

Welcome to Falakata College

Falakata , Alipurduar

[website: www.falakatacollege.org.in , www.admissionfalakatacollege.org.in]



Falakata College was established on 19th September, 1981. Since then it has remained both in the field of Education and Sports, as one of the important College of North Bengal. It is a Government aided Degree permanently College, affiliated to the University of North Bengal and enlisted Under Section 2 (f) and 12 (B) of the U.G.C. Act. ,managed by a Governing Body under the control of Directorate of Public Instruction, West Bengal. The College is situated in Falakata, about 1 k.m. away from the National Highway 31. The College Campus is being divided into two parts, a two storied new building and the other is the old one storied building, midst which there is a green playground. The campus is unique for its spacious green forest situated behind the new building. The College has a friendly and congenial ambience for teaching and learning. Under the British Rule Falakata was a Sub-divisional town but after independence, the centre of gravity has been shifted to Alipurduar. As a result, the old glory of Falakata decreased day by day. Surrounded by tea gardens and forests, far away from both the District town Jalpaiguri and Sub-divisional town Alipurduar, the people of Falakata found it very difficult to keep in touch with higher Education. It was an agriculture based area majority of the maximum number of population belonged to backward scheduled class and scheduled tribes. Though the students were eager to get them admitted into Colleges but it was beyond their capacity. Hence, the need for establishing a College was felt. As a result, Falakata College was born on 19th September, 1981. Later the College had been included under section (on) 28.05.1988. 2(f) 12(b) of the UGC Act. The tiny sapling of 1981 is now young flourishing tree which has seen 29 springs in its life and is now meting out education to thousand of students every year. One can't but be amazed at the growth of the institution looking back to the year 1981 when it started functioning with 50/60 students on the roll.

THE GOVERNING BODY OF THE COLLEGE

Sri Suresh Lala	President (Governing Body)
Dr. Hirendra Nath Bhattacharjee	Principal & Secretary
Sri Asoke Kr. Jana	Member (University Nominee)
Dr. Bhaskar Bagchi	Member (University Nominee)
Sri Pradip Kr. Adhikary	Member (Teachers' Representative)
Sri Arpita Dutta (Biswas)	Member (Teachers' Representative)
Sri Ranjan Roy	Member (teachers Representative)
Sri Sablu Barman	Member (teachers Representative)
Sri Dilip Kr. Ghosh	Member (Nonteaching staff representative)
Smt. Muslima Khatun	Member (Nonteaching staff representative)
Sri Ananta Sarkar	General secretary (Students' Union)

Principal

Dr. Hirendra Nath Bhattacharjee

Teaching Staff : -

Department of Bengali:

<u>Name</u>	<u>Designation</u>
Sri Ranjan Roy	Assistant Professor
Sri Sablu Barman	Assistant Professor (Released on lien)
Sri Asish Dhar	Part-time Teacher
Smt. Arpita Roy Moulik	Part-time Teacher
Sri Sanatan Biswas	Guest Teacher

Department of English

<u>Name</u>	<u>Designation</u>
Dr. Mrinal Kanti Sinha	Associate Professor
Smt. Soma Roy Bardhan	Assistant Professor
Dr. Abu Siddik	Assistant Professor
Smt. Dalia Sur	Part-time Teacher
Sri Papan Sarkar	Part-time Teacher

Department of Education

<u>Name</u>	<u>Designation</u>
* One substantive post lying vacant	
Sri Rajesh Barman	Part-time Teacher
Smt. Anjana Barman	Part-time Teacher
Sri Saikat Das	Part-time Teacher (Un-approved)
Sri Partha Saha	Guest Teacher

Department of History

<u>Name</u>	<u>Designation</u>
Sri Pradip Kumar Adhikary	Assistant Professor
Smt. Arpita Dutta Biswas	Assistant Professor
Smt. Debamitra Chattapadhyay	Part-time Teacher
Sri Subhash Barman	Part-time Teacher (Un-approved)
Sri Bidhan Ch Roy	Guest Teacher

Department of Philosophy

<u>Name</u>	<u>Designation</u>
Dr. Uday Sankar Roy Choudhury	Associate Professor
Sri Swapan Kumar Das	Part-time Teacher
Sri Chandan Barman	Guest Teacher
Sri Souvik Barman	Guest Teacher
Sri Manik Barman	Guest Teacher

