

10.07.2024

FYJC (XI) COMMERCE 2024-25

ADMISSION PROCEDURE – IN-HOUSE & MINORITY (TAMIL & OLM)

1. Merit list will be displayed on the SIES Commerce website : siesce.edu.in & College Notice Board.
2. Students will receive SMS after allotment of seat. (College code – MU0579CGE)
3. In case a student doesn't receive the payment link of Rs.100/- for college admission form (after allotment) at 8.00 pm on 10.07.2024 may come to college on 11.07.2024. **between 12.00 noon to 3.00 pm.**
4. Eligible students will come to the college with printout of form & all required documents for verification.
5. Documents required at the time of Admission :
 - a. Duly filled admission form with online payment of Rs.100/-
 - b. 1 photograph required with red background
 - c. Photocopy of payment of Rs.100/-
 - d. Printout of Part I and Part II and Quota choices form.
 - e. Original and photocopy of X marksheet and leaving certificate (ICSE, CBSE, IGCSE and Other Board – Migration, Transfer Certificate and Passing Certificate)
 - f. Photocopy of updated Aadhar card and original for verification.
 - g. Self-declaration form for Minority (
 - h. Verification of forms will be done from 10.07.2024 to 12.07.2024 between 12.00 noon to 3.00 p.m. in room no. 7 (3rd Floor)
6. Once the verification is done and the student is found eligible for admission then :
 - Students will share OTP for admission on govt portal.
 - Payment mode : Verified student should bring **Demant Draft** to be drawn in favour of '**SIES College of Commerce and Economics**' amount to be paid **Rs.2330/-**.
7. Information needed on the reverse side of the DD
 1. Name
 2. Phone Number
 3. FYJC Commerce 2024 - 25
 4. Mention Round (eg – Minority (Tamil & OLM / In-house Round – I, II, III etc)
8. Information Technology (IT) cut off will be declared on 13.07.2024 at 5.00 pm.

M. Chandhury
PRINCIPAL