



# Savitri Girls' College

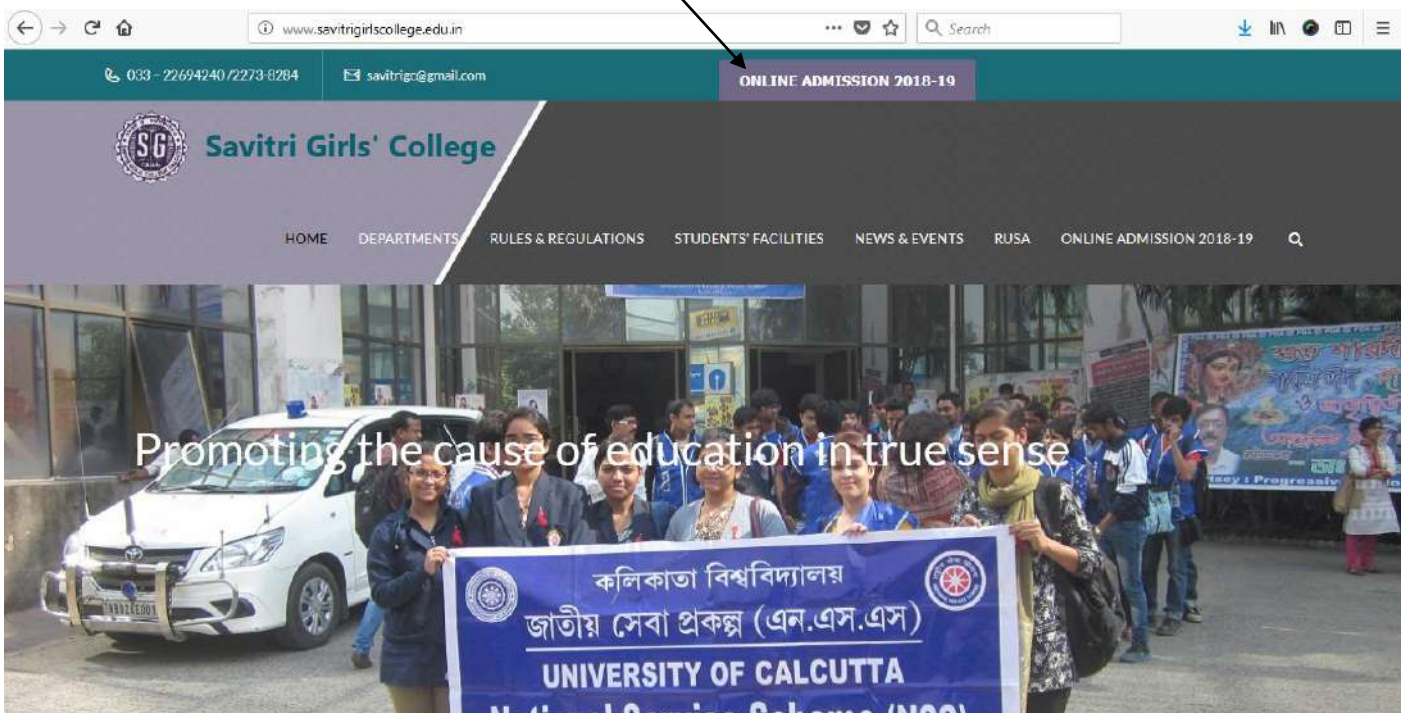
## ONLINE ADMISSION

Interested candidates must apply only through electronic application form (ONLINE) by clicking on "**Online Admission 2018-19**" available on the website

<http://www.savitrirlscollege.edu.in/>


Following are the requirement for online application:

- 1) Browser : Mozilla Firefox / Google Chrome.
- 2) Software : Adobe Reader.
- 3) Debit Card /Credit Card/Net Banking details for Payment of application fees Online.



