



# SAHEED ANURUP CHANDRA MAHAVIDYALAYA

A DEGREE COLLEGE OF ARTS & COMMERCE

Affiliated to the University Of Calcutta

Recognized by the University Grants Commission

BURUL, 24 PARGANAS(SOUTH), PIN-743318, PH : 033-24206131

## Application Procedure (Revised)

Please read the following instruction very carefully and be sure of the eligibility for applying in different courses as per **Admission Regulations of the University of Calcutta and Department of Higher Education, Govt. of West Bengal** and availability of seats before submission of the Application Form.

Separate Application Forms need to be submitted for Honours and General Courses. However, an applicant can apply for maximum 3 Honours Subjects in a Single Application Form.

An applicant may make corrections before final submission of the Admission Form but **no correction is allowed after final Submission.** However they may apply afresh within the last date.

**\* Every admission is provisional. If the information provided in the Admission Form is found to be incorrect or incomplete, the application form as well as the admission may be treated as cancelled even after the verification of documents.**

### APPLICATION CHARGES

Online Registration Fees	:	Rs.100/-
Application Fee for each Honours Subject	:	Rs.50/-
Application Fee for General Course	:	Rs.50/-
Applicants applying for 1 Honours Subject	:	Rs.100/-+Rs.50/- = Rs.150/-
2 Honours Subjects	:	Rs.100/-+Rs.100/- = Rs.200/-
3 Honours Subjects	:	Rs.100/-+Rs.150/- = Rs.250/-
Applicants applying for General Course	:	Rs.100/-+Rs.50/- = Rs.150/-

**\*No failed subject in H.S. level is allowed to be taken in degree level as per C.U. norms.**

### Important Dates

- On-line Application Start Date : 20<sup>th</sup> May 2016 at 12 Noon
- Last Date of Form Submission : 30<sup>th</sup> May 2016 at 4 P.M.
- Document Verification Dates : 24<sup>th</sup> May, 28<sup>th</sup> May, 31<sup>st</sup> May, 01<sup>st</sup> June, 04<sup>th</sup> June  
and 08<sup>th</sup> June, 2016 (11 A.M. to 3 P.M.)
- Total Merit List and First Merit List Publication Date : 16<sup>th</sup> June 2016 at 12 Noon.
- Admission Dates for First Merit List : 21<sup>st</sup> June 2016 to 23<sup>rd</sup> June 2016  
(As per Banking Hours.)
- Second Merit List Publication Date : 25<sup>th</sup> June 2016 at 12 Noon.
- Admission Dates for Second Merit List : 27<sup>th</sup> June 2016 to 29<sup>th</sup> June 2016  
(As per Banking Hours.)
- Third Merit List Publication Date( If any) : 1<sup>st</sup> July 2016 at 12 Noon.
- Admission Dates for Third Merit List : 1<sup>st</sup> July 2016 to 4<sup>th</sup> July 2016  
(As per Banking Hours.)

### APPLY IN DIFFERENT COURSES

Login to [www.anurupchandracollege.org](http://www.anurupchandracollege.org) / [www.onlinesacm.org](http://www.onlinesacm.org)

**Apply in Honours Course:** The applicants who want to apply in Honours Course, have to use “APPLY IN HONOURS” Button.

**Apply in General Course:** The applicants who want to apply in General Course have to use “APPLY IN GENERAL” Button.

### SUBJECT CHOICE

**For Honours Course :** In each set of three subjects, First subject denotes Honours Subject and others two are General Subjects. The Honours candidates have to select one combination as per the subject combination table for one Honours Subject.

**For General Course :** The General candidates have to select one combination of three general subjects as per subject combination table. However they may apply separately if they opt. for other subject combination.

### CHOICE OF SUBJECT COMBINATION

**Choice of Subject Combination is subject to availability of seats and subject to the Admission Regulations of the University of Calcutta and Department of Higher Education, Govt. of West Bengal.** The applicants may choose General Subject(s) as per their choice. However, if the subject combination chosen by the student is not available due to the limitation of seats, then the concerned student will be bound to accept subject combination offered by the college authority.

The applicants **should pass Mathematics & any one of Physics/Statistics/Computer Science in HS.**  
Or Equivalent Level for applying for **Computer Science General (CMSG)**

### C.U. ADMISSION REGULATIONS (EXCERPTS) FOR TAKING UP HONOURS COURSES

(i). A minimum of 50% marks in the aggregate and 45% marks in the subject or related subject at the previous qualifying examination

Or

(ii). 55% marks in the subject or related subject at the previous qualifying examination

Or

(iii). 50% marks in the aggregate when the candidate has not studied the subject in his/her previous qualifying examination provided all other clauses are satisfied

(iv) However, candidates belonging to the Scheduled Caste or Scheduled Tribe Community taking up Honours Course of Study must have obtained a minimum of 40% marks in the aggregate or 40% marks in the subject or related subjects at the previous qualifying examination, as the case may be.

