



**Govt. General Degree
College, Kalna - I**

HOW TO FILL ONLINE ADMISSION FORM

Tips for Applicant

Keep the following Documents Ready Before Application

- Scanned Passport Size photograph(200 KB)
- Scanned Signature(200 KB)
- Scanned Class X Admit Card(200 KB)
- Scanned Class X Marksheet(200 KB)
- Scanned Class XII Marksheet(200 KB)
- Scanned Aadhaar Card(200 KB)
- Scanned Caste Certificate(200 KB) if any
- Scanned PWD Certificate(200 KB) if any



You should have valid Email Id & Mobile Number.



Please check Spam folder too if you do not receive OTP on your primary inbox

All entered information should match with your uploaded document. Hence please enter all your information carefully. After submission of form Edit is not allowed.

Admission Portal



GOVERNMENT OF WEST BENGAL

Government General Degree College, Kalna - I

Registered under section 2(f) and 12(B) of the UGC Act, 1956
Affiliated to The University of Burdwan
Established in 2015



7699666601



Register/Login

[HOME](#) [ADMISSION](#) [BROCHURE](#) [MERIT LIST](#) [ONLINE ADMISSION GUIDELINES](#)



IMPORTANT DATES



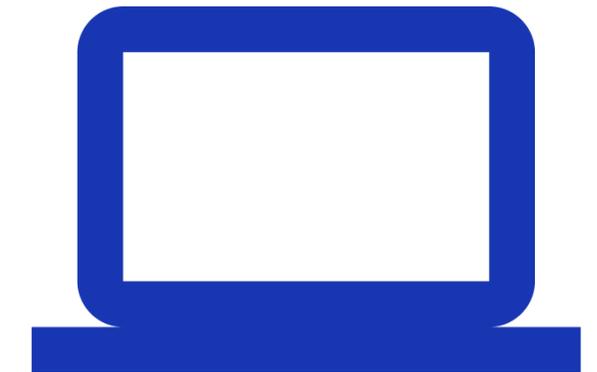
Online Applications Details - How to Apply

[Click here to Apply](#)

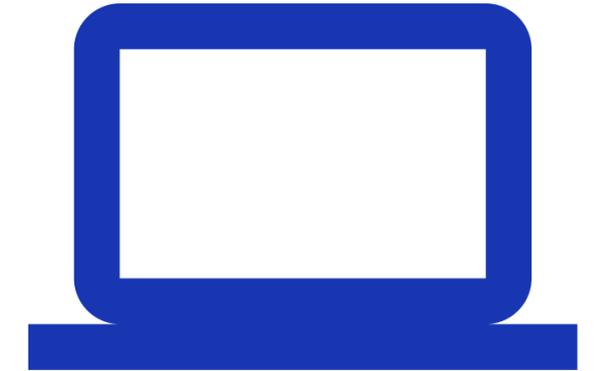
Click on "Register/Login" LINK

OR

Click on "Click here to Apply" Button



Create Account



Enter Your Mobile

Enter Your Email Id

Set Your Password

Enter Captcha

Press Submit

Check your
Email/Mobile for
OTP

 **Create Account**

Mobile Number*

Enter Mobile Number

Email ID*

Enter Email ID

Password*

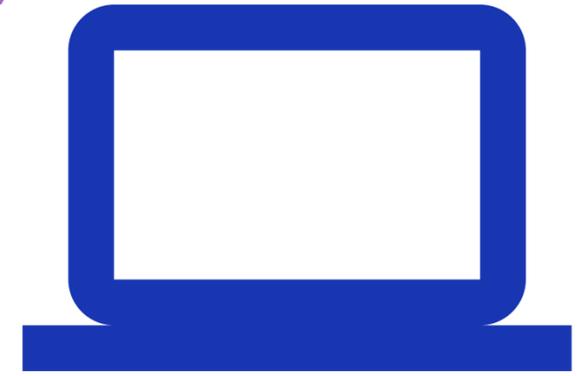
Password

Captcha Code Gz1pHr

Insert Captcha Code

Create

Create Account



Enter Your OTP
Please check your
Spam folder too

Press Submit

OTP sent to Email/Mobile

→ Create Account - Verify

Enter OTP sent to your email/mobile.

Enter OTP

Enter OTP

Submit

Login

Enter Your Email Or Mobile

Enter Your Password &
Captcha Code

Press Sign in

 Existing User? Login to your Account!

Email or Mobile*

Enter Email/Mobile

Password*

Password

[Forgot Password?](#)

Captcha Code

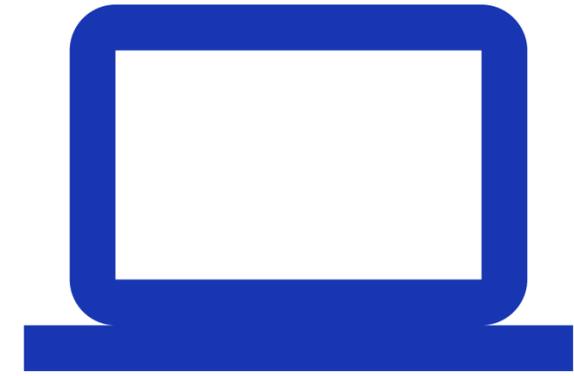
Insert Captcha Code **Dm*G4c**

Sign in

Don't have an account? [Sign up](#)



Start your Application



Enter Your Mandatory Personal Information like Name, DOB, Gender, Religion, Category, PWD details

→ Online Application

Step 1: Personal Details Step 2: Personal Details Step 3: Marks Details Step 4: File Uploads

Student Name * Student Name

Scholarship Availed Till Date Scholarship Availed

Date of Birth * Gender * Category * Religion *

Date of Birth (DD/MM/YYYY) Choose... Choose... Choose...

