



GOVERNMENT OF WEST BENGAL
GOVERNMENT GENERAL DEGREE COLLEGE LALGARH
LALGARH:: JHARGRAM:: 721516
Website: www.lalgarhgovtcollege.org
Admission Sub-committee: 2025-2026

Ref. No.:2025/GGDCL/Admission/03

Date: 26.08.2025

Notification
for
Necessary Instructions for Physical Document Verification for the Newly Admitted Students for the Session 2025-26 through the Centralized Admission Portal (CAP)

As per the instruction of the competent authority of the Department of Higher Education vide the Notification No. 617-Edn(CS)/10M-95/14 Dated: 22/08/2025 the 1st phase physical Verification of Documents for the Newly Admitted Students for the Session 2025-26 through the Centralized Admission Portal (CAP) will be held at our college on and from 23.08.2025 (Saturday) to 26.08.2025 (Tuesday). Students who have taken admission to this college within 25.08.2025 (Tuesday) but have not yet appeared for physical document verification, must turn up at the college on 27.08.2025 (Wednesday) with all necessary documents, failing which their admission will be cancelled.

Students are advised to strictly follow the following guidelines for the same:

1. Students have to come sit in the allotted room given in the schedule before due time. Verification will start from 11:00 am.
2. Students have to arrange all the necessary documents: Original and Xerox copies) in following order and staple them: (Xerox copies must be self-attested by the candidates)
 - Admission Money Receipt (that you have downloaded at the time of payment of admission fees through online)
 - Copy of application Form
 - Madhyamik Admit Card
 - Madhyasmik Marksheet
 - H.S. Registration Certificate
 - H.S. Marksheet (Xerox)
 - SC/ST/OBC/PWD/EWS Certificate (if / as applicable)
 - Aadhaar Card (Xerox)
 - Stamp size Color Photograph: 2 copies
 - Identity card and Festival fees : Rupees 120.00
 - ABC Id (ABC Id not mandatory during physical Verification but it is mandatory before University Registration process)

3. Student must sign in the box provided in the “Admitted Student List” before living the Verification Desk(s).
4. Students must wait patiently in the room to complete the verification process smoothly and correctly.
5. Students must check the Roll. No. and the Subject combination that have been mentioned in their Pay slip (Student Copy) duly signed by the authority at the Verification Desks.
6. Students must note that after the physical document verification there is a “Registration Process” that will be conducted later by the college office, and without completion of registration process, you will not be a student of our college under Vidyasagar University.
7. Students must submit all the above-mentioned documents otherwise their candidature may remain pending. Their candidature will be canceled if any discrepancy is found in their submitted forms and their documents.
- 8. The newly admitted students *must attend a course induction programme* will be held on 29.08.2025 (Friday) at 1.30 pm for the students of the Major Courses and 2.30 pm for the students of the Multidisciplinary Courses at the College Hall Room.**

Sd/
Officer-in-Charge
Government General Degree College Lalgah