

BETHUNE COLLEGE
GOVT. of WEST BENGAL
181, Bidhan Sarani, Kolkata - 700006

NOTICE

Dated – 01.07.19

Important Notification regarding Orientation Programme, Verification of Documents and Commencement of Class

Orientation Programme :

All newly admitted students of 1st semester UG courses for the session 2019-20 shall have to **compulsorily** attend an “Orientation Programme” on **05.07.2019 at 11.00 a.m. at the College Auditorium**. All students are requested to take their seats by 10.45 a.m. Parents/ Guardians are not allowed to enter the college premises.

Verification of Documents :

Physical Verification of Original documents for the students who take admission during 1st to 6th round will be held on **05.07.2019 from 12.00 noon** at respective Departments after the Orientation Programme.

Physical Verification of documents for the students who take admission in 7th round will be held on 08.07.2019 at respective Departments from 11 a.m.

Admission of a candidate is liable to be CANCELLED if a candidate remain absent during physical verification of documents.

Admission of a candidate is also liable to be CANCELLED during verification or at any later stage if any document is found not in conformity with the information provided in the online Application Form. No fees will be refunded in such cases.

Documents to be produced at the time of verification :

- 1) Print out of Application form duly signed by her Parent/ Guardian.
- 2) Original Applicant’s copy of the payment receipts generated during online application as well as online admission.
- 3) One passport size photograph which should be same as the photograph uploaded during online application.
- 4) Mark-sheet of H.S. or equivalent examination - Original and self attested copy
- 5) Admit card of the Secondary or equivalent examination showing the date of birth/ Birth Certificate - Original and self attested copy
- 6) SC/ST/OBC/PH/BPL Certificate (if applicable) - Original and self attested copy.

- 7) Candidates already registered under the University of Calcutta or any other university in previous years must produce original and self attested copy of Registration Certificate.
- 8) **Original and self attested copy of Migration and Equivalence certificates for candidates passed Higher Secondary or equivalent examination from any other board except W.B.C.H.S.E, ISC, CBSE and NIOS.**
- 9) Transfer / Cancellation Certificate in original will have to be produced within seven days if a candidate has already taken admission in other institution.

Laminated mark-sheets will not be entertained.

UG Classes for Semester I, 2019 will commence on and from Friday, 5th July 2019. The students who take admission at any later stage should report to the Department for verification and joining the class on the next working day after taking admission.

If any student admitted to the College fails to attend at least 90% classes for the first 10 days without any valid explanation forwarded to the Principal through the Head of the Department, her admission will be CANCELLED and name will be struck off from the register

The Registration of the students to the affiliating university is an essential part of admission. The registration of the students with the University of Calcutta will be processed online through the university registration portal during the period as notified by the university. **Failure to complete registration with the University of Calcutta will automatically cancel the admission of the candidate.**

**PRINCIPAL
BETHUNE COLLEGE**