



Office of the Principal
Haldia Government College
P.O. Debhog, Dist: Purba Medinipur,
Pin – 721657

ADMISSION NOTIFICATION FOR POST GRADUATE COURSES (2021-2022 Session)

Date of Online Form Fill up: 04.09.2021 to 19.09.2021

Online applications are invited from the candidates for online admission to 1st year M.Sc. (Chemistry & Geography) for the Academic Session 2021-22. For details please visit the college website:

www.haldiagovtcollege.org.in

or

<http://pgportal.hgcadmission.org>

Procedure for Application:

The candidates will fill in the Application Form only through **online portal (http://pgportal.hgcadmission.org)**. The applicants have to fill in the form with the personal details, academic details and have to upload the scanned copy(s) of all the Marksheets & certificates, photo and signature. Considering the COVID-19 Pandemic, the college authority decided to waive the application fee.

The eligible applicants have to fill in the forms for admission to Post-Graduate with their Percentage (%) of Marks (Part-I, II & III) obtained in UG (Honours) course in annual system. In case of semester system, applicant have to fill equivalent percentage of marks corresponding to their CGPA obtained as per the rule fixed by their home institution. Candidates have to upload the documents showing official conversion rule (reverse side of the marksheet if conversion rule for CGPA to equivalent percentage is mentioned. Otherwise candidates have to upload the official conversion rule for the same along with their marksheet). All the candidates have to produce all the original marksheets, certificates and identity proof at the time of verification.

N.B. The students are required to visit the college website regularly for further updates/changes.

N.B: (i) As per order of the Govt. of West Bengal 80% of total seats in each subject will be reserved for the students of Vidyasagar University & autonomous college(s) affiliated to Vidyasagar University and the rest 20% seats are **open to all** (including students of Vidyasagar University & autonomous college(s) affiliated to Vidyasagar University).

ELIGIBILITY CRITERIA FOR ADMISSION TO POST-GRADUATE COURSES:

The students passed B.Sc. (H) Chemistry and Geography in the year 2020 and 2021, are only eligible for admission to the corresponding postgraduate courses for the academic session 2021-22.

ADMISSION PROCESS FOR POST-GRADUATE COURSES

[Due to Covid-19 Pandemic, the Common Entrance Test (CET) will not be conducted and merit list will be prepared based on the marks obtained in undergraduate courses.]

Preparation of Merit List for the students of Vidyasagar University (VU) [80% of total seats]:

The admission of the 80% category students, the merit list will be prepared in the following manner.

- (a) UG (Hons) final percentage of marks (Part-I, Part-II & Part-III taking together) in case of annual system. OR
- (b) UG (Hons) equivalent percentage of marks converted from CGPA, in case of semester (CBCS) system.

In case of a **tie**, marks obtained in the immediately preceding Examinations are to be considered for ranking.

Eligibility Criteria for 80% of seats [Vidyasagar University and its autonomous colleges]
Honours in relevant subjects

Preparation of Merit List for Open to all category (20% of total seats):

The admission of the 20% category students (open to all, including students of Vidyasagar University & autonomous college(s) affiliated to Vidyasagar University), the merit list will be prepared in the following manner.

- (a) UG (Hons) final percentage of marks (Part-I, Part-II & Part-III taking together) in case of annual system. OR
- (b) UG (Hons) equivalent percentage of marks converted from CGPA, in case of semester (CBCS) system.

In case of a **tie**, marks obtained in the immediately preceding Examinations are to be considered for ranking.

Eligibility criteria for 20% of seats:

The minimum marks required for admission through Open Competition (20% of total seats) is as follows:

45% marks in Hons. (for Gen. Candidates)

40% marks in Hons. (for SC / ST/ differently-abled /OBC-A/OBC-B Candidates)

Reservation rule will be applied in both 80% and 20% category separately.

Reservation policy will be considered as per Govt. order 906 Edn / Estt dated 18.09.1997. The category wise percentage (%) of reserved seat is as follows: SC-22%, ST-6%, OBC-A- 10%, OBC-B-7%. Fraction of 0.5% or more will be rounded to the next whole number.

5% of each category will be reserved for **differently-abled** candidates. Merit list will be prepared on the percentage of disability. In case of non-availability of differently abled candidate, the seat reserved for **differently-abled** candidates of the particular category will be converted to that Category only.

Instructions for calculation of UG % of Marks:

- (a) In case of annual system, percentage (%) of marks will be calculated on the basis of UG (Hons) marks obtained (Part-I, Part-II & Part-III taking together).

(b) In case of semester (CBCS) system, UG (Hons) equivalent percentage of marks converted from CGPA based on the all semesters (Sem-I to Sem-VI), as per the rule fixed by their respective home institution.

(i) For the Vidyasagar University semester system (CBCS):

Let, CGPA = 7.1, The equivalent percentage of marks for V.U. students (as per conversion rule of V.U) = $7.1 \times 10 = 71$

(ii) For other institutions with semester system (CBCS):

Similarly, for the students of other University/ Institution and Autonomous Colleges affiliated to V.U, percentage of marks will be calculated as per the percentage conversion rule fixed by their home University/ Institution and Colleges.

