

Scottish Church College

GENERAL INSTRUCTIONS FOR UG ADMISSION-2020

1. **A call list for admission will be generated against the Final Merit List.** The applicants selected in the **call list for Admission** in all the phases of admission published in the college website will be informed through **SMS or E-mail**.
2. However, for their own convenience all applicants **must check the college website on the given dates to see the Call Lists for Admission** in order to negate any room for error. We urge the applicants to kindly cooperate with us in this matter. **The first call list for phase I admission will be published on 31/08/2020 after 10 am and admission will start on 01/09/2020. Subsequent call lists will be published every 48 hours subject to vacancy.**
3. Any applicant whose name may appear in the published **Call List for Admission** in the college website for a particular call list for admission, but has not received any SMS or E-mail from the college in this regard, **will also be eligible for admission.**
4. Admission portal for each call list will be open for 48 hours.
5. **Failure to take admission by the payment of admission fees by any selected applicant within the given time will mean that the applicant will lose his/her chance of getting admitted to the college.**
6. **All admissions done through the online system are provisional subject to physical verification by college and approval of the University of Calcutta. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted online (as per GO No. 434-Edn(CS)/10M-95/14 dt. 16.07.2020). The admission fee submitted in such cases would be considered forfeited by the student.**
7. Candidates admitted to Scottish Church College are advised to get their admission to any other college(s)/ Institute(s)/ Universities cancelled preferably **within 5 days** from the date of their admission to Scottish Church College. They are further advised to send the document of cancellation to the E-mail id adm-can-scc@scottishchurch.ac.in. This will help them to get rid of unnecessary complications during CU Registration.