

# **ASANSOL GIRLS' COLLEGE**

**NAAC Accredited 'A' Grade College**

**ONLINE ADMISSION 2020**

**Guidelines**

**Dr. Anjali Roy Sayani, Asansol – 713304,  
Dist. Paschim Bardhaman, West Bengal.**

**Phone: 0341-225-7107, 7600, 4098**

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**Website: <https://agc.ac.in>**

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## ABOUT THE COLLEGE

Asansol Girls' College was founded mostly due to untiring efforts of Dr. Lalit Mohan Sen, the then C.S.O., Mines Board of Health and his worthy wife Smt. Kamala Sen. It was established in 1950, when in this coalfield region, there was no higher education centre only for women. From a humble beginning as an Intermediate College, very soon in 1957-58, it was upgraded to a Degree College. Due to its reputation as an academic centre, the West Bengal Government recognised it as a Government Sponsored College in 1956. The beginning of this college was in the premises of the Manimala Girls' High School. In 1962 the college was shifted to the present building. The college owes a great debt to Late Dr. Anjali Roy, a dedicated educationist and principal of this college, who nurtured it from its adolescence to a prestigious institution. To meet the increasing demands for higher education of the girl students of this industrial belt a Morning Section with B.A. and B.Com. Courses were opened. This college has already celebrated its Golden Jubilee in the year 2000.

At present the college has student strength of about three thousand. We have a record of reputation in this region for good academic ambience. Students of this college are distinguished in Kazi Nazrul University, not only for their academic excellence but also for their co-curricular activities.

Ever since its inception the college has earnestly endeavoured to achieve its goal with sustained efforts through decades and it is reflected in our academic results.

The National Assessment and Accreditation Council has accredited Asansol Girls' College with an award of grade 'A'.

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## GENERAL GUIDELINES

1. Only **Online application** will be received. Application forms, rules, regulations, directives and online payments will be carried out through the **official website** of the college <https://agc.ac.in>.
2. Admission is granted only to deserving candidates strictly on the basis of **merit**.
3. Issuance and successful submission of completed application forms **do not** guarantee admission.
4. The candidate is responsible for the data provided in the application form. Her candidature will stand cancelled if any discrepancy is discovered in the information provided at any stage of the admission and even after admission.
5. All admissions are **PROVISIONAL** until registration of candidate is finalised by the **Kazi Nazrul University**. Admission of any candidate if found to be in contravention of the University regulations and restrictions, or in contravention of any rule framed by the college authorities, even though detected afterwards of admission, shall be cancelled.
6. In matters of dispute, the decision of the Head of the Institution (Teacher-in-Charge of the College) will be considered as final and indisputable.
7. No communication regarding admission will be made to the candidates individually. Hence, the candidates are requested to follow the college website for important dates, notices and corrigenda. No request for any change in the schedule will be entertained.
8. Only mark-sheets from **Board/Council** recognized by the **Kazi Nazrul University** will be considered valid for admission.
9. Candidates qualifying **HS/Equivalent exam in the year 2020, 2019, 2018 and 2017** will be considered for admission.
10. Marks secured in **Compulsory Environmental Education** will not be considered for calculating **Merit Score**.
11. **Online application fee of ₹400 (Rupees four hundred only) [Bank transaction charges extra] is payable online through debit card/ credit card/ net banking.**
12. A candidate can apply **upto 5 (five) courses** in one application. To apply more courses, she will have to apply separately and **a separate application form will be generated and application fees have to be paid separately.**
13. **Reservation of seats for SC/ST/OBC-A/OBC-B candidates** will be as per the existing rules of the **Government of West Bengal**.
14. **Candidates whose rank appears in the admission list must pay admission fee through online** by login to their portal using their respective mobile number and password.
15. **Print-out of completed application form, admission fee payment receipt** will be required at the time of document verification.
16. One student **can change her Honours subject only twice** but the change should be done within the stipulated date of admission.
17. After the completion of the admission process if there remains any vacancy of seats in Honours subjects, only students from Programme courses will be eligible for applying for the vacant seats after 10 days of completion of the said process.
18. **Rules and Regulations may change, please visit above mentioned website time to time.**

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## COURSES OFFERED

### Honours Courses

#### ➤ B.A. Honours Courses

- Bengali
- English
- Hindi
- Sanskrit
- Pol. Science
- History
- Philosophy
- Sociology

#### ➤ B.Sc. Honours Courses

- Geography
- Economics
- Physics
- Mathematics
- Chemistry
- Computer Science
- Botany
- Zoology
- Microbiology
- Nutrition

#### ➤ B.Com. Honours Courses

- Accounting (Morning Section)

### Professional Degree Programme

#### ➤ BCA

### Programme (General) Courses

#### ➤ B.A. Programme (Morning Section)

- Bengali
- English
- Hindi
- Sanskrit
- Pol. Science
- History

- Philosophy
- Sociology
  
- B.Sc. Programme
  - Geography
  - Economics
  - Physics
  - Mathematics
  - Chemistry
  - Computer Science
  - Botany
  - Zoology
  
- B.Com. Programme (Morning Section)
  - Accounting (Morning Section)

*Note: The applicant who will apply for Honours Course in B.A./B.Sc./B.Com. have to take the following subjects other than her honours subject.*

