

GENERAL GUIDELINES

Admission will be online. Students are not required to visit the college campus for admission purpose. All information pertaining to these will be available in our website www.seramporecollege.org

Admission will ordinarily be **IN ORDER OF MERIT**. But the College Governing Body reserves the right to use discretion in cases involving the interest of the College.

All students who have **qualified H.S. or its equivalent examination** in **2018** and **2019** are eligible to apply.

30% seats are reserved for Christian Minority students, for all honours and general subjects.

APPLICATION FORM

ONLINE SUBMISSION OF APPLICATION FORMS (GENERAL & HONOURS):

Through College website (www.seramporecollege.org) from 24.05.2019 (5:00 p.m. onwards) to 02.06.2019 (11:55pm).

- Online payment of fees is mandatory. Online payment of application fees of Rs.250 should be made within **24.05.2019 - 02.06.2019 (12 midnight).**
- Applicants must have a valid mobile phone number and email id. Application fees of **Rs.250/-** for each application has to be submitted online.
- One candidate can apply for a maximum of **FIVE Honours** subjects and **FOUR General** Courses.
- **Separate application forms** must be submitted for :-
 1. General Course – B. A. / B. Sc.(Pure) / B. Sc. (Bio) / B. Com.
 2. Honours Course – Separate application form for **each HONOURS** subjects.

Eligibility criteria as per norms of University of Calcutta. This can be viewed at www.caluniv.ac.in. (Please follow the caption CBCS-UG and click on Admission and Examination Regulations for [B.A/B.Sc. dated 7.5.18](#) for (Hons./ Genl.) , [B.A. dated 7.5.18 for Major Courses](#) and for B.Com. (Hons./Genl.) – [Click here.](#)

No student from the **VOCATIONAL & AGRICULTURAL** streams will be admitted to **HONOURS COURSE**. They can apply for B.A General Course. For such students from Vocational & Agricultural streams, rules as per University of Calcutta will be followed while applying for General Course.

Rules for students coming from other UNIVERSITY / BOARD / COUNCIL will be as per **CALCUTTA UNIVERSITY regulations**.

The applications from the candidates passing H. S. or equivalent Examination in **2019 & 2018** will only be entertained in general.

Provisional Merit List of valid candidates will be published on 06.06.2019 (within 5 p.m.) for honours and general courses.

In case a candidate does not find her/his name in the Merit List, she/he should contact through email at sercoladmission2019@gmail.com within 07.06.2019 (12 noon) together with scanned copies of **application fees payment receipt** and testimonials in support of her/his claim for eligibility.

DOCUMENTS TO BE SCANNED AND UPLOADED AT THE TIME OF APPLICATION

1. **Original Marksheet of H.S. or equivalent examination.** (JPEG format, max size 150 KB, resolution 150 DPI).
2. **Original Age Proof** - Original admit card/ certificate of Madhyamik or equivalent examination or Birth Certificate (JPEG format, max size 150 KB , resolution 150 DPI).
3. **Photograph** – in JPEG format, max size 50 KB resolution 100 DPI .
4. **Signature** – in JPEG format, max size 50 KB resolution 100 DPI .
5. **Migration certificate for Boards other than WBCHSE, WBBME, CISCE, CBSE, NIOS, Rabindra Mukta Vidyalaya.** (JPEG format, max size 100 KB, resolution 100 DPI).
6. For **SC/ST, OBC–A, OBC-B** candidates - **Original caste certificate** from appropriate authority with a photocopy as per West Bengal Domicile Act (JPEG format, max size 100 KB, resolution 100 DPI).
7. For **PWD** (Persons With Disabilities) Candidates - **Original Medical certificate** from appropriate authority together with a photocopy for those with 40% or more disability (JPEG format, max size 100 KB, resolution 100 DPI).

8. **Appropriate Documents for BPL category.** (JPEG format, max size 100 KB, resolution 100 DPI).

