



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

NAAC Accredited and an ISO 9001 : 2015 Certified Educational Institution

Affiliated to The University of North Bengal

Dr. Ranjan Sarkar

M.A. (Gold Medalist) B.Ed., M.Ed., N.E.T, Ph.D.

Principal

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

NOTICE

Date: August 23, 2025

Sub: Physical verification of academic documents for the newly admitted 1st Sem students (session 2025-26)

This is to inform all students who have been admitted to Siliguri College of Commerce for the session 2025-26 through the Centralised Admission Portal of the Department of Higher Education, Govt. of West Bengal, that a mandatory physical verification of academic documents will be held on the college campus.

Details of the verification are as follows:

- **Date: 25th August, 2025** -Candidates admitted on and from 22nd-24th Aug, 2025
- **Date: 26th August, 2025** - Candidates admitted on 25th Aug, 2025
- **Date: 27th August, 2025** – Last Date of Verification for rest candidates
- **Time: 11:00 a.m. to 5:00 p.m.**
- **Venue: Administrative Office, Siliguri College of Commerce**

Students are required to bring the original documents and self-attested photocopies of the following for verification (Follow the attached page)

It is mandatory for all students to attend the physical verification with their original documents for inspection and the required photocopies for submission. **Failure to participate in the verification process on the scheduled dates i.e. before 27th August, 2025 (upto 5 p.m.) will result in the cancellation of admission.** Your timely cooperation is expected.


Dr. Ranjan Sarkar
Principal

Siliguri College of Commerce

PRINCIPAL
Siliguri College of
Commerce



Admission to the UG Courses under CAP_2025-26

The Principals, Vice Principals, TICs, OICs are requested to ensure that the students must produce the documents listed under category A in the original, and must carry the self attested documents listed under category B at the time of physical verification in connection with the Centralised Online Admission to the UG Courses in the Academic session 2025-26.

A. List of Original Documents to be produced at the time of Physical Verification

S/N	Name of Documents
1	System Generated Application
2	System Generated Provisional Admission Certificate
3	10+2 level Mark sheet
4	10 level Mark sheet
5	Age Proof Certificate (Admit Card/Birth Certificate etc)
6	SC/ST/OBC Certificate, if applicable
7	PwD Certificate, if applicable
8	EWS Certificate, if applicable
9	AADHAAR and ABC ID if available
10	Registration Certificate, if applicable
11	Migration certificate, if applicable

B. Self Attested copies of the following documents to be submitted at the time of Physical Verification

S/N	Name of self attested Documents
1	Copy of 10+2 level Mark sheet
2	Copy of 10 level Mark sheet
3	Copy Age Proof Certificate (Admit Card/Birth Certificate etc)
4	Copy of the SC/ST/OBC Certificate, if applicable
5	Copy of the PwD Certificate, if applicable
6	Copy of the EWS Certificate, if applicable
7	AADHAAR and ABC ID, if applicable
8	Copy of the Registration Certificate, if applicable
9	Copy of the Migration certificate, if applicable
10	Antiragging Declaration duly signed by the student