



# NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

129, Belilious Road, Howrah – 711 101.

Ref. No.....

Date...28/06/2016.....

## ADMISSION 2016-2017

**ALL APPLICANTS WHO HAVE BEEN ALLOTTED A SEAT IN SOME COURSE ARE REQUESTED TO ATTEND THE VERIFICATION PROCESS AS PER THE VERIFICATION SCHEDULE TO COMPLETE THEIR ADMISSION. THEY MUST COME FULLY PREPARED WITH ALL REQUISITE TESTIMONIALS, DOCUMENTS AND DUE AMOUNT OF ADMISSION FEE. APPLICANTS ARE DIRECTED TO NOTE THE FOLLOWING GUIDELINES.**

TEACHER-IN-CHARGE



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## GUIDELINES

APPEAR FOR VERIFICATION: Present yourself at the college on the appropriate **DATE & TIME OF VERIFICATION AS PER SCHEDULE PUBLISHED** for your chosen Course with the following documents:

- Hard Copy (**printout**) of the **Application Form**, duly signed by you and your guardian and **one photocopy** of the same.
- **One stamp sized photograph** must be pasted on the application form in the appropriate box provided there.
- **Mark-sheet of 10+2 level in original** along with **one photocopy**.
- **Mark-sheet of 10<sup>th</sup> level in original** along with **one photocopy**.
- **Age-proof in original** along with **one photocopy**.
- **Original Documents** in support of **Caste** (for SC/ST/OBC candidates) or physical disability (for person with disability) etc. along with **photocopies**.
- **All bank challans (Application Fee & Seat Request Security Deposit)** duly signed and stamped by the bank on receipt of your payment and **one photocopy** of each.

**After verification, pay the balance amount of ADMISSION FEE for the course you opted on the appropriate FEE DEPOSIT DATE.**

**IF YOU FAIL TO PAY THE ADMISSION FEE ON THE STIPULATED FEE DEPOSIT DATE YOUR CANDIDATURE WILL BE CANCELLED**

Teacher-in-Charge