



**GOVERNMENT OF WEST BENGAL**  
**Office of the Principal, Jhargram Raj College**  
**JHARGRAM:721507**

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**Schedule of Reporting & Physical Verification of Documents of online admitted candidates**

Activity	Date
Reporting of online admitted candidates and <b>Induction Meeting</b> to be addressed by the Principal/Officer-in-Charge & HoDs - For all <b>Honours candidates</b> in their <b>respective departments</b> - For all <b>General candidates</b> [Room No. CH10, LH2, LH7]	02.07.2019 (2 p.m. onwards)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A./ B.Sc./B.Com (Hons.)</b> candidates in their respective departments [1 <sup>st</sup> – 3 <sup>rd</sup> Merit List]	02.07.2019. (2:30 p.m. to 4:30 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A./ B.Sc./B.Com (Hons.)</b> candidates in their respective departments [4 <sup>th</sup> – 7 <sup>th</sup> Merit List]	03.07.2019. (2:00 p.m. to 4:00 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.Sc. Gen (Bio. &amp; Phy. Sc.) &amp; B.Com (Gen.)</b> candidates [ Room No. LH2 ]	06.07.2019 (10 a.m. to 1:00 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A. General</b> candidates [ Room No. LH2 ] ( <b>1<sup>st</sup> Merit List</b> )	08.07.2019 (2 p.m to 4 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A. General</b> candidates [ Room No. LH2 ] ( <b>2<sup>nd</sup> Merit List</b> )	09.07.2019 (10 a.m. to 1 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A. General</b> candidates [ Room No. LH2 ] ( <b>3<sup>rd</sup> Merit List</b> )	10.07.2019 (10 a.m. to 1 p.m.)
Physical Verification of documents of <b>1<sup>st</sup> Sem B.A. General</b> candidates [ Room No. LH2 ] ( <b>4<sup>th</sup> &amp; 5<sup>th</sup> Merit List</b> )	11.07.2019 (10 a.m. to 1 p.m.)

**N.B.**

- 1. All admissions done on online system are absolutely provisional and will be cancelled any time for incorporation of incorrect data or false statements.*
- 2. If any student admitted under the online system does not report for verification on the respective date of verification of documents or does not report at all without any intimation to the college authority, his/ her admission will be cancelled.*
- 3. In case, the candidate has already been admitted in any other college, the candidate must submit the hard copy of the cancellation statement/Transfer certificate to the college authority on the date of verification of documents.*

**Physical Verification of Documents:-**

The candidates are required to bring the following documents at the time of verification:

- a) Print out of application/admission form duly signed by candidate and guardian.
- b) Copy of Online admission fee payment receipt.
- c) Proof of Date of Birth (Birth certificate/ Madhyamik or Equivalent Examination Admit card) in original along with a self-attested photocopy (xerox copy) of the same.
- d) Higher secondary/equivalent examination mark sheet in original along with a self-attested photocopy (xerox copy) of the same.
- e) Caste certificate from competent authority in original along with two (2) self-attested photocopies (xerox copies) of the same, if applicable.
- f) Physical disability certificate from competent authority in original along with a self attested photocopy (xerox copy) of the same, if applicable.
- g) School Leaving Certificate (Character Certificate) in original.
- h) Blood Group Certificate along with a self-attested photocopy (xerox copy) of the same.
- i) Two stamp size photos (for Identity Card).
- j) Anti-Ragging Declaration Forms, duly filled up and signed by student and guardian, in prescribed format downloaded from the admission portal.
- k) Transfer Certificate/hard copy of Admission Cancellation Statement (only for previously admitted candidates)
- l) Special Permission Letter from Vidyasagar University (only in case of candidates who have passed H.S. Examination prior to 2017).