



T H K JAIN COLLEGE

Date: 27.07.23

Notice regarding uploading of documents

Candidates who have taken admission to Sem-I of 1st Year B.A/B.Sc/B.Com /BBA course of studies will receive SMS for uploading of necessary documents for the completion of admission process.

They are asked to follow the instructions regarding upload of documents as mentioned below:

Candidates are instructed to upload the **scanned copy (only .jpeg, no other format i.e. .pdf/.bmp/.tif will be allowed)** of the following documents (mobile picture will not be accepted).

| Srl | Documents | File.Format | File Size | Resolution |
|-----|--|-------------|-----------|------------|
| 1 | Recent Colour Photograph (Formal) | JPEG Only | 50 KB | 100 DPI |
| 2 | Full name running hand Signature | JPEG Only | 50KB | 100 DPI |
| 3 | Original Class X / Equivalent Examination Admit Card / Birth Certificate(Issued by Govt. of WB) as age proof Document | JPEG Only | 150KB | 150 DPI |
| 4 | Original Class XII Marksheet of 10+2 Examination or Equivalent Examination E-Marksheet/Digilocker Marksheet will not be accepted. | JPEG Only | 150KB | 150 DPI |
| 5 | Original Migration Certificate (Applicable to the candidates other than West Bengal Board, ISC, CBSE, NIOS, Rabindra Mukta Vidyalaya) | JPEG Only | 100KB | 100 DPI |
| 6 | Original Caste Certificate SC/ST/OBC-A/OBC-B as issued by District Welfare Officer & Ex-Officio Jt. Director, BCW (Within Kolkata) or Sub-Divisional Officer (Outside Kolkata) Note: SC/OBC certificates issued by the states other than West Bengal will not be considered | JPEG Only | 100KB | 100 DPI |
| 7 | PWD Category Disability Type: a. Acid Attack Victim, b. Autism Spectrum Disorder, c. Blindness, d. Cerebral Palsy, e. Chronic Neurological Condition, f. Dwarfism, g. Hearing Impairment (Deaf And Hard Of Hearing), h. Hemophilia, i. Intellectual Disability, j. Leprosy Cured Persons, k. Locomotor Disability, l. Low-Vision, m. Mental Illness, n. Multiple Disabilities Including Deaf Blindness, o. Multiple Sclerosis, p. Muscular Dysprophy, q. Others, r. Perkinsons Disease, s. Sickle Celldisease, t. Specific Learning Disabilities, u. Speech And Language Disability, v. Thalassemia | JPEG Only | 100KB | 100 DPI |
| 8 | Original Registration Certificate (if already registered under University of Calcutta) | JPEG Only | 100KB | 100 DPI |
| 9 | Aadhar Card | JPEG Only | 100KB | 100 DPI |

Candidates may login to the portal and check the status of their document upload. In case of any discrepancy, documents have to be re-uploaded within 24 hrs.

Note: Admission to any course in the college is provisional and is subject to the final approval from University of Calcutta.

Principal