Documents to be uploaded at the time of application

1. Scanned Signature and recent colour passport size photograph [10KB-100KB each, JPG]
2. Age proof document (Birth certificate/Admit card of Madhyamik or 10th class examination showing date of birth/etc.) – [100KB-300KB, JPG/PDF]
3. Marksheet (scan copy) of Madhyamik or 10th examination [100KB-300KB, JPG/PDF].
4. Marksheet (scan copy) of Higher Secondary or 10+2 examination [100KB-300KB, JPG/PDF].
5. **All available Marksheets** (scan copy) of UG (Hons) in a **single PDF file** [within 750KB] in proper sequence.
8. Reservation (SC/ ST/ OBC-A/ OBC-B) certificate (as applicable) [100KB-300KB, PDF]
9. Differently-abled certificate (as applicable) [100KB-300KB, PDF]
10. Registration Certificate (Compulsory for 80% quota) [100KB-300KB,PDF]

N.B: [*In case of non-availability of final year marksheet , student may upload the web version of marksheet*]

IMPORTANT INFORMATION

1. Online provisional admission will be done based on the merit list and category wise availability of seats published through the college admission portal and maintaining the rules and regulations framed by parent university (Vidyasagar University) and higher education department, Govt. Of West Bengal.
2. All the provisionally admitted candidates are required to be present and to produce all the originals of uploaded Certificates, Mark Sheets and testimonials at the time of physical verification of admission.
3. The physical verification of testimonials & other documents for provisionally admitted students will be held in the concerned departments by the appropriate bodies when students will be asked to report for their offline classes in the Campus.
4. Application forms if not properly filled in and accompanied with attested copies of the documents are liable to cancellation.
5. Admission will be cancelled if the original documents are not found in conformity with the declaration in the forms submitted online.
6. If at any stage it is found that a candidate has concealed, suppressed or distorted any information/fact in the application form, his/her admission to the college, shall be summarily cancelled.
7. If any candidate shifts to another institution without intimation to the college within ten days from the date of commencement of classes, the admission fees paid will not be refunded (as per UGC Guidelines).

8. If a student applies to the college authority for cancellation of admission within ten days from the date of commencement of classes, processing fees will be deducted from admission fees and the rest will be refunded (as per UGC Guidelines).
9. Counselling and admission will be held through online process. A candidate will get only one chance for admission; i.e., if any candidate get chance for admission in 80% category, he/she will not get chance for admission in 20% category and vice versa. Verification of the documents will be conducted by the department on the very first day of commencement of classes. **Online admissions are provisional; admission will be cancelled if any documents found to be inappropriate during the verification process.**
10. For each phase of admission one days time span will be given during which an applicant listed in the particular merit list must take admission and make the online payment of admission fees through the link given in the admission web-portal.
11. If any applicant enlisted in any merit list does not take admission and make the e-payment within the scheduled time span as announced no further chance of admission can be given to him/her because in on-line admission system after the closure of the admission date and time the next candidate on the next merit list is given the scope of admission.
12. Applicants are directed to keep continuous touch with the website for getting the updated information.
13. It is to be noted carefully that the applicants for admission are not allowed to come to the college for any enquiry or for any other purpose from the beginning to the end of the admission process. They are to report to the college on the date of commencement of classes, to be announced later on in the college website with all testimonials and documents in original and a photo copy of each document for verification and other documents as given in the admission notice. For any help prospective applicant/ applicants may contact admin of web-portal or they can also contact to the Admission Committee (9474347710/ 8972273605-whatsapp only) from 10:00 AM to 5:00 PM).
14. Admission to all courses will be done strictly on the basis of merit as per the Government Order.
15. All admissions done on online system are absolutely provisional. Admission will be cancelled out- rightly if the information stated in the application are found not in conformity with the documents submitted at the time of verification or any fake document is produced. Therefore all applicants are requested to be very careful at the time of submission of information submitted in the admission web-portal of the college.
16. The seat position category wise in any subject is also stated separately in this notice.
17. All applicants getting the scope of admission must submit the anti-ragging affidavit, the link for which will be given in the admission portal. A print out of the anti-ragging

affidavit submitted online is to be taken and it is to be handed over to the Admission Committee on the date of commencement of class.

18. If any student admitted under the online system does not report for verification without any prior intimation to the college authority on the date of commencement of class and/or continuously remain absent for seven days without any intimation to the college authority his/ her admission will be cancelled.
19. All applicants are hereby directed to be honest to declare at the time of online admission whether he already took admission to any other college/ institution. He will be given the chance of admission subject to the fulfilment of the condition that he takes cancellation statement from the previous college/ institution and sent the scanned copy of the same within 7 days of the date of admission. He must submit the hard copy of the cancellation statement/Transfer certificate to the admission committee on the date of verification documents. It is expected that the student will not book the seats in more than one college at the same time.

Seat Capacity: 25 in both subjects including reserved categories as per the rules of the Government regarding reservation of seats.

Date of Publication of Merit List, Date of online counseling and admission for 80% & 20% seats will be notified later on in the college website.

Sd/-
Officer-in-Charge
Haldia Government College