1. *One Generic subject from the pool of Generic Subject*
2. *Environmental Studies*
3. *Modern Indian Languages (MIL): Bengali / English / Hindi*

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## ELIGIBILITY CRITERIA

**Aggregate Marks** = Best 4 subjects including only one Language, i.e. Best Language + Best three from the Electives

**Score for Honours** = Aggregate + Best Marks in Associated Subject [Max score 500, Min Score: (180+45) = 225]

**Score for Programmes** = Aggregate Marks [Max score 400]

### Admission Criteria for Honours Courses

Course Code	Honours Course	Aggregate % in H.S. or equivalent	Subject Marks % or marks in associated subjects as mentioned	Additional Requirements (If any)
01	BENGALI	45%	45%	
02	ENGLISH	45%	45%	
03	HINDI	45%	45%	
04	SANSKRIT	45%	45%	
05	ECONOMICS	45%	1st Preference: 45% in Economics or Statistics or Mathematics or Bus. Econ. Incl. Bus. Maths (BEBM). Remaining seats will be filled up from other candidates	
06	POL. SCIENCE	45%	45% in Pol. Science or English	
07	HISTORY	45%	45% in History or English	
08	GEOGRAPHY	45%	45% in Geography or Economic Geography or Mathematics or Computer Science	
09	PHILOSOPHY	45%	45% in Philosophy or English	
10	SOCIOLOGY	45%	45% in Sociology or English	
11	PHYSICS	45%	45%	45% in Mathematics
12	MATHEMATICS	45%	45%	
13	CHEMISTRY	45%	45%	Pass marks in Mathematics and Physics
14	COMPUTER SCIENCE	45%	45% in Computer Science/ Mathematics/ Physics/ Statistics/ Electronics	
15	BCA (Professional)	45%	Pass marks in Computer Science/ Mathematics/ Bus. Econ. Incl. Bus. Maths/ Informatics Practices/ Modern Computer Appl./ Statistics	
16	BOTANY	45%	45% in Biology/ Bio Science/ Botany/ Life Science	Pass marks in Chemistry
17	ZOOLOGY	45%	45% in Biology/ Bio-Technology/ Bio Science/ Botany/ Zoology/ Life Science	Pass marks in Chemistry
18	MICROBIOLOGY	45%	45% in Biology/ Bio-Technology/ Bio Science/ Botany/ Microbiology/ Life Science	Pass marks in Chemistry
19	NUTRITION	45%	45% in Biology/ Bio-Technology/ Bio Science/ Botany/ Nutrition/ Life Science	Pass marks in Chemistry
20	ACCOUNTANCY	45%	45% in Accountancy or Mathematics	

### Admission Criteria for Programme Courses

Course Code	Course	Aggregate % in H.S. or equivalent	Additional Requirements (If any)
22	B.A. Programme	30%	
23	B.Sc. Programme	30%	
24	B.Com. Programme	30%	Pass marks in Accountancy or Mathematics

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## CATEGORY WISE INTAKE CAPACITY IN EACH COURSE

Courses (Honours/ Programme)	Annual Intake	GEN	SC 22%	ST 6%	OBC(A) 10%	OBC(B) 7%
BENGALI	73	41	16	4	7	5
ENGLISH	72	40	16	4	7	5
HINDI	50	27	11	3	5	4
SANSKRIT	59	32	13	4	6	4
ECONOMICS	31	17	7	2	3	2
POL. SCIENCE	73	41	16	4	7	5
HISTORY	67	36	15	4	7	5
GEOGRAPHY	45	24	10	3	5	3
PHILOSOPHY	45	24	10	3	5	3
SOCIOLOGY	40	22	9	2	4	3
PHYSICS	19	11	4	1	2	1
MATHEMATICS	37	20	8	2	4	3
CHEMISTRY	27	14	6	2	3	2
COMPUTER SCIENCE	31	17	7	2	3	2
BCA (Professional)	60	33	13	4	6	4
BOTANY	31	17	7	2	3	2
ZOOLOGY	31	17	7	2	3	2
MICRO-BIOLOGY	45	24	10	3	5	3
NUTRITION	25	12	6	2	3	2
ACCOUNTANCY	108	59	24	6	11	8
B.A. Programme	350	192	77	21	35	25
BENGALI	50					
ENGLISH	50					
HINDI	30					
SANSKRIT	50					
POL. SCIENCE	55					
HISTORY	55					
PHILOSOPHY	40					
SOCIOLOGY	20					
B.Sc. Programme	155	85	34	9	16	11
ECONOMICS	20					
GEOGRAPHY	40					
PHYSICS	10					
MATHEMATICS	20					
CHEMISTRY	15					
COMPUTER SCIENCE	15					
BOTANY	15					
ZOOLOGY	20					
B.Com. Programme	50	27	11	3	5	4

