

## ***Important Notice for NEW Admission in BBA (Hons), Session 2020-21***

- In accordance with the orders of the Honourable Supreme Court, UGC has mandated that all students must submit a student's anti-ragging undertaking and a parent's anti-ragging undertaking to the college at the time of admission. The undertaking can be filled online at ***www.antiragging.in*** or ***www.amanmovement.org***. Students are expected to fill-up the affidavit available at the mentioned web-links and present the signed copies of the same at the time of admission failing which the admission process won't be completed.
- Verification of documents to be done only when the college will open. Dates for verification to be notified later on college website. All the original documents should be produced at the time of verification. Admission will be cancelled if the documents are found not in conformity with the declaration in the form submitted online.
- The student/Authorised representative should be present with original documents and two sets of photocopy of the same on any the mentioned dates, failing which the provisional admission shall be cancelled after the mentioned dates and fees will be non-refundable.
- All the admissions are PROVISIONAL and the authority reserves the right to cancel any application at the time of verification without showing any reason whatsoever.
- Admission fees total 14,400 (including 1st Semester tuition fees for six months) plus Service Charge to be remitted through payment gateway. Fees are Non Refundable.
- Dates for commencement of classes will be notified later on the college website.
- Class Timings and College Timings: 9.15 am - 4.00 pm  
Remedial classes and Value added program: 3.30 pm onwards.
- DRESS CODE is mentioned in the e-Receipt

Dr. Asim Kumar Mukhopadhyay  
Principal  
Siliguri College of Commerce

**Siliguri College of Commerce**  
**Self Financed Courses**  
**Baghajatin Road, Court More,**  
**2<sup>nd</sup> Floor, Siliguri, Darjeeling, 734001**  
**Phone no 0353-2526702.**

Dates for verification to be notified later on college website

**Original Documents to be produced at the time of verification:**

1. Age Proof Certificate (10th Admit Card / Age Proof Certificate / Birth Certificate).
2. 10+2 (H.S.) Mark sheet.
3. Caste Certificate (if applicable).
4. PH Certificate (if applicable).
5. e-Receipt (both Registration and Admission Fees) against payment.
6. Visa and passport (if applicable)

**Documents to be submitted at the time of verification:**

- Duly signed Printed Online Registration Form and e-Receipt (both Registration and Admission Fees) against payment (Must be produced).
- Four copies recent Colour Stamp size Photograph.
- Original School Leaving Certificate / Transfer Certificate.
- Original Migration Certificate (other than WBCHSE).
- Two Copy Self-Attested photocopy of Age Proof certificate (10th Admit Card / Age Proof Certificate / Birth Certificate).
- Two Copy Self-Attested photocopy of 10+2 (H.S.) Mark sheet (Both Side).
- Two Copy Self-Attested photocopy of Caste Certificate (if applicable).
- Two Copy Self-Attested photocopy of PH Certificate (if applicable).
- Residential certificates of Candidates/Guardians.
- Two Copy Self-Attested photocopy of Visa and passport (if applicable).
- Submit a student's anti-ragging undertaking and a parent's anti-ragging undertaking to the college at the time of admission. The undertaking can be filled online at **[www.antiragging.in](http://www.antiragging.in)** or **[www.amanmovement.org](http://www.amanmovement.org)**. Students are expected to fill-up the affidavit available at the mentioned web-links and present the signed copies of the same at the time of verification.

Dr. Asim Kumar Mukhopadhyay  
Principal  
Siliguri College of Commerce