- ❖ After clicking on “**Click here for Online Admission**” for the Session 2018-19 you are redirect to following page

[Step1:Declaration](#) [Step2:Criteria](#) [Step3:Academic & Relevant Details](#) [Step4:Applicant Details](#) [Step5:Subjects Details](#)



**SAVITRI GIRLS` COLLEGE**  
13, UKTARAM BABU STREET, KOLKATA-700007

**Online Admission**  
**Session: 2018-2019**

**Declaration**

CONDUCT & DISCIPLINE

STUDENTS MUST ABIDE BY THE FOLLOWING RULES AND REGULATIONS OF THE COLLEGE:

- STUDENTS ARE EXPECTED TO BE PUNCTUAL AND REGULAR IN ATTENDANCE.
- STUDENTS MUST ATTEND ALL THEIR CLASSES AND MUST NOT LEAVE THE CAMPUS BEFORE ALL THEIR CLASSES ARE OVER. WITHOUT THE PERMISSION OF THE PRINCIPAL.
- THE STUDENTS SHOULD MAKE IT A HABIT TO SEE THE NOTICE BOARD ON ARRIVING AT AND WHILE LEAVING THE COLLEGE. NO EXCUSE WILL BE CONSIDERED IF THE NOTICES HUNG ON THE BOARD ARE IGNORED.
- ABSENCE OF STUDENTS FROM COLLEGE FOR MORE THAN THREE DAYS MUST BE EXPLAINED IN WRITING TO THE PRINCIPAL BY THE PARENTS CONCERNED.
- THE NAMES OF THE STUDENTS WHO REMAIN ABSENT FROM THE COLLEGE FOR MORE THAN A MONTH WITHOUT TAKING PRIOR

☐ **I accept all the above conditions.**

**Next**

**Please do not Refresh (F5 or right-click & Refresh/Reload) at any time during Application Process.**

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- ❖ Click on “**I accept all the above conditions**” check box and then click “**Next**” button.

- ❖ A new page as below will appear where you have to fill up “**Step 2 : Criteria**” Form.

After filled up the “**Step 2 : Criteria**” Form then click on the “**Click To Apply**” button and the below page will appear.

- ❖ In “**Step3 : Academic & Relevant Details**” you have to fill up “**Board/University**” details.
- ❖ Then click on “**Subject wise Marks**” and the following page will appear.

Step1:Declaration Step2:Criteria Step3:Academic & Relevant Details Step4:Applicant Details Step5:Subjects Details

### Subjects Marks Details

\* Please enter all Subjects' Marks as per Class XII Mark Sheet  
For Example : if You have Six Subjects' then Marks of Six Subject has to be Entered.

Add Row Remove Selected Row(s)

Srl	Sel	Subject	Full Marks	Marks Obtained
1	<input type="checkbox"/>	Select	100	
2	<input type="checkbox"/>	Select	100	
3	<input type="checkbox"/>	Select	100	
4	<input type="checkbox"/>	Select	100	
5	<input type="checkbox"/>	Select	100	

\* English Marks must be Entered.  
\* Practical Marks to be aggregated with Theory Marks and entered in Marks Obtained Column.  
\* Please do not Enter 'SUPW / SUPW & Community Services' Marks / Grade.

Done Back

- ❖ You have to fill “**Subjects Marks Details**” as appear above.
- ❖ After filling the “**Subjects Marks Details**” than click “**Done**” then fill up the “**Institute Details**” and following page will appear.

Step1:Declaration Step2:Criteria Step3:Academic & Relevant Details Step4:Applicant Details Step5:Subjects Details

### Institute Details

1. Course	*	HIGHER SECONDARY OR EQUI	2. Registration No. / Board Roll No.	*	
3(i). Last Institute Name	*	SELECT	3(ii). Other Institute (In Full)	:	
4. Last Institute Address	:				
5. Country	*	SELECT	6(i). State	*	SELECT
7(i). City / District	*	SELECT	6(ii). Other State	:	
7(ii). Other City / District	:				
9. Year of Passing	*	SELECT	8. Pin Code	:	
			10. Medium of Instruction	*	SELECT

Done Back

- ❖ After filling the “**Institute Details**” than click “**Done**”.
- ❖ Then click on “**Submit**” Button as shown below.

Step1:Declaration Step2:Criteria Step3:Academic & Relevant Details Step4:Applicant Details Step5:Subjects Details

### Academic & Relevant Details

#### Academic Details

Srl	Degree	Board / University	Other Board / Other University	Subjectwise Marks	Institute Details
1	CLASS XII	CBSE		Marks Entry	Entry

Previous Submit

❖ Then following screen will appear and fill up the form.