Department of Political Science

<u>Name</u>	<u>Designation</u>
Dr. Aziz Ahmed	Associate Professor
Smt. Kanika Acharjee	Part-time Teacher
Sri Pintu Sarkar	Guest Teacher
Sri Arup Ghosh	Guest Teacher

Department of Sanskrit

<u>Name</u>	<u>Designation</u>	
Ramjan Ali	Part-time Teacher	* <u>One substantive post lying vacant.</u>
Sri Santo Sarkar	Guest Teacher	
Smt. Dipa Kundu	Guest Teacher	

Department of Economics

<u>Name</u>	<u>Designation</u>	
Smt. Uditā Biswas	Assistant Professor	
* One substantive post lying vacant		
Sri Prosenjit Sarkar	Part-time Teacher (Un-approved)	
Sri Johny Murmu	Guest Teacher	

Department of Geography

<u>Name</u>	<u>Designation</u>
Smt. Alaska Bhadra	Guest Teacher

Department of Physical Education

<u>Name</u>	<u>Designation</u>
Sri Arindam Ghosh	Whole-Time Contractual Teacher

<u>Sr. No.</u>	<u>LIBRARY STAFF</u> <u>Name</u>	<u>Designation</u>
1	Sri Ajoy Kumar Das	Librarian
2	Sri Tapan Ray * One post of Library Clerk lying vacant.	Library Assistant (Casual)
3	Sri Manotosh Ch. Dey	Library Staff (Casual)
4	Sri Manoranjan Biswas	Library Peon
5.	Smt. Gita Ghosh * One post of Library Peon lying vacant.	Library Staff (Casual)

LIST OF NON-TEACHING STAFF

Sr. No.	Name	Designation
1	Sri Tapas Kr. Das Roy	Head Clerk
2	Sri Dilip Kumar Ghosh	Cashier
3	Sri Tapan Kumar Chaudhury	Accountant (Part Time) * One post of accountant is likely to be filled
4	Smt. Muslima Khatun * One post of typist Clerk lying vacant.	Clerk
5	Sri Sahadeb Biswas	Clerk
6	Smt. Mousumi Ghosh	Lady Attendant
7	Sri Gobinda Basfore * One post of 'Sweeper' lying vacant.	Sweeper (Part-time)
8	Smt. Ruma Bhanja	Computer Operator (Casual)
9	Sri Goutam Kundu	Computer Operator (Contractual)
10	Sri Amit Dubey	Computer Operator (Contractual)
11	Sri Bimal Saha	Bearer (Casual)
12	Sri British Saha	Day Guard (Casual)
13	Smt. Ritu Harijan	Sweeper (Casual)
14	Sri Rabindra Nath Das	Guard (Contractual)
15	Ranjan Das * Post of Guard lying vacant.	Guard (Contractual)
16	* Two Post of Peon lying vacant. Sri Ashim Chaki	Office Staff (Daily wage basis)
17	Sri Debojyoti Sarkar	Office Staff (Daily wage basis)
18	Abdus Satter	Office Staff (Daily wage basis)
19	Chandana Ball	Office Staff (Daily wage basis)
20	Ekramul Islam	Office Staff (Daily wage basis)

Online Admission 2015-2016

Notification Dt. 30.05.2015

As per the order no. 908-Edn (CS)/10M-95/14, dated 11.11.2014 of Higher Education Department, Govt. of West Bengal, from the Academic year 2015-2016, admission to Under Graduate (Honours & General) in State-Aided Higher Educational Institutions in West Bengal (except institutions recognized as minority institutions) shall be through online-merit-based admission system.

Students passing H.S. (10+2) Examination from WBCHSE or other Recognised Boards Provided he/she has passed with at least Four subjects with English as Compulsory subject, excluding Environmental studies/Science/Education are eligible to get application forms from the college website (www.admissionfalakatacollege.org.in & also a link www.falakata.org.in) Intending and eligible candidates are to submit separate application forms for Honours and / or General Stream. Admission is made strictly on the basis of merit and as per procedure laid down by the Admission Committee of the college. The dates of Registration, Publication of Merit lists, Admission will be uploaded time to time. If any candidate fails to get himself/herself admitted by the specified date he/she will forfeit his/her claim for admission.

