

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 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, WestBengal. 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 three storied new building and the other is the old two storied building, midst which there is a green playground. The campus is unique for its spacious green forest situated behind the old 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 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 2(f) 12(b) of the UGC Act. on 28.05.1988. The tiny sapling of 1981 is now young flourishing tree and is now catering education to thousands 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 Sures Lala	President (Governing Body) DPI Nominee
Dr. Hirendra Nath Bhattacharjee	Principal & Secretary
Sri Ranesh Roy Talukdar	DPI Nominee
Dr. Goninda Chandra Dey	Member (University Nominee)
Sri Kanak Kumar Singha	Member (University Nominee)
Dr. Aziz Ahmed	Member (Teachers' Representative)
Sri Pradip Kr. Adhikary	Member (Teachers' Representative)
Sri Arpita Dutta (Biswas)	Member (Teachers' Representative)
Sri Ranjan Roy	Member (Teachers Representative)
Sri Tapas Kumar Das Roy	Member (Non-teaching staff representative)
Sri Manoranjan Biswas	Member (Non-teaching staff representative)
Sri Sirshendu Maitra	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 Alope Ray	Assistant Professor
* One (1) substantive posts lying vacant	
Sri Ashish Dhar	Part-time Teacher (Govt. approved)
Sri Sanatan Biswas	Guest Teacher
Smt. Priyanka Debnath	Guest Teacher

Department of English

<u>Name</u>	<u>Designation</u>
Dr. Mrinal Kanti Sinha	Associate Professor
Smt. Soma Roy Bardhan	Assistant Professor (Released on lien)
Dr. Abu Siddik	Assistant Professor
Smt. Dalia Sur Chanda	Part-time Teacher (Govt. approved)
Sri Papan Sarkar	Part-time Teacher (Govt. approved)

Department of Education

<u>Name</u>	<u>Designation</u>
Sk. Rafikul Islam	Assistant Professor
* One (1) substantive post lying vacant	
Sri Rajesh Barman	Part-time Teacher (Govt. approved)
Smt. Anjana Barman	Part-time Teacher (Govt. approved)
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
Dr. Subrata Debnath	Assistant Professor
Smt. Debamitra Chattopadhaya	Part-time Teacher (Govt. approved)
Sri Subhash Barman	Part-time Teacher (Un-approved)
Sri Bidhan Ch Roy	Guest Teacher

Department of Philosophy

<u>Name</u>	<u>Designation</u>
Smt. Sanchita Chakraborty	Assistant Professor
* One (1) substantive post lying vacant	
Sri Swapan Kumar Das	Part-time Teacher (Govt. approved)
Sri Chandan Barman	Guest Teacher
Sri Souvik Barman	Guest Teacher
Sri Manik Barman	Guest Teacher

Department of Political Science

Name

Dr. Aziz Ahmed
Sri Abhiranjan Barman
Smt. Kanika Acharjee
Sri Pintu Sarkar
Sri Arup Ghosh

Designation

Associate Professor (Released on lien)
Assistant Professor
Part-time Teacher (Govt. approved)
Guest Teacher
Guest Teacher

Department of Sanskrit

Name

* One substantive post lying vacant.

Ramjan Ali
Sri Santo Sarkar
Smt. Dipa Kundu

Designation

Part-time Teacher (Govt. approved)
Guest Teacher
Guest Teacher

Department of Economics

Name

Smt. Udita Biswas
Sri Sisir Das
Sri Prosenjit Sarkar
Sri Johnny Murmu

Designation

Assistant Professor
Assistant Professor
Part-time Teacher (Un-approved)
Guest Teacher

Department of Geography

Name

Smt. Alaska Bhadra
Jannatul Ferdoush

Designation

Guest Teacher
Guest Teacher

Department of Physical Education

Name

Sri Arindam Ghosh
Sri Subhra Saha

Designation

Whole-Time Contractual Teacher (Govt. approved)
Guest Teacher

Department of Environmental Studies

Name

Smt. Shyamali Adhikary

Designation

Guest Teacher

<u>Sr. No.</u>	<u>LIBRARY STAFF</u> <u>Name</u>	<u>Designation</u>
1.	Sri Ajoy Kumar Das	Librarian (Permanent)
2.	Sri Tapan Kumar Ray * One post of Library Clerk lying vacant.	Library Assistant (Casual)
3.	Sri Manoranjan Biswas	Library Peon (Permanent)
4.	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.	* The post is likely to be filled in.	Accountant
4.	Smt. Muslima Khatun * One post of typist Clerk lying vacant.	Clerk
5.	Smt. Mousumi Ghosh	Lady Attendant
6.	Sri Gobinda Basfore * One post of 'Sweeper' lying vacant.	Sweeper (Part-time)
7.	Sri Manotosh Ch. De	Office Staff (Casual)
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 Posts of Peon lying vacant. Sri Ashim Chaki	Office Staff (Casual)
17.	Sri Debojyoti Sarkar	Office Staff (Casual))
18.	Abdus Satter	Office Staff (Casual))
19.	Chandana Ball	Office Staff (Casual))
20.	Ekramul Islam	Office Staff (Casual))

Online Admission 2017-2018

Notification Dt. 03.06.2017

As per the order no. ED-1747/2017,500-Edn/(CS)/10M-95/16, Dt. 08.05.2017 of Higher Education Department, Govt. of West Bengal, from the Academic year 2017-2018, 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 Recognized 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, and Disability Certificate in support of their claim for admission.