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## FEES STRUCTURE

- Fees Payable at the time of Admission

Sl.No.	Course	Fees
Honours Courses		
1	BENGALI	Rs. 3,960.00
2	ENGLISH	Rs. 3,960.00
3	HINDI	Rs. 3,960.00
4	SANSKRIT	Rs. 3,960.00
5	ECONOMICS	Rs. 3,960.00
6	POL. SCIENCE	Rs. 3,960.00
7	HISTORY	Rs. 3,960.00
8	GEOGRAPHY	Rs. 5,290.00
9	PHILOSOPHY	Rs. 3,960.00
10	SOCIOLOGY	Rs. 3,960.00
11	PHYSICS	Rs. 5,290.00
12	MATHEMATICS	Rs. 5,290.00
13	CHEMISTRY	Rs. 6,490.00
14	COMPUTER SCIENCE	Rs. 6,490.00
15	BCA (Professional)	Rs. 8,890.00
16	BOTANY	Rs. 5,290.00
17	ZOOLOGY	Rs. 5,290.00
18	MICROBIOLOGY	Rs. 6,790.00
19	NUTRITION	Rs. 5,890.00
20	ACCOUNTANCY	Rs. 4,160.00
Programme (General) Courses		
21	B.A. Programme	Rs. 3,700.00
22	B.Sc. Programme	Rs. 4,490.00
23	B.Com. Programme	Rs. 3,900.00

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## LIST OF LANGUAGES & ELECTIVE SUBJECTS ACCEPTED

- **LANGUAGES:**

ASSAMESE, BENGALI (BNG), BHUTIA, ENGLISH (ENG), GUJARATI, HINDI (HIN), KANNADA, KASHMIRI, LEPCHA, MALAYALAM, MANIPURI, MARATHI, MIZO, NEPALI, ODIA, PUNJABI, SINDHI, TAMIL, TELUGU, TIBETAN, URDU.