Reservation of Seats: As per Govt. order vide Memo no. 905-TW/EC, dated 12 Sept.-1995, 22% are reserved for SC, 6% for S.T. candidates and as per Govt. order vide memo no. 83-Edn/(T) 10M-48/14, dated 28/02/2014, 10% are reserved for OBC -A, and 7 % for OBC-B candidates including 3% of reservation for Disable students of all categories. All such candidates are required to have the S.C./S.T./OBC-A, OBC-B (, Disability Certificate in support of their claim for admission.

Payment of Rs. 40/- only per application form and requisite bank charge should be paid to any branch of SBI & other banks.

Those students who obtain either (i) 55% marks in aggregate or (ii) 50% in aggregate and 60% in subject are eligible to apply for the admission to Honours Course in the subject concerned.

The SC and ST candidates who obtain (i) 50% marks in aggregate and or (ii) 45% in aggregate and 60% in subject are eligible to apply for the admission to Honours Course in the subject concerned.

Separate Merit List shall be prepared for Honours Course (Subject wise) and General Course. Candidates will be selected according to their Merit Point for each course. Calculation Formula for Merit Point (Honours & General courses) and other necessary information's and schedule for admission are given below.

Courses of Study offered in the college

B.A. Honours

Honours Subject

1. Bengali
2. Education
3. English
4. History
5. Philosophy
6. Political Science
7. Sanskrit

subject Combinations in the Elective category

- Political Science, Philosophy, Education, Economics.
History, Philosophy, Economics, Sanskrit.
Political Science, Philosophy, Education, Economics.
Political Science, Philosophy, Sanskrit, Economics.
History, Education, Economics, Sanskrit.
History, Philosophy, Economics, Sanskrit.
Philosophy, History, Education, Political Science.

Note: Each Honours student will have to take Two general subjects as elective subjects.

Eligibility to Apply for the admission to Honours Course:-

Those students who would obtain either i) 55% marks in aggregate or ii) 50% in aggregate with 60% in subject opted to apply for Hons.

For S.C. , S.T. candidates 50% Marks in aggregate or 45% in aggregate with 60% in subject opted to apply for hons.

B.A. General

Subject Offered:

Elective Bengali, Elective English, History, Philosophy, Political Science, Education, Economics, Sanskrit.

* A student opting for Three year B.A. General Course is required to study three subjects from the following subject groups as combination subjects.

Group A : Elective Bengali / Elective English/ Sanskrit.

Group B : Philosophy / Education.

Group C : History / Political Science

Group D : Economics

N.B. Students willing to take Physical Education / Geography as an optional subject in the General Course, will be required to take Admission in General course first and after Admission they shall have to apply in plain paper with Xerox copy of H.S. Mark sheet & other necessary documents. On the basis of merit point chance will be given.

N.B. Students who will take up Geography (General) and students who are from Science or Commerce stream should have to opt. for Economics as a combination subject.

Total Number of seats in Physical Education (General) – 81

Total Number of seats in Geography (General) – 30

Compulsory subjects for Honours and General Courses:-

- Compulsory Bengali for Bengali Medium / Alternative English for English Medium in B.A. Part-I ,
- Compulsory English in B.A. Part-II and
- Environmental Studies in B.A. Part-III .

Category wise number of seats of different Honours Subjects:-

<u>Subjects</u>	<u>Unreserved</u>	<u>S.C.</u>	<u>S.T.</u>	<u>O.B.C.-A</u>	<u>O.B.C.-B</u>	<u>Total</u>
Bengali	48	19	5	9	6	87
Education	26	10	3	5	3	47
English	48	19	5	9	6	87
History	48	19	5	9	6	87
Philosophy	26	10	3	5	3	47
Political Science	22	9	2	4	3	40
Sanskrit	16	7	2	3	2	30

The following documents are to be verified at the College after Admission

1. On-line applicant's registration receipt.
2. Original of Admit Card of Madhyamik / Equivalent Examination.
3. Original Mark sheet of H.S. / Equivalent Examination.
4. Original Migration certificate in respect of students coming from outside the jurisdiction of West Bengal Council of Higher Secondary Examination (W.B.C.H.S.E.)
5. Original School Leaving certificate.
6. Original S.C. / S.T./ O.B.C./ Disable certificate from S.D.O. for S.C. / S.T. / O.B.C. /Disable students.
7. Two copies of 3.5 c.m. x 4.5 c.m. (recent & unsigned) Photographs of the Applicant.

