# Preliminaries

- Online application for admission to **B.A/ B.Sc/B.Com (Honours/ General/ Major)** courses will start as per the notification issued by the University of Calcutta and Department of Higher Education, Government of West Bengal. To check the notification, click the link here; https://www.caluniv.ac.in/news/Schedule-UG-Course-2022-23.pdf

- Entire process of receiving application and admission will be strictly *online.* All interested candidates are advised to follow the notifications given in the admission section of the official website on regular basis. (https://www.syamaprasadcollege.in/)

- Due to the still prevailing pandemic situation and restriction issued by the competent authority the candidates are advised to check the official website of our college for all necessary updates.

- Verification of candidate credentials, merit list generation and admission to the courses will *be completely online*. It is very important that the candidates follow the **online application/admission procedure** prescribed by the college authority.

- All communications will be available in the college website, i.e. https://www.syamaprasadcollege.in/

  1) Before applying for UG Courses a candidate will be required to register using their personal email id.
  2) *Choose password of your own choice, where it must contain a combination of at least one Upper case letter/alphabet, lower case letter/ alphabet, number and special character (example: &, $, #).*

  **Note:** It is very important to note that the mobile number or the *email id* once registered cannot be used again to create or register another profile into the admission portal.

- Once the profile is registered, the candidate will be allowed to **check the eligibility** for the course he/she wants to apply. If found eligible, the candidate will be allowed to enter and upload other details.

- Multiple applications are possible but it is to be applied through the same candidate profile and a candidate is allowed to apply a maximum of 3 courses for the current academic session.

- The candidate is exempted from paying any online application fee, as per the notification issued by Government of West Bengal vide notification: *No. 507 - Edn(CS)/IOM-95/14 Date: 30th June 2022* **as mentioned in the first section.**

- Dates of publication of merit List will be notified/published on the college official website: https://www.syamaprasadcollege.in/, **candidates may also see the same notification in the admission portal as well.**

- For details of *Admission procedure* see college website/portal notice section regularly.

- **The admission is provisional**, subject to **scrutiny** and **verification** of the documents submitted by the candidate.

- The *provisional admission* is liable to be cancelled if the candidate fails to submit necessary and proper documents required by the University of Calcutta during the registration process.

- Selection for admission to the respective courses will be strictly on the basis of merit point. The applicable admission fees to the respective courses will be displayed on the official website. *Candidates are advised to seek admission only to one course even if he/she has secured merit position in different courses.*

- **Payment of any applicable fees is to be paid online through SBI Collect only.**

- The college reserves the right of admission.

- Applicants will be able to apply Online through the Admission Portal on and from **18/07/2022**. **The portal will be active after 5.00pm**.

- The closing date and merit list publication will be as per the **Government Order No: 507 - Edn(CS)/IOM-95/14 Date: 30th June 2022.**