



THE BHAWANIPUR EDUCATION SOCIETY COLLEGE

A MINORITY RUN COLLEGE. AFFILIATED TO UNIVERSITY OF CALCUTTA
RECOGNISED UNDER SECTION 2(F) & 12 (B) OF THE UGC ACT, 1956

PG ADMISSIONS

2026-2027

PROCEDURE TO FOLLOW AFTER MERIT LIST



**ADMISSION
JOURNEY**

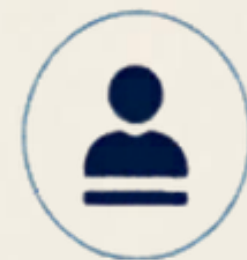
**SIMPLE STEPS
BRIGHT FUTURE**



LOGIN



**FEE
PAYMENT**



**ADD ON
INFO**



**DOCUMENTS
UPLOAD**



**DOCUMENT
VERIFICATION**

ADMISSION JOURNEY

- 1 Login
- 2 Fee Payment
- 3 Add on Info
- 4 Documents upload
- 5 Document Verification



THE BHAWANIPUR



STEP 1: LOGIN (APPLICANT LOGIN)

- Visit www.thebges.edu.in Preferred browser **Google Chrome**.
- Click on “[Applicant Login \(Post Graduation\)](#)” under “[Admissions 2026](#)”.
- Login using **your Registered Mobile Number & Password/OTP**.
- Post Login, Your dashboard will show “[Admission Status](#)”

Please Note:

- Detailed explanation for each step is given from the next page.
- Please read all the pages from 3-7 carefully and follow the process as mentioned in each page.



THE BHAWANIPUR

PAYING COLLEGE ADMISSION FEES

SECURE • EASY • CONVENIENT



ONLINE
PAYMENT



Net Banking



Debit / Credit Card



UPI



CASH
PAYMENT

Pay at

FEDERAL BANK
YOUR PERFECT BANKING PARTNER



STEP 2: FEES PAYMENT

Click on “**Make the Payment**” available beside course/session merited and you want to pursue and choose your preferred payment method.

Online Mode of Payment:

- Select “Online Payment using Paytm Gateway”
- Do not refresh/reload/back during payment
- Additional banking charges may apply

If payment is debited but not updated in your profile, [Click here to fill out the Google Form](#).

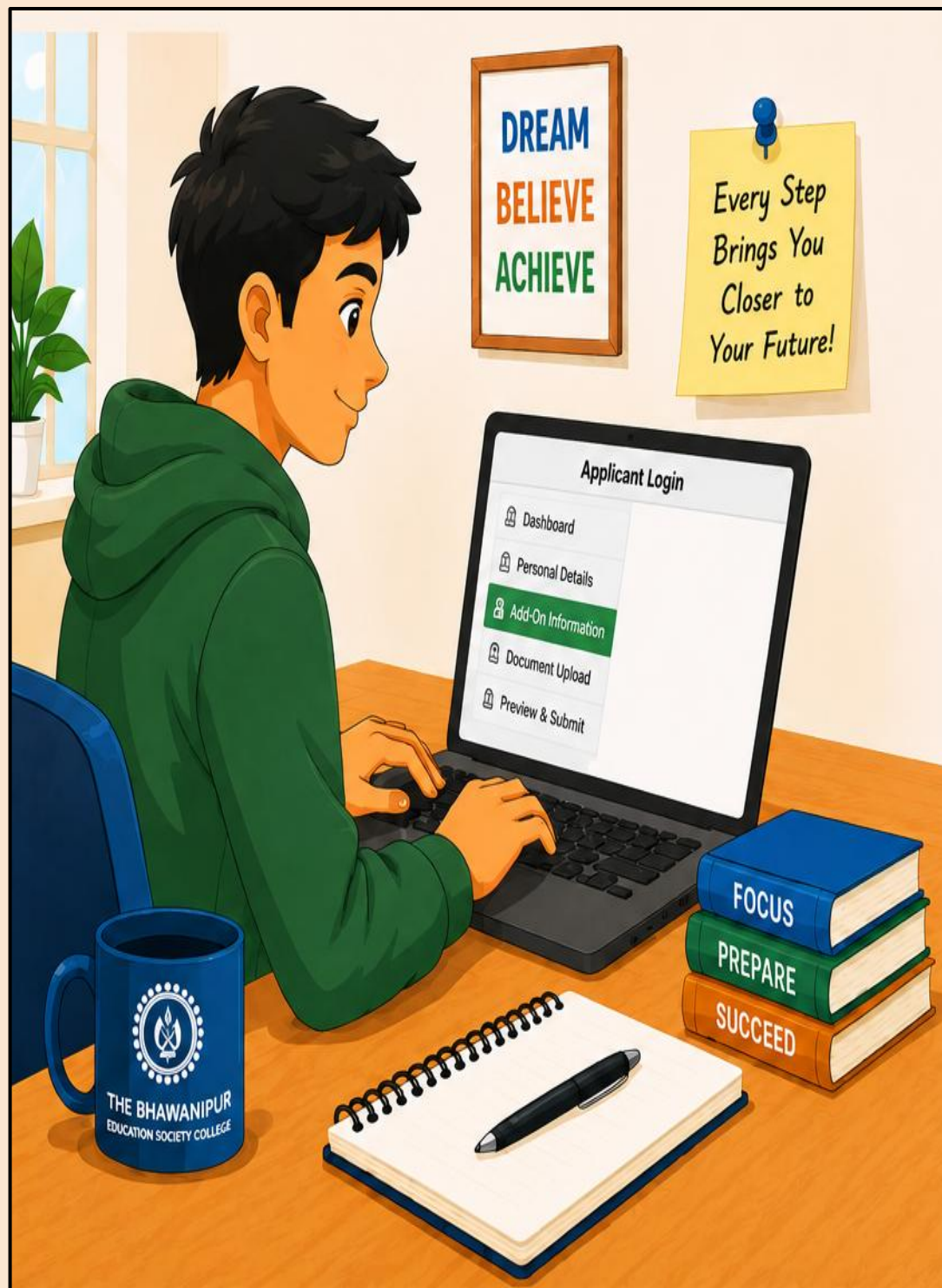
Cash Payment at Federal Bank:

- Select “Cash Payment at Federal Bank”
- Print challan and pay at any Federal Bank branch
- Enable browser pop-ups if challan is not generated
- Email scanned paid challan to: feeupdate@thebges.edu.in
- Payment update may take up to 5 working days

Admission will be confirmed only after fee payment and document approval.



THE BHAWANIPUR



STEP 3: ADD ON INFORMATION

- This step will activate only after fee payment update in your Applicant Login.
- Fill all mandatory details under “**Add-On Information**”
- “**Document Upload**” will activate automatically after completion of Step-3

STEP 4: DOCUMENT UPLOAD

To complete this step, please ensure the following:

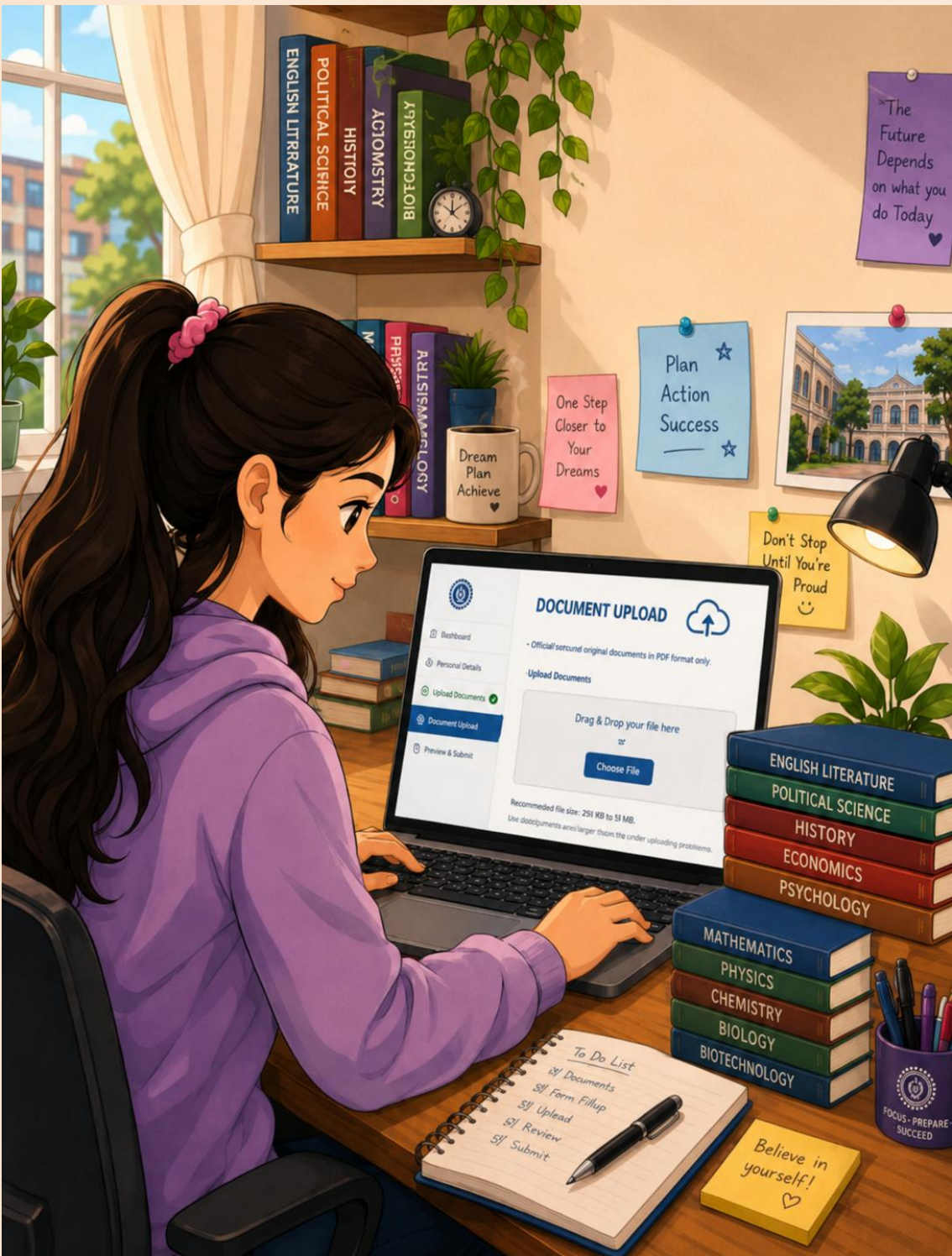
- Upload scanned copies of the original documents in **.JPG format only**.
- Upload each document separately.
- Ensure the file size of each document is between **300 KB and 10 MB**.
- For a smoother upload, please use a **desktop/laptop with Google Chrome**.