### C.U. ADMISSION REGULATIONS (EXCERPTS) [(FOR B.A./B.SC (HONOURS AND GENERAL)]

\* A candidate who has passed the Higher Secondary (10+2) or its equivalent Examination is eligible to seek admission to the 1<sup>st</sup> year of the 3-year B.A./B.Sc. (Honours and General) Course of Studies provided he/she has also passed in English having full marks not being less than 100.

\*Candidates who have passed the Higher Secondary (10+2) Vocational examination conducted by the West Bengal State Council of Vocational Education and Training shall be eligible to seek admission to the B.A. General 1<sup>st</sup> year Course of Studies taking the subjects under Humanities Division only. However, no candidate shall be allowed for admission after a lapse of more than 5 years from the year of passing the previous qualifying examination.

**(Explanation:** The year of admission shall not be taken into account while calculating five years from the year of passing the previous qualifying Examination).

For the purpose of determining eligibility for admission to the Honours Course, aggregate marks shall be calculated by adding the marks in top-four subjects in order of marks secured by a candidate. However, marks in compulsory Environmental Education/ Studies shall not be taken into account for calculation of aggregate marks. If the subject "Environmental Science" is studied as an elective subject of 100 marks, it may be taken into account for the purpose of determining the

**C.U. Admission Regulations(Excerpts) FOR TAKING UP COMMERCE GENERAL COURSE**

A candidate shall be allowed to take up B.Com. (General) Course if he/she had passed the subject(s) at the previous qualifying examination as mention below:

Accountancy/ Business Economics including Business Mathematics/ Business Organization/Mathematics/ Economics/ Statistics/ Commerce/ Accounts/ Business Studies/ Financial Accounting/ Office and Secretarial Practice/ Elements of Cost Accountancy and Auditing/ Book Keeping/ Business Mathematics/ Cost Accountancy & Principle of Management, Commercial Law and preliminaries of Auditing, Costing and Taxation.

**For any further Information relating to BA/BSc/BCom 1<sup>st</sup> year admission, C.U. notification no. CSR/21/16 dated 06.05.2016 may be consulted. (Vide: [www.caluniv.ac.in](http://www.caluniv.ac.in))**

## Steps for Filling up the Form

### **Step 1: (Form Submission)**

Before filling up the form, applicants have to scan their recent passport size **coloured photo** and their **full signature** for uploading it in the Application Form by using the “BROWSE” button. (Picture size should not be more than 100 kb). They have to click “APPLY ONLINE” button to provide necessary data like name, date of birth, address, caste/category, contact no, subject marks etc. very carefully. Now Click “Submit Application” button (Candidates should fill-up all the fields)

### **Step 2: (Form Confirmation/ Payment of Application Fees/ Print Form and Bank Challan)**

After submission, a confirm page of the form will be displayed in the monitor for confirmation of all data by applicants. Click on “**Offline Payment**” and then “**Please Confirm Your Details then Submit Your Application Form**” button for final submission of the Application form.

**Applicants may click “Back” button for any correction before final submission and may submit again but no correction is allowed after final Submission. However they may apply afresh within the last date.**

After submission, three more buttons will appear on the screen, “PRINT FORM”, “PRINT CHALLAN” and “EXIT”.

The Applicant should click on “PRINT FORM” to get a print out of the Application Form (in Portrait, A4 size format). Please take a note of the “Application Id”, in this print out. This will act as your “User Login” in future. The password will be your date of birth in “dd/mm/yyyy” format.

The Applicant should click on “PRINT CHALLAN” to take a print out of the THREE PARTED BANK CHALLAN (in landscape format) of which

- a) The **CHALLAN** has to be submitted to any branch of UNION BANK OF INDIA along with requisite Application Fees. The applicant should collect the **College Part** and **Student Part** with him/her.
- b) The **College Part** has to be submitted to the college office at the time of verification of Admission Form and Documents.
- c) The **Student Part** is for applicant’s record.

**Note: Without payment of Application Fees, no form will be considered for Merit List.**

The “EXIT” button should be clicked to exit from the Form Submission screen.