<a href="#">Step1:Declaration</a>	<a href="#">Step2:Criteria</a>	<a href="#">Step3:Academic &amp; Relevant Details</a>	<a href="#">Step4:Applicant Details</a>	<a href="#">Step5: Subjects Details</a>
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### Applicant Details

**Note :** Fill Form according to Number Sequence. Fields Marked With \* Are Compulsory Fields.  
NAME TO BE FILLED AS PER CLASS XII MARKSHEET.;

#### Personal Information

1. Applicant Name * : <input style="width: 100%;" type="text"/> <small>(First Name)</small>	* <input style="width: 100%;" type="text"/> <small>(Middle Name)</small>	* <input style="width: 100%;" type="text"/> <small>(Last Name)</small>
*AS PER CLASS XII BOARD MARKSHEET.		
2. Email * : <input style="width: 100%;" type="text"/>	3. Date of Birth * : <input style="width: 100%;" type="text"/>	
4. Place of Birth * : <input style="width: 100%;" type="text"/>	5. Blood Group : <input style="width: 100%;" type="text"/>	
6. Nationality * : <input style="width: 100%;" type="text"/>	7. Religion * : <input style="width: 100%;" type="text"/>	
8. Mother Tongue * : <input style="width: 100%;" type="text"/>	9. Marital Status * : <input style="width: 100%;" type="text"/>	
10. Category * : <input style="width: 100%;" type="text"/>	11. Minority * : <input style="width: 100%;" type="text"/>	
12. First Generation Learner * : <input style="width: 100%;" type="text"/>		
13. Mobile No * : <input style="width: 100%;" type="text"/>	10 Digits only - (eg. 9123456789).	
14. Emergency Contact No * : <input style="width: 100%;" type="text"/>	Mobile No and Emergency Contact No cannot be same.	
15. Aadhaar Card No : <input style="width: 100%;" type="text"/>	16. Physically Challenged * : <input style="width: 100%;" type="text"/>	

#### Login Details ( This will be your Login ID & Password to access your profile on college website. )

1. Login Id Selection * : <input style="width: 100%;" type="text"/>	2. Login Id * : <input style="width: 100%;" type="text"/>
3. Password : <input style="width: 100%;" type="text"/>	4. Confirm Password * : <input style="width: 100%;" type="text"/>
(6-10 Characters)	(6-10 Characters)

#### Contact Details

##### Residential Address

1. Address * : <input style="width: 100%;" type="text"/>	
2. Country * : <input style="width: 100%;" type="text"/>	3(i). State * : <input style="width: 100%;" type="text"/>
4(i). City / District * : <input style="width: 100%;" type="text"/>	3(ii). Other State : <input style="width: 100%;" type="text"/>
4(ii). Other City / District : <input style="width: 100%;" type="text"/>	5. Pin Code * : <input style="width: 100%;" type="text"/>
6. Land line No (With STD Code) : <input style="width: 100%;" type="text"/>	

##### Mailing Address

☐ Same as Above

1. Address * : <input style="width: 100%;" type="text"/>	
2. Country * : <input style="width: 100%;" type="text"/>	3(i). State * : <input style="width: 100%;" type="text"/>
4(i). City / District * : <input style="width: 100%;" type="text"/>	3(ii). Other State : <input style="width: 100%;" type="text"/>
4(ii). Other City / District : <input style="width: 100%;" type="text"/>	5. Pin Code * : <input style="width: 100%;" type="text"/>
6. Land line No (With STD Code) : <input style="width: 100%;" type="text"/>	

##### Place of Stay (Contact No & Address required only in case of Paying Guest / Hostel / Relatives / Family Friends)

1. Place of Stay * : <input style="width: 100%;" type="text"/>	2. Contact No : <input style="width: 100%;" type="text"/>
3. Address : <input style="width: 100%;" type="text"/>	

#### Family Details

##### Father

1. Title * : <input style="width: 100%;" type="text"/>
2. Name * : <input style="width: 100%;" type="text"/>
3. Occupation * : <input style="width: 100%;" type="text"/>
4. Email : <input style="width: 100%;" type="text"/>

##### Contact No. \* (At least One)

5. Mobile No : <input style="width: 100%;" type="text"/>
6. Residence Ph No : <input style="width: 100%;" type="text"/>
7. Office Ph No : <input style="width: 100%;" type="text"/>

