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

Activity	Date
Commencement of **1st Semester B.A./B.Sc./B.Com (Hons. & Gen.)** classes	**29.07.2019.**
Physical Document Verification of **1st Semester B.A./B.Sc./B.Com (H & G)** online admitted candidates For **Honours candidates** _[8th to 11th Merit List]_ - **R**espective departments For **General candidates** _[6th to 9th Merit List]_ - **Room No. LH2**	**29.07.2019** **(11 a.m. onwards)**
Last Date of Change of Subjects	**31.07.2019.**
Online portal for registration will be opened by the University for the college to facilitate uploading the admitted students' data in the data format specified by the University	**From 01.08.2019 to 21.08.2019**
Online portal will be locked	**21.08.2019** **(23:59 hrs.)**
Last date of submission of Registration forms by the college to the University for verification	**27.08.2019-A to M** **28.08.2019-N to Z**
Date of submission of Registration fees without fine by the college	**13.09.2019 to 19.09.2019**
Date of submission of Registration forms and fees with delay fine @Rs. 100/- per candidate by the college	**20.09.2019 to 25.09.2019**
Date of submission of Registration forms and fees with delay fine @ Rs.500/- per candidate by the college	**26.09.2019 to 17.10.2019**

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 till 31st July, 2019, 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.

4. The last date of physical verification of documents for all online admitted candidates to B.A./B.Sc./B.Com (Hons.) courses and B.A./B.Sc./B.Com (Gen.) courses is 31st July, 2019.

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).

Principal/Officer-in-Charge

Jhargram Raj College