CITY COLLEGE

102/1, RAJA RAMMOHAN SARANI, KOLKATA – 700 009

www.citycollegekolkata.org

1st Call Notice, 2018

➢ Applicants in the Rectified Provisional Merit List, **which will be published on 21/06/2018,** are directed to assemble for 1st Call, according to the following schedule in the prescribed Room. Admission will be strictly on the basis of merit list.

➢ <u>**All admissions are provisional until receiving of Registration Certificates issued by the University of Calcutta**</u>.

Applicants/Respective Representatives are advised to bring the following documents with them at the time of Counseling: -

1. a) For Off-line payees: Bank Challan in original showing duly stamped and countersigned by State Bank of India (SBI),

b) For On-line payees: Print out of Auto generated payment receipt after successful payment,

c) Applicants are instructed to keep a photocopy of Payment Receipt (Off-line/On-line) because after enrolment in the hall, it has to be submitted to the College in original. So for any further correspondence (if required), the photocopy of the same will suffice the requirement.

2. Original mark sheets (Madhyamik and Higher Secondary without lamination).

LAMINATED MARK SHEETS WILL NOT BE ENTERTAINED

3. Original Caste certificate for SC/ST/OBC – A/ OBC – B (if applicable)

4. PH/VH certificate, mentioning the percentage of disability (if applicable)

N. B. ALL ADMISSIONS ARE PROVISIONAL SUBJECT TO SCRUTINY AND APPROVAL OF THE UNIVERSITY OF CALCUTTA AND LIABLE TO BE CANCELLED, IF FOUND FAKE

5. Sports certificate, mentioning the level and item of sports played by the applicant (if applicable)

6. Age proof certificate (admit card / registration certificate / pass certificate of +10 level / Birth Certificate issued by proper authority)

- **If any applicant, whose name appears in the rectified Provisional Merit List, fails to be present as per the schedule, time and date given below and unable to produce original documents then he/she will miss his/her chance for being provisionally enrolled and would not be considered for admission further. The decision of the college will be final and binding on all.**

- **If seats remain vacant or fall vacant through non-deposition of Admission Fees within the stipulated time frame after the 1st Call then such Vacancies will be filled-in through the 2nd Call strictly on the basis of Rectified Provisional Merit List.**

- **Dates of 2nd Call** will be communicated through College Website (**www.citycollegekolkata.org**) after completion of the admission procedure of 1st Called applicants.

- **Important Instructions**

1. **Names will be called serially according to merit list.**
2. **Enrolled applicants are to submit Bank pay-in-slip/Challan (in original).**
3. **Dates for submission of admission fees 25/06/2018 (Monday), 26/06/2018 (Tuesday) and 27/06/2018 (Wednesday).**

N.B.: Selected candidates are strictly instructed to follow the time schedule for submission of their Admission Fees; otherwise his/her eligibility for admission stands cancelled.

  - ➢ **Enrollment doesn't mean admission. From the enrolled applicants the admit order will be issued through college website according to merit with given timeframe for deposition of requisite Admission Fees.**
  - ➢ **After successful deposition followed by verification in the college, an enrolled applicant be considered as PROVISIONALLY ADMITTED.**
  - ➢ **After successful payment of requisite Admission Fees through SBI Collect, applicants will have to upload the scanned copies of the following**

N. B. ALL ADMISSIONS ARE PROVISIONAL SUBJECT TO SCRUTINY AND APPROVAL OF THE UNIVERSITY OF CALCUTTA AND LIABLE TO BE CANCELLED, IF FOUND FAKE

documents in the Admission Portal of the College website as instructed below –

- ✓ Upload the Bank Challan as Proof of Deposition of Requisite Admission Fees
- ✓ Upload the Passport size recent coloured photograph
- ✓ Upload the full signature of the applicant as proof of identity
- ✓ Upload the +2 level marksheet as proof of Merit Score
- ✓ Upload the birth proof certificate, Madhyamik Certificate
- ✓ Upload the SC/ST/OBC-A/OBC-B certificate as proof of caste (if applicable)
- ✓ Upload the PH/VH certificate as proof of physical disability (if applicable)
- ✓ Upload the sports certificate (if applicable)

