

Sister Nibedita Govt. General Degree College for Girls

Hasting House, Alipore-Kolkata-27

NOTICE

Notice No: SNGGDCG/123

Date: 20/07/2023

Admission guideline and steps to follow for admission and list of documents to be submitted during documents verification: Admission- 2023-24

Before you go for payment, we have some queries:

Question a: Are you a fresh candidate? (2023 HS or equivalent examinations pass out)

If yes, then there is no problem. Click the admission list link using our guidelines.

But if no, then

Question b: Do you have a CU registration number or have you ever registered under University of Calcutta for undergraduate studies?

If no, then there is no problem. You are eligible but your year of HS or equivalent examination should not be older than 2020.

But if yes, then

Question c: Have you ever appeared for CU examination (Part 1, Part 2 or Part 3 of 1+1+1 system)?

If no, then there is no problem. Click the link using our guidelines. (Also email your registration certificate and admit card (if any))

However, if are already registered as CBCS student, then you can change your honours subject you already had taken.

Steps to follow:

1. Click on the following link or click on merit list link in our admission portal.

http://snggdcg.ac.in/index.php?option=com_content&view=article&id=219&Itemid=0

2. When you will be redirected to the page, then click on :

(1ST/2ND/3RD/4TH/5TH/6TH/7TH/8TH etc Admission List

3. Select your subject and click on the category tab.

4. Find your name and click on Go for Payment (Login tab)

5. Enter your login ID and password. (Your application number is your login ID)

6. Pay the fees through Bill-Desk payment gateway.

7. Keep the receipt with you. After successful payment, your admission, in this subject is **Provisionally done**.

8. For any payment related issue, email us with your transaction details to our dedicated admission email: admission@snggdcg.ac.in as early as possible and we will check the details in the Billdesk portal and let you know about your payment status. Kindly note, if we did not received your email on time (before 12.30 pm), we will open the portal for next available candidate in the upcoming merit/admission list.

9. Date for Documents verification will be notified later.

10. Orientation Programme and classes will start from 1st August, 2023.

NOTE:

- **Admission shall be cancelled if false/ wrong information is provided.**
- **Year of passing H.S. or equivalent examination should not be earlier than 2020.**

Documents to be submitted/shown after orientation programme during the verification process

1. Signed Hard copy of Application Form.
2. Payment Confirmation challan (admission fees receipt)
3. Original Mark Sheet of H.S. or equivalent examination.
4. Self attested photocopy of Mark Sheet of last qualifying examination.

5. Original Admit Card of Madhyamik /age proof.
6. Self-attested photocopy of Madhyamik Admit card or age-proof.
7. Four copies of recent colour passport-size photograph.
8. Caste Certificate in original (only for SC/ST/OBC-A, OBC-B, issued by SDO or DM).
9. EWS certificate (only for economically weaker section general categories students) from competent authorities
10. Self-attested photocopy of Caste Certificate.
11. Disability Certificate in original (only for PWD/PH candidates).
12. Self-attested photocopy of PWD (PH) Certificate.
13. Blood group Certificate.
14. Original and photocopy of Character Certificate / School Leaving Certificate.
15. CU registration certificate (only for CU registered candidates)

Candidates who have already been admitted to other colleges/institutions are required to cancel their admission to those colleges/institutions before their provisional admission to our college is confirmed.

If you wish to take admission to another college or institution, please note it is essential to cancel your admission at our college. The University of Calcutta permits candidates registration from a single college/institution only. If required, use the option to cancel admission online.

Sd/-
Dr. Bholanath Pakhira
Convenor, Admission Committee,
Sister Nibedita Government General
Degree College for Girls

-Sd/-
Dr. Sebanti Bhattacharya
Officer-in-Charge,
Sister Nibedita Government General
Degree College for Girls