Online Admission System

(PG)

Candidate's Interface

Manual

Students Manual – Online Admission System by http://www.TechnoDG.com

Steps to apply for admission through the Online Admission system

Welcome to the online admission system prepared by TechnoDG.com. This document is aimed to provide you with a ready reference on the candidate's interface and the procedure for applying for admission through the online admission system.

We start with the welcome screen of the online admission system which provides the applicant/candidates with the following options.

*We recommend using latest and updated browsers like **Google Chrome, Microsoft Edge** or **Mozilla Firefox** for best experience.*

a) College Name
b) Eligibility Criteria details & Notices etc.
c) Helpline Contacts
d) New Candidates Registration/Application button
e) Applied Candidates Log in button

How to Apply ?

To apply please click on the Register button and initiate the application process

&+ Register

Online Admission System
Candidates' Manual

Registration Step 1 of 5 : Basic Details & Eligibility Check

1) To begin the online registration process please Select the Course and Category from the dropdown lists.

Bidhannagar College
Online Admission System (PG)

⊠ HelpDesk Email ID:
bncpgadmission2023@gmail.com

▤ Application for Post Graduate Courses

Applicant Basic Details

Applicant Name (*)	Mobile Number (*)	Date of Birth (*)
		Click to Select

12 Digit AADHAAR Number (*)	Academic Bank of Credit ID (If available)	
12 Digit AADHAAR Number	12 Digit ABC ID	
	▣ How to Create ABC ID	

Applicant College Details

Select Your University (*)	University Registration Number (*)
Select One	

Passing Year (*)
Select

Applied Subject Details

Select Course (*)	Select Category (*)	Select Subject (*)
Select One	Select	Select Subject

☐ I undertake
1. All the information furnished by me in the online application portal are true as per my knowledge and belief.
2. All the documents uploaded by me during the application procedure are procured from the original.
3. I understand that any wrong information and/or testimonials provided by me may lead to the cancellation of my Admission
4. I have read and understood the UGC Regulations On Curbing The Menace Of Ragging In Higher Educational Institutions as available in antiragging.in
5. Once admitted, I promise to abide by all the rules & regulations of Bidhannagar College and WBSU
6. I am acceptable to the system generated SMS(s) sent from this website to the mobile number I have provided.

NB :
1. Admission of a candidate will be canceled if any of statement is found incorrect. Incomplete form will be rejected.
2. Admission to any Major course is strictly provisional. Admission will only be confirmed after physical verification of documents when college starts.
3. A student is eligible for Post Gradiuate Course if He/She has passed the Graduation with Honours for the suject as applied

Submit Details

Terms and Conditions | Privacy Policy | Payment Policy | Disclaimer

DEVELOPED BY
TECHNODG.COM

---

2) Next provide the Applicant's Basic Details to register.
    a. Name
    b. Mobile
    c. Date of Birth
3) Provide Academic Details
4) Provide your College Details
5) Confirm the Undertaking and click on the "**Submit Details**" button to initiate the application. The confirmation message will be displayed and intimation over SMS shall be processed.

Online Admission System
Candidates' Manual

Application for Under Graduate Courses

Registration Successful. Dear candidate your application is initiated at ABC College Online Admission System.

Your Application Number is : **AA23BAXXXX**
Date of Birth is: **X-XXX-XXXX**.

Please use this details to log-in, complete the steps and submit the application for further processes & verifications. Any communication must include the **Application Number** for proper assistance.

Student Login to Complete Application   Go the Admission Portal

The candidate may click on the "Student Login" button to continue the application process.

Login with User ID and Date of Birth

Registration No.

APPLICATION NO

Date Of Birth

Date of Birth

eight + 6 = ?

Solve the Problem

Login   Reset

Registration Step 2 of 5 : Personal Details

1) After logging in successfully, the personal details entry screen is presented. Please enter the required details appropriately pertaining to the following
    a. Student's Contact Details
    b. Aadhaar Details
    c. Parent's & Family Details
    d. Guardian's Details

The data collected from the basic details are already populated.

Please note all the fields marked with * are compulsory

[**Note: The above information may not be available in your form as it is populated as per the preference & processes of the respective college or university**]

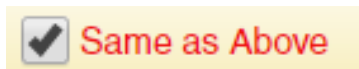2) Please provide your communication address and permanent address

Address For Communication

House No./Street	*	P.O	*	Ward No.	
Village/Town	*	Block		District	*
P.S	*	State	*	PIN	*

Permanent Address   ✔ Same as Above

House No./Street	*	P.O	*	Ward No.	
Village/Town	*	Block		District	*
P.S	*	State	*	PIN	*

Please provide the following details of your address

    a) House No./Street Name
    b) Post Office (P.O)
    c) Ward No. (if any)
    d) Village/Town Name
    e) Block (if any)
    f) District Name
    g) Police Station (P.S)
    h) State
    i) PIN

To have the same address copied to the Permanent Address fields please have the option "**Same as Above**" Ticked/Checked. Else Untick/Uncheck the same to provide separate details for Permanent Address.

