Steps for Applicants Seeking Admission to the First Semester, 2024

1. **Application Form Collection**:

   - Applicants who have secured 55% or above in the HSSLC or an equivalent examination should collect the Application Form and Prospectus from the office for Rs 200/-.

2. **Submission of Application Form**:

   - The filled-in application form, along with the required attested photo copies of documents, should be submitted to the Head of Department (HoD) of the chosen major subject.

3. **Direct Admission**:

   - Applicants who passed with distinction and meet the department's criteria may receive direct admission as recommended by the HoD.

   - The HoD will issue and countersign the admission form, which must then be signed by the Principal. Admission is completed upon payment of fees.

4. **Deadline for Application Submission**:

   - All applications must be submitted to the respective department by 3:00 PM on May 28, 2024.

5. **Selection and Screening**:

   - Each department will conduct the selection/screening of applicants. Applicants should be aware of their department's schedule.

6. **Publication of Results**:

   - The list of selected applicants will be published in the College website and Notice Board by 3:00 PM on May 31, 2024 (Friday).

7. **Completion of Admission**:

   - Selected applicants must complete their admission process by June 7, 2024 (Friday). Failure to do so will result in forfeiture of the seat.

Important Points to Note:

- **Application and Admission Form Serial Numbers**: Applicants should remember the serial numbers of their application and admission forms.

- **Multiple Major Applications**: An applicant can apply for admission in two major subjects by paying an additional Rs. 20.00 for another application form.

- **Cash Receipts**: Applicants should keep their cash receipts to collect their College T-Shirt and for any necessary references.

- **Course Selection**: Do not fill in the sections for Minor subjects, Multi-Disciplinary Course (MDC), and Ability Enhancement Course (AEC); these will be completed at the beginning of the semester.