Ref. No. SSM/NOTICE/11/2024-25

Date 25.07.2024

Physical Document Verification Schedule

Centralized Online Admission - 2024

Date	Time	Course / Subject	Room No.
31.07.2024 (Wednesday)	10.30 am to 1.30 pm	Bengali (4 Years Major)	APJ Hall Table-01 & 02
		Education (4 Years Major)	APC Hall Table-03
		Philosophy (4 Years Major)	APC Hall Table-03
		History (4 Years Major)	APC Hall Table-03
		Political Science (4 Years Major)	APC Hall Table-04
	2.00 pm to 3.00 pm	English (4 Years Major)	APJ Hall Table-01 & 02
		Sanskrit (4 Years Major)	APC Hall Table-03 & 04
01.08.2024 (Thursday)	10.30 am to 1.30 pm	Chemistry, Geography, Computer Science, Mathematics, Physics & Zoology (4 Years Major)	APJ Hall Table-01 & 02
		B. Sc. (3 Yrs. MDC)	APC Hall Table-03 & 04
	2.00 pm to 3.00 pm	B. Com. (4 Years Major)	APJ Hall Table-01 & 02
		B. Com. (3 Years MDC)	APC Hall Table-03 & 04
02.08.2024 (Friday)	10.30 am to 3.30 pm	B. A. (3 Years MDC) Merit List (General Merit Rank No.) 0001 to 0567	APJ Hall Table-01 & 02
		B. A. (3 Years MDC) Merit List ((General Merit Rank No.) 0568 to 0871	APC Hall Table-03 & 04
03.08.2024 (Saturday)	10.30 am to 3.30 pm	B. A. (3 Years MDC) Merit List (General Merit Rank No.) 0872 to 1308	APJ Hall Table-01 & 02
		B. A. (3 Years MDC) Merit List (General Merit Rank No.) 1309 to Rest…..	APC Hall Table-03 & 04

(DR. SABYASACHI SEN, PRINCIPAL)
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya ● Howrah ● Pin-711312

(Affilliated to the University of Calcutta)
(Accredited by NAAC at the 'B' Grade)

President:
SRI KALIPADA MANDAL

Principal & Secretary :
DR. SABYASACHI SEN

Ref. No. ....   Date ....

Document Verification: Centralized Online Admission Process - 2024
Physical verification of documents of the candidate will be done at the HEI level after taking admission at the end of the concerned phase.

1. **Candidates who will take provisional admission through the portal will report to the concerned HEI within the notified schedule for physical verification of documents. They must carry printed copies of their provisional admission slip and all academic and other relevant documents in original**. If, during the physical verification of documents at the college/HEI, it is found that there is a discrepancy between the data provided in the portal and that found in the documents, which may have had an impact on eligibility and/or Merit Rank / Position, the provisional admission may be summarily cancelled. Admission will be finally confirmed only after successful verification of all relevant documents by the concerned HEI, followed by registration with the affiliated university.

2. **Candidates must carry the following documents in <u>original</u> and one <u>self-attested copy of each</u>**.

    I. Class 10th Standard Mark Sheet
    II. Class 10th Standard Examination Admit Card (Age Proof)
    III. Class 10+2 Standard Mark Sheet, Admit Card and Registration Certificate
    IV. Social Category Certificate (SC/ST/OBC-A/OBC-B/EWS) (if applicable)
    V. Disability Certificate (if applicable)
    VI. Valid Photo ID Proof as submitted in the application form
    VII. Aadhar Card (Preferably)
    VIII. <u>System Generated Provisional Admission Slip</u>
    IX. <u>On-line Application Form</u>

3. As a result of document verification -
   If a candidate is found not eligible for any course / programme because of any discrepancy in data and/or document (which may have an adverse impact on the merit index of the candidate), the provisional admission of the candidate will be cancelled.

4. **No Alternative Schedule will be provided, hence respective students should report to the college on specific date and time.**

(DR. SABYASACHI SEN)
PRINCIPAL
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

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Date ....

Physical Document Verification Schedule
Centralized Online Admission – 2024

<u>Duty List (31/07/24 to 03/08/24)</u>

Overall Monitoring by:	1. Mr. Gobinda Prasad Barman
	2. Mr. Ashis Bera
Observer of the Execution Process:	1. Dr. Somnath Chattopadhyay

HARD COPY VERIFICATION

Team - 01 :
1. Dr. Ananda Gopal Gupta
2. Mr. Debkumar Ghoshal
3. Ms. Soma Bhakta
4. Ms. Roma Pore

Team – 02 :
1. Mr. Islam Uddin Khan
2. Mr. Dinesh Acharya
3. Mr. Soumen Mal
4. Ms. Mita Santra

Team – 03 :
1. Ms. Mau Datta
2. Dr. Chaitali Chakraborty
3. Ms. Annapurna Roy
4. Mr. Kanai Lal Pal

Team – 04 :
1. Ms. Suparna Dey
2. Mr. Debasis Pramanik
3. Ms. Jharna Shee
4. Ms. Ruma Bhunia

Soft Copy Correction:
1. Mr. Abinash Bera
2. Mr. Shibsankar Samanta
3. Mr. Mahabub Alam Khan

Reserve Team: `
1. MR. Bilu Purkait
2. Mr. Rabindra Mani Pradhan
3. Mr. Abinash Palangdar
4. Ms. Sathi Sett

(DR. SABYASACHI SEN, PRINCIPAL)
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Ref. No. ....

Date ....

N. B. :

1. Suitable Replacement will be given on Preparatory Day of the respective teachers. Since, HED is kept in the copy; absenteeism on specific date is not anticipated unless there is a medical exigency.

2. Teachers connected with CVAC3, CVAC4, IDC, AECC Classes and NAAC related work have been primarily not included in this list. Since, we are sending the whole document to the HED, backup measures, additional rooms may be needed as per their advice and such teachers may be invited to the verification programme at any point of time.

3. Progamme-wise QR code will be given for formation of the Dept. wise and Institutional Telegram Group. HoDs are advised to send the QR code to the examination Cell before 29/07/24 5 pm. Teachers directly involved in the Physical verification should ensure that every student does QR Code Scanning; before leaving the table.

4. 1st Year 2024-25 Classes will start as per Govt. order on 7th August 2024. Related Induction programme Schedule will be shared in Students' Group accordingly.

(DR. SABYASACHI SEN)
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Principal
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