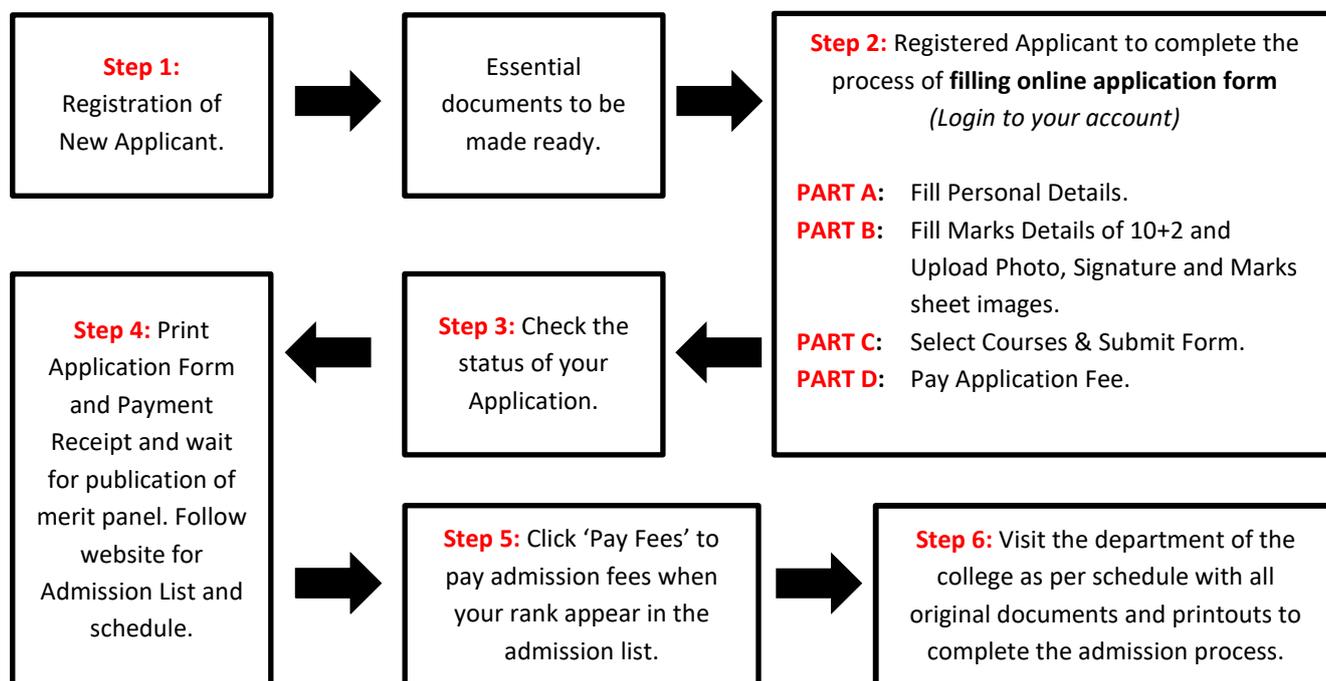
- **ELECTIVE SUBJECTS:**

AC & REFRGTN, ACCOUNTANCY (ACCT), AGRICULTURE, AGRONOMY (AGNM), ALTERNATIVE ENGLISH, ANATOMY, PHYSIOLOGY & RELATED PATHOLOGY, ANIMAL NUTRITION AND REPRODUCTION, ANTHROPOLOGY (ANTH), APP. ELE. ECO & COMM. GEO., APP-COMMERCIAL ART, APPLIED PHYSICS, ARABIC, ART, ART & SCIENCE OF MAKE UP & RETAIL, AUTO ENGINEERING, AUTOSHOP REPR&PRAC, BAKERY, BANKING, BASIC ELECTRICITY, BASIC ELECTRONICS, BASIC HORTICULTURE, BEAUTY & HAIR, BEVERAGE SERVICES, BIOLOGICAL SCIENCES, BIOLOGY (BIOS), BIOTECHNOLOGY, BOOK KEEPING & A/C, BOTANY, BUS. ECON. INCL. BUS. MATHS (BEBM), BUS.OPERTN & ADMN, BUSINESS ORGANIZATION (BOMG), BUSINESS STUDIES, CAD IN ENGINEERING, CHEMISTRY (CHEM), CHILD HEALTH NURSING, CLNCL BIO-CHE MICROBIOLOGY (MLT), COMMERCE, COMMUNITY HEALTH NURSING AND HEALTH PROMOTION, COMPUTER SCIENCE (COMS), CONFECTIONERY, COST ACCOUNTING, DANCE, DARK ROOM TECHNIQUES, DESIGN & INNOVATN, DIAGNOSTIC RADIOLOGY, DIGITAL ELECTRONICS, ECONOMIC GEOGRAPHY (ECOG), ECONOMICS (ECON), EDUCATION (EDCN), ELE. OF COMM. & BANKING, ELECTRICITY AND ELECTRONICS, ELECTRONICS, ELEMENTS OF CIVIL ENGINEERING, ELEMENTS OF DESIGN & FASHION, ELEMENTS OF TEXTLE DESIGN, ENGG. GRAPHICS, ENGINEERING MECHANICS, ENGINEERING SCIENCE, ENTREPRENEURSHIP, ENVIRONMENTAL SCIENCE, FASHION DESIGNING, FASHION STUDIES, FINE ARTS & CRAFTS (FACR), FLORICULTURE, FLUID MILK PROCESSING, FOOD NUTRITION & DIETETICS, FOOD PRODUCTION, FOOD SERVICES, FOUNDATION OF FINANCIAL MARKETS, GEOGRAPHY (GEGR), GEOLOGY (GEOL), GEOMETRICAL AND BUILDING DRAWING, GEOMETRICAL AND MECHANICAL DRAWING, GEOSPATIAL TECH, GRAPHIC DESIGN, GRAPHICS, H. MG. & NURSING (HOMN), HEALTH CARE DELIVERY SYSTEM, HERITAGE CRAFTS, HISTORY (HIST), HOLISTIC HEALTH, HOME MANAGEMENT AND HOME NURSING, HOME SCIENCE, HUMAN RIGHTS & G S, INFORMATICS PRACTICES, INSURANCE, INTRODUCTION OF TOURISM & HOTEL INDUSTRY, INTRODUCTION TO FASHION INDUSTRY, IT TOOLS, LAB MEDICINES, LEGAL STUDIES, LGSTCS, OPER & SUP. CH. MANAGEMENT, LIBRARY INFORMATION & SOCIETY, LIFE SCIENCE, LITERATURE IN ENGLISH, MARKETING, MASS MEDIA STUDIES, MATHEMATICS (MATH), MECH. ENGINEERING, MICROBIOLOGY, MODERN COMPUTER APPL. (COMA), MULTIMEDIA & WEB TECH, MUSIC (MUSC), NAT. CADET CORPS, NETIK SIKSHA, NUTRITION (NUTN), OFFCE PROC.& PRAC., OFFICE COMMUNICATION, OLERICULTURE, OPHTHALMIC TECH., OPTICS, PAINTING, PALI, PERSIAN (PRSN), PHILOSOPHY (PHIL), PHY & HEALTH EDUCATION, PHYSICAL EDUCATION, PHYSICS (PHYS), POLITICAL SCIENCE (POLS), POMOLOGY, POULTRY EXTENSION, MARKETING ECONOMICS, POULTRY HOUSING AND MANAGEMENT, POULTRY PRODUCTION & BREEDING, PRIMERY HEALTH CARE NURSING, PSYCHOLOGY (PSYC), PUBLIC ADMINSTRATION, RETAIL OPERATIONS, RETAIL SERVICES, SALESMANSHIP, SANSKRIT (SNSK), SCULPTURE, SECURITY, SECY.PRAC & ACCNTG, SOCIAL SCIENCE, SOCIOLOGY (SOCG), STATISTICS (STAT), TAXATION, TEXTILE SCIENCE, THE CRTV & COM.PROC M M I, THEATRE STUDIES, TOURISM CONCEPTS & PRACTICES, TOURISM RESOURCES IN INDIA, TYPOGRAPHY & CA, UNDERSTANDING THE EVOL & FORMS M M, WEB APPLICATIONS, WORD PROCESSING, WOVEN TEXTILE, ZOOLOGY.

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# HOW TO FILL ONLINE APPLICATION FORM

## • STEP BY STEP PROCESS TO FILL ONLINE APPLICATION FORM



## • STEP 1: REGISTRATION OF NEW APPLICANT

- New Applicant to visit the website: <https://agc.ac.in> and click: "New Registration"
- Fill the details to register for Online Application (see Figure 1). You must have a **valid mobile number** and **email ID** for applying online.