Please Note:

- It is mandatory to complete both this steps (3 & 4) within 2 days of payment update.
- To report any issues, email at dv@thebges.edu.in with Application Number and issue details



THE BHAWANIPUR



STEP 4: DOCUMENT UPLOAD

You are required to scan and upload the documents as per the details given below.

Sr. No.	Name of the Document to be uploaded	Applicability
A.	Recent Passport Size Photograph	All Applicants
B.	Signature (Running Hand only, not in Block Letters)	All Applicants
C.	Original Semester VI Marksheet	All Applicants
D.	Original Age Proof Document (Class X Admit Card/ Birth Certificate/ Certificate of Madhyamik)	All Applicants
E.	Applicant ID Proof [<u>Aadhar</u> (Indian Nationals only) / <u>Passport or Driving License</u> (For Other Nationalities)]	All Applicants
F.	Father's / Mother's Photo ID Proof	All Applicants
G.	Migration Certificate (Not for Calcutta University Students)	Other Universities Only
H.	Caste Certificate (<u>WB Govt. issued only</u>)	SC / ST / OBC A / OBC B Applicants
I.	PWD Certificate	PWD Applicants
J.	Original University Registration Certificate	All Applicants

Note: Sr. No. F is NOT APPLICABLE for students with Single Parents or for deceased parent.



THE BHAWANIPUR





1. DOCUMENT UPLOAD PENDING





2. IN PROCESS





3. RE-UPLOAD REQUIRED





4. APPROVED





5. REJECTED



DOCUMENT APPROVAL STATUS

After completing all required steps (Step 1 – 4) your profile will show one of the following Document approval status:

Please Note : Approved students must regularly check the College website for further notices

This status will be displayed if one or more documents in Step – 4 are yet to be uploaded by the applicant.

This status will appear once all the required documents in Step – 4 have been successfully uploaded.

This status will be displayed if, upon verification, the College finds one or more uploaded documents to be unclear, incorrect, or unavailable.

This status will be displayed once the College has successfully verified and approved all uploaded documents and the admission process is completed.

This status is displayed if major discrepancies are found between the submitted data and uploaded documents (especially marks or Board details), or if eligibility criteria are not met.



THE BHAWANIPUR

IMPORTANT NOTES

APPLICABLE FOR APPROVED STUDENT ONLY

● **Calcutta University Registration**



● **College ID Card**



● **Class Commencement**



IMPORTANT NOTES

(applicable for **Approved** students only)

- i. **Calcutta University Registration:** Tentatively scheduled for **September 2026**, this is a mandatory process for all students continuing under the University of Calcutta (dates subject to official announcement).
- ii. **College ID Card:** Will be distributed 7 days prior to the commencement of Semester I classes.
- iii. **Class Commencement:** The date of commencement of Semester I classes will be communicated to students via SMS/Email in due course.
- iv. **APAAR (ABC) ID:** As per Calcutta University norms, it is mandatory for students to have **ABC ID** for Calcutta University registration. [Click here to follow the steps to create APAAR \(ABC\) ID.](#)

Please Note:

Official Notice for all the above three important notes shall be published on the College website as and when the same is finalized and the same shall be informed to students via SMS/Email.



THE BHAWANIPUR EDUCATION SOCIETY COLLEGE

A MINORITY RUN COLLEGE. AFFILIATED TO UNIVERSITY OF CALCUTTA
RECOGNISED UNDER SECTION 2(F) & 12 (B) OF THE UGC ACT, 1956

THANK YOU!



Incase you face any technical issues while doing the post Merit list process, click here to fill up the Google Form

Mobile No : 9831110762

Monday to Friday, 10:00 am to 01:00 pm



GUIDING YOU
TODAY



SUPPORTING YOU
ALONG THE WAY



EMPOWERING YOU
EVERY STEP



BUILDING YOUR
TOMORROW

“Your Journey
Starts Here,
Bright Future
Awaits.”

