# Sister Nibedita Govt. General Degree College for Girls

**Hastings House, Alipore, Kolkata-27**

## <u>Registration Notice</u>

Notice No.:  SNGGDCG/129                    Date: 20/11/2020

This is for the information of all the newly admitted students of semester-I of the academic year 2020-21 that their registration under Calcutta University has been started in online mode, through college admission portal, to be completed within 24/11/2020.

Steps to be followed for registration:

1. Login to our online admission portal using your application no and password.
2. You have to pay requisite Registration Fees i.e. Rs. 160 for General Category Students and Rs. 85 for Reserved Category students (SC/ST/OBC/BPL/PH) via billdesk (online mode)
3. Upload self attested scanned copies of all your relevant documents. Stipulated size limit should be  strictly followed while uploading the relevant documents.
   **List of documents to be uploaded and stipulated size limit of each documents:**
   a. Self attested scanned copy of Mark sheet of 10+2 level or equivalent. (150 kb)
   b. Self attested scanned copy of Age proof certificate (Admit Card/Certificate of Madhyamik/Equivalent Examination/Birth Certificate) (150 kb)
   c. Self attested scanned copy of Caste Certificate, if any, issued by competent authorities. (100 kb)
   d. Self attested scanned copy of BPL Certificate, if any, issued by competent authorities. (100 kb)
   e. Self attested scanned copy of Migration Certificate, if required. (100 kb)
   f. Self attested scanned copy of Equivalence certificate, if required. (100 kb)
   g. Self attested scanned copy of CU registration Certificate, if already registered under CU. (100 kb)
   h. Digitized Photograph (50 kb)
   i. Digitized Signature. (50 kb)

4. After successful upload, log out from your portal.
5. College will process your data from your application form and generate your registration form on your behalf.
6. Pdf version of this Registration form will be emailed to you for your future reference.

Kindly note: For your registration, you don't have to visit our college physically. Check your email and our website regularly as all details will be communicated through it.

For any assistance contact help desk numbers and email: **admission@snggdcg.ac.in**

Sd/-                                                    Sd/-

(Dr. Sebanti Bhattacharya                    Dr. Bholanath Pakhira

Officer-in-Charge                              Convener, Admission Committee

Sister Nibedita Govt. General Degree College for Girls