

GENERAL INFORMATION FOR ADMISSION TO B.A. / B.SC. / B.COM. 1st YEAR (1st SEMESTER) DEGREE COURSES FOR THE SESSION 2025-2026.

1. All admissions are provisional.

Admission to B.A. / B.Sc. / B.Com. 1st Year (1st Semester) Degree Courses (4 Years Honours & 3 Years Multidisciplinary) can be made through ONLINE process only. Submission of ONLINE APPLICATION FORM can be made through the LINK provided in the College Website www.website.rpmcollege.edu.in from 04:00 P.M. of **13.10.2025** to **11:59 P.M. of 17.10.2025**. Candidates may follow the direct link rpmcollegeugadmission.org.in for making application. Provisional Merit Lists will be published on **18.10.2025 (after 4:00 P.M.)**.

Any query (online mode only) regarding Provisional Merit Lists will be entertained **up to 21.10.2025(2:00PM)**.

Final Merit lists, if required for any corrections in the Provisional Merit Lists, will be published on **21.10.2025 (after 4:00 P.M.)**. Otherwise, Provisional Merit Lists will be treated as Final Merit lists.

First List for Online Admission will be published on 21.10.2025(after 4:00 P.M.).

Visit our admission portal for different dates & times in connection with the Total Admission Process.

Any Query / Complain regarding Admission can be done through the e-mail: **admissionrpmc@gmail.com**

2. All candidates who have passed H.S. or Equivalent Examinations in the years **2022 and onwards are eligible to apply**, subject to fulfillment of **eligibility criteria** as laid down by C.U. & the College.

3. Marks obtained in H.S. or Equivalent Qualifying Examinations in **TOP FOUR** subjects in order of marks **shall be considered to ascertain the “Aggregate Marks ** ”**

**** For Calculation of Aggregate Marks:**

i) Marks in Compulsory *Environmental Education / Environmental Studies* shall not be taken into account.

ii) However, *Environmental Science* if studied as an elective subject of **100 marks**, shall be taken into account.

4. **Applicants for B.A. / B.Sc. / B.Com (4-years Honours & 3-years Multidisciplinary) courses must have passed (i) English (100 marks) & (ii) 4 elective subjects in H.S. or Equivalent Qualifying Examinations.**
5. Before filling in Online Application Form, Students are advised to check the Combinations of subjects as provided by the College.
6. Candidates applying for B.A./B.Sc. (Hons /Major) Course in a subject shall have to choose two Minor Subjects out of available combinations. **Strictly follow the order of subject combinations given in the tab “Subject Combinations”. Otherwise, Application Form will be cancelled.** In addition to that there are some mandatory courses, both for Honours and Multidisciplinary Course.
7. Candidates applying for B.A./B.Sc. (Multidisciplinary) Courses shall have to choose one subject combination among the available ‘3-subject combinations’ offered by the College, keeping in mind that the last subject of a ‘3-subject combination’ will be treated as Minor Subject and first two subjects will be treated as Core Courses. For example, if a candidate choose “Philosophy (G)-Bengali (G)-Sanskrit (G)” as his/her subject combination then Sanskrit (G) will be treated his/her Minor Subject and Philosophy (G) & Bengali (G) will be treated his/her Core Courses.
8. Applicants have to **upload the scanned images of the following documents (all in .jpg format)** during submission of ONLINE FORMS.
 - (i) Recent Colour Photograph (size within 50KB)
 - (ii) Signature (size within 50KB)
 - (iii) Admit Card of Madhyamik Examination (size within 150KB)
 - (iv) Mark Sheet of H.S. or Equivalent Examination (size within 150KB)
 - (v) Annual Family Income Certificate (size within 150KB)
 - (vi) Caste Certificate/EWS Certificate *if Applicable* (size within 100KB)
 - (vii) PWD Certificate , *if Applicable* (size within 100KB)
 - (viii) BPL Certificate , *if Applicable* (size within 100KB)
 - (ix) Migration Certificate , *if Applicable* (size within 100KB)
 - (x) Registration Certificate , *if Applicable* (size within 100KB)

All testimonials mentioned in Sl. No. (iii) – (x) are to be self-attested Photocopy.

