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

Calcutta University Registration

INSTRUCTIONS FOR PHYSICAL SUBMISSION OF DATASHEET & DOCUMENTS

(PART 2 OF 2)

🖨️ Print

Print the online Data Sheet on A4 size, white paper, in portrait mode. BOTH SIDE printing is mandatory.

NOTE: If Part 1 of CU registration (online data submission) is not completed, scan the QR code at the bottom-right corner and complete it before physical submission.

🖎 Signature

For Students: Provide your FULL SIGNATURE in running hand on Pages 2 & 3 of the Datasheet. DO NOT SIGN IN CAPITAL LETTERS.

For Parents: Parent/Guardian is required to sign only on the Anti-Ragging Undertaking page (page 4).

📋 Label

Write your CU Form No. on the top right-hand corner of each document, except your Datasheet.

Note: Kindly refer to the first page of your Datasheet to know your CU Form No.

🏷️ Secure

DO NOT STAPLE YOUR DOCUMENTS, including your Datasheet! Use a BELL CLIP to attach all photocopies and the Datasheet together in the exact order as given beside.

Documents List

(Attach them in exact same Order, as applicable)

- CU Admission & Registration Data Sheet **(Printed, double-sided, and signed)**.

- 1 (One) photocopy of the Original Class XII Board marksheet. **(Net/Digi-Locker copy will not be accepted.)**

- 1 (One) photocopy of Original Class X Admit Card / Birth Certificate issued by Government.

- 1 (One) photocopy of the Student's Aadhar Card **(Indian Nationals)** OR Passport **(Foreign Nationals)**.

- 1 (One) photocopy of the Student's Apaar ID **(only for Indian Nationals, not for Foreign Nationals)**.

- 1 (One) photocopy of Original SC/ ST/ OBC Certificate **(Must be issued by Government of West Bengal)**.

- Original Migration Certificate **(NOT applicable for students from WBCHSE /ISC/CBSE/NIOS)**.

- 1 (One) photocopy of Original EWS (Economically Weaker Section) Certificate **(Must be issued by Government of West Bengal)**.

- 1 (One) photocopy of the PWD (Person with Disability) Certificate, as applicable.

- 1 (One) photocopy of Calcutta University Registration Certificate **(Only if registered with CU in 2024 or before)**.

Final Must-Knows

i. You MUST carry your valid College ID Card, in Original, as it will be scanned upon submission.

ii. The student must be present personally at the time of submission.

iii. If you opted for data rectification, inform the College office executive at the submission table of the same.

iv. The admission process is incomplete until both Part 1 (Online) and Part 2 (Physical Submission) are successfully completed.

V. You MUST carry the original documents along with the photocopy of the same as applicable.