



SHRI SHIKSHAYATAN COLLEGE

SEMESTER-I 2026 DOCUMENTS UPLOAD

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 (Through Documents Scanner).

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 100 KB
2	Full running hand Signature	JPG Only	Max 100 KB
3	Original Class X / Equivalent Examination Admit Card / Birth Certificate (Issued by Govt. of WB) as age proof with Self Attested (Full Signature)	JPG Only	Max 250 KB
4	Original Class XII Marksheet with Self Attested (Full Signature)	JPG Only	Max 250 KB
5	Original Migration Certificate <i>(Only for Other State Boards & Rabindra Mukta Vidyalaya Students only)</i>	JPG Only	Max 250 KB
6	Aadhar Card (Original)	JPG Only	Max 250 KB
7	ABC / AAPAR ID (Original)	JPG Only	Max 250 KB
8	Original Caste certificate (SC/ST/OBC-A/OBC-B) * <i>(if applicable)</i>	JPG Only	Max 250 KB
9	Anti-Ragging Undertaking Certificate	JPG Only	Max 250 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 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.

Full signature in a straight line on a plain white paper. Place it below in their marksheet or admit card in such a way that the signature is visible. Now scanned the total documents and upload it.

Last date of uploading/re-uploading documents is 14.06.2026 till 11:30 pm

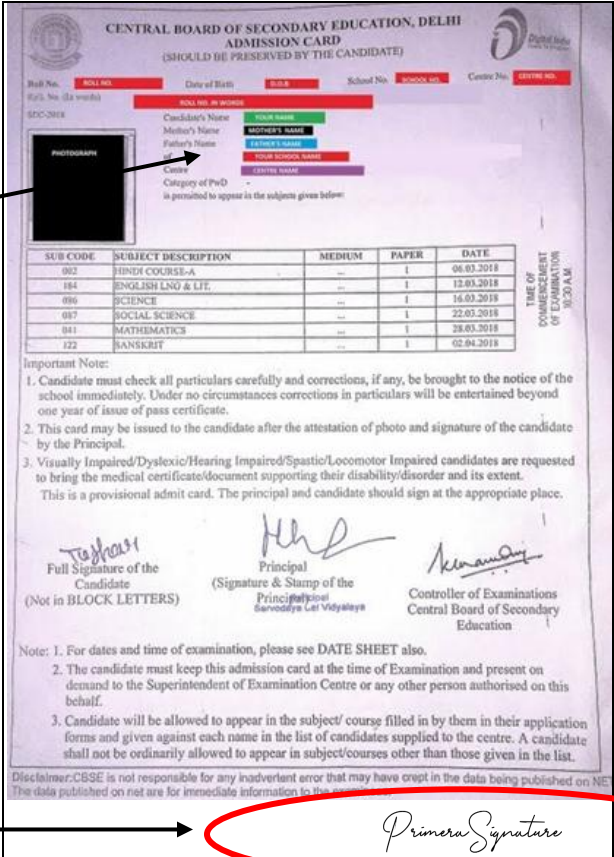
Type of error in Documents Upload:



Category	Not Recommended 	Recommended 
Formal Passport Colour Photo	SALFIE PICTURE 	FORMAL PICTURE 
Full Running Signature	 	

Class X Admit Card: (As a proof of Date of Birth)

HIGHLIGHTED PART SHOULD BE CLEAR

Self-Attested (Full Signature) Documents



Category	Not Recommended 	Recommended 
Class XII Marksheet	Digilocker Marksheet	Scan of Original Marksheet with Self Attested (Full Signature) with 150 DPI resolution
	E-Marksheet	
	Hazy Marksheet – Marks not readable	
Caste Certificate <i>Issue by Govt. of West Bengal only</i>	Hazy Certificate – not readable	Scan of Original Caste Certificate with 150 DPI resolution

ABC ID / AAPAR ID (ACADEMIC BANK CREDIT Creation):

After successful creation of ABC ID / AAPAR ID students have to upload ABC ID card to college portal.

The students need to submit Original Migration Certificate at College Office on the day of Documents Verification.

Physical Documents verification date will be notified later

Watch the video for better clarity (As Example): <https://youtu.be/kbmGPQTXgbl>

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