



SILIGURI COLLEGE OF COMMERCE

A Govt. of West Bengal Aided General Degree College Recognised by The U.G.C. under Section 2(f) & 12 (B) of U.G.C. Act. 1956

Affiliated to The University of North Bengal

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Office of the Principal

Date: 29-11-2024

NOTICE FOR PHYSICAL VERIFICATION OF DOCUMENTS

All the students of B. Com 1st Sem who were admitted in the standalone mode are hereby asked to appear at the verification desk in the main campus of the college on **02-12-2024 from 6.00 pm to 7.00 pm** to get their requisite documents verified by the authority, failing which their provisional admission will be cancelled on spot and no further communication / request will be entertained.

ORIGINAL documents which are to be produced at the time verification:

1. Proof of Date of Birth (Birth Certificate/ Admit Card of Class X examination) which is uploaded with the application form
2. Mark Sheet of Class 10th Standard (Secondary Examination)
3. Mark Sheet of Class 12th Standard (Higher Secondary Examination)
4. Caste/ EWS/ BPL/ Disability Certificate (if applicable)
5. AADHAAR Card

Documents to be submitted: (Arrange the documents in the following order and staple them together before submission):

1. One recent passport-sized photograph (4 cm x 3.5 cm) with the applicant's name written on the reverse side of the photo.
2. Printed copy of the online application form.
3. Printed copy of the Provisional Admission Fee Receipt.
4. Printed copy of the Provisional Admission Confirmation Certificate.
5. **School Leaving Certificate [ORIGINAL].**
6. **Migration Certificate [ORIGINAL] in case of students passing from the board other than the WBCHSE.**
7. Self-attested photocopy of the Proof of Date of Birth which is uploaded with the application form
8. Self-attested photocopy of the Mark Sheet of Class 10th Standard.
9. Self-attested photocopy of the Mark Sheet of Higher Secondary Examination (+2).
10. Self-attested photocopy of the Caste/ EWS/ BPL/ Disability Certificate (if applicable).
11. Self-attested photocopy of the AADHAAR Card.
12. Self-attested photocopy of the University Registration Certificate for the already registered students with Original Cancellation Certificate from the cancelling authority/institution (its mandatory)

Principal
Siliguri College of Commerce
Siliguri, Darjeeling.