UMESCHANDRA COLLEGE

13, Surya Sen Street, Kolkata – 700 012
FC-129, Sector-III, Salt Lake, Kolkata – 700 106

Ref. No. **34.** /SS-SM/2019-20

Date: 22.07.2019

NOTICE

All 1st Year 1st Semester Students (Honours & General) of both Main Campus and Extended Campus are being informed that University of Calcutta Registration process for the session 2019-2020 will be starting on and from **24.07.2019**. Students are directed to take a print out of their C.U. Registration Forms (in an A4 Page both-side) through our college website www.umeschandracollege.ac.in. **Students should carefully follow the instructions and bring the required documents mentioned below.**

Students should keep in mind the followings before applying for the Registration Form:

1. After login to the Admission Portal Click on <u>CU Registration Form.</u> Students should be verified to take print out of CU Registration Form from Students' Portal. If they cannot find their CU Registration form in the portal, they need to physically verify documents from their respective college campus and upload all necessary documents to the portal.

2. After Clicking on CU Registration Form, They should see their filled in Registration Form. Click on <u>Print Form</u> and print the full 2 page University of Calcutta Registration form in <u>an A4 Size Paper with BOTH SIDE Print Out.</u>

3. STUDENTS SHOULD <u>CAREFULLY CHECK ALL THE FIELDS IN THAT CU REGISTRATION FORM. ONCE THE FORM IS SUBMITTED, IT CANNOT BE CHANGED.</u>

4. <u>STUDENTS SHOULD AFFIX THEIR RECENT 'STAMP' SIZE COLOURED PHOTOGRAPH (WRITE SECTION AND ROLL NO ON THE BACK OF THE PHOTO) ON TOP THEIR PHOTO ON THE FORM AND SIGN (FULL SIGNATURE) ON BOTH SIDE OF THE FORM WHERE STUDENT'S SIGNATURE IS NEEDED.</u> After affixing photo and signing the form submit the Both Side Printed CU Registration Form along with the following documents to their respective College Campus office as per following during Office hours.

Registration Form Submission Schedule:

MAIN CAMPUS	
Section	Date
A, B	24.07.2019
C, D	25.07.2019
E, F	26.07.2019
G, H, I, K	27.07.2019

EXTENDED CAMPUS (SALT LAKE)	
Section	Date
S/A, S/B	24.07.2019
S/C, S/D	25.07.2019
S/G	26.07.2019

Documents Required :

1. Original & Xerox copy (in A4 Size Paper non-attested) of Mark Sheet of Class (10+2) and Admit Card or Mark Sheet of Class (10) where date of birth is mentioned.
2. Xerox copy of SC, ST, OBC and Physically Challenged Certificate issued by West Bengal Govt. (if any).
3. Original Migration Certificate (Other than ISC, CBSE, WBCHSE, NIOS & Rabindra Mukta Vidyalaya).
4. Xerox copy of Aadhar Card is mandatory if Aadhar number is submitted in the form.
5. One copy of (Stamp size) Coloured Photograph.

REGISTRATION FORMS WILL NOT BE ACCEPTED IF ANY DATA CORRECTED WITH PEN OR WHITE FLUID (WHITENER) IS USED IN THE FORM. CU REGISTRATION FORMS SHOULD BE SUBMITTED AS PER THE SCHEDULE ONLY. NO REGISTRATION FORM WILL BE ACCEPTED AFTER THAT AND THEIR CU REGISTRATION AND ADMISSION WILL BE

CANCELLED.