9. **For Christian Minority Candidates –**

a. **Baptism certificate** – Original (JPEG format, max size 100 KB, resolution 100 DPI).

b. **Letter from Presbyter** - in -charge/Pastor for certification (with seal). JPEG format, max size 100 KB, resolution 100 DPI).

DOCUMENTS TO BE PRODUCED AT THE TIME OF VERIFICATION AFTER ADMISSION

1. Print out of application form.

2. Challan /money receipts through which **application fees and admission fees** have been submitted.

3. Original Marksheet of H.S. or equivalent examination.

4. Age Proof - Original admit card/ certificate of Madhyamik or equivalent examination or original Birth Certificate.

5. Original Migration certificate for Boards other than WBCHSE,WBBME, CISCE, CBSE, NIOS, Rabindra Mukta Vidyalaya.

6. For SC/ST, OBC- A, OBC-B candidates -Original caste certificate from appropriate authority with a photocopy as per West Bengal Domicile Act.

7. For PWD (Persons with Disabilities) Candidates-Original Medical certificate from appropriate authority together with a photocopy for those with 40% or more disability.

8. **Appropriate Documents for BPL category.**

9. Calcutta University Registration Certificate (if already registered).

10. For Christian Minority Candidates –

a. **Baptism certificate** –Original.

b. **Letter from Presbyter**- in -charge/Pastor for certification (with seal).

Restrictions regarding selection of elective subjects (combination) in B.A General Course: In case of non-availability of seats, students will be allowed to select ONE subject only and the other two subjects will be selected by the college during verification on the first day of College.

The above restrictions are not applicable to special cases as per Clause No.1 of GENERAL GUIDELINES

No application will be received by the college website in advance or after the last date and time mentioned in this notice.

The College authority reserves the right to change the above mentioned dates and time.

The College authority will take no responsibility for admission related information in any other print/electronic media.

Editing in all fields other than personal details can be done till the submission of form.

After final submission of the form, any wrong entry in marks will make the candidature liable to be rejected and the admission will stand cancelled.

Please note that mere fulfilment of eligibility criteria does not guarantee admission. Cut off marks as decided by college authority shall be notified in due course.

In case any discrepancy is found in the documents scanned and uploaded with the original documents, admission will be cancelled.

SPORTS CATEGORY

Attention-

Admission under Sports Category is subject to policy adopted by the University of Calcutta and West Bengal Higher Education Department. The college authority will strictly follow the instructions of the University of Calcutta and Dept. of Higher Education, Govt. of West Bengal as and when it is notified

- **Candidates passing H. S. or equivalent examination in 2018, 2019 can apply.**

- **Candidates can apply for GENERAL COURSES only.**

DOCUMENTS TO BE UPLOADED WHILE APPLYING

1. **Player's certificates for the years 2017, 2018, 2019 (all three years).** JPEG format, max size 100 KB, resolution 100 DPI).
2. **Original Marksheet of H.S. or equivalent examination.** (JPEG format, max size 150 KB, resolution 150 DPI).
3. **Age Proof - Original admit card of Madhyamik & H.S. or equivalent examination or Original Birth Certificate.** (JPEG format, max size 150 KB, resolution 150 DPI).
4. **Photograph in JPEG format, max size 50 KB, resolution 100 DPI.**
5. **Signature in JPEG format, max size 50 KB, resolution 100 DPI.**
6. **Original Migration certificate for Boards other than WBCHSE, WBBME, CISCE, CBSE, NIOS, Rabindra Mukta Vidyalaya** (JPEG format, max size 100 KB, resolution 100 DPI).
7. **For SC/ST, OBC -A, OBC- B candidates -Original caste certificate from appropriate authority with a photocopy as per West Bengal Domicile Act** (JPEG format, max size 100 KB, resolution 100 DPI).
8. **Appropriate Documents for BPL category.** JPEG format, max size 100 KB, resolution 100 DPI).
9. a) **For Football, Cricket and Athletics Sub Divisional participation certificates and the position played in, record form, yellow card, club certificate.** (JPEG format, max size 100 KB, resolution 100 DPI)
- b) **For Swimming, all relevant documents along with position.** (JPEG format, max size 100 KB, resolution 100 DPI)
- c) **For all other events, District/State/National level certificate.**(JPEG format, max size 100 KB, resolution 100 DPI)

N.B. – Certificates of level lower than the levels specified above will not be entertained.