The following Self-Attested copies are to be Submitted by the applicant at the time of Verification

1. On-line applicant's registration receipt.
2. Bank challan (College copy)
3. Attested copy of Admit Card of Madhyamik / Equivalent Examination.
4. Both side Attested copy of Mark sheet of H.S. / Equivalent Examination.
5. Migration certificate in original for the students from the Boards other than WBCHSE .
6. School Leaving certificate in Original.
7. Attested copy S.C. / S.T./ O.B.C./ Disable certificate for S.C. / S.T. / O.B.C. /Disable students.
8. Two copies of 3.5 c.m. x 4.5 c.m. (recent & unsigned) Photographs of the Applicant.

Fees Structure :-

Candidates have to pay their admission fees in S.B.I., Falakata Branch.

FEE STRUCTURE

During Admission to B.A. Hons./Gen. 1st Year

Session: 2015-2016

The fee structure is quoted in the following:

Type of Fees	For Honours Course	For General Course
Admission Fee	100.00	50.00
Library caution money	75.00	60.00
University Registration Fee	250.00	250.00
Social Fee	40.00	40.00
Tuition Fee	75.00	50.00
College Examination Fee	50.00	50.00
Development Fee	200.00	200.00
Identity Fee	30.00	30.00
Library Fee	50.00	40.00
Electricity Fee	50.00	50.00
Students Welfare Fee	30.00	30.00
Students Union Fee	20.00	20.00
Students Health Fee	05.00	05.00
Magazine Fee	30.00	30.00
Sports and Game Fee	35.00	35.00
Common-Room Fee	10.00	10.00
Saraswati Puja Fee	25.00	25.00
University Sports and Game Fee	90.00	90.00
Geography Enrolment Fees (Monthly)	-	250.00
Geography Lab Caution Money	-	200.00

- **Total Admission Fees for Honours Students(with out Bank Charges):- Rs. 1,315.00**
- **Total Admission Fees for General Students(with out Bank Charges):- Rs. 1,165.00**
- **Total Admission Fees for Geography General Students(with out Bank Charges):- Rs. 2,115.00**

Tentative Schedule for Online-Admission in HONOURS COURSE (2015-16)

1. **On line application: from 4/6/15 to 10/6/15(up to 12pm)**
For others (Bank Challan) - 12/6/15(up to Banking hours)
2. **Publication of Merit list (All Honours & General)- 13/6/15 at 2 pm**
3. Date of Publication of 1st Merit list of selected candidates eligible for admission([All Honours General Category](#))-15/6/15
Date of Payment at Bank - 16/6/15 & 17/6/15
Date of Physical verification - 17/6/15 & 18/6/15
4. Date of Publication of 2nd Merit list of selected candidates eligible for admission([All Honours General Category](#)) 19/6/15
Date of Payment at Bank -20/6/15 & 22/6/15
Date of Physical verification -22/6/15 & 23/6/15
5. Date of Publication of 3rd Merit list of selected candidates eligible for admission([All Honours General Category](#)) 24/6/15
Date of Payment at Bank -25/6 /15 & 26/6/15
Date of Physical verification - 26/6/15 & 27/6/15
6. Date of Publication of 1st Merit list of selected candidates eligible for admission([All Honours Reserve Category](#)) 29/6/15
Date of Payment at Bank -30/6/15 & 1/7/15
Date of Physical verification -1/7/15 & 2/7/15
7. Date of Publication of 2nd Merit list of selected candidates eligible for admission([All Honours Reserve Category](#)) 03/07/15
Date of Payment at Bank - 4/7/15 & 6/7/15
Date of Physical verification -6/7/15 & 7/7/15
8. Date of Publication of 3rd Merit list of selected candidates eligible for admission([All Honours Reserve Category](#)) 08/07/15
Date of Payment at Bank - 9/7/15 & 10/7/15
Date of Physical verification - 10/7/15 & 11/7/15

Tentative Schedule for Online-Admission in GENERAL COURSE (2015-16)

