

Initial Application Procedure

(Before Publication of Merit List From 27-05-2019 up to 06-06-2019)

Applications can be submitted ONLINE only from 27-05-2019 up to 06-06-2019.

<http://www.netajinagarcollege.ac.in/>

Read this carefully before start the form fill in process:

1. The applicant (candidate) should have their own email id and mobile no(*mandatory*).
2. Scheduled Caste/Tribe and OBC applicants must be of West Bengal origin only. Certificates issued by other states will not be accepted.
3. The applicant must make sure that she/he fulfills admission norms set by the College.
4. Please remember that admission taken on the basis of false statement or misstatement is liable to be cancelled and appropriate legal action may be initiated against such applicant.
5. The mark sheet should reflect that the candidate has passed in the examination.

MANDATORY DOCUMENTS

1. Photograph Image

- Recent passport size photograph
- Size of file should be within 50 KB
- Resolution of the image is 100 DPI

2. Signature Image

- Size of file should be within 50 KB.
- Resolution of the image is 100 DPI

3. Age Proof Document Image

- Admit Card/Certificate of Madhyamik/Equivalent Examination/Birth Certificate
- Size of image should be within 150 KB.
- Resolution of the image is 150 DPI

4. Mark Sheet Document Image

- Size of image should be within 150 KB.
- Resolution of the image is 150 DPI

OPTIONAL DOCUMENTS AS PER REQUIERMENTS

Besides those mentioned above following documents are also mandatory, if applicable:

1. Caste Certificate Document Image

- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

2. Persons with Disabilities (PWD) Certificate Document Image

- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

3. BPL Certificate Document Image

- Valid BPL Certificate required
- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

4. Migration Certificate Document Image

- Valid Migration Certificate required
- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

5. Equivalence Certificate Document Image

- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

6. Registration Certificate (for already registered candidates)

- Size of image should be within 100 KB.

- Resolution of the image is 100 DPI

Steps to follow:

OPEN COLLEGE WEBSITE (<http://www.netajinagarcollege.ac.in/>) CLICK ON THIS LINK [ONLINE ADMISSION 2019-20](#)




NOW ADMISSION PORTAL WILL OPEN AND THEN CLICK ON [CLICK HERE TO SUBMIT YOUR APPLICATION ONLINE](#) 



Existing applicant, login with following details

Student ID/Phone No :

Date of Birth :  (dd/MM/yyyy)

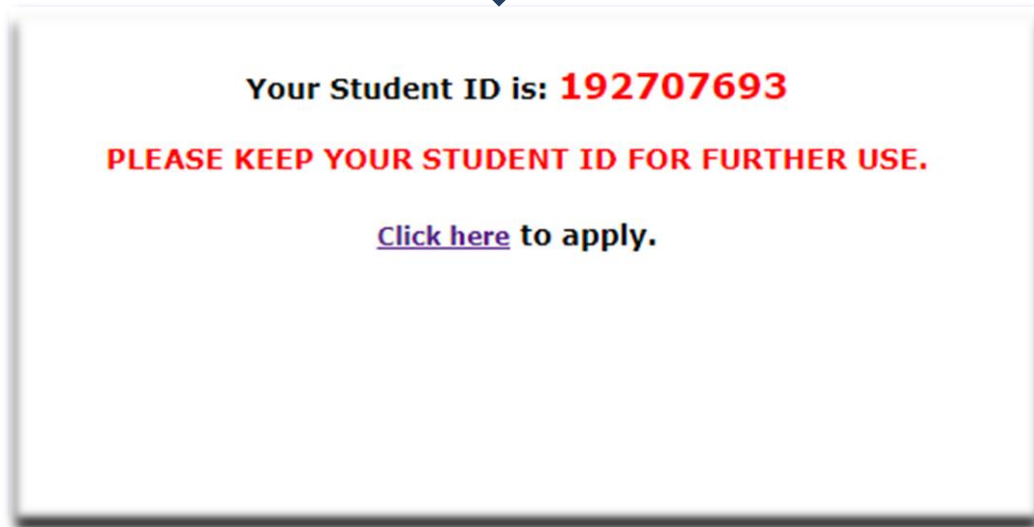
[Forgot UserName/Password](#)

New Applicant?

