



# 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

## INTERNAL ASSESSMENT EXAMINATION (IAE), 2024-25 ADMIT CARD GENERATION PROCEDURE

### Please note:

- I. Students must carry their Admit Card & Valid College ID Card for the Internal Assessment examination.
- II. **It is recommended that you use Google Chrome browser and ensure your browsing history is cleared before proceeding with the following steps.**
- III. If you encounter the previous semester's admit card when downloading, simply ensure to click "YES" if a pop-up appears asking to replace the file. This action will enable you to download the latest semester's admit card. Conversely, if you click "NO" or directly on the file name, it will retrieve the previous semester's admit card.
- IV. In case if any "Pop-up" appears during the Generation of the Admit Card, please click on the "OK" button to proceed with generating the same.
- V. If you are facing any problem in the below-given admit card generation procedure, please click on the link given below and fill up the required details -

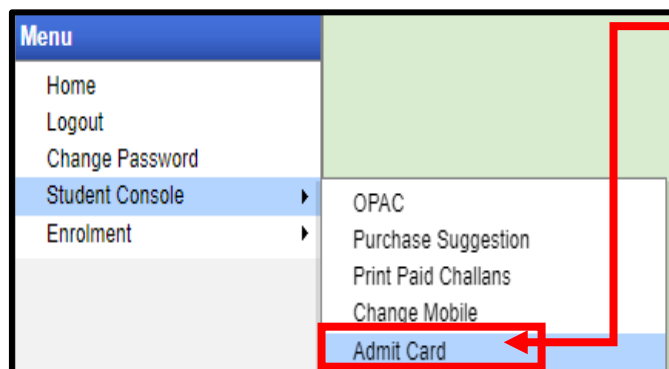
**[Click here to fill-up the Google form to report Admit Card generation issue](#)**

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**. The session will remain **"2024-2025"** (DO NOT CHANGE THE SESSION). Enter your College UID (From your college ID card) in the "User Code" field, log in using your password or OTP which will be sent to your mobile number registered with the College as well as your institutional email ID.

**Please Note: It is advisable to always use the link for Campus Login available on the college website or in the given notice. If you have bookmarked the link of Campus Login, please ensure that it is a secured link starting with "https", not "http".**

2

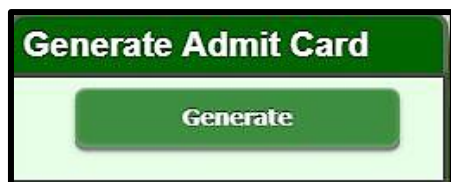


Upon login into your profile, on the left side of the screen under Menu, go to **"Student Console"** option and click on **"Admit Card"**.

### **Please note:**

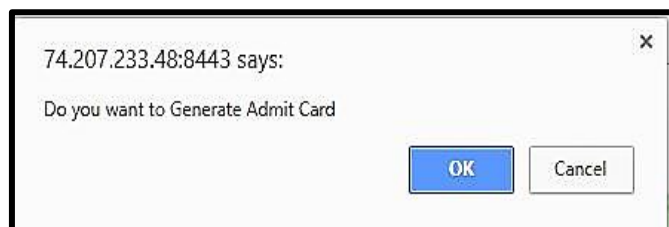
**If in your browser "pop-up" is blocked, you will get a display (red-coloured cross) on the top right of the browser. Please click on that display to enable the pop-up.**

3



Click on **"Generate"** option for the generation of your admit card.

4



Now click on **"OK"** to print your admit card.

### **Please Note:**

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