



Government of West Bengal

SISTER NIBEDITA GOVERNMENT GENERAL DEGREE COLLEGE FOR GIRLS

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Notice No: SNGGDCG/68

Date: 16/03/2026

This is for the information of all concerned that the following are the resolutions of the Admission Council Meeting held on **16.03.2026 from 1:30 p.m. onwards.**

1. As per the urgent notification received from Bikash Bhavan, colleges are required to update the Basic Data, if necessary, through the Centralized Admission Portal (CAP) within 18.03.2026. Any changes related only to Subject Combination, Seat Matrix, and Fee Structure must be completed within 23.03.2026. In view of this urgency, this meeting has been convened to discuss and decide on the necessary actions.
2. The Basic Data of the college has already been updated in the Centralized Admission Portal (CAP) on 17.03.2026. As no Annual Maintenance Contract (AMC) support or maintenance allocation has been received from the Public Works Department (PWD) for the upkeep and maintenance of the college infrastructure, the institution has to bear the expenses related to routine maintenance, repair, and other operational requirements. In view of this financial requirement, a proposal has been placed to increase the session charges from Rs. 1200/- to Rs. 1500/- per candidate. The proposal has been unanimously supported by the house. The other parameters, such as the Seat Matrix and the Subject Combination, will remain unchanged.

Further, as per the Governing Body (GB) resolutions, the Computer Science Department has decided to collect Rs. 1000/- from each student during admission. It has also been resolved that this amount will be collected from the students during the Third Semester.

3. It is also important to mention that, as per the general transfer rules of the Government of West Bengal, Dr. Bholanath Pakhira, Convener of the Admission Committee, has been transferred elsewhere. Therefore, the Admission Committee will be reconstituted. Dr. Samit Bhanja will act as the Nodal Officer and Convener of Admission, with Mr. Anirban Sarkar and Dr. Sumi Ganguly serving as Joint Conveners.

The other members of the Admission Committee will be Dr. Nabanita Basu, Dr. Nivedita Chakraborty, Dr. Dola Chakraborty, Dr. Roshni Sen, Dr. Kalyanasis Bhattacharyya, Mr. Durbadal Mandal, Dr. Uday Shankar Khatua, Mr. Nirmalya Shee, Dr. Atreyi Sarkar, Ms. Piyanka Sengupta, Dr. Sebanti Bhattacharya, Mr. Anish Darnal, Dr. Swarup Ranjan Sahoo, along with all Heads of the Departments (HODs).

4. To make the admission process easier and more convenient, the overall work of the Admission Committee has been subdivided into the following sub-committees:

a) **Pre-Admission and Portal Setup:** This committee will ensure that the college admission guidelines are in accordance with the University rules, such as seat capacity, subject combinations, etc. Members: Mr. Anirban Sarkar, Dr. Sumi Ganguly, Dr. Nivedita Chakraborty, Dr. Dola Chakraborty, Dr. Arundhati Bhattacharya and Dr. Atreyi Sarkar.

b) **System Fit Declaration (Test Drive):** Twenty dummy data entries are to be filled up for each department. After successful entry, the System Fit Certificate can be obtained. Members: Mr. Anirban Sarkar, Dr. Sumi Ganguly, Dr. Nivedita Chakraborty, Mrs. Debdutta Chakraborty (Roy), Dr. Nabanita Basu, Dr. Liza Dutta, Mr. Anish Darnal, Dr. Arundhati Bhattacharya, Ms. Samragni Bhattacharyya, Mr. Nirmalya Shee and Mr. Durbadal Mandal.

c) **Admission Portal:** This committee will check the test merit list in the CAP. Members: Dr. Samit Bhanja and Mr. Anirban Sarkar.

d) **Liaison:** Dr. Swarup Ranjan Sahoo, Dr. Sebanti Bhattacharya and Dr. Roshni Sen.

e) **Verification:** This committee will verify the documents of students both physically and digitally. Members of this committee are all Heads of the Departments (HODs).

Mrs. Nilita Das and Dr. Kalyanasis Bhattacharyya will prepare all notices.

Digital document verification will be conducted by Dr. Dola Chakraborty, Dr. Atreyi Sarkar, Ms. Piyanka Sengupta, Dr. Avijit Mandal, Mr. Durbadal Mandal and Mr. Anish Darnal.

f) **Post-Admission Registration Process:** The committee members will look after the registration of students. Members: Dr. Samit Bhanja, Mrs. Debdutta Chakraborty (Roy), Dr. Nivedita Chakraborty and Mr. Anirban Sarkar.

The following members will check the registration process for students who will take admission through the college portal: Dr. Uday Shankar Khatua, Dr. Nabanita Basu, Dr. Sumi Ganguly and Dr. Dola Chakraborty.

All the members of the admission committee are requested to read the guidelines of admission from CU portal.

Sd/-

Dr. Chandra Kanta Saha

Officer-in-Charge

Sister Nibedita Govt. General Degree

College for Girls