9. Processing fee: As per Govt. Order, there is no Application Fees or Processing Fees.

10. PUBLICATION OF ALL THE LISTS IN CONNECTION WITH THE ADMISSION PROCESS WILL BE AVAILBLE ON COLLEGE WEB PAGE and/or ADMISSION PORTAL OF OUR COLLEGE.

11. Admission: Merit-listed &/ Eligible candidates will be allotted/permitted to take Provisional Admission after full payment of requisite Admission fees (See Our College Website/Admission Portal for Admission fees in different subject combination) through Online (a link for payment *will be given at the right sided column of the lists for such candidates in the Tab named as “E-Counseling List” in our Admission Portal and necessary operations must be followed*) within the requisite date and time for different lists in connection with the admission process. No candidates will be admitted if the date and time is over in connection with such lists.

- Documents of Provisionally Admitted Candidates will be verified at College Premises after the commencement of Classes.
- If a Candidate is continuously absent for more than 7 (Seven days) after the commencement of Classes, his/her admission is deemed to be cancelled.
- **Any mistakes from Candidate's part at any stage of online admission will not be considered and for such cases his/her admission will be cancelled and no refund will be provided by the College.**

12. Admission in Sports Category: There is no reserve seat for Sports Category Candidate. But if any one wishes to take admission in Sports Category, he /she have to apply Principal with proper documents before starting of the admission process. If our affiliated University gives the permission, then we can accommodate the Candidate.

13. The College Authority reserves the right to cancel any Admission, if detected anomalous on a later date.

14. Cancellation of Admission: If a Candidate cancels his/her admission, he/she may apply for refund with the specific format given in the “**Notice**” Section and submit it with proper documents to the College Office within 3 days from the cancellation of Admission. All refund will be given as per Govt. Regulations and processed after CU-registration.

15. Documents required at the time of verifying Admission (After the students report for the classes in due course):

Provisionally Admitted Candidates are required to bring the following items at the time of Verification:

- i) Print out of Application Form**
- ii) Print out of Payment receipt**
- iii) Two recent stamp-sized colour photograph**
- iv) Self attested photocopies of:**
 - a) Mark sheet and Admit Card of H.S. or Equivalent Examinations.**
 - b) Admit Card of Madhyamik or Equivalent Examinations, confirming Date of Birth (D.O.B)**
 - c) SC/ST/OBC/PH/EWS Certificate issued by Competent Authority of ‘Govt. of West Bengal’ [If applicable]**
 - d) Annual Family Income Certificate**
- v) Originals of all the Documents mentioned in (iv) above**

N.B: All the printouts to be taken back to back in good quality A4 Size paper only.

For detail information regarding Admission to B.A. / B.Sc. / B.Com First Year (Honours & General), see the Notification No. CSR/04/2023, CSR/05/2023, CSR/06/2023 dated 23.06.2023

LIST OF AUTHORITIES TO ISSUE SC/ST/OBC/PH CERTIFICATE

A Member of a Gram Panchayat; A Pradhan of Gram Panchayat; A Member of Panchayat Samity; A Sabhapati of Panchayat Samiti; A Member of Zilla Parishad; A Commissioner of Municipality; A Councilor of Municipal Corporation; A Chairman of Municipal Corporation; A Mayor of Municipal Corporation; A Member of State Government; A Member of State Legislature; A Member of Parliament; Any Group 'A' Officer Govt. of W.B; Deputy Director, Backward Classes Welfare, W.B; Commissioner, Backward Classes Welfare, W.B; A Councilor of Darjeeling Gorkha Hill Council for candidates claiming to Scheduled Caste or Scheduled Tribe and ordinarily residing within the jurisdiction of the Darjeeling Gorkha Hill council.	Deputy Collector of Land Revenue; Collector of Revenue, Kolkata; Metropolitan Magistrate, Kolkata; Addl. Chief Metropolitan Magistrate, Kolkata; Chief Metropolitan Magistrate, Kolkata; 1st Class Stipendiary Magistrate; Executive Magistrate; Sub-Divisional Magistrate; Sub-Divisional Officer; Deputy Collector; Addl. District Magistrate; Collector and Dist. Magistrate, within their respective jurisdictions in case of candidates claiming to be Scheduled Caste or Scheduled Tribe and ordinarily residing within such jurisdictions.
---	--