THIS ABOVE BOX WILL APPEAR. IF YOU ARE A NEW APPLICANT, CLICK REGISTER. IF YOU HAVE ALREADY REGISTERED, THEN ENTER YOUR EXISTING REGISTRATION NO. AND DATE OF BIRTH AND CLICK LOGIN.



AFTER CLICK ON THE **REGISTER** BUTTON, YOUR REGISTRATION FORM WILL APPEAR. FILL ALL THE DETAILS AND THEN CLICK SUBMIT. AFTER SUCCESSFUL SUBMISSION OF THE APPLICATION FORM YOU WILL GET UNIQUE STUDENT ID. EXAMPLE BELOW.



YOU WILL RECEIVE YOUR UNIQUE STUDENT ID. **SAVE THIS NUMBER FOR FUTURE.** THEN FOR APPLYING, **CLICK HERE TO APPLY**



Existing applicant, login with following details

Student ID/Phone No :

Date of Birth : (dd/MM/yyyy)

[Forgot UserName/Password](#)

New Applicant?

NOW ENTER YOUR STUDENT ID/PHONE NO. AND DATE OF BIRTH AND CLICK [LOGIN BUTTON](#).



Welcome, ABIR MUKHERJEE (192707693) [Dashboard](#) [Sign out](#)

Dashboard

[CLICK HERE FOR APPLY](#)

[EDIT PERSONAL DATA](#)

[PRINT APPLICATION FORM](#)

[CHECK APPLICATION FEES PAYMENT STATUS](#)

[CLICK HERE FOR ADMISSION FEES PAYMENT](#)

THEN CLICK: [CLICK HERE FOR APPLY](#).



Apply

Subject Selection

Please select a course :

Please choose your Subject :

IN SUBJECT SELECTION BOX FIRST SELECT YOUR COURSE, AND THEN CHOOSE YOUR SUBJECTS. THEN CLICK: [NEXT](#)>BUTTON.



NOW CHOOSE YOUR DESIRED SUBJECT COMBINATION AND LANGUAGE GROUP AND THEN CLICK [APPLY](#) BUTTON.



NEXT, SELECT A PAYMENT MODE (i.e. OFFLINE) AND CLICK: [CLICK HERE FOR PAYMENT](#)

[AFTER SUCCESSFUL PAYMENT, YOU WILL GET PAYMENT CONFIRMATION RECEIPT AND YOUR ONLINE APPLICATION PROCESS IS NOW COMPLETED SUCCESSFULLY. ALSO, YOU CAN APPLY FOR MULTIPLE SUBJECTS IN THIS ABOVE-MENTIONED SAME PROCEDURE.](#)

[TAKE A PRINTOUT OF THE APPLICATION FORM.](#)

IMPORTANT NOTE:

Please double check all the details that you enter in your forms. Information once submitted cannot be changed. If any information furnished by you is found to be incorrect, your admission is liable to be cancelled at any time in the academic year & no money will be refunded to the applicant.

A student can edit personal data, print application form and check fees payment status in the dashboard and sign out after the process.

After fulfilling the above-mentioned process, the candidates have to wait for merit list to be published in the college website.

An Applicant need not come to College before the admission is over or as directed on the College website.

Final Admission Procedure

After Publication of Merit List, From 12.06.2019

ADMISSION PROCESS WILL START FROM 12/06/2019

<http://www.netajinagarcollege.ac.in/>


OPEN COLLEGE WEBSITE (<http://www.netajinagarcollege.ac.in/>) CLICK ON THIS LINK [ONLINE ADMISSION 2019-20](#)

NOW ADMISSION PORTAL WILL OPEN AND THEN CLICK ON

[ADMISSION FEES PAYMENT](#) 

Existing applicant, login with following details

Student ID/Phone No :

Date of Birth :  (dd/MM/yyyy)

[Forgot UserName/Password](#)

New Applicant?

THIS ABOVE BOX WILL APPEAR. ENTER YOUR EXISTING REGISTRATION NO. AND DATE OF BIRTH AND CLICK ***LOGIN*** button.



NOW [CLICK HERE FOR ADMISSION FEES PAYMENT](#) 

AND PROCEED FOR ADMISSION PAYMENT.

NOW WAIT FOR FURTHER NOTIFICATION REGARDING ADMISSION

YOUR ADMISSION PROCESS IS NOW COMPLETE!