9. Date of Publication of 1st Merit list of selected candidates eligible for admission(All General course, General Category) 13/07/15
Date of Payment at Bank -14/7/15 , 15/7/15 & 16/7/15
Date of Physical verification - 15/7/15, & 16/7/15 & 17/7/15
10. Date of Publication of 2nd Merit list of selected candidates eligible for admission(All General course, General Category) 18/7/15
Date of Payment at Bank -20/7/15, 21/7/15 & 22/7/15
Date of Physical verification -21/7/15, 22/7/15 & 23/7/15
11. Date of Publication of 3rd Merit list of selected candidates eligible for admission(All General Course, General Category) 24/07/15
Date of Payment at Bank -25/7/15, 27 /7/15 & 28/7/15
Date of Physical verification -27/7/15, 28 /7/15 & 29/7/15
12. Date of Publication of 1st Merit list of selected candidates eligible for admission(All General Course, Reserve Category) 30/07/15
Date of Payment at Bank -31/7/15, 1/8/15 & 3/8/15
Date of Physical verification -1/8/15, 3/8/15 & 4/8/15
13. Date of Publication of 2nd Merit list of selected candidates eligible for admission(All General Course , Reserve Category) 05/08/15
Date of Payment at Bank- 6/8/15, 7/8/15 & 8/8/15
Date of Physical verification -7/8/15, 8/8/15 & , 10/8/15

Attendance in Classes

As per University rules, a student is required to attend at least 75% of classes held in each subject. Otherwise the student will not be eligible to appear at the University Examinations.

In honours course the attendance of Honours students in each subject is to be followed more strictly. The concerned department may take necessary step against the defaulter.

Facilities/ Benefits provided by the College:-

Library: The College has a rich Library with more than Eighteen thousand books of different subjects including references. Students are provided with a Readers card for the Reading Room of the Library and a Borrowers Card which enable them to take out books on loan. These cards are not transferable and must be returned at the end of the session. Computerization of the Library is under processing. In the reading room there is a complete catalogue of the books and journals of the Library for the users. The students are required to submit requisition slips according to their dates in the counter within 1.00 p.m. All the rules and regulations of the Library are clearly described in the Notice Board of the Library. For any kind of information or help students are required to contact the Library Staff or official in-charge in the Library. The Library remains open from 11.00 a.m. to 4.30 p.m. during weekdays and from 11.00 a.m. to 1.30 p.m. on Saturday.

National Service Scheme (N.S.S.) : Falakata college has two (2) units, and one (1) is going to be opened soon with the affiliation of North Bengal University. N.S.S. volunteers under the guidance of Programme Officers try their best to maintain NSS motto: NOT ME BUT YOU with their full potentiality. Besides holding special camps in the outskirt villages, regular activities include tree plantation, organization of free Eye Examination Camp, Blood Donation Camp, Organization of Health Awareness Program , Science Awareness Program, AIDS Awareness Program etc. In special camps, N.S.S. volunteers distribute free medicine, arrange free medicinal check-up and also organize cultural competition and many other social activities .The N.S.S. activities help to integrate college education with the needs and demands of its social environment. Willing students are advised to contract Dr. Abu Siddik & Prof. Rajesh Barman, Programme Officers of Unit- II and Unit- III .

National Cadet Corps. (N.C.C.) : Falakata College has one NCC unit under 61 Bengal Bn. All able bodies student (both boys & girls) are encouraged to join the NCC unit of the college. Over the years NCC Cadets of the college participate in NCC Camps, Social work, Cultural activities etc. and earn distinction through their commendable performance. Willing students are advised to contract Prof. Pradip Kumar Adhikary, ANO of the college unit.

Cell for Anti-Harassment of Women: Falakata College has a cell for Anti-Harassment of women and the college will instantly stand for help and necessary steps or action.

Anti-Ragging Cell: The college has a Anti-ragging cell to protect any type of ragging if found that any student is involved in ragging another student in the college premises the cell must take necessary steps of punishment against the student involved.

Games & Sports : The college has very infrastructure for Games & Sports. There is a large play ground within the college campus. Games and Sports are both conducted by the Department of Physical Education of the college. The college has a good record of success in Football, Kho-Kho, Badminton in the last few years in the Inter Non Govt. college Athletic & Football Champion both in the District and State Level as well as in the University Inter College Level.

