

Atankar College

ADMISSION 2021-22: GENERAL GUIDELINES

1. A student has to register himself or herself to apply for admission. **There is no registration fees.** A registered student seeking admission can apply for three Honours Course subjects and also general course in a single application.

2. Merit list preparation:

A. Merit lists for the **Honours courses** are prepared on the basis of grade point (GP) which is calculated as: **GP = a) 40% of the percentage of marks obtained in Madhyamik Parikkha or equivalent Examination. + b) 60% of the percentage of marks obtained** in the best five subjects including two languages but excluding EVS in **HS or equivalent examination.** If any Board has only one language then the marks obtained in the language paper will be doubled. EVS can be included in best five only if it is an elective compulsory subject. + **c) 2 x Sub = twice the marks obtained in HS in the subject in which honours is sought.**

For Computer Science - marks obtained in **Mathematics** in HS will be taken as subject marks, **For Nutrition** - marks obtained in **Chemistry** in HS will be taken as subject marks,).

For **Santali** Honours the Grade Point will be calculated as per the above mentioned norms with the exception that a student may apply for Santali Honours even if she/he did not have Santali in HS or equivalent examination.

In case a tie happens in honours grade point, priority will be given to the subject marks and then to the HS marks and then to MP marks if needed.

B. Merit lists for the **General Courses** are prepared on the basis of grade point (GP) which is calculated as: **GP = (40% of the percentage of marks obtained in M.P. + 60% of the percentage of marks obtained in M.P.)**

HS = 60% of the percentage of marks obtained in best five subjects including two languages but excluding EVS in HS or equivalent examination. If any Board has only one

language then the marks obtained in the language paper will be doubled. EVS can be included in best five only if it is an elective compulsory subject.)

In case a tie happens grade point, priority will be given to the HS marks and then to MP marks if needed.

3. An applicant should regularly visit our college website for latest information regarding admission. Our websites:

<https://mankarcollege.ac.in>

www.mankarcollege.org

4. After being selected in any merit list, students seeking admission in Honours course will first choose their GE (Generic Elective) subject. A student cannot choose Generic Elective from her/his honours discipline. If a student selects honours discipline 'History', then she/he has to opt a Generic Elective other than History.

HONOURS SUBJECTS AND PAPERS

SEMESTER	TOTAL NO. OF PAPERS	HONOURS SUBJECT PAPERS						OTHER SUBJECT PAPERS	
		CORE PAPERS (CC)			DSE PAPERS		SEC PAPERS	GE PAPERS	AECC
SEMESTER 1	4	HONS. SUB NAME (CC1)	HONS. SUB NAME (CC2)	----	----	----	----	SUBJECT NAME (GE1)	ENVS (AECC 1)
SEMESTER 2	4	HONS. SUB NAME (CC3)	HONS. SUB NAME (CC4)	----	----	----	----	SUBJECT NAME (GE2)	SUBJECT NAME (AECC 2)
SEMESTER 3	5	HONS. SUB NAME (CC5)	HONS. SUB NAME (CC6)	HONS. SUB NAME (CC7)	----	----	HONS. SUB NAME (SEC1)	----	----
SEMESTER 4	5	HONS. SUB NAME (CC8)	HONS. SUB NAME (CC9)	HONS. SUB NAME (CC10)	----	----	HONS. SUB NAME (SEC 2)	----	----
SEMESTER 5	4	HONS. SUB NAME (CC11)	HONS. SUB NAME (CC12)	----	HONS. SUB NAME (DSE1)	HONS. SUB NAME (DSE2)	HONS. SUB NAME (SEC 3)	----	----
SEMESTER 6	4	HONS. SUB NAME (CC13)	HONS. SUB NAME (CC14)	----	HONS. SUB NAME (DSE3)	HONS. SUB NAME (DSE4)	HONS. SUB NAME (SEC 4)	----	----

*SUB = Subject

**AECC1= Environmental Studies

*** AECC2= Communicative English / MIL Bengali / MIL Hindi

5. In the first Semester

Computer Science Honours students will have to take Mathematics as Generic Elective and **Nutrition Honours** students will have to take Chemistry as Generic Elective.

Geography Honours students will have to take any one subject from Economics, Political Science, History and Philosophy as Generic Elective.

