

General Information for Undergraduate Degree Courses Admission, 2021

- **Only online** application for admission to three years (6 semesters) B.A./B.Sc. Honours and General courses under CBCS pattern of The University of Burdwan for the Academic Session 2021-22 will be accepted from 02.08.2021 to 20.08.2021.
- Application Forms, other relevant information and Online payments will be carried out through the Official Website of the College admission: www.hwcadmissions.com
- A candidate can apply for **any number of Honours and General courses**. For each **Honours / General Course, a separate application** form will be generated.
- Candidates are requested to give **mobile number** and **e-mail ID** with care during the online form fill up process. **Important information regarding admission** will be communicated to the candidates through **SMS to their registered mobile numbers** only. **Candidates** are also **instructed** to follow the **college website daily** for important **dates, notices and corrigenda**. **No request** for any **change in the schedule** for not receiving **SMS** in time will be entertained.
- No physical presence of the candidates or any related person will be required at college campus during the process of admission vide Notification No. 706-Edn(CS)/10M-95/14 dated 13.07.2021 issued by Department of Higher Education, Govt. of West Bengal and subsequent notification issued by The University of Burdwan on 23.07.2021.

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Important information before filling up the on-line application form:

1. Application for admission does not guarantee enlistment. Only Valid applications will be considered.
2. Admission is granted only to deserving candidates strictly on the basis of Merit. Merit Panel will be prepared based on Merit Score/Marks (for details, see Selection Criteria) and the reservation policy of Government of West Bengal. The Merit lists will be prepared in the descending order of Merit Marks. In case of a tie, preference will be given to higher subject marks, wherever applicable.
3. A candidate is responsible for the data provided in the application form. Her candidature will stand cancelled if any discrepancy is observed in the information provided at any stage of the admission process and even after admission process gets over.
4. All admissions are provisional, until registration of candidate is finalized by The University of Burdwan. Admission of any candidate shall be cancelled, if found to be in contravention of the University Regulations and Restrictions, or in contravention of any rule framed by the college authorities, even though detected afterwards of admission.
5. In matters of dispute, the decision of the Head of the Institution will be considered as final and indisputable.
6. The College has 17 departments out of which 16 offer Honours in Arts and Science General Courses in B.A. and B.Sc. are also offered.
7. Candidates who have passed Higher Secondary or equivalent examination in 2018, 2019, 2020 and 2021 conducted by boards approved by the University are eligible for application.
8. As per the norms of the University of Burdwan, the candidates who have passed 10+2 examination with at least five subjects (excluding Compulsory Environmental Studies) of 100 marks each including at least one language subject either English or Bengali may be considered for admission in the 1st semester class, if otherwise eligible.
9. Students passing 10+2 level with vocational Engineering and Technology/Vocational Agriculture/ Vocational Business and Commerce are asked to apply on-line for admission to B.A. / B.Sc. (General) Course for the session 2021–2022. The applicants can apply for general course(s) as they want, provided they satisfy the eligibility criteria in the concern course.
10. **As per Notification No. 706-Edn(CS)/10M-95/14 dated 13.07.2021, no application fee is to be paid for application; however it should be noted that submission of more than one application for the same course may lead to cancellation of her candidature.**

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11. Admission: After the publication of the merit list in College website as an alternative way of communication, SMS will be sent to the merit listed candidates (phase wise, which will be notified accordingly in website), intimating the same. (Candidates are also instructed to follow the official website as well in case of any delay in receiving SMS). After that, they are required to log in to their online account and upload the following documents-

- Scanned copy of Original **Mark Sheet of Higher Secondary or Equivalent Examination.**
- Scanned Copy of Original **proof of Date of Birth** (Admit Card/ certificate of Madhyamik Examination).
- Scanned Copy of Original **Caste Certificate** issued by the Competent Authority (Issued by SDO/DM). Caste Certificate from other State will not be accepted.
- Scan copy of Original **Physically Challenged Certificate** from Competent Authority, certifying at least **40% physical disability.**
- Scanned copy of Certificate as per Annexure- C of O.M. 325/PAR(AR)/3P-1/2019 dated 09.07.2019 claiming reservation for **Economically Weaker Sections (EWS).**

After successful upload of above-mentioned documents, candidates have to confirm their admission by paying the stipulated admission fees for the subject selected using debit card / credit card / net banking. Fees structure for all Honours and General subjects will be available on the website.

12. Reservation of seats for SC/ST/OBC-A/OBC-B candidates will be as per the existing rules of the Government of West Bengal (No. 1084(20)-Edn (U)/EH/1U/-89/13 dated 07.12.2018 read with No. 07-Edn (U)/1U-89/13,- dated 02.01.2014). Certificate from competent authority (e.g. SDO) must be produced for claiming such reservation. Certificate issued from members of Parliament, Assembly or local bodies (e.g. Panchayat, Municipality etc.) will not be accepted and such candidates will be considered as candidates of General Category. Certificate issued in favor of parents or siblings and documents in favor of submission of application for these certificates will also not be accepted for this purpose. Candidates having Certificate issued by States other than West Bengal will be treated as General Category for admission.

13. One seat in each Honours subject will be allotted to State-level sports person on production of supporting documents if they satisfy other eligibility criteria for admission.

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14. According to regulations of Burdwan University, 5% seats are reserved from each category for physically challenged students. If there are no such applicants the reserved category percentage remains as notified.
15. Hostel facilities are available. Allotment of seats will be in accordance to merit as well as distance from residence of candidate.
16. Changes in above-mentioned guidelines will be notified only in **www.hwcadmissions.com**

Principal
Hooghly Women's College