



Office of the Principal
Haldia Government College
P.O. Debhog, Dist: PurbaMedinipur,
Pin – 721657

Undergraduate Admission: 2019-20

Guidelines for e-Admission

1. The list of candidates eligible for e-Admission based on the availability of seats and merit will be displayed in the admission portal (ug.hgcadmission.org) before each phase of admission.
2. Candidates are requested to go through the “Steps for e-Admission” given in the college website or admission portal
www.haldiagovtcollege.org.in Or. <http://ug.hgcadmission.org>
3. **Candidates are instructed to make the payment for e-Admission in online mode i.e., through Credit card/ Debit card/ Netbanking etc. They are informed not to opt for cash payment or NEFT option as these payments take time for settlement. If however, a candidate opts for cash payment or NEFT mode of payment he/she must submit the fees within the specified time span for that phase of e-Admission and e-mail the scanned copy of his money receipt from the bank immediately to the mail ID: hgc.admission19@gmail.com mentioning his/her Form No. and details of admission. In case of late payment of cash in bank the candidate is not considered for provisional admission in this college.**
4. The applicants selected in each phase of admission will be informed through SMS. In spite of that all applicants are directed to keep in continuous touch with the website for getting the updated information.
5. If a candidate has already paid the fees for e-Admission for any subject and wants to take admission in another subject then after getting admitted he/she has to cancel the admission of his/her previous subject. Otherwise he/she will not be able to pay fees for a new subject. For example, a candidate who took admission in Bengali (Hons.) in any phase of admission but later on he has got the chance in Education (Hons.) he will have to cancel the admission online in Bengali (Hons.) to pay the fees for Education (Hons.). However the additional fees will be refunded by the college after verifying the documents of the candidate.
6. All applicants are hereby directed to be honest to declare at the time of online admission whether he already took admission to any other college/ institution. He will be given the chance of admission subject to the fulfilment of the condition that he takes the cancellation statement from the previous college/ institution and sends the scanned copy of the same within 7 days of the date of admission to the mail ID: hgc.admission19@gmail.com. He must submit the hard copy of the cancellation statement/Transfer certificate to the admission committee on the date of verification of documents. It is expected that the student will not book the seats in more than one college at the same time.
7. All admissions done on online system are absolutely provisional. Admission will be cancelled out-right if the information stated in the application are found not in conformity with the documents submitted at the time of verification or any fake document is produced.