



SSM/NOTICE/ADM/01/2025-26

22.08.2025

Ref. No.

Date

Physical Document Verification Schedule of the Students Admitted**(Phase-I: Centralized Online Admission - 2025)****Date of Start of the Classes for the 2025-26 Admission Batch at the Respective Depts: 29/08/25**

Date	Time	Course / Subject	Room No.	Staff/Teachers Concerned
23-08-25 to 27-08-25	11.00 am to 4:30 pm	All Honours & MDC (General) students	Students will assemble in R-308 (formerly R- 22) & Move to WEBEL Digital Academy for online processing (2nd Floor of the Main Building)	Phone Calls to students yet to complete admission (as per the allotment list): <ul style="list-style-type: none">Ms. Shanti MandiSk Tajbool AliMs. Maumita Jana Phone Calls to students admitted but yet to undergo Physical Verification (as per the allotment list): <ul style="list-style-type: none">Mr. Suman Samanta Assembling Students towards R-22 and showing direction towards the top floor: Ground Floor: <ul style="list-style-type: none">Mr. Sanyasi Tung At R-22: <ul style="list-style-type: none">Mr. Subrata Das At the Gate: Security Personnel Physical Verification & Distribution of the Guide Book: On 25/08/25: <ul style="list-style-type: none">Mr. Abinash BeraMr. Akash Jana On 26/08/25 & 27/08/25 <ul style="list-style-type: none">Mr. Debkumar GhoshalMr. Abinash PalangderMr. Debashis PramanickMr. Tushar Kanti MainanMr. Abinash BeraMr. Akash JanaSk Tajbool Ali Adding Students in General Telegram Group & Dept. Whatsapp Group: Mr. Kuntal Sautia, Mr. Ashish Panja Overall Coordination: Convenor Admission Cell, Associate Deans, IQAC Directors (Jt.) Academic Coordinators, Accountant, Cashier-II

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



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Document Verification: Centralized Online Admission Process - 2025

Physical verification of documents of the candidate will be done at the HEI level after taking admission at the end of the concerned phase.

- Candidates who will take provisional admission through the portal will report to the concerned HEI within the notified schedule for physical verification of documents. They must carry printed copies of their provisional admission slip and all academic and other relevant documents in original.** If, during the physical verification of documents at the college/HEI, it is found that there is a discrepancy between the data provided in the portal and that found in the documents, which may have had an impact on eligibility and/or Merit Rank / Position, the provisional admission may be summarily cancelled. Admission will be finally confirmed only after successful verification of all relevant documents by the concerned HEI, followed by registration with the affiliated university.
- Candidates must carry the following documents in original and one self-attested copy of each.**
 - Class 10th Standard Mark Sheet
 - Class 10th Standard Examination Admit Card (Age Proof)
 - Class 10+2 Standard Mark Sheet, Admit Card and Registration Certificate
 - Social Category Certificate (SC/ST/OBC-A/OBC-B/EWS) (if applicable)
 - Disability Certificate (if applicable)
 - Valid Photo ID Proof as submitted in the application form
 - Aadhar Card (Preferably)
 - System Generated Provisional Admission Slip
 - On-line Application Form
- As a result of document verification -
If a candidate is found not eligible for any course / programme because of any discrepancy in data and/or document (which may have an adverse impact on the merit index of the candidate), the provisional admission of the candidate will be cancelled.
- No Alternative Schedule will be provided, hence respective students should report to the college on specific date and time.**

(DR. SABYASACHI SEN)

PRINCIPAL

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

