



SILIGURI COLLEGE OF COMMERCE

A Govt. of West Bengal Aided General Degree College Recognised by The U.G.C. U/S 2(f) & 12 (B) of U.G.C. Act. 1956

Affiliated to The University of North Bengal

College Para, P.O. : Siliguri
Dist. : Darjeeling, Pin 734001
West Bengal

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Phone : (0353) 2432594, 2526702 (Extn. Campus)

Office of the Principal

Ref. No.

Date

NOTICE FOR PHYSICAL VERIFICATION OF DOCUMENTS

It is hereby notified that the students who have been admitted in the 1st Semester (Session: 2024-25) to the college as per the Centralised Admission Portal, Department of Higher Education, are required to present themselves at the designated verification desk according to the separately provided schedule along with the following documents:

ORIGINAL documents which are to be produced:

1. Proof of Date of Birth (Birth Certificate/ Admit Card of Class X examination) which is uploaded with the application form
2. Mark Sheet of Class 10th Standard (Secondary Examination)
3. Mark Sheet of Class 12th Standard (Higher Secondary Examination)
4. Caste/ EWS/ BPL/ Disability Certificate (if applicable)
5. AADHAAR Card

Documents to be submitted:

(Arrange the documents in the following order and staple them together before submission):

1. One recent passport-sized photograph (4 cm x 3.5 cm) with the applicant's name written on the reverse side of the photo.
2. Printed copy of the online application form
3. Printed copy of the Provisional Admission Fee Receipt
4. Printed copy of the Provisional Admission Confirmation Certificate
5. School Leaving Certificate [ORIGINAL]
6. Migration Certificate [ORIGINAL] in case of students passing from the board other than the WBCHSE
7. Self-attested photocopy of the Proof of Date of Birth which is uploaded with the application form
8. Self-attested photocopy of the Mark Sheet of Class 10th Standard
9. Self-attested photocopy of the Mark Sheet of Higher Secondary Examination (+2)
10. Self-attested photocopy of the Caste/ EWS/ BPL/ Disability Certificate (if applicable)
11. Self-attested photocopy of the AADHAAR Card
12. Self-attested photocopy of the University Registration Certificate for the already registered students.

Principal

Siliguri College of Commerce

Principal
Siliguri College of Commerce
Siliguri, Darjeeling