

## NOTICE

25/07/2024

**Offline documents verification schedule at Sarsuna College for the newly admitted students of B. A/B.Sc/B.Com Sem-I for the session 2024-2025 (Under CCF system)**

DATE and DAY	REPORTING TIME	ALLOTTED FOR	ROOM NOS/DEPTS.
31/07/2024 WEDNESDAY	11.00 AM	3 YEARS B.A NAME STARTED WITH "A" TO "p"	OFFICE
01/08/2024 THURSDAY	11.00 AM	3 YEAR B.A NAME STARTED WITH "Q" TO " Z"	OFFICE
02/08/2024 FRIDAY	11.00 AM	3 YEARS B.COM AND B.SC	OFFICE
03/08/2024 SATURDAY	11.00 AM	4 YEARS B. A	BENGALI – ROOM -107 ENGLISH- ROOM -108 HISTORY-ROOM- 109 POL. SC-ROOM -408 EDUCATION-ROOM – 410 GEOGRAPHY- ROOM -301 ECONOMICS – ROOM -406
05/08/2024 MONDAY	11.00 A.M	4 YEARS B.SC	CONCERNED DEPARTMENTS
06/08/2024 TUESDAY	11.00 A.M	4 YEARS B.COM	ROOM NO - 110



DOCUMENTS REQUIRED IN ORIGINAL

- 1) AGE PROOF (AS UPLODED)
- 2) 12<sup>TH</sup> STANDERED MARKSHEET (AS UPLODED)
- 3) CASTE CERTIFICATE (IF APPLICABLE) (AS UPLODED)
- 4) BPL CERTIFICATE (IF APPLICABLE) (AS UPLODED)
- 5) PH CERTIFICATE FOR PHYSICALLY CHALLANGED STUDENTS (IF APPLICABLE)
- 6) MIGRATION CERTIFICATE (IF APPLICABLE)
- 7) EQUIVALENCE CERTIFICATE (IF APPLICABLE)
- 8) EWS CERETIFICATE (IF APPLICABLE)

DOCUMENTS REQUIRED IN PRINTED COPIES

- 1) APPLICATION FORM (3 COPIES)
- 2) LAST PAYMENT RECEIPT
- 3) PROVISIONAL ADMISSION CERTIFICATE GENERATED FORM ADMISSION PORTAL.

4YEARS B.A/B.SC/B.COM STUDENTS ARE ASKED TO REPORT AT FIRST TO THE ALLOTTED ROOMS/DEPARTMENTS FOR CRITERIA CHECKING THEN COME TO THE COLLEGE OFFICE FOR DOCUMENTS VERIFICATION.

**NO GUARDIAN WILL BE ALLOW INSIDE THE COLLEGE CAMPUS DURING  
VARIFICATION PROCESS.**



*S. Prasad*  
Principal 25/7/24  
Sersuna College  
Kolkata-51