

Instruction for filling up online application form for admission to B.Sc. First Semester in Birjhora Mahavidyalaya, Bongaigaon, Assam

Due to the COVID 19 pandemic situation prevailing in the country, admission to B.Sc. First semester in Birjhora Mahavidyalaya, Bongaigaon will be conducted online. This year no face to face counselling, document verification will be held for admission. Relevant documents have to be scanned and uploaded by the applicant. However, all the original documents will be verified later on in the college office when college reopen. If any discrepancy found later on, admission of the concerned student will be cancelled. Notification regarding original document verification and commencement of classes will be notified in the college website www.birjhoramahavidyalaya.in.

Process of Online Admission:

Registration:-

Register your name with your own mobile number and own e-mail address in the admission portal of Birjhora Mahavidyalaya; the link is given in the college website. Password will be sent to your registered mobile number / email for login into the portal. If own mobile number is not available, parent's mobile can also be used for this purpose.

Login:- Your registered mobile number will be your login ID and the password will be sent to your registered mobile number / email. In case you forgot your password, click on forgot password to resend a new password in the registered mobile number.

For filling-up the form, follow the following steps-

- (a) Click on start now;
- (b) Enter personal information;
- (c) Enter Educational Details;

(When entering total marks of 12th class, you have to consider marks secured out of 500. If you have 6 number of subjects, the subject Physical Education will not be considered for percentage calculation. Be careful when entering marks secured out of 500)

(d) Select Course and subjects

(You can apply for Honours course or Regular course or both. In both cases you can apply for maximum of two subjects/ combinations. Honours students will have to take one generic subject and it will be offered by the college later on)

(e) Enter Bank details

(f) Upload Photo and scanned full signature with appropriate size

(g) Upload scanned copies of relevant documents with appropriate size

(h) Submit the form and take a print out for submission to the college.

Documents to be uploaded:

SL No.	Document	Format and size	Remarks
Documents to be uploaded at the time of submission of application			
1.	Passport size photo	Max. 60 kb	Required
2.	Scanned full signature	Max. 30 kb	Required
3.	Scanned copy of 12 th class mark sheet	Max. 100 kb	Required
4.	Scanned copy of caste certificate		Required for OBC/SC/ST categories
Documents to be uploaded at the time of admission			
1	Scanned copy of permanent residence certificate of Assam.		Required
2	Scanned copy of 1 st page of Bank Passbook		It is mandatory. If own account is not available, parent's account number may be used, but it must continue for the next three

			years for availing any financial assistance such as scholarship, book grant etc. from Govt. Of Assam.
3	Pass certificate of 12 th class		Required
4	Scanned copy of 10 th class Admit Card		Required
5	Scanned copy of Gap certificate		Required, if applicable. To be certified by Gazetted Officer or in the form of Self Affidavit.

Help Number (for Technical Issues): 9101153057; 9435966997; 8638366415

Contact us (for Admission related issues): 9435244795; 7002535190; 8876843797; 8638366415

Online Admission:

Merit list will be uploaded in the college website. Students who are willing to take admission in the allotted Honours subject/ Regular combination have to login into the portal, take admission within the stipulated time period; otherwise the seat will be filled up from the waiting list. While taking admission online, he/she will have to give undertaking that he/she has not taken admission in any other institutions and all the information furnished for admission are true and correct; hard copy of which has to be submitted in the college office within the stipulated time period.

Principal

Birjhora Mahavidyalaya, Bongaigaon