



NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

(Accredited by NAAC)

129, Belilious Road, Howrah – 711 101.

Ref. No... ..

Date-...26/09/2025

NOTICE

Physical Verification (Mop-Up Round), 2025

In compliance of the enclosed order from the Higher Education Department, Govt. of West Bengal (vide Memo No. 710-Edn(CS)/10M-95/14, dated 25.09.2025), the physical verification of the **Mop-Up Round / Phase 2** is rescheduled on 9-10th October, 2025.

Students, who have taken admission in **Mop-Up Round / Phase 2** to Narasinha Dutt College through Centralized Admission Portal, are hereby notified that they must be present at the College premises as per the schedule provided below for physical verification of documents (from 11 am). Failing to do so, their candidature will stand cancelled.

Candidates have to carry the hardcopies (two copies) of the **application form**, the **last payment receipt**, and the **provisional admission confirmation certificate** generated from the portal (<https://wbcap.in>) during physical verification.

Candidates should also carry the relevant original documents and xerox copies (one copy) of **class 10+2 Marksheet and Certificate**, **Age Proof**, **Class 10 Marksheet**, **Cast Certificate (if any)**, **Aadhar Card**, **Sports Related Documents (if any)**, **Proof of Bank Details**, **C.U. Registration Certificate (if applicable)** etc.

Schedule of Physical Verification of Documents (Mop-Up Round)

Session: 2025-2026

Course Name	Schedule of Verification*
All B.A, B.Sc., B.Com (3 year & 4 Year) Courses	09.10.2025 – 10.10.2025 (Thursday-Friday)

**Students must report before 11.00 AM.*



Soma Bandopadhyay
Principal
Narasinha Dutt College
Howrah-711101

Government of West Bengal
Department of Higher Education
College Sponsored Branch
Bikash Bhavan, 6th Floor: Salt Lake, Kolkata – 700 091

No. 710-Edn(CS)/10M- 95/14

Dated: 25th September 2025

Sub: Online UG Admission in General Degree Courses for the Colleges under CAP for the academic year 2025-2026 in standalone mode.

The Undergraduate Admission in general degree courses for Academic year 2025 -2026 through the Centralized Admission Portal will end on 10.10.2025 after the completion of two phases.

To fill up the vacant seats (if any) in the Higher Education Institutions, the competent authority of the State Government has decided that the admission process after 10.10.2025 will be conducted by the individual institution in online, standalone mode.

It is advised that the entire process of admission at UG level should be completed positively by 7th November 2025.

All concerned is hereby informed that the admission to all Under Graduate programmes in the State –funded Higher Education Institutions in West Bengal for the ensuing session 2025-26 shall be made online in Standalone mode as per the modalities detailed below:

Modalities:

- 1) On-line admission process should be done strictly based on merit. Prospective students should not be called for counseling or verification of documents during the process of admission. No physical presence will be required at the HEIs.
- 2) No charges shall be taken from the students for (i) scanning/ uploading of documents for online admission and (ii) providing/making available the admission form in all UG level programmes.
- 3) Payment of fees should be done only through e-payment or designated banks and not physically at the colleges.
- 4) List of eligible applicants should be handed over to the designated bank branches for verification during payment through banks. Banks will receive admission fees based on merit list.
- 5) All testimonials are required to be uploaded online during application. Verification of documents should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted on-line.

This is issued with the approval of competent authority and will remain in effect until further order.

