

FAQ

Q1 . Whether any hard copy of Application to be issued?

Ans : No. Apply through online only.

Q 2. Whether Application fee to be deposited before online submission of application?

Ans : First submit online application, then deposit application fee.

Q 3. Can I submit my online application part by part?

Ans : Yes, you can submit part by part. You can get back the previous part (if saved).

Q 4. When printed copy of Application and documents to be submitted?

Ans : **For the Candidate Part-A Candidates (current year ,C.U. Graduates) will submit printed copy of Application and other testimonials immediately after online submission as notified in Admission Schedule.**

For the Candidate Part-B Candidates (Non C.U. graduates and C.U. previous year graduate) will submit printed copy of application and other testimonials after publication of Entrance Test Result to be notified in the Admission Schedule.

Q 5. I submitted online Application. How I will pay Application Fee?

Ans : Application to be deposited through State Bank Collect. Log on www.sbionline.com and proceed follow the instruction in the website How to pay Application Fee.

Q 6. Can I pay application through Cash?

Ans : Yes, you can pay application fee by cash. But before going to bank you enter into “State Bank Collect” system and then generate Challan. After getting the challan you may go to any State Bank Branch to pay the cash with additional banking charge.

Q 7. I have deposited my application fee, How can I get a receipt of the application fee deposition?

Ans : Go to State Bank Collect. Click “Payment History”. By putting your mobile no. & DOB or by your mobile no. & DU no. you can get e-receipt.

Q 8. What is the need of e-receipt?

Ans : You have to attached a copy of the e-receipt with your printed copy of application and other documents.

Q 9. I have deposited Application Fee. I have got e-receipt of payment but my payment status remains Pending?

Ans : For payment status update may take 2/3 working days. If not updated after 2/3 days contact Technical Team or Secretary Office with e-receipt and a printed copy of application form.

Q 10. Whom I contact ?

Ans : See Contact US.

Q 11. What are the documents I have to attach with the application?

Ans : i) Printed copy of application form ii) copy of e-receipt (iii) all marksheets from 10th, 12th, Graduation, etc, admit card / certificate of 10th standard as proof of DOB, SC/ST/OBC-A/OBC-B/PWD certificate if applicable, Adhar Card.

Q 12. Who can attested coucuments?

Ans : Self Attested copy to be submitted. Candidate must sign all page of printed copy of Application form and documents.

Q 12. How will I know the status of my application?

Ans : You have to follow website notice in starting page

Q 13. What is the role of acknowledgement slip?

Ans : It is a required at the time of submission of printed copy of application and documents.

Q 14. How Hall Ticket can be downloaded?

Ans : After due date announced in the website for downloading e-hall ticket. Please enter through starting page with your id and password and download hall ticket as like form.

Q 15. Where will be Entrance Test Centre?

Ans : In Calcutta University Campuses at Kolkata.