Payment of Rs. 100/- only per application form and requisite bank charge should be paid to any branch of SBI.

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.

As per North Bengal University's regulation for admission into B.A./B.Sc./B.Com. (Honours & General) degree course the candidate qualifying his/her Higher Secondary or equivalent exam in the Vocational stream are not allowed to take admission into Honours Course.

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 shall have to apply separately. On the basis of merit point chance will be given.

N.B. Students who are from Science or Commerce stream & Vocational Stream should have to opt for Economics as a combination subject.

Geography- Economics/History/ Sanskrit/Philosophy/ Political Science

Physical Education- Economics/History/ Political Science, Philosophy/Education/Sanskrit

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

Category wise number of seats of different Honours Subjects:-

Subjects	Unreserved	S.C.	S.T.	O.B.C.-A	O.B.C.-B	Total
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 Bank Payment/ Challan receipt.
2. Hard copy of the application form.
3. Original of Admit Card of Madhyamik / Equivalent Examination.
4. Original Mark sheet of H.S. / Equivalent Examination.
5. 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.)
6. Original School Leaving certificate.
7. Original S.C. / S.T./ O.B.C./ Disable certificate from S.D.O. for S.C. / S.T. / O.B.C. /Disable students.

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

1. Copy of On line Bank Payment/Challan receipts.
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: 2017-2018

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 (July to Sept.)	225.00	150.00
College Examination Fee	50.00	50.00
Development Fee	300.00	300.00
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	120.00	120.00
Geography Enrolment Fees (July to Sept.)-		750.00
Geography Lab Caution Money	-	200.00

- **Total Admission Fees for Honours Students(with out Bank Charges):- Rs. 1,445.00**
- **Total Admission Fees for General Students(with out Bank Charges):- Rs. 1,295.00**
- **Total Admission Fees for Geography General Students(with out Bank Charges):- Rs. 2,245.00**

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.

Email: falakatacollegelibrary@yahoo.in

National Service Scheme (N.S.S.): FalakataCollege 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 outskirts 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 contact 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 contact Prof. Pradip Kumar Adhikary, ANO of the college unit.

Self-financing courses

- The college has been running a **Computer Course (Computer Literacy And Training Program)** in collaboration with **WEBEL Technology Ltd.** for the benefit of the students. The course has been subjected to regular review to suit the requirements of the students. The duration of this course is for **2 Years**. A nominal course fee of **Rs 1,200/-** per annum is charged per student for the smooth running of this self financing Program. The certificates awarded on successful completion of the course are issued by **Webel Technology Ltd.** (A Govt. of West Bengal undertaking).

The motivation behind running this course is to give students proper grounding in the versatile use of computers against minimum effort and expense. All students are expected to participate in this program so that they may equip themselves beyond their degree course for any future career options they may wish to pursue.

Course	Duration	Course fees Complete course	Fees to be paid at the time of admission
Computer Literacy & Training Program (CLTP)	2 years	Rs. 1200/- x 2 = Rs.2400/-	Rs. 1200/-

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 an 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 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, and 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.

The College has also a Study Centre (P.G.) under distance mode of Rabindra Bharati University. The following subjects are taught English, Bengali, History, Political Science, Education, Sanskrit and Environmental Studies.

Academic Details

<i>PARTICULARS</i>	<i>DATES</i>
<i>Admission : B.A 1st Year Hons. & General Courses</i>	<i>within 30 days of publication of Higher secondary Examination</i>
<i>Provisional Admission (B.A 2nd Year & 3rd Year)</i>	<i>within 15 days of completion of Final Examinations</i>
<i>Final Admission(B.A 2nd Year & 3rd Year)</i>	<i>within 15 days of publication of Final Results.</i>
<i>Registration Form Fill-up</i>	<i>within 30 days of completion of admission into 1st Year</i>
<i>Commencement of classes</i>	<i>1st , 2nd & 3rd Year (Hons.) : 15th July 1st , 2nd & 3rd Year (Gen.) : 2nd August</i>
<i>First Term Unit Test Examination (Hons.)</i>	<i>1st week of Sept.</i>
<i>First Term Unit Test Examination (Hons.)</i>	<i>1st week of Sept.</i>
<i>Second Term Unit Test Examination(Hons.)</i>	<i>1st week of Dec.</i>
<i>Form Fill-up for Final Examination</i>	<i>1st week of Feb.</i>
<i>Final Examination B.A Hons. & General</i>	<i>From April to June</i>
<i>Educational Excursion of Geography Deptt. (2nd Yr. Gen.)</i>	<i>1st week of February</i>
<i>Field Study of Education Deptt</i>	<i>2nd week of February</i>
<i>Submission of ENV.S. project</i>	<i>3rd week of February</i>
<i>Youth parliament for the students of Pol. Science :3rd Yr. Gen.</i>	<i>3rd week of November *** Within first/ second week of August to attend the assembly house, Kolkata.</i>

