

**Bethune College, Kolkata**  
**ADMISSION NOTICE 12.06.2019**

**IMPORTANT INSTRUCTIONS FOR UG ADMISSION 2019**

- The admission process will be **entirely online** and according to merit.
- The candidates eligible for admission will log in to the admission portal with her Application Number and password.
- For **reserved category** (SC/ST/OBC-A/OBC-B) candidates : If the name of the candidate appears in both General and Reserved category lists, two payment vouchers will be generated. The candidate is free to choose **any one** payment voucher either in **General** or **SC/ST/OBC-A/OBC-B.**
- Payment is to be made online by **debit card/ credit card/ Net Banking etc.**
- Online payment is a **two-step** process:  
**Step 1-** The candidate has to make payment of **Admission Fee** first.  
**Step 2-** After completion of step 1, she will be redirected to make payment of **Session Charges**.  
In each step, acknowledgement of payment will be generated.
- **The provisional admission process will be completed only after the above two-stepped payments.**
- For any payment related issue/query please call the **HELP DESK NO : 9748390468 / 9748390678 / 9748390478 (FROM 10 AM TO 8 PM )** and for any other admission related issue lodge your complaints to the email [bethunecollegeadmission@gmail.com](mailto:bethunecollegeadmission@gmail.com) with scanned copy of supporting documents.
- For admission a **SC/ST** candidate must secure **not less than 25%** and an **OBC** candidate must secure **not less than 10%** of index mark of **the last admitted** General category candidate (vide West Bengal Government Reservation for Admission in HEI Act 2013 and Rule 2014)
- As notified earlier, the physical verification of **original** documents will be done on the first day of the session (5<sup>th</sup> July, 2019).
- If a candidate enlisted in a specific Admission List (1st, 2nd, 3rd etc.) do not pay Admission Fee within stipulated time her name will not be considered for any subsequent list. No further claim will be entertained.