##### Mother

8. Title * : <input style="width: 100%;" type="text"/>
9. Name * : <input style="width: 100%;" type="text"/>
10. Occupation * : <input style="width: 100%;" type="text"/>
11. Email : <input style="width: 100%;" type="text"/>

##### Contact No. \* (At least One)

12. Mobile No : <input style="width: 100%;" type="text"/>
13. Residence Ph No : <input style="width: 100%;" type="text"/>
14. Office Ph No : <input style="width: 100%;" type="text"/>

1. Annual Family Income \* :

**Guardian Details**

1. Relation	* : <input type="text" value="SELECT"/>	Contact No. * (At least One)
2. Specify Relation (If Other)	: <input type="text" value="N/A"/>	
3. Title	* : <input type="text" value="SELECT"/>	
4. Guardian Name	* : <input type="text"/>	
5. Occupation	* : <input type="text" value="SELECT"/>	
6. Address	* : <input type="text"/>	
7. Mobile No	: <input type="text"/>	
8. Residence Ph No	: <input type="text"/>	
9. Office Ph No	: <input type="text"/>	

**Documents to be Uploaded**

1. Picture	* : <input type="button" value="Choose file"/> No f...sen	Please select .jpg/.jpeg file in 'Picture' & File size must be less than 50KB.
2. Signature	* : <input type="button" value="Choose file"/> No f...sen	Please select .jpg/.jpeg file in 'Signature' & File size must be less than 50KB.
3. HS Mark Sheet	* : <input type="button" value="Choose file"/> No f...sen	Please select .pdf file in 'HS Mark Sheet' & File size must be less than 200KB.
4. HS Admit Card	* : <input type="button" value="Choose file"/> No f...sen	Please select .pdf file in 'HS Admit Card' & File size must be less than 200KB.
5. Caste Certificate (if any)	: <input type="button" value="Choose file"/> No f...sen	Please select .pdf file in 'Caste Certificate' & File size must be less than 200KB.

❖ Click on “**Next**” Button and then the following screen will appear.

**Subjects to be Studied**

Srl	Subject Type	Subject
1	CORE COURSE	BUSINESS LAWS
2	CORE COURSE	PRINCIPLES OF MANAGEMENT
3	CORE COURSE	FINANCIAL ACCOUNTING - I
4	ABILITY ENHANCEMENT COMPULSORY	COMMUNICATIVE ENGLISH
5	ABILITY ENHANCEMENT COMPULSORY	SELECT
6	ELECTIVE SUBJECT	MICROECONOMICS I & STATISTICS
7	ELECTIVE SUBJECT	MICROECONOMICS I & STATISTICS

**Application Fees Payment Details**

Payment Type	* : <input type="text" value="CASH PAYMENT AT CENTRAL BANK OF INDIA"/>
Amount	* : <input type="text" value="250"/>

- ❖ You have to select 'Language' in the box.
- ❖ You have to pay 'Application Fees' through only “**Online Payment**”.
- ❖ After selecting the “**Online Payment**” mode click on “**Submit**” Button.



Credit Card

Debit Card

Debit Card + ATM PIN

Internet Banking

Pay by Credit Card

Card Number

Enter card number

Expiration Date

Month

Year

CVV/CVC

Card Holder Name

Enter card holder name

Make Payment

Cancel

Merchant Name

Raiganj University

Payment Amount: ₹ 200.00

After Successful payment you will be redirected to the below page where you can download the E-Paid Challan receipt. Pdf and an Application Form. pdf which please keep in your custody for further Admission process.

Application Form Submission Successful

Your Form No. is : 001030

PLEASE CLICK BELOW TO GENERATE CHALLAN(S).

STATUS	COURSE	APPLICATION NO.	CHALLAN
CURRENT	B.A. EDUCATION (H)	001030	<a href="#">CHALLAN_001030.PDF</a>

[PLEASE CLICK HERE TO GENERATE ADMISSION FORM](#)

[Login to Portal to Apply for Other Courses](#)

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Click here to download Admission Form

Click here to download E-Paid Challan

For further editing your Online Application Form you may login to your portal using your userid and password which was send to you by SMS.

**Thank You**