Entry in Service Scheme : UGC sponsored 'Entry In Service Scheme' is running in the college. The job seekers mainly from S.C., S.T., O.B.C. including Minority categories are getting the opportunity to attend the classes held for their purposes. This scheme offers help and guidance to the candidates interested in S.S.C. , P.S.C., and other competitive examinations.

Students' Aid Fund : The Poor and meritorious students are provided financial supports from the Students' Aid Fund of the college.

Free Studentship : As per Govt. rules 10% of students are awarded Full free and Half-free student ship every year.

Students' Health-home : The students are provided First-Aid facility from the college. The college also bears the expense for medicine to a limited extend.

Grievance Redressal Cell: The College has a Grievance Redressal cell that takes care of the Grievance of the students. The students are to let the authority know about their grievances in a sealed envelope dropped in the specified box.

College Canteen: The College has a Canteen which remains open during college hours. It caters to the need of students and Employees of the College.

Students' Union : The college Students' Union is run on an election basis with full membership rights for every student. Students' Union helps the students to develop their internal qualities.

Common Room: The college provides separate common room with wash room facilities to both the boys and the girls students.

P.G. Admission & Examination Centre (Under Distance Mode of Education, NBU):

The college has a centre for P.G. admission and Examination under distance mode of education, University of North Bengal. It offers the following subjects:- English, Bengali, History, Pol. Science, Philosophy, Mathematics & Nepali.



Falakata College

[ESTD. 1981]

Falakata, Alipurduar

Application Procedure

Read the following instructions and be sure of the eligibility for applying in different courses (see Subject-wise Eligibility Criteria list, Admission Notice and Prospectus portal very carefully) before submission of Application Form.

An applicant can apply for 1 Honours Subject in a Single Form. An applicant can apply for maximum 1 General Courses (B.A.) by Single Form.

Application/Registration Charge : Rs. 40 for a Single form (Bank charges extra)

BANK CHARGE

Per Transaction Amount	Charges for payment using online sbi	Charges for payment using other Bank's Internet Banking (Including Associate Bank's INB)	Charges for payment using SBI ATM cum Debit cards	Charges for payment through SBI branches by cash/cheque.	Charges for payment using other Bank's debit and credit cards for collections for Education/ Government Sector Customers	Charges for payment using other Bank's debit and credit cards for collections for all other Corporate Customers
Upto Rs. 1 Lac	Rs. 10/-	Rs. 15/-	Rs. 10/-	Rs. 50/-	0.75% of Transaction value for transaction upto Rs. 2000/- (min. Rs. 11/-) and 1% for transaction value above Rs. 2000/-	Conveniences fees of 1.8% of Transaction amount (Min. Rs. 11/-) from payers

NOTE : * Fees once paid cannot be refundable.

KEEP IN MIND (for future correspondence) :

Applicant's User Id : Auto-generated Application Id No. (mentioned in their printed Form)

Applicant's Password : Applicant's Date of Birth (DD/MM/YYYY)

APPLY IN DIFFERENT COURSES

- Apply in Honours Course** : The applicants, who are willing to apply in Honours Course, have to use "APPLY IN HONOURS" button.
- Apply in General Course** : The applicants, who are willing to apply in General Course, have to use "APPLY IN GENERAL" button.

SUBJECT CHOICE:

- For Honours Course** : The Honours candidates have to select One Honours Subject and Two General Subjects as per the Subject Combination Table (see Admission Notice and Prospectus portal).
- For General Course** : The General candidates have to select Three General Subjects as per the Subject Combination Table (see Admission Notice and Prospectus portal).

NOTE : i) Applicants may choose General Subject(s) as per their choice. But finally the said subject(s) will be offered to him/her on availability or eligibility at the time of admission.

All the Fields are mandatory. Incomplete Forms will be treated as cancelled.

STEP-BY-STEP PROCESS :

STEP 1 : (SUBMISSION OF APPLICATION FORM)

Before filling in Form, applicants have to scan their recent passport size photograph for uploading it in the Form by using CHOOSE FILE button (Size of photograph should not more than 100 kb). They have to click "APPLY ONLINE" button to submit necessary data like name, date of birth, address, caste/category, contact no., subject marks etc. very carefully.

