

## Admission Policy and Procedure

Students may apply for admission into the College in prescribed admission form issued by the College Office on payment of Rs.250/-. The same has to be filled in in his own hand writing and submit the form within the last date. Admission into the College is given on the basis of merit and it is conducted strictly according to the College Admission Rules. An admission committee, comprising a group of experienced teachers, coordinates and ensures the smooth conduct of the process under the direct guidance of the College authority. The decision of the College authority would be final in this regard. For any wrong or misleading information given in the form, the admission will be liable to be cancelled.

Those seeking admission must submit attested copies of the following documents and are compulsorily required to produce the original documents at the time of admission for verification:

- a) Mark sheets and certificates of previous qualifying examinations(for all applicants)
- b) Transfer Certificate and Character Certificate from the Head of the Institution last attended (for all applicants)
- c) Age Certificate(for all applicants)
- d) Registration and Migration Certificate (wherever applicable)
- e) Caste Certificate (wherever applicable)
- f) Income Certificate (May be collected from *Mouzadar*/Circle Officer - necessary for Scholarship)
- g) Anti Ragging Affidavit

### Important:

a) Students who have discontinued their studies after passing the qualifying examination will have to produce a “Gap Certificate” issued by the Head of the Institution last attended. The certificate has to mention the activities of the student during the period of gap.

.b) Applicants for admissions who have passed their last examination from a Board of Education or University other than the Secondary Board of Assam(SEBA), Assam Higher Secondary Education Council (AHSEC) or Gauhati University will be required to submit their MIGRATION CERTIFICATE (IN ORIGINAL) at the time of admission or latest by 15 July,2016. Failure in doing so may lead to the cancellation of the admission without any prior notice. Migration from Jagiroad College is usually allowed only after the completion of the First Year of their respective program in regular mode and declaration of results of examinations.

### ADMISSION SCHEDULE (Session 2016-17)

Class	Last date of Submission of Filled Up Admission Form	Date of Interview and Admission	Date of Commencement of Classes
H.S- First Year (Science)	13-06-2016	15-06-2016	01-08-2016
H.S- First Year( Arts)	14-06-2016	17-06-2016	
B.Com.-First Semester	15-06-2016	20-06-2016	
B.A.-First Semester	16-06-2016	22-06-2016	

<b>B.Sc.-First Semester</b>	20-06-2016	24-06-2016	
<b>PGDCA</b>	10 days after declaration of Degree result	28-07-2016	
<b>MTM</b>		29-07-2016	
<b>B. Voc:</b> a. Acting b. Retail Management	01-07-2016	06-07-2016	16-08-2016
<b>Community College: Adv. Diploma Course:</b> a. Pulp & Paper Technology b. Fashion Technology	To be notified In the month of July, '16		

### Procedure of Selection:

Classes	Qualification	Intact Capacity	Other Criteria
<b>H.S.-I (Arts)</b>	<b>HSLC or equivalent</b>	<b>150</b>	
<b>H.S.-I (Science)</b>	<b>HSLC or equivalent</b>	<b>70</b>	<b>50% marks in General Mathematics &amp; General Science</b>
<b>B.A. Semester-I</b>	<b>10+2(Arts/Science)</b>	<b>400</b>	
<b>B. Sc. Semester-I</b>	<b>10+2( Science)</b>	<b>90</b>	
<b>B. Com. Semester-I</b>	<b>10+2(Arts/Science/Commerce)</b>	<b>70</b>	
<b>Retail Management</b>	<b>10+2 (Any stream)</b>	<b>50</b>	
<b>Acting</b>	<b>10+2 (Any stream)</b>	<b>50</b>	
<b>PPT</b>	<b>10+2 (Science)</b>	<b>50</b>	
<b>FT</b>	<b>10+2 (Any stream)</b>	<b>50</b>	

### Important:

- ❖ Students securing First Division (60%) may offer subject combination on their own choice
- ❖ Students securing less than 60% marks, subject combination will be determined on the basis of intact capacity of each subject at the time of admission.
- ❖ Selection of major subjects will be made with the discussion of respective departments.
- ❖ In case there are more than 30 applicants for major, the concerned department may hold screening test.
- ❖ Reservation of admission seats as per Govt. rules will be followed.

**ANNUAL FEE (Fee\* Payable at the time of Admission)**

<b>CLASS</b>	<b>ARTS</b>		<b>SCIENCE</b>		<b>COMMERCE</b>	
H.S. 1 <sup>st</sup> Year	Boys	Rs. 4000/-	Boys	Rs. 4500/-	NA	
	Girls	Rs. 3400/-	Girls	Rs. 3830/-	NA	
<b>TDC(Semester)</b>	<b>Major</b>	<b>General</b>	<b>Major</b>	<b>General</b>	<b>Major</b>	<b>General</b>
First Semester	Rs. 4750/-	Rs. 4630/-	Rs. 5700/-	Rs. 5350/-	Rs. 6750/-	Rs. 6250/-
The fees for TDC-Commerce( Sem-II to Sem VI) per Semester is Rs. 3,600/-						
PGDCA	Rs. 8500/- Per Semester					
MTM						
<b>B.Voc :</b>					4550/- per Annum	
1. Retail Management						
2. Acting						
Community College					6150/- per Annum	
1. Pulp and Paper Technology(PPT)						
2. Fashion Technology(FT)						

**N.B.: For TTM and CA Students Rs. 1000/- per students will be charged separately (Non-refundable)**

**\* This fees includes Rs 150/- for personal Insurance of the Students.**