

Nagar College

Application Procedure

An applicant can apply for maximum 3 Major Course (Honours with Research/only Honours) Subjects in a Single Form.

KEEP IN MIND (for future correspondence) :

| | |
|----------------------|--|
| Applicant's User Id | : Auto-generated Application Id No.(mentioned in their printed Form) |
| Applicant's Password | : Applicant's Date of Birth (DD/MM/YYYY) |

APPLY IN Only UG COURSES:

Apply in Four years Course : the applicants, who are willing to apply in Honours Course, have to use "APPLY IN UG " button.

Read the following instructions and be sure of the eligibility for applying in different courses (see Subject-wise Eligibility criteria list, Admission Notice and Prospectus portal) very carefully before submission of Application Form.

APPLICATION PART (SUBJECT CHOICE)

. The applicant for UG course (Honours With Research/Honours) has to select one subject either from Group-A1 or Group-B1 or Group-C1 as Major subject also he/she has to opt two minor subjects from Group-A2/B2/C2. The other compulsory Subjects, namely Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), and Value-Added Courses, are distributed after the admission of the 1st Semester of the undergraduate degree program.

Major Subjects Group

| Group Name | Subject |
|------------|--|
| Group-A1 | Bengali/English/Political Science /Economics/ Education. |
| Group-B1 | History/Philosophy /Sanskrit/Arabic |
| Group-C1 | Geography/Mathematics (if studied in +2 level) |

Minor Subjects Group

| | |
|----------|---|
| Group-A2 | History/Philosophy/Sanskrit/ Arabic /Physical Education/Geography |
| Group B2 | Bengali/English/Political Science/Economics /Education/ Physical Education |
| Group-C2 | Computer Science/ Economics/ Statistics/ Mathematics for Geo Hons. Only) Physics (if studied in +2 levels), Statistics. (For Math Hons. only) |

Common Subject All are compulsory Subjects

| |
|--|
| Multidisciplinary Course- Other than Major /Minor Subjects |
| Ability Enhancement Courses (AEC) - Communicative English |
| Skill Enhancement Courses (SEC) Related to Major Subjects |
| Value Added Courses Common for UG Degree(s)- ENVS |

Only Honours with Research

Research Project/ Dissertation

NOTE:

- i) Applicants may choose Subject(s) as per their choice. But finally the said subject(s) will be offered to him/her on availability or eligibility at the time of admission.
- ii) Students must not select that subject(s) in Major/Minor in which he/she has failed in H.S./Equivalent level.
- iii) Students must not select that Lab.-based subject(s) as one of their combination subject in which he/she has failed in H.S./Equivalent level.
- iv) A candidate passing with Geography in the H.S. examination may be offered Geography on merit. (See Prospectus portal).
- v) So far as the subject of Physical Education is concerned preference will be given to candidates having District or State level sports certificate issued by the competent authority. Physical Education subject be offered on the basis of merit plus marks of fitness test. (See Prospectus portal).
- vi) A candidate is allowed to take up Mathematics if he/she is found to have passed the subject at the immediate previous qualifying exam.
- vii) A Candidate is allowed to take up Computer Science if he/she is found to have read either Computer Science/Computer Application/ Mathematics or Physics at the immediate previous Qualifying Exam.
- viii) A Candidate is allowed to take up Economics as a Core Course in Semester System CBCS curriculum he/she passed in Mathematics and Economics at his/her last qualifying examination.
- ix) In case any of the information submitted by the applicant is found to be incorrect. His/her application/ counselling/ admission may be terminated without any intimation to him



All the Fields are mandatory. Incomplete Forms will be treated as cancelled.

STEP-BY-STEP

STEP 1: (FORM SUBMISSION)

Before filling in Form, applicants have to scan their recent passport size photo & full Signature of the candidate for uploading it in the Form by using CHOOSE FILE button (picture size should not below 20 kb or more than 100 kb, Signature between 10 kb to 30 kb, MP Admit 200 kb, HS Marksheet 200kb & Cast Certificate or EWS Certificate 200kb). They have to click “**APPLY IN UG**” button submit necessary data like name, date of birth, address, caste/category, contact no, subject marks etc. very carefully.

STEP 2: (Merit list published-counseling & Admission process)

Visit to Nagar College as per Notice along with all testimonials (Original & Photocopy) and if selected for admission, deposit printed application Form/Bank challan/Payment Slip for Scrutiny.

NOTE: After completion of STEP2, applicants are advised to follow the Merit List and Admission Notice that will be published in this website www.nagarcollege.in

PRINT DUPLICATE APPLICATION FORM:

Applicants may take print out of Duplicate Application Form through “PRINT DUPLICATE APPLICATION FORM” button by using their Application ID No. as User ID and Date of Birth as Password even after Form Submission.