➢ **After successful upload the applicants are instructed to report the college office on 26/06/2018 (Tuesday), 27/06/2018 (Wednesday) and 28/06/2018 (Thursday) between 11:00 AM and 04:00 PM with all original above mentioned documents along with hard copy of 'Application Form" (to be printed after successful upload of the scanned copies of the above mentioned documents in college admission portal) for verification and to get provisionally admitted in City College, Kolkata, affiliated to University of Calcutta**

Candidate or his/her representative (any one) may attend the counseling with all the original documents mentioned above.

N. B.:

- ♣ All the above mentioned documents must be kept with the Applicant / Guardian either in original or in Attested Photocopies along with a set of unattested photocopies which have to be submitted after final verification at the time of reporting after deposition of admission fees in the bank.

Above mentioned Mark Sheets / Certificates <u>should not be laminated.</u>

N. B. ALL ADMISSIONS ARE PROVISIONAL SUBJECT TO SCRUTINY AND APPROVAL OF THE UNIVERSITY OF CALCUTTA AND LIABLE TO BE CANCELLED, IF FOUND FAKE

DATE OF 1st COUNSELING - 22.06.2018 (FRIDAY)
Reporting Time 12:00 Noon – 03:00 PM

Reporting at College after submission of Admission fees on 27.06.2018 (Wednesday) between 11:30 AM and 04:30 PM

Department	Room Number
Economics	'N1'
Sanskrit	'N2'
Philosophy	'N2'
Bengali	'16'
Political Science	'N4'
History	'N5'
English	'17'
Botany	'N6'
Physiology	'N7'
Physics	'6'
Chemistry	'6'
Mathematics	'7A'
Zoology	'19A' and '20'
B. Sc. General (Physical Science)	'N3'
B. Sc. General (Biological Science)	'5'

DATE OF 1st COUNSELING - 23.06.2018 (SATURDAY)
Reporting Time:
1ST Half 11:00 AM – 01:00 PM
2nd Half 02:00 PM – 04:00 PM

Reporting at College after submission of Admission fees on 27.06.2018 (Wednesday) between 11:30 AM and 04:30 PM

Department	Room Number
Commerce (Honours) 1st Half	'5'
Commerce (Honours) 1st Half	'6'
B. Com General 1st Half	'7A'
B. A. General 1st Half	'17'
Commerce (Honours) 2nd Half	'5'
Commerce (Honours) 2nd Half	'6'
B. Com General 2nd Half	'7A'
B. A. General 2nd Half	'17'
SPORTS QUOTA	DATE: 22/06/2018 TIME: 12:00 Noon – 03:00 pm ROOM NO: '22'
	DATE: 23/06/2018 TIME: 11:00 am – 01:00 pm & 02:00 pm – 04:00 pm ROOM NO: '22'

N. B. ALL ADMISSIONS ARE PROVISIONAL SUBJECT TO SCRUTINY AND APPROVAL OF THE UNIVERSITY OF CALCUTTA AND LIABLE TO BE CANCELLED, IF FOUND FAKE

PROCESS OF PAYMENT OF ADMISSION FEE

1. **Go to SBI Home**

2. **Click SB Collect**

3. **Click** ☑   **I have read & accepted the.... ......**

4. **Select – State of Corporate/ Institution – West Bengal**

5. **Select – Type of Corporate/ Institution – Educational Institution**

6. **Select – Educational Institution Name – CITY COLLEGE**

7. **Select – Payment Category – ADMISSION FEE 2018**

8. **Enter APPLICATION NUMBER – CITY18 ... ...**

9. **PAY ADMISSION FEE ON LINE**

10.   **TAKE A PRINT OUT OF THE CHALAN**

By order
Principal, City College, Kolkata

N. B. ALL ADMISSIONS ARE PROVISIONAL SUBJECT TO SCRUTINY AND APPROVAL OF THE UNIVERSITY OF CALCUTTA AND LIABLE TO BE CANCELLED, IF FOUND FAKE