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BAKSHIRHAT MAHAVIDYALAYA

BAKSHIRHAT : COOCHBEHAR.

Estd: 2006

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Memo. No.

Date: 26/05/2016

HOW TO APPLY/ ADMISSION PROCEDURE

Website : <http://www.bakshirhatmahavidyalaya.org/>

www.onlineapplicationbakshirhatmahavidyalaya.org

Students will be admitted through on line system (**Offline -Counselling mode**) in this academic session (2015-16). The following steps /rules to be followed strictly for applying to any course and for admission.

STEPS FOR SUBMISSION OF ONLINE APPLICATION FORM & ONLINE ADMISSION

Step1: Candidate seeking admission in Bakshirhat Mahavidyalaya must apply online only on the Bakshirhat Mahavidyalaya website www.bakshirhatmahavidyalaya.org or www.onlineapplicationbakshirhatmahavidyalaya.org

Step2: In Bakshirhat Mahavidyalaya website candidate seeking admission should click on the “Online Admission 2015” button and the online admission page will be opened.

Step3: After filling up the form, the candidate will receive a username and password through registered mobile number. Incomplete form will not be accepted. After successful submission of the form, candidate will get payment option online payment and offline payment mode.

Step4: In offline procedure candidate should pay through offline generated challan to the Uttarbanga Kshetriya Gramin Bank, Bakshirhat Branch only.

Step5: Candidate who are successfully registered and paid registration fee will only be considered in selection process. Candidates whose names are in merit list will be gone through an offline-counseling process. Candidates those who will be selected required to contact to the college office. The names of selected candidates, eligible for admission will also be displayed in the college Notice Board.

Step6: After publication of merit list of student's required to submit the admission fees through Bank Challan in the Uttarbanga Kshetriya Gramin Bank, Bakshirhat Branch.

Step7: Then lastly, the candidates have to be present on the date(s) which is published in the College Notice Board for verification of their documents.

RULES TO BE FOLLOWED

1. Candidates must follow the above mentioned steps before filling up Admission Registration forms.
2. Before applying Online, the candidates must possess the scanned images as below: - Passport size photograph in JPG format of minimum 4kb to 200 kb.
3. The candidate must submit a valid mobile number.
4. Before submitting the application, candidate must confirm their date of birth, mobile number and image.
5. After submitting the valid mobile number, no complaint will be entertained by the college related to lost of mobile or sim card etc.
6. The candidates will have to contact to the College Office after submission of Registration/admission fees and they can also view payment status by login into the website.
7. A candidate can edit their application form excluding date of birth, mobile number and image during period of submission of application form (04/06/15 to 10/06/15 up to 12 pm). After the last date of registration, no editing or modification will be allowed.
8. If any information of student is found wrong at the time of physical verification, his/her admission will be cancelled.
9. Before subject selection, candidate must follow the subject choice rules of the college as well as of the University.
10. At the time of physical verification candidate must bring print copy of application form, bank challan (offline payment) and all relevant documents of online application and original copies of all certificates, mark sheets and testimonials.
11. Regarding SC/ST/OBC-A/OBC-B reservation, only certificate from SDO will be accepted (as per Govt. norms).
12. Subject restriction must be maintained.

13. A candidate can submit only one application of one Honours subject by paying Rs 40(admission registration fee) and Rs 20 (bank charges). Candidate can also apply for more than one Honours subject by registration separately.
14. For admission to General course, separate application has to submit.
15. Application for Honours subjects will not be considered as application for General course and vice-versa.
16. The published schedule of Admission is tentative and subject to change.
17. Candidates seeking admission must visit College website regularly and SMS alerts in their registered mobile no and also make contact to the College Office regularly.
18. Candidate must be present himself/herself physically on the date(s) of physical verification in the college premise.
19. Fees can be deposited only to the Uttarbanga Kshetriya Gramin Bank, Bakshirhat Branch.
20. Fees once deposited cannot be refunded under any circumstances.
21. All information regarding eligibility criteria, subject restriction, fee structure etc. are mentioned in the prospectus.
22. No candidate will be allowed to take any subject as Honours and General if he/she fails in that subject at H.S. level.