Commerce students do not have to choose Generic Elective Subject since the Elective Combination is designed within the discipline

6. After being selected in the merit list, a student seeking admission in **B.A. General Course** will first choose her/his CC (Core Course, main subjects) subject. She/he will have to opt **two main subjects** from the following table, but **from different groups**.

Table 1: Subject Combination for B.A. General Course

Group 1	Group 2	Group 3
Bengali	History	English
Hindi	Philosophy	Sanskrit
Political Science	Economics	Santali
	Physical Education	Geography

BA General Subject and Papers

SEMESTER	TOTAL NO. OF PAPERS	BA GENERAL SUBJECT PAPERS					OTHER SUBJECT PAPERS		
		CORE PAPERS (CC)		DSE PAPERS		SEC PAPERS	LANGUAGE PAPERS	GE PAPERS	AECC PAPERS
SEMESTER 1	4	SUB1 NAME (CC1)	SUB 2 NAME (CC1)	----	----	----	ENGLISH L1-1		ENVS (AECC 1)
SEMESTER 2	4	SUB 1 NAME (CC2)	SUB 2 NAME (CC2)	----	----	----	BENGALI OR HINDI L2-1		SUBJECT NAME (AECC 2)
SEMESTER 3	4	SUB 1 NAME (CC3)	SUB 2 NAME (CC3)		----	SUB NAME (SEC1)	ENGLISH L1-2	----	----
SEMESTER 4	4	SUB 1 NAME (CC4)	SUB NAME (CC 4)		----	SUB NAME (SEC2)	BENGALI OR HINDI L2-2	SUB NAME (GE1)	----

SEMESTER 5	4	----	----	SUB 1 NAME (DSE 1)	SUB 2 NAME (DSE1)	SUB NAME (SEC3)		SUB NAME (GE2)	----
SEMESTER 6	4	----	----	SUB 1 NAME (DSE 2)	SUB 2 NAME (DSE2)	SUB NAME (SEC 4)		----	----

*SUB = Subject

**AECC 1= Environmental Studies

*** AECC2= Communicative English / MIL Bengali / MIL Hindi

7. After being selected in the merit list, a student seeking admission in **B.Sc. General Course** will first choose her/his CC (Core Course, main subjects) subject. She/he will have to opt three main subjects from the following table, but from different groups.

Table 2: Subject Combination for B.Sc. General Course

Group 1	Group 2	Group 3
Physics	Mathematics	Computer Science
		Chemistry

B Sc. General Subject and papers

B Sc GENERAL SUBJECT PAPERS									
SEMESTER	TOTAL NO. OF PAPERS	CORE PAPERS (CC)			DSE PAPERS			SEC PAPERS	AECC PAPERS
SEMESTER 1	4	SUB 1 NAME (CC1)	SUB 2 NAME (CC1)	SUB 3 NAME (CC1)	----	----	----	----	ENVS (AECC 1)
SEMESTER 2	4	SUB 1 NAME (CC2)	SUB 2 NAME (CC2)	SUB 3 NAME (CC2)	----	----	----	----	SUB NAME (AECC 2)
SEMESTER 3	4	SUB 1 NAME (CC3)	SUB 2 NAME (CC3)	SUB 3 NAME (CC3)	----	----	----	SUB NAME (SEC 1)	----
SEMESTER 4	4	SUB 1 NAME (CC4)	SUB 2 NAME (CC 4)	SUB 3 NAME (CC 4)	----	----	----	SUB NAME (SEC2)	----
SEMESTER 5	4	----	----	----	SUB 1 NAME (DSE 1)	SUB 2 NAME (DSE1)	SUB 3 NAME (DSE1)	SUB NAME (SEC 3)	----
SEMESTER 6	4	----	----	----	SUB 1 NAME (DSE 2)	SUB 2 NAME (DSE 2)	SUB 3 NAME (DSE 2)	SUB NAME (SEC 4)	----

* SUB = Subject

**AECC 1= ENVS = Environmental Studies

***AECC2= Communicative English / MIL Bengali / MIL Hindi

8. After being selected in the merit list, Students seeking admission in **B. Com. General Course** will not need to choose any CC (Core Course, main subjects) subject as the combination is designed within the discipline.

