



# SARAT CENTENARY COLLEGE

Dhaniakhali, Hooghly, WB, PIN-712302

Founded: 1976

Re-Accredited by NAAC (CGPA: 2.33) &amp; Recognised Under UGC 2F&amp;12B

WB Govt. Aided &amp; The University of Burdwan Affiliated

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Date: 01/10/2021

## ADMISSION NOTICE - 10

### Verification of original documents for 1<sup>st</sup> Semester Students

This is to inform all 1<sup>st</sup> semester students (session: 2021-2022) of this college that verification of original documents shall be done as per the following schedule:

Date	Time	Subjects/Courses
<b>BA/B.Sc./B.Com Honours Courses and B.Sc/B.Com General courses</b>		
<b>04-10-2021 (Monday) (1<sup>st</sup> Half)</b>	<b>11.15 A.M - 1-45 P.M</b>	All students of Bengali (H), English (H), History (H), Geography (H), Sanskrit (H), Political Science (H), Philosophy (H), Mathematics (H), Chemistry (H), Botany (H), Zoology (H), Accountancy (H), Bio-Science (Genl) & Pure Science (Genl), B.Com (Genl)
<b>B.A General Course</b>		
<b>04-10-2021 (Monday) (2<sup>nd</sup> Half)</b>	<b>2.00 P.M - 4-30 P.M</b>	B.A General Course Students having Registration ID <b>4122100070</b> to <b>4122100935</b>
<b>05-10-2021 (Tuesday) (1<sup>st</sup> Half)</b>	<b>11.15 A.M - 1-45 P.M</b>	B.A General Course Students having Registration ID <b>4122100948</b> to <b>4122101202</b>
<b>05-10-2021 (Tuesday) (2<sup>nd</sup> Half)</b>	<b>2.00 P.M - 4-30 P.M</b>	B.A General Course Students having Registration ID <b>4122101212</b> to <b>4122101979</b> <b>And</b> <b>All B.A Gen students of 2nd Cycle Admission.</b>

Concerned students need to visit the college as per the **above schedule very strictly** with relevant documents as mentioned in the next page.

Sd/-

DR SANDIP KUMAR BASAK  
Principal, Sarat Centenary College

## Verification Procedure:

1. Arrange photocopy of the following documents serially and staple them
  - a. Copy of Application Form with recent passport size colour photo pasted on it and with candidate, Guardian's signature
  - b. Admission Payment Receipt
  - c. Copy of Madhyamik admit
  - d. Copy of Madhyamik Marksheet
  - e. Copy of HS Marksheet
  - f. Copy of Caste/PH/VH Certificate (wherever applicable)
  - g. Copy of School Leaving Certificate
  - h. Copy of Aadhaar/ Govt. issued Photo Identity Card

### N.B. :

- In the xerox copies ( c to h above) write 'Self attested' and then put your full signature
- Please keep a copy of items a & b mentioned above with you

2. Before reaching to the verification desk arrange original testimonials in the following order:
  - a. Madhyamik Admit Card
  - b. Madhyamik Marksheet
  - c. HS Marksheet
  - d. Caste/PH/VH Certificate (wherever applicable)
3. Submit staple items mentioned in step 1 and show original documents mentioned in step-2 to the verification desk
4. Put your full signature in the record sheet and collect your original documents. Your verification process is complete

If you require any correction of data (spelling/ date of birth etc.) as provided in the application form, visit college office desk and mention the correction required.

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- Proper face mask is mandatory and Covid-19 protocol should be maintained.
- Student must enter the college in right time as notified.

ডকুমেন্ট ভেরিফিকেশন এর সময় যে যে ডকুমেন্ট ছাত্র -ছাত্রীরা জেরক্স কপি পর পর জমা দেবে সেগুলি নিচে দেওয়া হল -----

1. নিজের এবং পিতা/মাতার সহী করা আবেদন পত্র, তাতে একটা ফোটো সেন্টে দিতে হবে।
2. ভর্তি হওয়া পেমেন্ট রসিদ।
3. মাধ্যমিকের অ্যাডমিট ও মার্কসসিট
4. উচ্চ মাধ্যমিকের মার্কসসিট।
5. কাস্ট/ পি.এইচ/ভি.এইচ সার্টিফিকেট (যদি থাকে)
6. স্কুল লিভিং সার্টিফিকেট।
7. নিজের পরিচয় পত্র (ভোটারকার্ড/ আধার কার্ড)।