Sd/-

Senior Special Secretary

Copy forwarded for taking necessary action to the: -

- 1) Director of Public Instruction, West Bengal, BikashBhawan, Kolkata-700091; ---- He is requested to send copy to concerned Govt./Govt. aided Colleges for taking necessary action.
- 2) Registrar, University of Calcutta, College Street, Senate House, Kolkata- 700073;
- 3) Registrar, Jadavpur University, Jadavpur, Kolkata- 700032;
- 4) Registrar, University of Burdwan, Rajbati, Burdwan, Pin-713104;
- 5) Registrar, University of Kalyani, Nadia, Pin-741235;
- 6) Registrar, RabindraBharati University, 56A, B.T. Road, Kolkata- 700050;
- 7) Registrar, University of North Bengal, Raja Rammohanpur, North Bengal, Darjeeling, Pin-734013;
- 8) Registrar, Vidyasagar University, P.O.- Vidyasagar, PaschimMedinipur, Pin- 721102;
- 9) Registrar, NetajiSubhas Open University, DD-26, Salt Lake, Sector-I, Kolkata- 700064;
- 10) Registrar, West Bengal State University, Barasat, Berunanpukuria, North 24 Pgs. Pin-700126;
- 11) Registrar, GourBanga University, N.H.34, Mokdumpur, Malda, Pin- 732103 ;
- 12) Registrar, Presidency University, 86/1, College Street, Kolkata- 700073;
- 13) Registrar, Sidhu KanhoBirsha University, Purulia Campus, J.K. College, Purulia, Pin-723101;
- 14) Registrar, KaziNazrul University, Kalla, Asansol, Burdwan, Pin-713304;
- 15) Registrar, Cooch Behar PanchananBarma University, Cooch Behar;
- 16) Registrar, Diamond Harbour Women's University, Sarisha, South 24 Pgs, Pin- 743331;
- 17) Registrar, Bankura University, Bikna, Bankura, Puabagan, Pin-722146;
- 18) Registrar, Raigunj University, College Para, Raigunj, Uttar Dinajpur, Pin-733134;
- 19) Registrar, Sanskrit College & University, 1, Bamkim Chatterjee Street, Kolkata- 700073;
- 20) Registrar, Baba SahebAmbedkar Education University, 25/2 & 25/3, Ballygunge Circular Road, Kolkata- 700019;
- 21) Registrar, Rani Rashmoni Green University, Singur Government General Degree College Campus, Singur, Hooghly;
- 22) Registrar, Mahatma Gandhi University, West Bengal, Kanchanpur, Jalpaiguri, NH 116, Pin-721628;
- 23) Registrar, Sadhu Ram Chand Murmu University of Jhargram, Jhargram Raj College Campus;
- 24) Registrar, Kanyashree University, Krishnagar, Nadia, Pin -741101;
- 25) Registrar, Hari Chand Guru Chand University, Gaighata, North 24 Parganas, Pin -743245;
- 26) Registrar, Biswa Bangla Biswabidyalaya, Shibpur, Bolpur, Birbhum;
- 27) Registrar, Murshidabad University, K.N. College Campus, Baharampore, Murshidabad;

- 28) Registrar, DakshinDinajpur University, Balurghat, DakshinDinajpur;
- 29) Registrar, AlipurDuar University, AlipurDuar College, AlipurDuar;
- 30) Registrar, Hindi University, Arupara, Howrah;
- 31) Registrar, Darjeeling Hills University, ITI Campus, Mungpoo, Darjeeling;
- 32) Vice-Chairperson (Academic), West Bengal State Council of Higher Education, ASANNA, New Town, Kolkata- 700156;
- 33) Senior Special Secretary, Appointment Branch, Higher Education Department, BikashBhawan, Kolkata-700091;
- 34) Senior Special Secretary, University and Establishment Branch, Higher Education Department, BikashBhawan, Kolkata-700091;
- 35) Senior Special Secretary, IT Cell, Higher Education Department, BikashBhawan, Kolkata-700091-- He is requested to arrange for uploading a copy in this Department's website;
- 36) Private Secretary to the Hon'ble M.I.C, Higher Education Department, BikashBhawan, Kolkata-91;
- 37) Sr. PS to the Principal Secretary, Higher Education Department, Bikash Bhawan, Kolkata-91;
- 38) Office Copy.


Deputy Secretary

Schedule of Events in Centralised Admission Portal 2025*

	Date	Events
	17 June 2025	Launching of the Portal for 2025-26 by Bratya Basu, Hon'ble Minister-in-Charge, Higher Education Department, Government of West Bengal at 2.00 PM
Phase - 1	30 July 2025 (till 11:59 PM)	Registration Closes
	22 August 2025 (After 5 PM)	Publication of the College / Institute-wise & Course / Program-wise Merit list and Seat allotment
	22-25 August 2025	Admission against seat allotment
	23, 25 -27 August 2025	Physical verification of admitted candidates at the Institution Level
	29 August 2025	Class will start for new session 2025-26
	31 August 2025 (After 5 PM)	Publication of Institution-wise & Course / Programme-wise Seat allotment in the Upgrade round
	31 August -03 September 2025	Admission against Seat allotment in the Upgrade round
	4, 6, 8 & 9 September 2025	Physical verification of admitted candidates at the Institution Level
Phase - 2 (Mop-Up)	10 September 2025	Publication of Institute wise List & Course / Program-wise vacancy lists across the State after the completion of the 1 st phase of the centralized admission, 2025
	10-13 September 2025	Applications in the Mop-up Phase from (1) Fresh applicants (2) Existing applicants of Phase-I, who (a) were not allotted any seat in Phase-I, (b) cancelled their admission in Phase-I and (c) did not take admission after seat allotment in Phase-I
	16 September 2025 (After 4 PM)	Publication of Merit list and Allocation list
	16-17 September 2025	Admission against Seat allotment in the Mop-up round
	21 September 2025	Publication of Institution-wise & Course / Programme- wise Seat allotment in the upgrade round
	21-23 September 2025	Admission against Seat allotment in upgrade Round
	09-10 October 2025	Physical verification of admitted candidates at the institution level after Mop-up Round at Joining Classes.

*Schedule is subject to modification in case of exigencies.