



CHANDRAKETUGARH SAHIDULLAH SMRITI MAHAVIDYALAYA.

P.O.- DEBALAYA (BERACHAMPA), DIST.- NORTH 24 PARGANAS.

PIN – 743424. ESTD. -1997

(GOVT. AIDED) NAAC ACCREDITED AT GRADE - B

Phone No.-03216-242-652. E mail : chandraketugarh@gmail.com. M.-9433362091

Ref. No.

Date.....

Form Fill-Up Procedure- 2017-2018.

1. A student can opt for one Honours Subject in a single Form.
2. Students applying for general course have to fill up separate forms.
3. Form should be filled in completely.
4. Incomplete Forms will be treated as cancelled.
5. Applicants are advised to go through the Guidelines carefully before filling up the application form.
6. Before filling up the form, applicants are advised to carry a soft copy of passport size photograph (upto 20 kb) in order to upload it in the form.
7. After completing the form, click Merit Calculation below to know the Merit Marks. Check date of birth and click 'Submit Your Application' below. Get print out of the completed form and challan. The online registration charge of the college is Rs. 100/=. Along with this, there would be bank charges as applicable by the State Bank of India. In case you want to pay online at the SBI payment gateway, get the print out of the challan after the online payment. Otherwise, for off-line payment, take the print out of the completed form and challan, photocopy of the other relevant documents and pay the registration charges and the bank charge at the nearest branch of State Bank of India. No money will be accepted from the college counter for this purpose.
8. Merit List will be available from the website www.cssmberachampa.org and also from college notice board.
9. Admission schedule will be announced after completion of Form Fill-Up process and publication of Merit List.
10. The admission is purely provisional and subject to cancellation if any error/mistake is detected later on.
11. The Form Fill-Up and Admission schedule are subject to change or postponement any time.
12. For each online form fill up, only one honours subject can be applied for. If the applicant wants to opt for another subject, he would have to apply online afresh for the other subject.
13. The online registration fee (Rs.100/= + Bank Charges) would be applicable separately for each of the online applications. Thus a candidate applying for three subjects would have to pay Rs. 300/= and three times the bank charge for applying once either online at the bank payment gateway or off-line at the nearest bank branch.
14. Students who would want to be considered for selection in the General course in case they are not selected for the Honours courses must apply in the General category through the online procedure beforehand while applying for the honours course.

N. B. The fee to be paid at the time of admission has been fixed as given bellow :

Sl. No.	Name of the Course	Amount in Rs.
1	B.A. Honours	1895=00
2	B. Sc. Honours	2240=00
3	B. A. General	1580=00
4	B. Sc. General (Self Finance)	3150=00

Principal.
Chandraketugarh S.S Mahavidyalaya.