### Step 3: (Verification of the Application Form)

The Applicants should visit the college for verification of the Application Form, within the dates announced for Verification. They should physically bring the following documents during this verification.

- (a) The Original H.S. Marksheet, Madhyamik Marksheet, H.S. Admit card, Madhyamik Admit Card, School Leaving Certificate, SC/ST/OBC Certificates (**issued by competent authority as per latest G.O.**)
- (b) Self-Attested Photocopy of the above documents.
- (c) Printed copy of the Application Form duly signed by the Guardian.
- (d) College Part of the Bank Challan.

**\*Please note that only the verified forms will be considered for merit list.**

### Step 4: (Merit List)

The applicant should go to “Merit List” button for knowing merit status.

#### **MERIT POINT CALCULATION FORMULA**

1. **Aggregate** = Summation of Marks in TOP FOUR Subjects in H.S. Examination except the marks in Environmental Education = **X**
2. (a) **Norms Total for Honours** (Other than Geography) =  
$$X + \text{Marks in Relevant Subject in H.S. Examination}$$
  
(b) **Norms total for Geography (Hons)** =  $[X + \{\text{Marks in Geography (H.S.)} + \text{Marks in Mathematics (M.P.)} + \text{Marks in English (H.S.)}\} / 3]$
3. (a) **Norms total for Geography (General)** =  
$$[\{X + \text{Marks in Math (M.P.)} + \text{Marks in Geography (H.S.)}\} / 2]$$
  
(b) **Norms total for General** = **X**
4. (i) 5% of Norms Total will be reduced for candidates passing H.S. Exam in 2015  
(ii) 10% of Norms Total will be reduced for candidates passing H.S. Exam in 2014  
(iii) 15% of Norms Total will be reduced for candidates passing H.S. Exam in 2013 and so on.

### **Step 5: (Admission)**

If ranked in the merit list (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Merit List) the applicant should go to “e-Counseling List” for printing **Admission Challan**.

\* The applicant should Deposit requisite admission fee as printed in the **Admission Challan** to **any Branch** of **Union Bank of India**

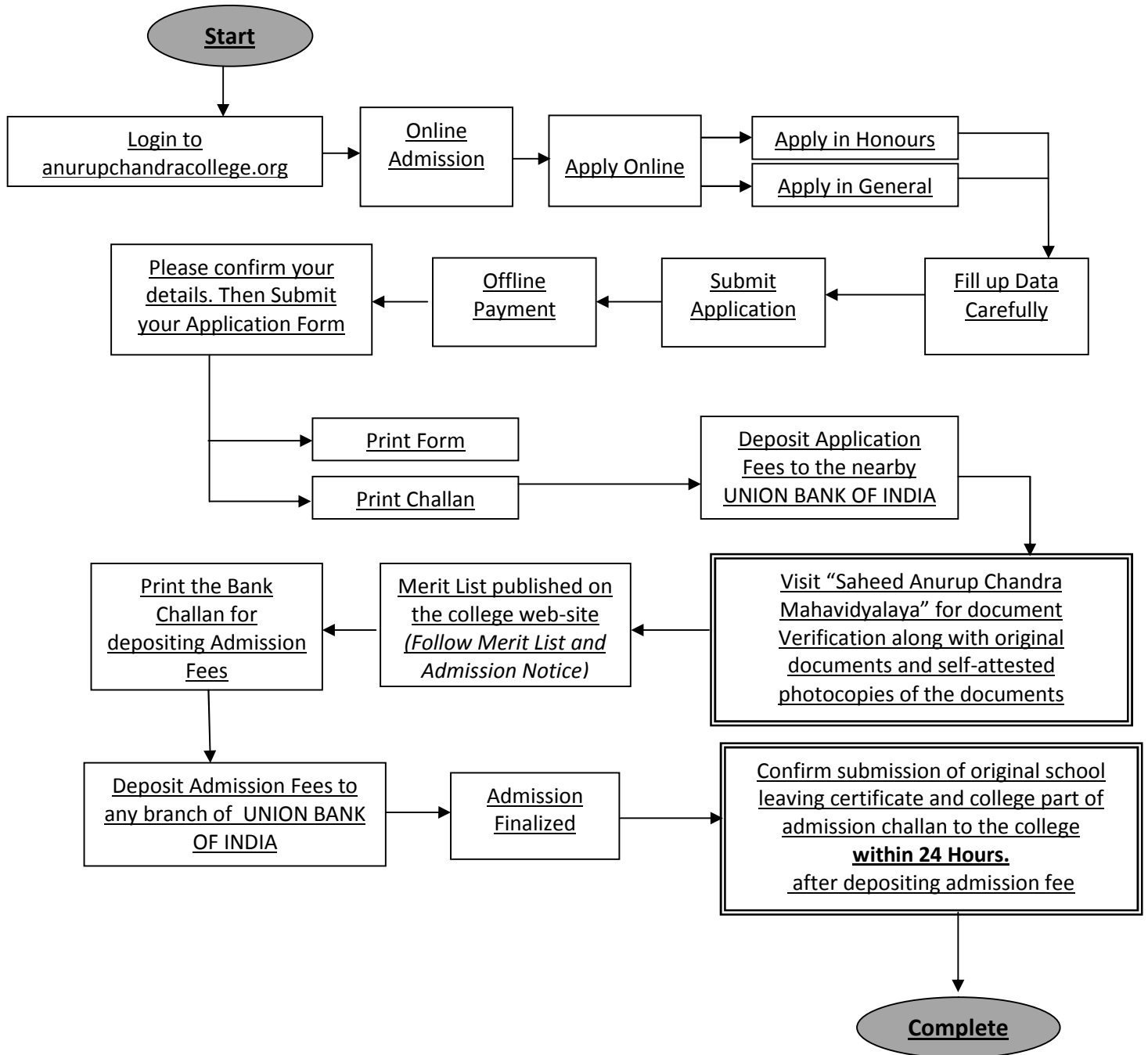
\*Now the applicant should submit **College Part of Admission Challan** and **Original School Leaving Certificate** to the college positively within **24 hours**.

