

Netaji Nagar Day College

170/436, N.S.C. Bose Road, Kolkata - 700092

General Information for Admission 2019

- Application forms for admission to the 1st Year Semester-I of the three-year B.A./B.Sc./B.Com. (Honours and General) Courses for the session 2019-2020 will be available online only.
- The link for online applications will be available from **27th May, 2019, 11:59 pm (midnight)**. Online submission of forms will remain open till **5th June, 2019 up to 11.45 pm**.
- Admission forms can be accessed with the help of any browser.
- Last date of payment of Application Fee (Online) : **6th June, 2019 up to 4 pm**.
- Last date of payment of Application Fee (Offline, i.e. Through Bank Challan) : **6th June, 2019 up to 4 pm**.
- If any branch of State Bank of India receives the application fee after **4pm on 6th June, 2019**, College will consider the form as cancelled.
- A Candidate may apply for more than one Honours subject by filling up separate forms. Separate payments are to be made for separate applications.
- Provisional Merit List will be published on **10th June, 2019 after 4 pm**.
- Provisional 1st Admission List will be published on **11th June, 2019 after 4 pm**.

APPLICATION FEES

Application Fee is Rs. 300/+ Bank Charges (if applicable)

Points to be noted:

- All instructions must be read carefully before proceeding for online application.
- No physical presence of candidates or their representatives is allowed in the College premises before the commencement of classes.
- Extreme care should be taken while filling in the online application form.
- The candidate must check the minimum eligibility criteria before filling in the form.
- The college will not be responsible for invalid forms.
- **After filling up the application form a candidate must note the Application No. (e.g. ND19BA1/ND19BSC1/ND19BCOM1) and the same must be filled up during payment.**
- A Candidate must take Print out of Application form before payment (online/offline mode)
- Candidate must keep the Copy of the Pay-in-slip to be shown at the time of verification.
- **Printed Application Form with necessary documents have to be submitted during verification after the commencement of classes.**
- **For admission to B.Sc.(Hons.) & B.Sc.(General) courses, candidates must have passed both in Theoretical and Practical papers.**
- Application form will be validated only after payment is confirmed. Unpaid applications will be treated as cancelled.

Application Procedure

- Application Form is to be filled **online**. No printed form will be issued.
- Candidate must be aware of the Eligibility Criteria and Elective Subject Combinations available before proceeding.
- Candidature will be cancelled if he/she enters incorrect subject name and/or wrong marks/ or any other incorrect information.

Eligibility Criteria

A candidate may apply for Honours if only following conditions are fulfilled :-

For General Candidates:

45% Marks In Subject Or Related Subject And 50% In Aggregate In Best Of Four Subjects at the previous qualifying examination. (Except Environmental Education / Environmental Studies / Environmental Science. If the subject is studied as an elective subject of 100 marks then it will be considered in best of four.)

OR

55% Marks In The Subject Or Related Subject.

OR

50% marks in the aggregate when the candidate has not studied the subject in his/her previous qualifying examination provided all other clauses are satisfied.

For SC & ST Candidates:

40% Marks In The Subject Or Related Subjects In previous qualifying examination.

OR

40% Marks In Aggregate.

Online Application is a Five-step Process:

STEP I : Filling up of Personal Details in the Application Form:

- Candidate must fill up all mandatory fields.

STEP II: Subject Details:

- Candidate must fill up all the fields.
- Select carefully the subjects according to your marksheet issued by the respective Board/Council.
- Submit the Application form and Note the Application No.

STEP III:

- Upload your colour photo & signature (size of the file must be within 50KB).
- Upload your age proof certificate and marksheet of 10+2 Examination (size of the file must be within 150 KB).
- Upload your caste certificate, PWD certificate, BPL certificate, as applicable (size of the file must be within 100 KB).

STEP IV:

- Take a print out of the Application Form.
- If required the candidate can edit the application form up to the last date of application and fee payment.
- On confirmation and final submission you will be taken to the Payment window.

STEP V: Payment

- Follow the instructions.
- **A candidate must pay the Application Fees using Debit Card/Credit Card/Internet Banking or in Offline mode through Bank Challan.**
- **Candidate must provide Application No. (e.g. ND19BA1/ND19BSC1/ND19BCOM1), Date of Birth, Name & Mobile No. while making payment.**
- After payment is over, the candidate must keep the Copy of the Pay-in-slip/ receipt.

IMPORTANT:

Admission is provisional. Application and /or admission will be cancelled at any stage if any information filled up by the candidate is found to be incorrect.