Roll No: 351-420	10:30 AM
B.Com Major - Morning	25.07.2024	Roll No: 421-490	10:30 AM
B.Com Major - Morning	26.07.2024	Roll No: 491-Rest	10:30 AM
B.Com (H) - Evening - MKT	27.07.2024	All	10:30 AM
B.Com Major - Evening - AF	27.07.2024	Roll No: 1-35	10:30 AM
B.Com Major - Evening - AF	29.07.2024	Roll No: 36-Rest	10:30 AM
Education Major	29.07.2024	All	02:30 PM
English Major	30.07.2024	Roll No: 19-62	10:30 AM
English Major	30.07.2024	Roll No: 63-279	02:30 PM
English Major	31.07.2024	Roll No: 301-Rest	10:30 AM
Geography Major	31.07.2024	All	11:30 AM
Hindi Major	01.08.2024	All	10:30 AM
History Major	01.08.2024	All	10:30 AM
Political Science Major	01.08.2024	All	02:30 PM
JMC Major	02.08.2024	All	10:30 AM
Chemistry Major	02.08.2024	All	02:30 PM
Economics Major (BA & BSC)	03.08.2024	All	10:30 AM
Mathematics Major	03.08.2024	All	01:00 PM
Sociology Major	05.08.2024	All	10:30 AM
Botany Major	05.08.2024	All	02:30 PM
BBA (H)	06.08.2024	All	10:30 AM

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

Online 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 have been uploaded properly **before coming for verification. (Scanned 150 DPI)**
 - a) *Original Class XII Marksheet with Self Attested (Max size 150 KB)*
 - b) *Original Class X / Equivalent Examination Admit Card / Birth Certificate (Issued by Govt. of WB) as age proof with Self Attested (Full Signature) (Self Attested) (Max size 150 KB)*
 - c) *Formal Colour Photograph (Passport) (Max size 100 KB) (Other than formal photo will be rejected)*
 - d) *Full running hand Signature (Max size 50 KB)*
 - e) *Aadhar Card*
 - f) *Original Caste Certificate (If applicable) (Self Attested) (Max size 150 KB)*

*** 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)

1. *Admission Form - 2024 - Take print from Student portal.*
2. *Semester-I Admission Fees Challan - Take print from Student portal.*
3. *All Original Documents of Class XII & Class X and one set Photocopy.*
4. *Aadhar Card Original and one Photocopy.*
5. *Original Caste Certificate (If applicable) and one Photocopy.*
6. *Original Migration Certificate (If applicable).*
7. *CU Registration Certificate (If applicable) and one Photocopy.*
8. *Formal Colour Passport Size photograph (two Copies).*
9. *Ball point Pen, Gum, Scissors and stapler.*

N.B.:-

- *Students who have taken admission in another college 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: 15/07/2024

Teacher-in-Charge