However, the applicant may submit (i) **Scanned Copy** of the **College Part of Admission Challan** through e-mail ([office@anurupchandracollege.org](mailto:office@anurupchandracollege.org)) within **24 hours**. and (ii) **Original School Leaving Certificate** within **three days** to the college.

**\*Print Duplicate Application Form and Bank Challan if required.**

Applicants may take print out of Duplicate Application Form and Bank Challan through “PRINT DUPLICATE APPLICATION FORM AND BANK CHALLAN” Button by using their Application ID as User ID and date of Birth (in dd/mm/yyyy) format as Password even after Application Form Submission, before the Application period closes.

## Work Flow Diagram for On-Line Admission(2016-17)





**COURSES OFFERED Academic Session 2016-17**

Courses	Honours Subjects
<b>3 Year B.A. Honours Course</b>	Bengali
	English
	History
	Political Science
<b>3 Year B.Sc. Honours Course</b>	Geography

Courses	Subjects
<b>3 Year B.A. General Course</b>	Bengali
	English
	History
	Political Science
	Philosophy
	Economics
	Geography
	Education
	Physical Education

Courses	Subjects
<b>3 Year B.Sc. General Course</b>	Mathematics
	Computer Science
	Bengali
	English
	History
	Political Science
	Philosophy
	Economics
	Geography
	Education
	Physical Education

Courses	Subjects
<b>3 Year B.Com. General Course</b>	Elective Group : Accounting & Finance

## Subject Combinations Available Academic Session 2016-17

Courses	Honours Subjects	Elective Subjects	
		SUB-1	SUB-2
<b>3 Year B.A. Honours Course</b>	English	EDCG	HISG
		BNGG	PHIG
		BNGG	HISG
		BNGG	EDCG
		EDCG	PHIG
	Bengali	EDCG	HISG
		HISG	PLSG
		EDCG	PHIG
		PHIG	PLSG
		EDCG	PLSG
	History	BNGG	PLSG
		ENGG	PHIG
		PHIG	PLSG
		BNGG	PHIG
		BNGG	ENGG
	Political Science	EDCG	HISG
		BNGG	PHIG
		BNGG	HISG
		BNGG	EDCG
		EDCG	PHIG
<b>3 Year B.Sc. Honours Course</b>	Geography	ECOG	CMSG
		ECOG	HISG
		ECOG	MTMG
		ECOG	PLSG
		ECOG	ENGG

Courses	Elective Subjects		
	SUB-1	SUB-2	SUB-3
<b>3 Year B.Sc. General Course</b>	BNGG	GEOG	PEDG
	ENGG	ECOG	MTMG
	HISG	GEOG	PEDG
	PLSG	ECOG	GEOG
	PLSG	GEOG	PEDG
	CMSG	GEOG	PEDG
	ECOG	GEOG	PEDG
	EDCG	ECOG	GEOG
	ENGG	ECOG	PEDG
	PLSG	CMSG	GEOG
	PLSG	ECOG	MTMG
	CMSG	ECOG	GEOG
	CMSG	GEOG	MTMG
	GEOG	MTMG	PEDG
	EDCG	GEOG	MTMG
	ENGG	GEOG	PEDG
	PLSG	CMSG	MTMG
	PLSG	ECOG	PEDG
	CMSG	ECOG	MTMG
	ECOG	GEOG	MTMG

