



## 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

### Procedure for Generation of Admit Card

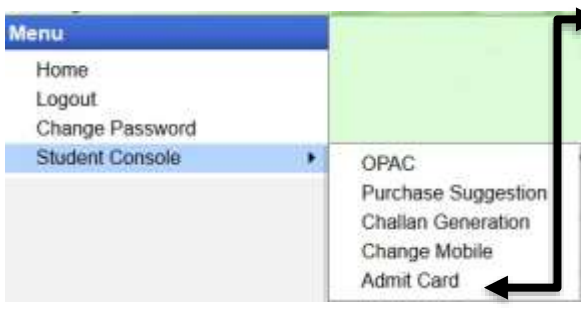
**This procedure is applicable only for B.A & B.Sc. Part I (Honours & General) Students for their College Selection Test, 2017-18**

1 Visit College Website [www.thebges.edu.in](http://www.thebges.edu.in). On the top right-hand side of the screen, click on "[Campus Login](#)". Session will remain "**2017-18**" (**DO NOT CHANGE THE SESSION**). Enter your College UID (**From your college ID card or your previous year fees challan**) in the UID field and Password.


2 In case you do not remember your password, click on "[Forgot Password](#)". Give your College UID, E-mail ID or Mobile No. and Date of Birth (DDMMYYYY), registered in college. Click on "[Get Password](#)". Your password will be reset to "**welcome**" (**even if you do not receive an SMS**). You will be required to change your password to access your online profile.


**Please Note:**

**YOU SHOULD NOT GIVE "welcome" AS YOUR NEW PASSWORD.**

3  Upon login into your profile, on the left side of the screen under Menu, go to "[Student Console](#)" option and click on "[Admit Card](#)".

**Please note:**  
If in your browser "popup" is blocked, you will get a display (**red-coloured cross**) on the top right of the browser. Please click on that display to enable the popup.

4  Click on "[Generate](#)" option for the generation of your admit card.

5  Now click on "[OK](#)" to print your admit card for the examination.

**Please Note:**  
Admit Card must be printed on a neat white colour **A4 size paper only**. Please make sure that printing orientation is in **portrait mode**.

**Please note:**

- i. **DO NOT TRY TO GENERATE YOUR ADMIT CARD FROM YOUR MOBILE PHONE.**
- ii. **No students will be allowed for examination without their Admit Card and valid college ID card.**
- iii. **If you are facing any problem in accessing your profile/generation of admit card, visit System Control Room (Room No. 424) 4<sup>th</sup> Floor on Tuesday, 6<sup>th</sup> March, 2018 between 10.00 AM to 12.00 NOON & 03.00 PM to 04.00 PM**