Register Login Forgot Password

Registration Form for New Applicant

Full Name\*  
Enter your full name as in your secondary certificate

Mobile Number\*  
Enter your active mobile number for registration

Password\*  
Enter login password

Retype Password\*  
Re-enter login password

Email Address\*  
Enter your active e-mail address

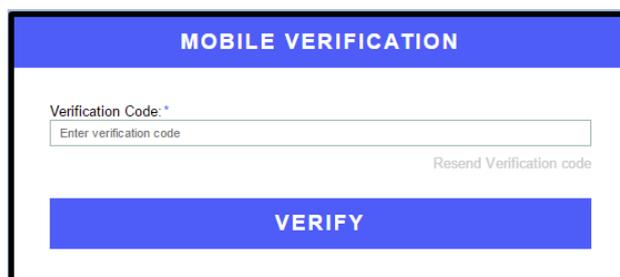
Captcha code  
269867

Captcha Text\*  
Enter Captcha Code text

GET STARTED

Figure 1

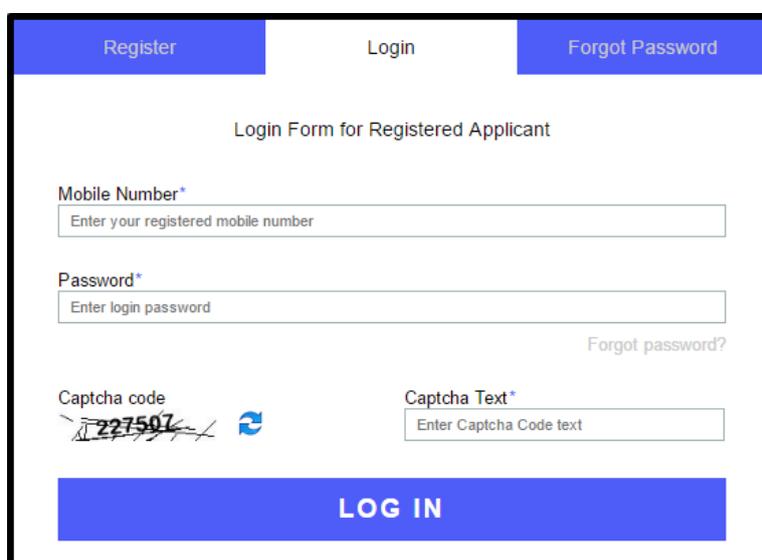
- Press the button “GET STARTED”. **Once the information filled in registration will not be changed in due course.**
- The verification code for Registration will be sent to your mobile number and email entered.



The image shows a 'MOBILE VERIFICATION' form. At the top, there is a blue header with the text 'MOBILE VERIFICATION'. Below the header, there is a label 'Verification Code: \*' followed by a text input field containing the placeholder text 'Enter verification code'. To the right of the input field is a link that says 'Resend Verification code'. At the bottom of the form is a large blue button with the text 'VERIFY' in white capital letters.

Figure 2

- Note: Kindly note the Mobile number and Password as filled by you in registration will be used to login to the website to fill the online application form. (see Figure 3)



The image shows a 'Login Form for Registered Applicant'. At the top, there are three tabs: 'Register', 'Login', and 'Forgot Password'. The 'Login' tab is selected. Below the tabs, the title 'Login Form for Registered Applicant' is centered. There are four input fields: 'Mobile Number\*' with the placeholder 'Enter your registered mobile number', 'Password\*' with the placeholder 'Enter login password', 'Captcha code' which shows a captcha image with the number '227507' and a refresh icon, and 'Captcha Text\*' with the placeholder 'Enter Captcha Code text'. To the right of the password field is a link 'Forgot password?'. At the bottom is a large blue button with the text 'LOG IN' in white capital letters.

Figure 3

- **ESSENTIAL DOCUMENTS TO BE MADE READY**

- Before starting to fill up the on-line application, keep ready with you the following details / documents / Information.
  - Personal and Educational qualification details.
  - Image of scanned photograph in jpg / jpeg format and size should not exceed 200 KB and Dimensions 150 x 200. ([See Annexure-I for Correct Photograph](#))
  - Image of scanned signature in jpg / jpeg format and size should not exceed 100 KB and Dimensions 150 x 25.
  - Image of scanned Marks sheet in jpg / jpeg format and size should not exceed 500 KB.
  - Determine (max five) courses to apply.
  - Net Banking / Debit / Credit Card details for online payment.



- **STEP 2: FILLING ONLINE APPLICATION FORM**

- **PART A:** Fill Personal Details (see Figure 4)
  - Fields marks with asterisks (\*) are mandatory.

 Name: <input type="text" value="Siddhanta Chatterjee"/> Form No.: <input type="text" value="123456789"/> Mobile No.: <input type="text" value="9876543210"/> E-mail: <input type="text" value="siddhanta.chatterjee@gmail.com"/>		<b>Asansol Girls' College</b> Online Admission 2020 Applicant's Portal <input type="button" value="Change Password"/> <input type="button" value="Logout"/>	
PART A: Fill Personal Details		PART B: Fill Marks Details of 10+2 & Upload Documents	
PART C: Apply Courses & Submit Form		PART D: Pay Application Fee	

### PART A: FILL PERSONAL DETAILS

**BASIC DETAILS**

Date of Birth: * <input type="text" value="19"/> <input type="text" value="Feb"/> <input type="text" value="2001"/>	Sex: <input type="text" value="Female"/>
Category: * <input type="text" value="General/Unreserved"/>	Physically Challenged: * <input type="text" value="No"/>
Religion: <input type="text" value="Hinduism"/>	Nationality: * <input type="text" value="Indian"/>
Blood Group: * <input type="text" value="A+"/>	Marital Status: * <input type="text" value="Single"/>
Aadhar Number: <input type="text" value="1236 2245 4321"/>	Whether you belongs to BPL Category: * <input type="text" value="No"/>

