

## Admission Policy and procedure

Students can apply for admission in to the college in prescribed form filled up in his/her own hand writing. The form will be issued by the college office on payment of Rs. 200/- which is to be submitted within the date of deadline set for it. Admission in to the college is given strictly on the basis of merit and it is governed by College Admission Rules. An admission committee, comprising of a group of experienced teachers coordinates and ensures the smooth conduct of the process under the direct supervision and guidance of the College authority. The decision of the College Authority would be final in this regard. For any wrong or misleading information written in the form by the applicant, the admission will be liable to be cancelled.

Students seeking admission should 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 (whenever applicable)

### **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 seeking admission, 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, 2015. failing to do so may result in their admission being cancelled without any prior notice. Migration from Jagiroad College is usually allowed only after the completion of the First Year of their respective programmed in regular mode and declaration of results of examinations.

## ADMISSION SCHEDULE (Session 2015 – 16)

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)	13-06-2015	16-06-2015	1-08-2015
H.S. First year (Arts)	13-06-2015	17-06-2015	
B.Sc. First Semester	15-06-2015	19-06-2015	
B.A. First Semester	20-06-2015	25-06-2015	
B.Com. First Semester	25-06-2015	29-06-2015	
PGDCA	10 days after declaration of Degree result	28-07-2015	
MTM		29-07-2015	
B. Voc: a. Acting b. Retail management	29-06-2015	06-07-2015	17-08-2015
Community college: Adv. Diploma Course a. Pulp & Paper technology b. Fashion Technology	30-06-2015	07-07-2015	17-08-2015

### Procedure of Selections:

Classes	Qualification	Intact Capacity
H.S.-I (Arts)	HSLC or Equivalent	150
H.S.-I (Science)	HSLC or Equivalent (50% marks in General Mathematics & General Science)	60
B.A. Semester –I	10+2 (Arts/Science)	400
B.Sc. Semester –I	10+2 (Science)	90
B.Com Semester –I	10+2 (Arts/Science/Commerce)	70
Retail Management	10+2 (Any stream)	50
Acting	10+2 (Any Stream)	50
PPT	10+2 (Science)	50
FT	10+2 (Any Stream)	50

### 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.
- ❖ If numbers of student for offering more than 30, the department may hold screening test (for major Course).
- ❖ 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>	
<b>H.S. 1<sup>st</sup> Year</b>	Boys	Rs. 3500/-	Boys	Rs. 4050/-		
	Girls	Rs. 2900/-	Girls	Rs. 3330/-		
<b>TDC (Semester)</b>	<b>Major</b>	<b>General</b>	<b>Major</b>	<b>General</b>	<b>Major</b>	<b>General</b>
<b>First Semester</b>	Rs. 4250/-	Rs. 4130/-	Rs. 5200/-	Rs. 4850/-	Rs. 6250/-	Rs. 5750/-
<b>B. Voc.</b>	Rs. 4000/- Per Annum		Community College		Rs. 5600/- Per Annum	
<b>PGDCA</b>	Rs. 8500/- Per Semester					
<b>MTM</b>						

**N.B.:** for TTM and CA students Rs. 1000/- per students will be charged separately (Non –Refundable)

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

### **College Uniform:**

It is imperative and compulsory to wear uniform to College upon all Enrolled Students, every day to the College.

For Boys: Cream Colored Shirts and Steel Grey Trousers.

For Girls: Cream Colored Mekhela Chadar with Grey border or Cream Colored Churidar (Salwar) and Kurta with Grey Odhni or Churni.

For Boys of MTM and PGDCA : White Shirt and Black Trouser

For Girls of MTM and PGDCA : White Top and Black Trouser

For Boys of PPT and FT : White Top and Black Trouser

For Girls of PPT and FT : White Top and Black Trouser

For Boys of Acting and Retail Management : White Top and Black Trouser

For Girls of Acting and Retail Management : White Top and Black Trouser