



Ref.No

Date:.....

MMCC/ADMIS/SUB/09/25

04.09.2025

NOTICE

Verification of Documents for "Upgrade Round"

Newly admitted students (CCF - Four Year/ Three Year - B.A./B.Sc./B.Com - UG courses) who have not yet reported to the college must appear for physical verification of documents with the proper and required sets of documents as per the following schedule:

All courses & all disciplines -- 6 September 2025 -- Room 4 -- Reporting Time: 12:30 p.m.

List of Documents (Original & Self attested photocopy)

1. Printout of application form (downloaded from wbcap.in).
2. Provisional Certificate of Admission (downloaded from wbcap.in).
3. Class XII mark sheet.
4. Class X admit card for age proof /birth certificate (for age proof).
5. Caste certificate (as per government rules), if applicable.
6. EWS certificate, where applicable.
7. PH certificate, where applicable.
8. Aadhar Card/ Passport as identity proof.
9. Class X Mark Sheet.
10. Payment Receipt.


Dr. Goutam Kumar Ghosh
Principal

M.M.C. College, Kolkata-3
Principal
Maharaja Manindra Ch. College
Kolkata-700 003


Dr. Somrita Ganguly
Convener
Admission Sub-Committee
4/9/25

Ref. No. **MMCC/ADMIS/SUB/09/25**

Copy to:

1. Principal room
2. Head clerk/Office
3. Teachers Room
4. The Coordinator, IQAC
5. Convener, Admission Sub-committee


Convener, Admission Sub-Committee
4/9/25