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DOCUMENTS TO BE PRODUCED AT THE TIME OF VERIFICATION AFTER ADMISSION

1. Player's certificates for the years **2017, 2018 and 2019 (all three years).**
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3. Age Proof - Original Admit card/ certificate of Madhyamik or equivalent examination or original Birth Certificate.
4. Bank Challan/money receipts through which **application fees and admission fees** have been submitted.
5. Print out of Application Form.
6. **Original Migration certificate for Boards other than WBCHSE, WBBME, CISCE, CBSE, NIOS, Rabindra Mukta Vidyalaya.**
7. **For SC/ST, OBC -A, OBC- B candidates -Original caste certificate from appropriate authority with a photocopy as per West Bengal Domicile Act.**
8. **Appropriate Documents for BPL category.**
9. a) For Football, Cricket and Athletics, Sub Divisional participation certificates and the position played in, record form, yellow card , club certificate should be produced.
b) For Swimming, all relevant documents along with position should be produced.
c) For all other events, District/State/National level certificate should be produced.

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AVAILABILITY OF SEATS**HONOURS SUBJECTS**

SUBJECTS	NO. OF SEATS	SUBJECTS	NO. OF SEATS
BENGALI	44	PHILOSOPHY	44
BOTANY	30	PHYSIOLOGY	30
CHEMISTRY	44	PHYSICS	44
COMMUNICATIVE ENGLISH (MAJOR)	33	POLITICAL SCIENCE	44
ENGLISH	33	SANSKRIT	39
EDUCATION	20	ZOOLOGY	22
ECONOMICS	39	FINANCE AND ACCOUNTING	66
GEOGRAPHY	15		
HISTORY	39		
MATHEMATICS	44		

GENERAL SUBJECTS

SUBJECTS	NO. OF SEATS
BENGALI, HISTORY, PHILOSOPHY, POLITICAL SCIENCE, SANSKRIT	330
ECONOMICS, ENGLISH	165
EDUCATION, SOCIOLOGY	110
JOURNALISM AND MASS COMMUNICATION	44
CHEMISTRY, MATHEMATICS, PHYSICS	495 (TENTATIVE AND INCLUDES HONOURS STUDENTS ALSO)
ELECTRONICS, STATISTICS	22
GEOGRAPHY	25
BOTANY, PHYSIOLOGY, ZOOLOGY	193 (INCLUDES HONOURS STUDENTS ALSO)

B.COM.	266 HONOURS ALSO)	(INCLUDES STUDENTS
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JOURNALISM & MASS COMMUNICATION will be offered directly only to Communicative English (Major) students. Rest of the seats will be filled up as a change subject in order of merit after the **admissions are** over, preferably from students of Bengali (Hons.) & English (Hons.).

DATES OF PUBLICATION OF MERIT LISTS AND ADMISSION FOR HONOURS AND GENERAL COURSES

	Publication	Admission
List - I and waiting candidates	10.06.2019 (Monday)	12.06.2019–14.06.2019 (till 12 p.m. midnight)
List - II and waiting candidates(if seats are available)	17.06.2019 (Monday)	17.06.19 - 19.06.2019 (till 12 p.m. midnight)
List - III and waiting candidates ((if seats are available)	22.06.2019 (Saturday)	22.06.19 – 24.06.19 (till 12 p.m.midnight)

If seats are available, then list IV for Honours and General shall be published on 27th June, 2019 and admission shall continue till 1st July, 2019.

N. B. – All fees are to be submitted online.

**DATE OF COMMENCEMENT OF CLASSES AND
DOCUMENT VERIFICATION – 5th July, 2019.**