FORM CORRECTION:

Applicants may edit/correct their Forms (Except Date of Birth) through “FORM CORRECTION” button by using their Application ID No. as User ID and Date of Birth as Password. They have to print the edited/corrected Application Form and submit it to the college office at the time of admission.

(A) **Eligibility for Pursuing UG Course of studies in the semesterised CBCS Curriculum** – As Per University Guideline

(B) MERIT POINT CALCULATION FORMULA:

Merit List- Admission will be strictly on the basis of merit: Merit list will be prepared uniformly on the basis of following criteria.

- I) UG Courses Aggregate i) 4-Year UG Degree (Honours / Honours with Research):** A student who has passed the Higher Secondary (10+2) Examination held by the West Bengal Council of Higher Secondary Education or its equivalent Examination from other Boards / Councils with at least four subjects including English as Compulsory Subject of 100 marks is eligible to take admission to the UG-Courses of studies on the basis of merit and available vacancy of the particular subject(s) of the concerned college.
- (ii) Aggregate marks shall be calculated by adding the marks in top-four subjects, including Marks obtained in English, in order of marks secured by a candidate. Marks obtained in Compulsory Environmental Studies (if any) shall not be taken into account for calculation of aggregate marks.
- (I) **In case of Physical Education** : Merit list will be prepared on the basis of aggregate (as per above explanation) plus the marks obtained in the fitness test
- (II) **In case of Geography in Minor Course** : (as per above explanation) plus the marks obtained in the subject or related subject. However, students who avail themselves of the Rule
- (E) (III) above will not get the benefit of related subject.

N.B : Deduction of Marks for “Old” Candidates: As per University admission rule.

Explanation: (i) Aggregate means the sum of marks of Four best scored subjects Including 100 marks English and excluding Compulsory/Environmental

Education/Environmental Science/Environmental Studies.

N.B –Candidates for Vocational Streams: Candidates passing Higher Secondary Examination in Vocational stream conducted by the West Bengal State Council of Higher Secondary Education or any other equivalent board/council are eligible for admission in UG Course. Programme provided that the candidate must have passed in five recognized subjects of which one shall be English of full marks not being less than 100 in the previous qualifying examination

Please Collect the Application ID and note down somewhere for further reference.

IMPORTANT DATES

| | |
|--|--|
| Submission of online form of 4 year UG Program (NEP-2020) | 01.07.2023 (11.00 A.M.) to 15.07.2023 (11.59 P.M.) |
| Form Correction | 01.07.2023 (11.00 A.M.) to 15.07.2023 (11.59 P.M.) |
| Publishing provisional Merit List: | 16.07.2023 at 2.00 P.M |
| Last date of merit list correction (if any): Email or Over Phone | 17.07.2023 up to 4.00 P.M. |
| Publishing Category wise Final Merit List for all Major Subjects | 18.07.2023 at 2.00 P.M |
| Publishing 1 st Phase e-Admission List for Major Subjects | 18.07.2023 at 2.00 P.M |
| Last date of 1 st Phase e-Admission List for Major Subjects | 20.07.2023 11.59 P.M. |
| Publishing 2 nd Phase e-Admission List for Major Subjects | 21.07.2023 at 2.00 P.M. |
| Last date of 2 nd Phase e-Admission List for Major Subjects | 23.07.2023 at 11.59 P.M |
| Publishing 3 rd Phase e-Admission List for Major Subjects | 24.07.2023 at 2.00 P.M. |
| Last date of 3 rd Phase e-Admission List for Major Subjects | 26.07.2023 at 11.59 P.M |
| Commencement of Class | 01.08.2023 |

WORK FLOW DIAGRAM

If any difficulty arises in applying online, students may feel free to visit the college and contact with the **ADMISSION OFFICE HELP DESK** during application period. Technical support will be provided in the application process.

help.nagarcollege@gmail.com, nagarcollegeadmission@gmail.com
Contract Number - 03484279076

WORK FLOW DIAGRAM

First of all, be sure of the **ELIGIBILITY** for applying in different courses very carefully. Then.....

STEP - 1

Scan full Signature between 10 kb to 30 kb

Scan recent passport size photo between 20 kb to 100 kb

START

Login to
www.nagarcollege.in

Online Admission and
E-Counseling 2023-24

Apply Online Form

Apply in UG Course

**Print
Application
form**

**Submit
Application**

Personal Part

Academic Part

Application Part

Submit all data carefully
including Picture and
Signature

STEP - 2

Merit List will be publish
on www.nagarcollege.in
(Follow the Merit List
Provisional & Final &
Admission Notice)

**E-Counseling and
Admission list for
selected candidate**

**Payment
Status**

**Submit ID &
Date of Birth
(As a Password)**

Visit Nagar College when the class started
in due course along with all testimonials
(Original & Photocopy) and admission
receipt, Printed application form, Bank
challan/ Payment Slip for Scrutiny.