**ADDRESS**

Present Address Address Line 1: * <input type="text" value="123456789"/> Address Line 2: <input type="text" value="123456789"/> District: * <input type="text" value="Paschim Bardhaman"/> State/Union Territory: * <input type="text" value="West Bengal"/> PIN: * <input type="text" value="713304"/>	Permanent Address (Same as Present address) <input type="button" value="Clear"/> Address Line 1: <input type="text" value="123456789"/> Address Line 2: <input type="text" value="123456789"/> District: <input type="text" value="Paschim Bardhaman"/> State/Union Territory: <input type="text" value="West Bengal"/> PIN: <input type="text" value="713304"/>
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**FAMILY DETAILS**

Father/Guardian's Name: * <input type="text" value="Siddhanta Chatterjee"/>	Mother's Name: * <input type="text" value="Siddhanta Chatterjee"/>
Father's Mobile Number: * <input type="text" value="9876543210"/>	Mother's Mobile Number: <input type="text" value="9876543210"/>
Husband's Name: <input type="text" value=""/>	Annual Family Income: * <input type="text" value="More than 5 lakhs"/>

**10+2 EXAMINATION DETAILS**

Board/Council of Passing: * <input type="text" value="ISC"/>	Year of Passing: * <input type="text" value="2018"/>
Registration Number: * <input type="text" value="112233"/>	Registration Year: * <input type="text" value="2018"/>
Roll Number: * <input type="text" value="223311"/>	First Language: * <input type="text" value="English"/>

**CONFIRMATION**

I have checked all the details in this form

All the details are valid and if found wrong my candidature is liable to be cancelled

**SAVE & PROCEED TO PART B**

Figure 4

- **PART B:** Fill Marks Details of 10+2 and Upload Photo, Signature and Marks sheet images (see Figure 5)
  - Fields marks with asterisks (\*) are mandatory.

PART B: FILL MARKS DETAILS OF 10+2 & UPLOAD DOCUMENTS

MARKS DETAILS

Main Subjects: Enter the marks for only **PASSED** subjects (both in theory and practical). For the Boards/Councils where full marks in subjects is not 100, applicant enter the percentage of marks obtained in each subjects in rounded integer (whole) number. For example if you obtain 141 out of 200, enter 71 as marks in subject.

Subjects	Marks (Out of 100)	Best
Language 1:* <input type="text" value="BENGALI (BNG)"/>	<input type="text" value="88"/>	<input checked="" type="checkbox"/>
Language 2: <input type="text" value="ENGLISH (ENG)"/>	<input type="text" value="91"/>	<input checked="" type="checkbox"/>
Elective 1:* <input type="text" value="MATHEMATICS (MATH)"/>	<input type="text" value="85"/>	<input checked="" type="checkbox"/>
Elective 2:* <input type="text" value="PHYSICS (PHYS)"/>	<input type="text" value="77"/>	<input type="checkbox"/>
Elective 3:* <input type="text" value="CHEMISTRY (CHEM)"/>	<input type="text" value="88"/>	<input checked="" type="checkbox"/>
Elective 4: <input type="text" value="BIOLOGICAL SCIENCES"/>	<input type="text" value="99"/>	<input checked="" type="checkbox"/>

Aggregate Marks:

Aggregate Marks = Best 4 subjects including only one Language, i.e. Best Language + Best three from the Electives

Other Subjects (Optional): [Marks in other subjects will not be considered for calculating Aggregate marks]

Option 1:

Option 2:

Option 3:

UPLOAD DOCUMENTS

Passport Photo:\*

Signature:\*

Marks sheet of 10+2:\*

CONFIRMATION

I have checked all the details in this form

All the details are valid and if found wrong my candidature is liable to be cancelled

EDIT PART A

SAVE & PROCEED TO PART C

Figure 5

- **PART C:** Apply Courses & Submit Form (see Figure 6)
  - Select the courses you would like to apply (Maximum five courses) from the list of courses (**Only the courses you are eligible based on your subject combinations and marks obtained in 10+2**).
  - Select Compulsory Language / MIL from the list.
  - Click **“SUBMIT”** to proceed to PART D.

PART C: APPLY COURSES & SUBMIT FORM

SELECT COURSES TO APPLY

A Student can apply maximum 5 (five) courses (Honours / Programme) at a time with pay only ₹400/- as Application fee.  
 We recommend you to select 5 courses (or all if there are 5 or less courses available) to get more options at the time of admission.

Sl.No.	Course	Select	Your Score
1	BENGALI Honours	<input type="checkbox"/>	451
2	ENGLISH Honours	<input checked="" type="checkbox"/>	454
3	ECONOMICS Honours	<input type="checkbox"/>	448
4	POL. SCIENCE Honours	<input type="checkbox"/>	454
5	HISTORY Honours	<input type="checkbox"/>	454
6	GEOGRAPHY Honours	<input checked="" type="checkbox"/>	448
7	PHILOSOPHY Honours	<input type="checkbox"/>	454
8	SOCIOLOGY Honours	<input type="checkbox"/>	454
9	PHYSICS Honours	<input type="checkbox"/>	440
10	MATHEMATICS Honours	<input checked="" type="checkbox"/>	448
11	CHEMISTRY Honours	<input type="checkbox"/>	451
12	COMPUTER SCIENCE Honours	<input type="checkbox"/>	448
13	BCA Honours	<input checked="" type="checkbox"/>	448
14	BOTANY Honours	<input type="checkbox"/>	462
15	ZOOLOGY Honours	<input type="checkbox"/>	462
16	MICROBIOLOGY Honours	<input type="checkbox"/>	462
17	NUTRITION Honours	<input type="checkbox"/>	462
18	ACCOUNTANCY Honours	<input type="checkbox"/>	448
19	B.A. Programme	<input type="checkbox"/>	363
20	B.Sc. Programme	<input checked="" type="checkbox"/>	363
21	B.Com. Programme	<input type="checkbox"/>	363