Courses	Elective Subjects		
	SUB-1	SUB-2	SUB-3
<b>3 Year B.A. General Course</b>	BNGG	EDCG	ENGG
	BNGG	EDCG	PLSG
	BNGG	ENGG	PHIG
	BNGG	HISG	GEOG
	BNGG	PHIG	PEDG
	EDCG	ENGG	HISG
	EDCG	PLSG	GEOG
	ENGG	PHIG	PEDG
	PHIG	PLSG	PEDG
	BNGG	EDCG	HISG
	BNGG	EDCG	GEOG
	BNGG	ENGG	GEOG
	BNGG	HISG	PEDG
	BNGG	PLSG	GEOG
	EDCG	HISG	PLSG
	ENGG	HISG	GEOG
	HISG	PLSG	GEOG
	BNGG	EDCG	PHIG
	BNGG	ENGG	HISG
	BNGG	HISG	PLSG
	BNGG	PHIG	PLSG
	BNGG	PLSG	PEDG
	EDCG	HISG	GEOG
	ENGG	HISG	PEDG
HISG	PLSG	PEDG	

Courses	Elective Papers						
<b>3 Year B.Com. General Course</b>	Part - I	C11G	C12G	C13G	C14G	C15G	
	Part - II	C21G	C22G	C23G	C24G	C25G	C26G
	Part - III	A31G	A32G	A33G			

**AMOUNT TO BE DEPOSITED AT THE TIME OF ADMISSION**

	<b>Course along with Subject Combination</b>	<b>Amount (Rs.)</b>
1	B.A. (General)	2215
2	B.A. (General) with GEOG	4315
3	B.A. (General) with PEDG	3415
4	B.A. (General) with CMSG	4015
5	B.Sc. (General)	2260
6	B.Sc. (General) with GEOG	4360
7	B.Sc. (General) with PEDG	3460
8	B.Sc. (General) with CMSG	4060
9	B.Sc. (General) with GEOG and CMSG	5560
10	B.Sc. (General) with GEOG and PEDG	6160
11	B.Sc. (General) with PEDG and CMSG	5260
12	B.Sc. (General) with GEOG and PEDG and CMSG	7360
13	B.Sc. (Honours) with GEOA	5910
14	B.Sc. (Honours) with GEOA and CMSG	7710
15	B.A. (Honours)	2265
16	B.Com. (General)	2225

## SEAT AVAILABLE FOR Academic Session 2016-17

Courses	Honours Subjects	Available Seats					
		Total	Unreserved	SC	ST	OBC-A	OBC-B
<b>3 Year B.A. Honours Course</b>	English	20	13	4	1	1	1
	Bengali	70	44	15	4	4	3
	History	64	40	14	4	4	2
	Political Science	56	35	12	3	4	2
<b>3 Year B.Sc. Honours Course</b>	Geography	56	35	12	3	4	2

Courses	Subjects	Available Seats					
		Total	Unreserved	SC	ST	OBC-A	OBC-B
<b>3 Year B.A. General Course</b>	Bengali	227	144	48	13	13	9
	English	34	22	7	2	2	1
	History	227	144	48	13	13	9
	Political Science	227	144	48	13	13	9
	Philosophy	171	109	36	10	10	6
	Economics	39	26	8	2	2	1
	Geography	68	44	14	4	4	2
	Education	171	109	36	10	10	6
	Physical Education	85	54	18	5	5	3

Courses	Subjects	Available Seats					
		Total	Unreserved	SC	ST	OBC-A	OBC-B
<b>3 Year B.Sc. General Course</b>	Mathematics	34	21	7	2	2	1
	Computer Science	34	21	7	2	2	1
	Bengali	<b>INCLUDES Available Seats of 3 Year B.A. General Course.</b>					
	English						
	History						
	Political Science						
	Philosophy						
	Economics						
	Geography						
	Education						
	Physical Education						

Courses	Subjects	Available Seats					
		Total	Unreserved	SC	ST	OBC-A	OBC-B
<b>3 Year B.Com. General Course</b>	Elective Group : Accounting & Finance	79	43	17	5	8	6

**3% seats in each category reserved for PWD**