**Confirmation Slip
(Print)/Get SMS in
your Mobile no.**

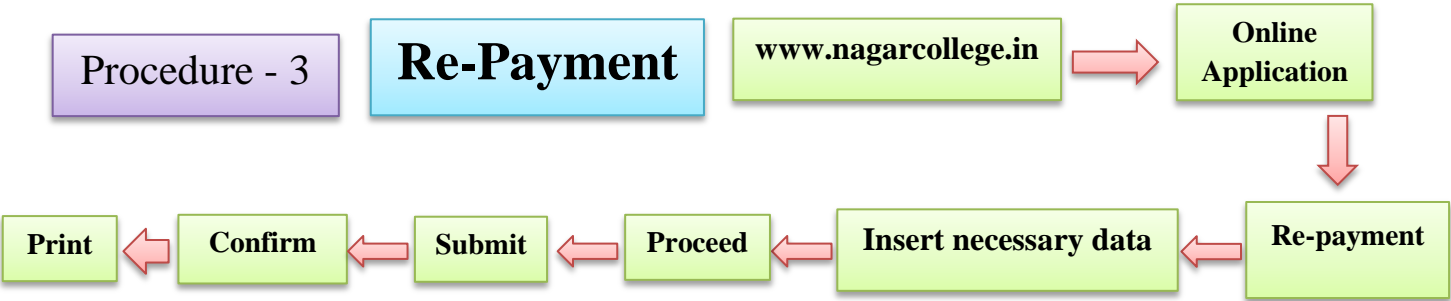
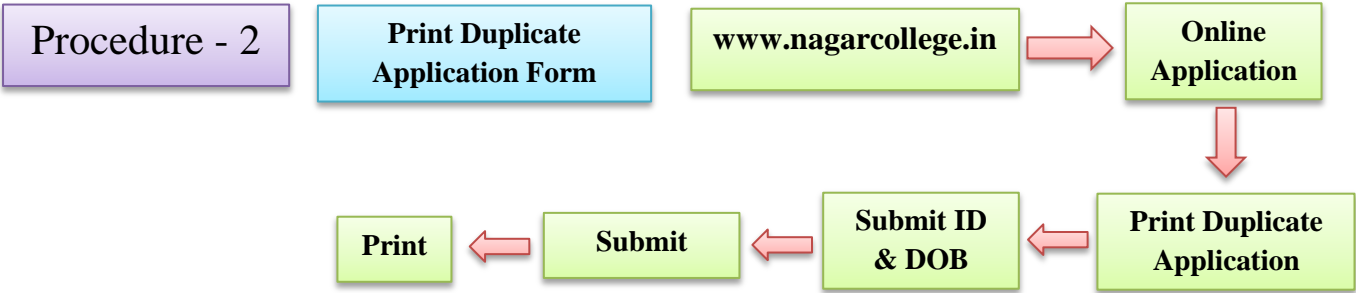
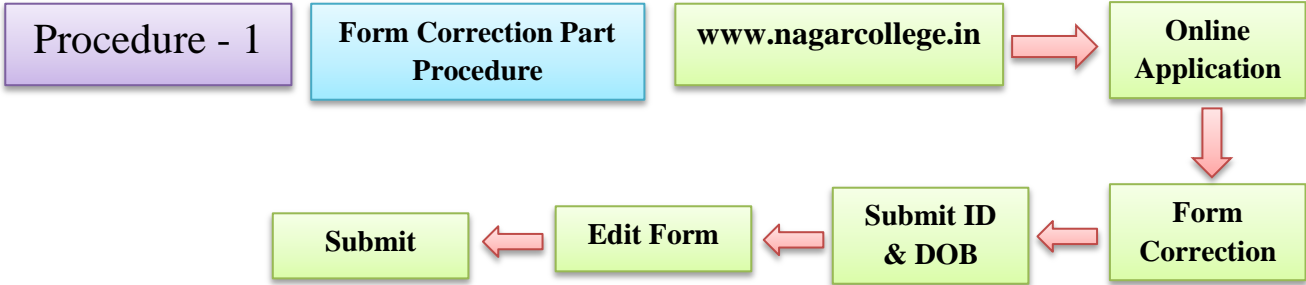
**Paid/
Unpaid**

**Verified and
Confirmed by
the Principal**

**Admission
Finalized**

**Admission
Successful**

Important Procedure (For Candidates)



THANK YOU