Score for Honours = Aggregate Marks + Best Marks in Associated Subject(s) [Max score 500, Min Score: (180+45) = 225]  
 Score for Programmes = Aggregate Marks [Max score 400]

No. of Courses Selected (Maximum five):

Select Compulsory Language/MIL:\*

CONFIRMATION

I have checked all the details in this form  
 All the details are valid and if found wrong my candidature is liable to be cancelled

EDIT PART B

SAVE FORM

SUBMIT

Figure 6

- **PART D: Pay Application Fee** (see Figure 7)
  - Click **“PAY NOW”** to pay application fee. **No correction in application form is allowed after payment of application fee.**

**PART D: PAY APPLICATION FEE**

**ACKNOWLEDGEMENT**

You have submitted the Application Form Provisionally. Pay Application Fee for Final Submission.

Sl.No.	Appl. No.	Course	Your Score
1	0000102	ENGLISH Honours	454
2	0000108	GEOGRAPHY Honours	448
3	0000112	MATHEMATICS Honours	448
4	0000115	BCA Honours	448
5	0000123	B.Sc. Programme	363

**LAST TRANSACTION (FAILED)**

Txn. No.	Date	Status	Action
014		CANCELLED	<a href="#">View</a>

**CONFIRMATION**

I have agreed the Privacy Policy and Terms & Condition

**BACK** **PAY NOW**

Figure 7

- You will be redirect to our Payment Gateway Provider Site (ATOM) (see Figure 8).
- Select payment method (Credit Card/ Debit Card/ Net Banking) and fill necessary details to pay application fee.

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**PAYMENT MODE**

- Saved Card
- Credit Card
- Debit Card**
- Debit Card with ATM PIN
- Net Banking
- UPI
- Wallet

**Debit Card**

Debit Card Number: 01 2019 CVV /

Name On Card: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Save card for future use

**Billing Details**

94XX1XXX28 | sXbXaXIX.XhXsX1X3@gXXX

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Amount Payable  
**₹ 400.00**

**ASANSOL GIRLS' COLLEGE**  
Transaction Id :190014

(₹)

**Amount:** 400.00  
**Processing Fee:** 0.00  
**GST:** 0.00

\* Processing Fee & GST are non refundable.

By clicking Pay Now you are agreeing to Terms & Conditions

Figure 8

- **STEP 3: CHECK THE STATUS OF YOUR APPLICATION**

- After successful payment of application fee you can view the application status (see Figure 9).



**STATUS: APPLICATION FEE PAID**

**APPLICATION DETAILS**

Category: General    Board: ISC

Sl.No.	Appl. No.	Course	Score	Rank	Status	Fees Payable	Action
1	00000102	ENGLISH Honours	454	N.A.	Application(s) Under Process	N.A.	None
2	00000108	GEOGRAPHY Honours	448	N.A.	Application(s) Under Process	N.A.	None
3	00000112	MATHEMATICS Honours	448	N.A.	Application(s) Under Process	N.A.	None
4	00000115	BCA Honours	448	N.A.	Eligible for Payment of Admission fees	₹400.00	<b>PAY FEES</b>
5	00000123	B.Sc. Programme	363	N.A.	Application(s) Under Process	N.A.	None

**TRANSACTION DETAILS**

Sl.No.	Txn. No.	Particulars	Date	Amount	Status	Action
1	00013	Application Fee	10-Aug-2020	₹400.00	Ok	<b>2 View</b>

Figure 9

- In case of payment failure you are redirected to PART D: Pay Application Fee.
  - If amount is not debited from your account, you can click “PAY NOW” for payment.
  - In case the amount is debited from the account, you can wait for about 30 minutes and then click ‘Track’ in the ‘Last Transaction Failed’ section.

**LAST TRANSACTION (FAILED)**

Txn. No.	Date	Status	Action
00013	10-Aug-2020	Pending From Bank	<input type="button" value="View"/> <input type="button" value="Track"/>

Note: Your online real time transaction response is not received by us due to various reasons as session timed out, dropped transaction etc. In case the amount is debited from your account click **Track** after 30 minutes. If amount is not debited click **PAY NOW** to complete your payment.