<i>Gen</i>	<i>August to attend the assembly house, Kolkata</i>
<i>Interactions & meetings</i>	<i>Teacher–students Interactions: 1st Interactions-last week of August, 2nd Interactions-last week of November</i> <i>Meeting with gurdians: 1st week of December</i>
<i>Free – studentship</i> <i>Students Aid Fund</i>	<i>Free studentship is provided to poor and meritorious Students' at the time of Final Admission</i> <i>Financial Assistance is given to poor students of B.A. 1st, 2nd & 3rd year at the time of filling up Exams Form.</i>

Cultural Function & Sports

<i>PARTICULARS</i>	<i>DATES</i>
<i>Freshers' Welcome</i>	<i>2nd week of August</i>
<i>Annual Sports</i>	<i>Last week of November</i>
<i>Annual cultural programe & Magazine publication</i>	<i>Last week of December</i>
<i>Swaraswati Puja</i>	<i>January-February as per schedule</i>
<i>Physical Education Programme</i>	<i>Selection through Field test and Merit Points</i>

Students Union Election

Students' Union Election

within 31st

N.C.C & N.S.S

<i>N.C.C Programme</i>	<i>Application issued after admission of B.A 1st Year and procedures completed within 15 days.</i>
<i>N.S.S Programme</i>	<i>Application issued after admission of B.A 1st Year and procedures completed within 15 days</i>

Celebrations/Observations Day

<i>PARTICULARS</i>	<i>DATE</i>
<i>Independence Day</i>	<i>15th August</i>
<i>Sadhavana Day:</i>	<i>20th August</i>
<i>Teachers Day:</i>	<i>5th September</i>
<i>International Literacy Day</i>	<i>8th September</i>
<i>College Foundation Day</i>	<i>19th September</i>
<i>NSS Day</i>	<i>24th September</i>
<i>Birth Day of Gandhiji</i>	<i>2nd October</i>
<i>National Education day</i>	<i>11th November</i>
<i>National Integration Day</i>	<i>9th November</i>
<i>World AIDS day</i>	<i>1 st December</i>
<i>World Human rights day</i>	<i>10th December</i>
<i>Juvaldivas (Birth Day of Swami Vivekananda)</i>	<i>12th January</i>
<i>Birth Day of Netaji Subash Chandra Bose</i>	<i>23rd January</i>
<i>Republic Day</i>	<i>26th January</i>
<i>International Mothers Tongue Day</i>	<i>21st February</i>
<i>International Womens Day</i>	<i>8th March</i>
<i>Birth Day of Dr.B.R.Ambedkar</i>	<i>14 April</i>
<i>Birth day of Rabindra Nath Tagore</i>	<i>9th May</i>
<i>World Environment Day</i>	<i>5th June</i>



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. 100 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/-	Convenience 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.
- Apply in Geography (General)** : The applicants, who are willing to apply in **Geography**, have to use "APPLY IN GENERAL GEOGRAPHY" button.
- Apply in Physical Education (General)** : The applicants, who are willing to apply in **Physical Education**, have to use "APPLY IN GENERAL PHYSICAL EDUCATION" 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 100kb). They have to click "APPLY ONLINE" button to submit necessary data like name, date of birth, address, caste/category, contact no., subject mark setc. 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 print out of the Form and TWO PARTS OF BANK CHALLAN, of which
- the **Bank Part** has to be submitted to any branch of **STATE BANK OF INDIA** with requisite Application/Registration Fees,
 - the **College Part** has to be submitted to the college office at the time of Verification.

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 the time scheduled 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). 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.

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 **19.06.2017**.

MERIT POINT CALCULATION FORMULA (FOR HONOURS COURSE):

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

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, Marks obtained in the subject opted for Honours and English)

Example =

$$\begin{aligned} \text{MERIT} &= 2 \times 60 \text{ (Honours Subject)} + 65 \text{ (English)} + 60 \text{ (Honours subject)} \\ &\quad + 70 + 75 \text{ (Best Two Subjects)} \\ &= \frac{2 \times 60 + 65 + 60 + 70 + 75}{6} \\ &= 65 \end{aligned}$$

If the candidate does not have the specific subject opted for honours in his/her previous course, the procedure for merit calculation will be as follows.

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

4

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

Example =

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

This procedure is also applicable in case of General Course.

HELPLINE:

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

WorkFlowDiagramme

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