STEP 2 : (CONFIRMATION OF FORM, PAYMENT OF REGISTRATION FEES AND PRINT OUT OF FORM & PAYMENT SLIP/BANK CHALLAN)

After submitting that, a Confirm Page of the Form will be displayed in the monitor for Confirmation of all data by the applicants and they have to select Payment Option ("Online Payment" / "Offline Payment") for payment of the Application Fees. (Applicants may click "BACK" button for any correction, and submit again)

- i) **PAYMENT THROUGH ONLINE** : If the applicants wish to pay requisite Application Fees by using Credit Card/ Debit Card/IMPS/Net Banking, they have to click "ONLINE PAYMENT" button and then follow step-by-step process. In this process they have to take print out of Form & Online Payment Slip and submit the Form and Xerox copy of this Payment Slip & other Original documents to the college office at the time of Verification .
- ii) **PAYMENT THROUGH OFFLINE** : If the applicants wish to deposit requisite Application/Registration Fees through Bank Challan, they have to click "OFFLINE PAYMENT" button and take printout of the Form and THREE PARTS OF BANK CHALLAN, of which
- a) the *Bank Part* has to be submitted to any branch of **STATE BANK OF INDIA** with requisite Application / Registration Fees,
 - b) the *College Part* has to be submitted to the college office at the time of Verification and
 - c) the *Student Part* is for record keeping by the student.

NOTE : Without payment of Application/Registration Fees, No forms will be considered for Merit List.

STEP 3 : (PAYMENT STATUS CHECKING)

Applicants are advised to check the Payment Status of their Forms after four hour from the date of depositing/ payment of application fees, through "PAYMENT STATUS" button by using their Application ID No. as User ID and Date of Birth as Password. The Form will be displayed as "PAID"; otherwise, it will be displayed as "UNPAID". **If the Form is not displayed as "PAID" even after four hour from the date of depositing/payment of application fees, the applicants are advised to contact with the Bank and take necessary steps within 12.06.2015 within bank hour positively. Only "PAID" Forms will be considered for Merit List.**

NOTE : After completion of STEP 3, applicants are advised to follow the Merit List and Admission Notice that will be published in this website (www.falakatacollege.org.in) & also College notice board. Nothing is required to be sent to the college.

PRINT OUT OF DUPLICATE APPLICATION FORM & BANK CHALLAN :

Applicants may take print out of Duplicate Application Form and Bank Challan through "PRINT DUPLICATE APPLICATION FORM & BANK CHALLAN" button by using their Application ID No. as User ID and Date of Birth as Password even after Submission of forms within 12.06.2015 .

FORM CORRECTION :

Applicants may edit/correct their Forms (Except Date of Birth) through "FORM CORRECTION" button by using their Application ID No. as User ID and Date of Birth as Password in any time within 10.06.2015.

MERIT POINT CALCULATION FORMULA (FOR HONOURS COURSE):

$$\text{Merit Point} = \frac{2S + T}{6}$$

2S = Marks obtained in the subject opted for Honours x 2

T = English Marks + Marks obtained in the subject opted for Honours + Best Marks of only other two subjects (Excluding the marks secured in Environment Studies/Science/Education and Marks obtained in the subject opted for Honours.)

Example = MERIT= 2 x 60 (Honours Subject) + 65 (English) + 60 (Honours subject)
+70 + 75 (Best Two Subjects)
= $\frac{2 \times 60 + 65 + 60 + 70 + 75}{6}$
= 65

MERIT POINT CALCULATION FORMULA (FOR GENERAL COURSE):

$$\text{Merit Point} = \frac{T1}{4}$$

T1 = Marks Obtained in English + Best of Other Three Subjects(Excluding the marks secured in Environment Studies/Science/Education)

Example = MERIT= 60 (English marks) + 75 + 72 + 63 (Best of other Three Subjects) / 4
= $\frac{60 + 75 + 72 + 63}{4}$
= 67.5

HELP LINE :

If any difficulty arises in applying online, students may feel free to contact through college' email falakatacollege@gmail.com , falakatacollege@yahoo.co.in

Work Flow Diagramme

First of all, be sure of the ELIGIBILITY for applying in different courses very carefully. Then