Figure 10

- **STEP 4: PRINT APPLICATION FORM AND PAYMENT RECEIPT**

- Click “View/Print Form” (see Figure 9 (1)) to print the Application Form (Sample Application Form see Figure 11)
- Click “View” (see Figure 9 (2)) to view and print the Payment Receipt (Sample Payment Receipt see Figure 12)



## Asansol Girls' College

### ONLINE ADMISSION FORM

Form No.  
**22000001**

---

Name : ██████████

Mobile : ██████████ Email : ██████████

Date of Birth : 19-Feb-2001 Category : General (GEN)

Sex : Female Phy. Challenged : No

Nationality : Indian Religion : Hinduism

Blood Group : A+ Marital Status : Single

Present Address : ██████████, West Bengal, PIN: 713304

Permanent Address : ██████████, West Bengal, PIN: 713304

Father/Guardain's Name : ██████████ Mobile : 9876543210

Mother's Name : ██████████ Mobile : 9876543210

Family Income (PA) : More than 5 lakhs




---

**10+2 Examination Details:**

Board : ISC	Year : 2020	Roll No. : 223311
Reg.No. : 112233	Reg. Year : 2020	First lang. : English

**Marks Details:**

Subjects	Marks
ENGLISH (ENG)	91
BENGALI (BNG)	88
BIOLOGICAL SCIENCES	99
CHEMISTRY (CHEM)	88
MATHEMATICS (MATH)	85
PHYSICS (PHYS)	77
<b>AGGREGATE MARKS:</b>	<b>363</b>

**Courses Applied:**

Appl.No.	Course	Score
00000102	ENGLISH Honours	454
00000108	GEOGRAPHY Honours	448
00000112	MATHEMATICS Honours	448
00000115	BCA Honours	448
00000123	B.Sc. Programme	363
<b>Compulsory Language/MIL:</b>		<b>English</b>

Declaration: I do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature may be cancelled without any notice.

Parent/Guardain's  
Signature

Applicant's Signature  
(At the time of Verification)

Applicant's Signature

Print Application Form

Done

Figure 11



## Asansol Girls' College

### ONLINE PAYMENT RECEIPT



---

**PAYMENT STATUS: Payment Successfully Received**

Date: ██████████ 16:34:23 Transaction Id: 98000000000000000000

Name : ██████████

Form/Application No. : 22000001

Amount : ₹400.00/- (Rupees four hundred only) + Bank Charges.

Payment Type : Application Fee

Payment Mode : Debit Card (ATOM PG)

---

Print Payment Receipt

Done

Figure 12

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## Documents to be produced at the time of document Verification

1. Candidates must bring the downloaded print out of Application form duly signed by her Guardian / Parent and Admission Fee Payment Receipt.
2. Original and Attested Xerox copy of marks sheet of the 10+2 and Admit card of the Secondary or equivalent examination showing the date of birth. (To be attested by the Head of the Institution last attended/Gazetted Officer).
3. Attested copy of SC/ST/OBC-A/OBC-B Certificate (if applicable). The Original certificate must be produced at the time of admission. SC/ST/OBC-A/OBC-B candidates from other states will be considered as general candidates.
4. One colour passport size recent photograph for college identity card.

## OTHER INFORMATION

1. The merit list published on the website is provisional. Enlistment in the same list does not ensure admission.
2. The College reserves the right to cancel the form of any candidate if the enlisted non relevant subjects are taken into account by inadvertent mistake.
3. If any student admitted to the College, fails to attend classes for the first 15 days without any valid explanation forwarded to the Principal/Teacher-in-Charge and the Department, her name will be struck off the rolls.
4. Fees to be deposited at the time of admission: [See Fees Structure](#).

## TRANSFER POLICY

One student can change her Honours subject (course) only twice but the change should be done within the stipulated date of admission. Fees deposited in one course will be adjusted in the next course. Only the balance amounts need to be paid (after applicable transaction charges and transfer fees ₹ 500/-) by the applicant. In case of credit balance the applicant will receive the Credit Note and will be adjusted in the next fees. Admission/Application fees once paid which are non-refundable for any reason therefore, not permitted to be claimed for refund.

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## ANNEXURE – I

### CORRECT PHOTOGRAPH

Not Acceptable Photographs	Reason for Rejection	Acceptable
 A photograph of a man's face taken with a mobile phone, resulting in a distorted, slightly tilted perspective. A red 'X' is in the top right corner.	Photo taken with Mobile phone; Distorted face	 A standard, front-facing photograph of the same man with a neutral expression and a white background. A green checkmark is in the top right corner.
 A photograph of a man's face with a solid blue background. A red 'X' is in the top right corner.	Blue Background	 A standard, front-facing photograph of the same man with a white background. A green checkmark is in the top right corner.
 A small photograph of a man's face, where the face occupies less than 50% of the total image area. A red 'X' is in the top right corner.	Facial Area is less than 50% of total	 A standard, front-facing photograph of a man with glasses and a mustache, where the face occupies a significant portion of the image. A green checkmark is in the top right corner.
 A photograph of a man's face where he is looking slightly to the right of the camera. A red 'X' is in the top right corner.	Not looking straight into Camera	 A standard, front-facing photograph of the same man looking directly at the camera. A green checkmark is in the top right corner.
 A photograph of a man's face where a dark blue cloth is covering the lower half of his face, including his mouth and chin. A red 'X' is in the top right corner.	Cloth Covering facial features	 A standard, front-facing photograph of the same man with no obstructions. A green checkmark is in the top right corner.

	<p>Shadow on face</p>	
	<p>Improper flash or improper Lighting</p>	
	<p>Too much glare on spectacles</p>	
	<p>Dark/Tinted Spectacles or Sunglasses</p>	
	<p>Poor Digital Resolution (100x75)</p>	

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