B Com GENERAL SUBJECT PAPERS										
SEMESTER	TOTAL NO. OF PAPERS								OTHER SUBJECT PAPERS	
		CORE PAPERS (CC)		DSE PAPERS		GE PAPERS	SEC PAPERS		LANGUAGE PAPERS	AECC PAPERS
SEMESTER 1	4	SUB NAME (CC1)	SUB NAME (CC2)	----	----	----	----	----	ENGLISH L1-1	ENVS (AECC 1)
SEMESTER 2	4	SUB NAME (CC3)	SUB NAME (CC4)	----	----	SUB NAME (GE 1)	----	----	----	SUBJECT NAME (AECC 2)
SEMESTER 3	4	SUB NAME (CC5)	SUB NAME (CC6)	----	----	----	SUB NAME (SEC 1)		ENGLISH L1-2	----
SEMESTER 4	4	SUB NAME (CC7)	SUB NAME (CC 8)	----	----	----	SUB NAME (SEC 2)	SUB NAME (SEC 3)	----	----
SEMESTER 5	4	SUB NAME (CC 9)	SUB NAME (CC 10)	SUB NAME (DSE 1)	SUB NAME (DSE2)	----	----	----	----	----
SEMESTER 6	4	----	----	SUB NAME (DSE 3)	SUB NAME (DSE4)	SUB NAME (GE2)	SUB NAME (SEC 4)	----	----	----

* SUB= Subject **AECC 1= ENVS = Environmental Studies

***AECC2= Communicative English / MIL Bengali / MIL Hindi

9. After the choice of subjects (GE for Honours course and core subjects for General course) is made, payment for final admission should be done as per the selected combination.
10. After successful payment of admission fee a student should save the document and take a print of her/his “**Provisional Admission Receipt**”, containing student details, subject details and fees details with candidate’s signature and photo. **This is important** since the verification will be made on the basis of this document. Students will have to submit this receipt during verification process.

11. One Applicant will get only **two chances** to change her/his subject in the case of **Honours to Honours transfer**.

12. While transferring from one subject to another if the required fee is same in both cases, the students will pay only Rs. 20/- as **course transfer fees**.

In addition to Rs. 20/- as course transfer fees, a student seeking transfer will have to pay the necessary additional amount for 2nd time of admission in the new subject if the new admission fee is greater than the already paid fee.

Refund will be available, if admission fee for 2nd time is less than the already paid fee. “Refund Challan (transfer)” will be generated by the system for students seeking refund of adjusted fees. However, they will have to pay the mandatory course transfer fee of Rs. 20/- which will be deducted from the refund amount.

13. Cancellation of admission will be permitted online, but must be cancelled online before the publication of the last merit list of eligible applicants. In that case total refund will be made. It should be noted that the cancellation will be made by sending OTP to the registered mobile number of the candidate. “Refund Challan (Cancellation)” will be generated by the system for students seeking refund after cancelling their admission.

After cancelling the admission a student has to produce this challan to the college physically (no online refund) to claim the refund amount.

After the publication of the last merit list, if the admitted students, who will not study in the college, apply offline for cancellation of admission then the issue of refunding the admission fees will be considered on a case to case basis.

14. After submission of admission fees, candidates will have to appear for **online verification** on the scheduled date notified by the college in the college website. Students must visit the **College website** regularly for getting necessary information regarding admission. During verification process, candidates will have to produce the original. For a reserved category seat, a candidate must have her/his own caste certificate/PH certificate. In the absence of original caste certificate/PH certificate, admission will be cancelled.

Any discrepancy in the documents will cause the candidature being summarily cancelled.

15. During **verification** a student will have to produce the **original copy** of the following documents:

- a. Admission Receipt
- b. Admit Card of 10th Standard (Madhyamik) Examination
- c. Mark Sheet of 10th Standard (Madhyamik) Examination
- d. Mark Sheet of 12th standard (HS) Examination
- e. School Leaving Certificate
- f. Caste or PH Certificate (if applicable)

For verification a student will arrange the documents in the sequence shown below:

Admission receipt → 10th Standard (Madhyamik) Admit Card → 10th Standard (MP) mark sheet → 12th Standard (HS) Mark sheet → School Leaving Certificate → Caste or PH Certificate (if applicable).

16. Admission of a student can be cancelled for three reasons:

- a. If a student seeks admission for a reserved seat but does not have original caste certificate.
- b. If a student enters incorrect marks during form fill up and GP is calculated according to this incorrect entry-- her/his admission will be cancelled.
- c. If after paying admission fees a student does not come to college for classes for one month from the commencement of classes her/his admission will be cancelled.