✔ Same as Above

Students Manual – Online Admission System by http://www.TechnoDG.com

3) Applicant's Other Details

i) Select your gender
ii) Select your blood group
iii) Select your marital status
iv) Select your religion
v) Select your mother language
vi) Select your Nationality
vii) Select your Economic Status [APL or BPL]
    i. If you are in BPL [Below Poverty Level] category you must put your BPL card number
viii) Select other specification [If you are a cadre of NSS or NCC or if you are a recognised sports person, in case of sports person the institute may asked for a physical certificate issued by Govt./Renowned sports authority.]
ix) Select your "Specially Abled" OR "Physically Challenged" Status [YES/NO]
    i. If you are a "Specially Abled" OR "Physically Challenged" person then you must put your respective Certificate number for verification.
    ii. Select the type of Disability from the list provided
x) Before you proceed next step by clicking on Submit Button, you have to tick checkbox just beside "**I undertake**" and confirm agreeing to the term of the admission to the institute and the online admission system.
xi) Click on "**UPDATE**" to save and proceed.

Online Admission System

Registration Step 2 of 5 : Re-confirm Academic Details & Subject Selection

👤 Personal Details ✓	📤 Subject Details ❓	📤 Documents Upload ❓	⚡ Finalize ❓	🏛 Admission ❓
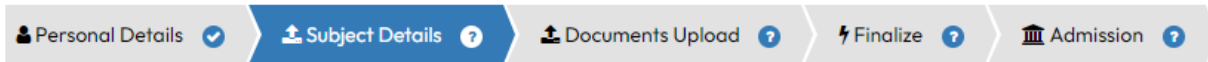
Step 2 : Subject Details   🔴 Logout

🔴 Candidate Name: SAMPLE NAME   🔴 Application No: BNCPG23MA0018

Applicant Academic Details

Your University
West Bengal State University ▾ *

Year of Passing
2023 ▾

Registration No.
644545454544545454 *

Registration Year
Select ▾

Course Type
CBCS ▾

Category
UNRESERVED ▾ *

Subject Marks Details

#	Semester	Subject	Full Marks	Marks Obtained	% of Marks
1	Sem I	Honours (Total marks of CC)	Total Marks	Marks Obtained	Marks Percentage
2	Sem I	Honours (AECC)	Total Marks	Marks Obtained	Marks Percentage
3	Sem II	Honours (Total marks of CC)	Total Marks	Marks Obtained	Marks Percentage
4	Sem II	Honours (AECC)	Total Marks	Marks Obtained	Marks Percentage

1) Provide the remaining academic details
   a. University last attended
   b. Passing Year
   c. Registration No.
   d. Course Type
2) Category is already selected from the Basic details

For Course type: CBCS

You have to enter all the marks from 1st Semester to 6th Semester

For Course type: No CBCS

You have to enter all the marks from Part I to Part III

Registration Step 4 of 5 : Documents Upload

Upload the necessary scanned images of the documents to attach with the application.

i)   To upload your photo please ensure that you have the soft copy of the photo already stored on your PC. Click on the "Choose File" or "Browse" button to explore your PC.
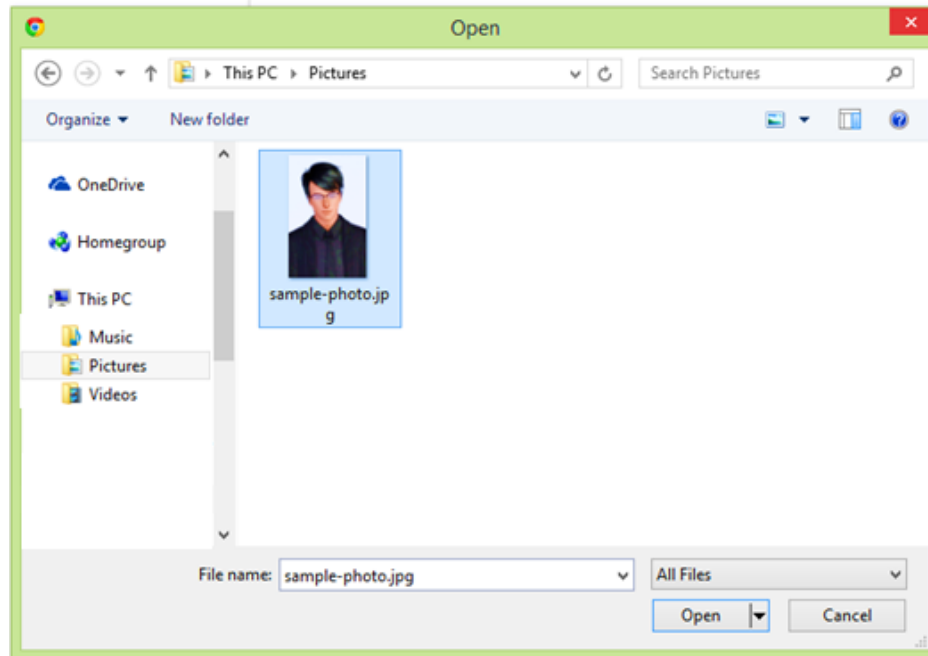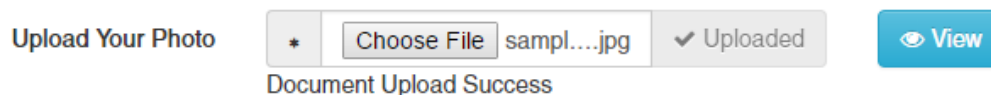
ii)   Please navigate to the appropriate location and select the appropriate image of your passport sized photo and click Open. You may also double click on the image to select and open at once.

