



Vijaygarh Jyotish Ray College

Online Admission Procedure (2020-21)

- Admission procedure is completely online. There is no offline mode.
- "Rectified List for Admission" is the list of all valid applicants only.
- For taking Admission, please check "**Provisional Merit List for 1st Sem for Admission-2020**".
- Admission starts from **1st September, 2020 on 8.00 a.m.**
- A candidate who has applied in multiple subjects, can take admission in one subject only.
- Online Admission is **Provisional and will be finalized after physical verification of documents.**
- Admission is liable to be cancelled for furnishing incorrect data (that will change your Eligibility, Merit point, Reservation Category etc.)
- Admitted students need not to visit college until further notice.
- Online Admission will be strictly according to merit basis.
- Regularly check our website for any new schedule of admission/notification.
- If a candidate does not take admission from a published merit list within scheduled deadline for that particular list, he/she will not be considered further for admission and no claim shall be entertained in this regard.

Admission Process

- Check your name in the “**Provisional Merit List for 1st Sem for Admission-2020**” for taking Admission.
- Click on "[Login](#)" at the top of Merit List Page and login to your account providing your credentials.
- In your dashboard, click on “[Merit Position](#)”.
- Select the Course for admission.
- Click on “[Get Admission](#)” button corresponding to your preferred course for admission.
- Make the online payment of admission fee as per directions.
- Print your challan/receipt and admission form for further references.

Cancellation of Admission

- Cancellation of Admission would be online.
- Please be sure before you proceed.
- For Cancellation proceed with your Login information and OTP (One Time Password) and Click on “[Cancel Admission](#)” button.
- For refund information see “[Cancellation Policy](#).”

Cancellation Policy

1. Candidates have to cancel by mail only. Please contact to this E-mail ID: admissionvjrc2020@gmail.com
2. For Refund furnish the following documents – (i) Admission fees payment receipt, (ii) Bank details and Scanned copy of Cancelled Cheque of the Bank (iii) Transaction ID
3. After receiving the mail, admission fees will be refunded after requisite deductions within one month.

Note: Candidates have to keep patience in this pandemic situation.

Switch Admission (Course Change)

- If you have already admitted to this college (in a stream-group B.A./B.SC. or B.COM.) and now looking for a new Admission to another course of same stream-group, you can “**Switch Admission**” in your dashboard (logged in).
- In case of admission switching, fees adjustment will be made between old and new admission fees (Please pay the extra fees only at second time).
- There is no cancellation charge for Admission Switching.
- For different stream group (B.A./B.SC. to B.COM. or vice-versa), you have to cancel your previous admission and have to take the new admission.

Dr. Rajyasri Neogy

Principal
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