



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

B.B.A. SEMESTER I UNIVERSITY EXAMINATION, 2025 - 2026 ADMIT CARD GENERATION PROCEDURE (NEP-CCF SYSTEM)

STEP 1

[Click here to log in to your profile in Academic 360 profile.](#) Enter your 10-digit College UID (Refer to your college id card), click on “**Send OTP**”, and verify the OTP received on registered WhatsApp number and\ or your institutional email ID to complete the login process.

STEP 2

Upon login into your profile, click on “**Exams**” option available on the left side of the screen under student console.

STEP 3

Next, go to the “**Upcoming**” tab and click on the “**Eye button**” (as shown in the picture) to view your Examination Schedule.

STEP 4

Click on the “**Download**” button, as shown, to download and print your Admit Card.

Please Note: Admit Card must be printed on white A4-size paper in portrait orientation only.

Important notes:

- I. It is mandatory for students to carry the Admit Card & Valid College ID Card for the said 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. In case of any difficulty in generating the Admit Card as per the above procedure, students are requested to click on the link below and submit the required details using their Institutional Email ID only –
[Click here to fill-up the Google form to report Admit Card generation issue](#)