

# SILIGURI COLLEGE OF COMMERCE

ADMISSION NOTICE : DATED : 04.06.2017

## **Online applications are invited for admission to B.B.A (Self Financed) Course for the Academic Session 2017-18.**

**1. Eligibility of the Applicants:** Students who have passed Higher Secondary/Equivalent (10+2) examination in 2017 with at least 40% marks in aggregate considering best of four subjects on the basis of marks obtained, including English (compulsory) but excluding Environmental Studies / Environmental Education.

### **2. Application procedure:**

- ▶ Log on to the College Portal : **[siliguricollegeofcommerce.org](http://siliguricollegeofcommerce.org)**
- ▶ Click **BBA Application Form**
- ▶ Fill the Form carefully
- ▶ Upload in the specified spaces:
  - (i) Scanned copy of Passport Photo
  - (ii) Mark-Sheet of H.S/equivalent (10+2) Examination
  - (iii) Certificate issued by the BCW Deptt. Govt. of West Bengal (for SC, ST and OBC categories) and Physically Challenge Certificates (if any).
- ▶ On successful completion of above steps a payment gateway will open.
- ▶ Pay Registration Fee of ₹500/- [Five Hundred] (excluding service charges) either online (net banking/ debit card/ credit card) or through Bank Challan within 16<sup>th</sup> June 2017.
  - ▶ If Registration Fee is paid through Bank Challan, the applicant should log on to the College Portal **again** and upload the scanned copy of Bank Challan stamped and signed by the bank personnel.

**N.B.** *After submission of Registration Fee by the candidate, a SMS alert sent to the registered Mobile No.*

### **3. Admission procedure:**

- ▶ On publication of Merit List, candidate will be called (on merit basis) for physical verification of documents through SMS sent to the Registered Mobile No.(Subject to the availability of the Seats).
- ▶ Before appearing for the physical verification of documents candidates should deposit (non refundable) requisites Semester/Admission fees through online payment Gateway Mode/Bank Challan.
- ▶ If any candidates fails to appear for physical verification of documents within schedule time and date his / her candidature shall stand cancelled.

**N.B.** *All Admissions are provisional subject to the authentication and approval of the Registrar, University of North Bengal.*

*The decision of the Admission Committee / College Authority is final and binding.*

Dr. Asim Kr. Mukhopadhyay  
Principal