

VIVEKANANDA SATAVARSHIKI MAHAVIDYALAYA



Admission Policy & Procedure

General Admission Rules

- i) All applications must be done online through the college admission portal <http://www.onlineadmissionvsm.org.in> or through the link provided in college website <http://www.vsm.org.in>. No physical form will be accepted in the college.
- ii) Application fees and admission fees are to be paid through banks by online or offline means. No cash transaction will be made in college premises.
- iii) Admission to the degree course in this college is made on merit basis in terms of marks obtained in H.S. or equivalent (10+2) examination conducted by any Council /Board recognized by the University– as per university guidelines. For admission to Honours courses, Merit Point is to be calculated by adding 10% of the total marks obtained in the 'Best five' subjects and the marks obtained in the subject in which the admission in Honours course is sought. Merit Point for admission to General Course is to be calculated by adding the marks obtained in 'Best five' subjects.
- iv) From this session i.e., 2017-2018 B.Sc. (Hons.) courses are incorporated under CBCS (Choice Based Credit System). The courses and evaluation process will be as per Semester basis. be Following Five (5) Major Subjects under this module are available in our college:
 - a. Mathematics
 - b. Physics
 - c. Chemistry
 - d. Geography
 - e. Economics

For detailed information about CBCS, candidates are requested to go through our admission portal or university notification from the respective websites.

- v) Any candidate seeking admission to any Honours Course, must secure at least 45% in the aggregate (to be calculated by adding the marks obtained in 'Best Five' subjects) or 50% marks in the concerned subject or related subject in the last qualifying examination. All candidates passed in H.S. or equivalent (10+2) examinations are eligible to apply for General Course.
- vi) Candidates passing the H.S. or equivalent examinations in the years 2015, 2016 and 2017 are normally eligible to apply. If the candidate admitted earlier in the college but unsuccessful & lost all chances in Part- I, those candidates may be permitted for admission into 1st year (session 2017-2018) after taking Special permission from university authority(as for example, the student who passed HS in 2014 and unsuccessful in 2015 & 2016, he / she may be permitted after taking special permission for admission in 1st year and they have also to apply in Online admission portal within 02-06-2017 to 12-06-2017. Special permission must be obtained from the Secretary, UG Council, Vidyasagar University duly forwarded by college authority. They have to produce the special permission during admission to the college.
- vii) Admission to the courses (Hons. & Gen) will be done strictly on merit basis and subject to availability of seats as per reservation.
- viii) Students have to attend personally for counseling on the specified dates to confirm their seats for admission.
- ix) Students willing to take Physical Education as pass combination need to undergo for an admission test.
- x) Students willing to take Geography as pass combination need to apply separately after admission.
- xi) All admissions are provisional.

- xii) Admission will be cancelled if any mistake or suppression of facts is detected afterwards. In this regard the decision of the college authority will be final.
- xiii) Discipline of the college should be maintained strictly. On admission, each and every student has to abide by the rules and regulations imposed by the college authorities and the affiliating bodies from time to time.

Online Admission Procedure

- i) Candidates seeking admission to U.G. 1st Year in the academic session 2017 – 2018 are asked to apply ONLINE from 2nd June, 2017 (11.00 a.m.) to 12th June, 2017 (5.00 p.m.). Format of the stipulated Application Form is made available on the ADMISSION PORTAL of the College website (<http://www.onlineadmissionvsm.org.in>).
- ii) Application fees will be Rs.100 (plus bank charges) for filling up of online admission forms. Candidates may choose either ICICI Bank (Malancha , Kharagpur Branch) or State Bank of India (Sardiha Branch) for making payments through Debit Cards/Net Banking/Credit Cards/NEFT or directly at the Bank through Portal generated Bank Challan.
- iii) Separate application form has to be filled in for seeking admission to each Honours Subject or General Course.
- iv) While submission of Application forms on-line, recent passport size colour photograph (within 100kb and JPEG format) of the applicant must be uploaded in the appropriate space provided for the purpose.
- v) Candidates should ensure that they have entered correct information before submitting online application form.
- vi) Candidates willing to apply for B.Sc. Honours course need to choose CBCS as their elective combination for both elective subjects.

- vii) At the time of admission a Print – out of the application form which was submitted online, must be submitted along with the copies of the following documents.
- a. One attested copy of Madhyamik/Equivalent Admit Card. (Age proof certificate).
 - b. One attested copy of Madhyamik/Equivalent Mark sheet.
 - c. One attested copy of H.S.(10+2)/Equivalent Mark sheet.
 - d. One attested copy of character certificate of the institution last attended.
 - e. One attested copy of SC/ST/OBC/PH certificates in case of such candidates.
 - f. One copy of the payment receipt of application fees.
 - g. Special Permission from V.U. for the old students who want to get re-admission.

For necessary verification of the aforesaid documents, all the relevant original copies are to be produced.

viii) Fees once accepted will not be refunded.

ix) Candidate may call 03222-230244 for any query related to admission.