

**Bethune College,  
181, Bidhan Sarani, Kolkata – 700006**

**ADMISSION NOTICE**

**Date- 18.07.2023**

**IMPORTANT INSTRUCTIONS FOR UG ADMISSION 2023**

- The admission process will be **entirely online** and according to merit.
- No physical presence of a candidate/ guardian/ representative is required at the college premises during the admission process.
- **If any enlisted eligible applicant of any admission list does not take admission within the stipulated time then her name will not be considered for any subsequent Round of Admission.**
- For **Reserved Category (SC/ST/OBC-A/OBC-B/EWS) candidates**, if the name of the candidate appears in both Unreserved and Reserved category lists, two separate 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 /EWS** category.
- If a candidate is selected in more than one subject or in one subject with different Minor subject combinations then more than one admission voucher will be generated. Carefully select the appropriate voucher for payment of admission fee.
- For any payment related issue/query please call the **HELP DESK NO : 7044867695/7605867698 (FROM 10 AM TO 8 PM )** and for any other admission related issue lodge your complaints to the email **bethunecollegeadmission@gmail.com** with your Application Number, subject(s) applied for, contact number and scanned copy of supporting documents.
- Admission **is liable to be cancelled** at the time of verification or at any later stage if any document is found not in conformity with the entries made in the online application form. No fees will be refunded in such cases.

**STEPS FOR ONLINE ADMISSION**

- 1) The candidates whose names appear in Admission List will **log in** using the **“Login”** icon appearing against her name.
- 2) Login with **ID (Application Number)** and Password.
- 3) Complete your **Profile**, if incomplete and upload documents if required.
- 4) Choose the appropriate Admission Voucher.
- 5) You will find the item **“PAY ADMISSION FEE”**. Click on it.
- 6) Then you will be directed to the Payment gateway.
- 7) Make payment online using **debit card/ credit card/ Net Banking/ UPI etc.**

- 8) After successful completion of the previous steps Payment Successful will be displayed and Receipt will be generated. Take a print out of the **Admission Fee Payment Receipt** for future reference.

**PRINCIPAL  
BETHUNE COLLEGE**