iii)   The select window shall close and the image shall be uploaded. The upload confirmation along with the "View" button will be visible.

Upload Documents:

Please follow the similar process as explained above to select the scanned copies of the required documents as mentioned for uploading.

Students Manual – Online Admission System by http://www.TechnoDG.com
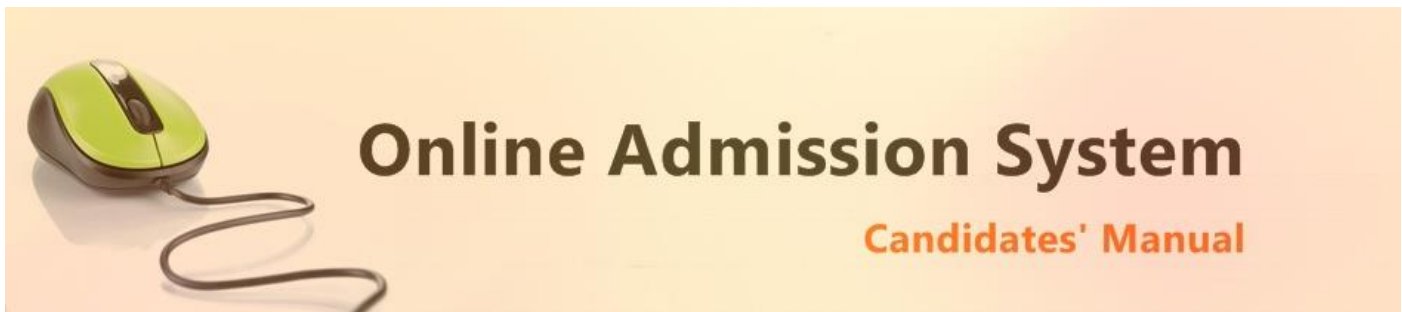
Registration Step 5 of 5: Finalization & Submission of Application

The Step 5 of registration provides option to process the FINALIZATION & CONFIRMATION of the application. Please double check all the details before confirmation.

Once the form is confirmed and following details would be LOCKED and may NOT be EDITED/RECTIFIED any further.

1) Applicant Name
2) Category
3) Subject & Marks

Once the application is confirmed and submitted, the Final Application form is ready for viewing and printing. Click on the "**Print Application Form**" button to print the application.

Students Manual – Online Admission System by http://www.TechnoDG.com

Online Admission System

Candidates' Manual

Candidate Name: SAMPLE NAME

Important Note :

1. Please click on **"Confirm and Submit Application"** to finalize your application form.
2. Please make the necessary changes before **finalizing the application**. After **finalization the application data cannot be modified**.
3. After finalization, please take a print out of your application form for future correspondence with the college

Application Status :

✔ Confirmed

← Previous

🖨 Print Application Form

Bidhannagar College
Online Application Form for Session : 2023-2024

Application No :	BNCPG23MA0018	Application Date :	01/09/2023	
Course :	MA	Date of Birth	22-July-2009	
Category:	UNRESERVED	Subject Applied	EDUCATION	SAMPLE
Candidate Name :	SAMPLE NAME	Shiksha Student ID:		
Mobile :	9999999999	ABC ID:		
Email :	sfsdf@lksald.asd	Aadhaar:	555555555555	
Gender :	MALE	Religion:	BUDDHISM	
Marital status:	SINGLE	Nationality:	INDIAN	

Father's Details			
Name: ASKDLKL	**Mobile:** 5787877878	**Email ID:** lksalfkl@klk.asds	
AADHAAR: 546445454545	Occupation: BUSINESSMAN	Qualification: 4TH PASSED	

With the final submission & confirmation the online application shall be deemed as complete and accepted for further verification and processing towards admission to the institute. The candidates shall be intimated through SMS or website notification about the Merit list publication and Counselling dates and further procedures.

The Competent Authority reserves the right to cancel any application/candidature at its discretion and no correspondence in this regard will be entertained from the applicant.

Wrong declaration /submission of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.