Admission at a glance for the session: 2019-20

a) Products and Services

The process of admission for the academic session of 2019-20 of Haldia Government College will be entirely online based on the *GO No. 804-Edu (CS)/10M/95/14* dated 13.05.19. All the payments related to admission for the session have to be made in online mode i.e., through Credit card/ Debit card/ Netbanking etc.

b) Terms and Conditions:

The procedure of online application and admission to be followed in the online admission process is stated below:-

1. Applications are to be submitted online within the dates as announced separately in this notice. The online application fees should also be paid at the time of submission of application through e-payment mode.
2. After the last date of submission of online application, the date on which the first provisional merit list of the applicants ranked on the basis of merit will be published, is announced separately in this notice.
3. A time span of two days for lodging any complaint through e-mail to the e-mail ID: *hgc.admission19@gmail.com* regarding non-inclusion of name in the list or any other discrepancies to the institution will be given. These dates are announced separately in this notice.
4. The date on which the final merit list will be published and the admission process for those merit listed applicants is announced separately in this notice.
5. For each phase of admission two days time span will be given during which an applicant listed in the particular merit list must take admission and make the online payment of admission fees through the link given in the admission web-portal.
6. If any applicant enlisted in any merit list does not take admission and make the e-payment within the scheduled time span as announced no further chance of admission can be given to him/her because in on-line admission system after the closure of the admission date and time the next candidate on the next merit list is given the scope of admission.
7. The applicants selected in each merit list for admission published will be informed through SMS. In spite of that all applicants are directed to keep continuous touch with the website for getting the updated information.
8. It is to be noted carefully that the applicants for admission are not allowed to come to the college for any enquiry or for any other purpose from the beginning to the end of the admission process.

They are to report to the college on the date of commencement of classes, to be announced later on in the college website with all testimonials and documents in original and a photo copy of each document for verification and other documents as given in the admission notice.

9. Admission to all courses will be done strictly on the basis of merit as per the Government Order.

10. All admissions done on online system are absolutely provisional. Admission will be cancelled out- rightly 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. Therefore all applicants are requested to be very careful at the time of submission of information submitted in the admission web-portal of the college.

c) Privacy Policy

All the students' data such as personal, academic or financial information collected during Admission have been used for official purpose. The information will not be disclosed to anyone other than affiliated university, central or state government.

d) Refund/Cancellation Policy

- Application fee is non refundable and nontransferable.

- The following cases will be considered for refund:

  - Multiple payments received during e-Admission process for the same course/category due to some technical fault, will be considered for refund.
  - Candidates who change their subject during e-Admission process

- Candidate has to submit the requisite documents as a proof of multiple payments for the same course/category.

- For the refund of admission fee, the candidate has to fill the prescribed form, available on the website within the stipulated period given below:

Admission date	Last date for submission of claim for refund
e-Admission upto 11th phase (01.07.2019)	20.07.2019
e-Admission after 01.07.2019	Within 10 days from the date of e-Admission

- If no claim is lodged for refund of money in the prescribed format within the stipulated time the college authority will not have any obligation to make the refund.

- A student willing to cancel his/ her admission have to log in to their account in admission web-portal of the college (ug.hgcadmission.org). After online

cancellation a certificate will be generated. This online cancellation certificate must be submitted alongwith the refund form for claim of refund.

- All the refund will be made through bank cheque only.

e) Fees Details

Course	Subjects	Govt-Fees		Non-govt. fees (Session charge, University Sports Fee, Students Poor Fund, Gymnasium and Athletic Fee, Identity Card, Students Health Home, Prospectus and Convenience fees (including bank charges))	Total fees to be paid for e-Admission
B.Sc. (Honours)	Physics (H); Chemistry(H); Mathematics(H); Statistics(H); Geography(H); Anthropology(H); Economics(H)	Admission Fee	110/-	690/-	1610/-
		Tuition Fee (for 6 months)	660/-		
		Library Caution Fee	50/-		
		Laboratory Caution Fee	100/-		
		Total	**920/-**		
B.A. (Honours)	Bengali(H) ; English(H); Education(H); Sociology(H)	Admission Fee	75/-	690/-	1265/-
		Tuition Fee (for 6 months)	450/-		
		Library Caution Fee	50/-		
		Total	**575/-**		
General Course	B.A. General	Admission Fee	50/-	690/-	1090/-
		Tuition Fee (for 6 months)	300/-		
		Library Caution Fee	50/-		
		Total	**400/-**		
	B.Sc. General	Admission Fee	85/-	690/-	1435/-

		Tuition Fee (for 6 months)	510/-		
		Library Caution Fee	50/-		
		Laboratory Caution Fee	100/-		
		Total	**745/-**		
B.A. (Major)	Tourism and Travel Management (TTM)				5000/- (1st Instalment)

f) Contact Us

Haldia Government College

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