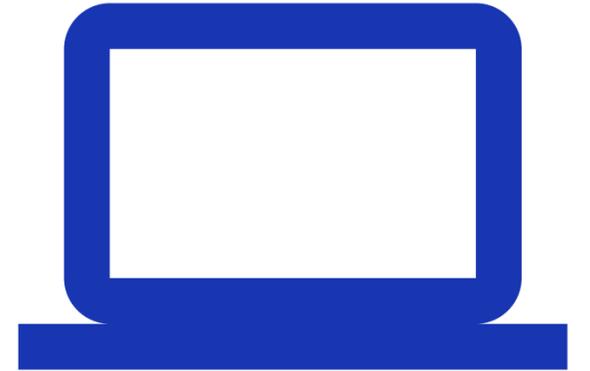
Physically Disabled? *

No

Continue to Step 2 →

Press Continue to Step2

Application - Step 2



Enter Your Mandatory Personal Information like Aadhaar No., Parent details, Present Address etc

Scroll Down and fill up all mandatory details

→ Online Application

Step 1: Personal Details Step 2: Personal Details Step 3: Marks Details Step 4: File Uploads

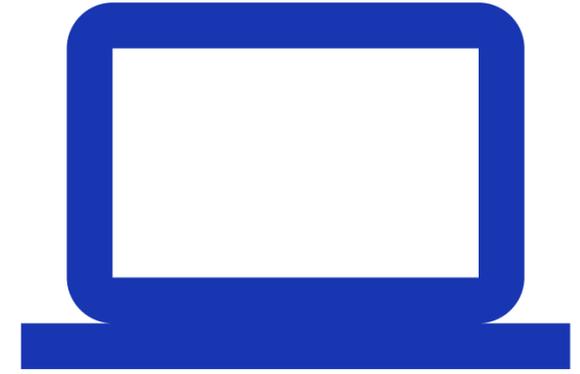
Personal Details

Aadhar Number *	Father's Name *	Father's Occupation*	Father's Mobile Number *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mother's Name *	Mother's Occupation	Family Income (Yearly)*	
<input type="text"/>	<input type="text"/>	<input type="text" value="Upto 36,000"/>	

Local Guardian Details(if any)

Name	Mobile Number
<input type="text"/>	<input type="text"/>

Application - Step 2



Enter Your Mandatory Personal Information like Aadhaar No., Parent details, Present Address etc

Present Address

Address Line1 * **Address Line2**

Address Line1 Address Line2

City/District * **State *** **Pin Code ***

City/District West Bengal ▼ Pin Code

Permanent Address(if not same)

Address Line1 **Address Line2**

Address Line1 Address Line2

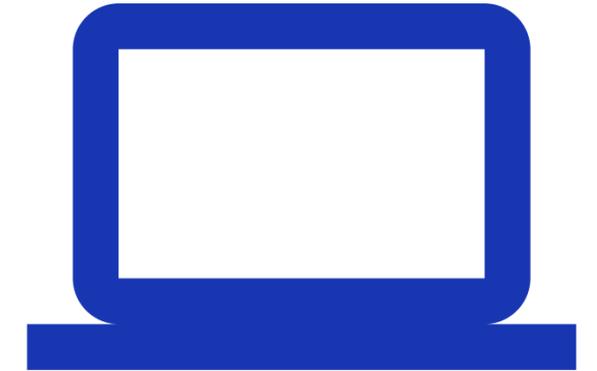
City/District **State** **Pin Code**

City/District West Bengal ▼ Pin Code

Back **Continue to Step 3**

Press Continue to Step3

Application - Step 3



→ Online Application

Step 1: Personal Details

Step 2: Personal Details

Step 3: Marks Details

Step 4: File Uploads

Class X/Madhyamik

Roll Number*

Roll _____ Number _____

Board *

WBBSE ▼

Full Marks*

Full Marks _____

Marks Obtained*

Marks Obtained _____

Enter Your Madhyamik/ 10th Std. details like Roll No., Full Marks, Marks Obtained

Scroll Down and fill up all mandatory details

Application - Step 3

Enter Your Higher Secondary/ 12th Std. details like Roll No., Year of passing, Board etc.

Next Select your subject from dropdown and then select theory total marks.

Next enter your obtained marks in each subject theory & practical.

Please enter your marks carefully as it will be considered for Merit Index Calculation.

Press Continue to Step4 button

Class XII/Higher Secondary

Year of Passing* Board*

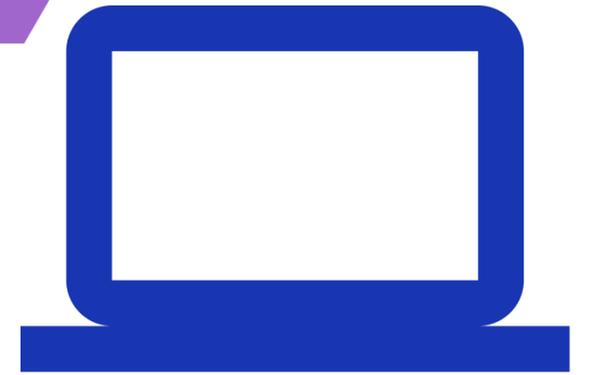
Roll Number*

Subject Wise Marks

1st Language *	Theory Total*	Theory Obtained*	Practical/Project Total*	Practical/Project Obtained*	Tot
<input type="text" value="Choose..."/>	<input type="text" value="Select"/>	<input type="text" value="Theory Marks"/>	<input type="text" value="Select"/>	<input type="text" value="Practical Marks"/>	<input type="text" value="Tot"/>
2nd Language	Theory Total	Theory Obtained	Practical/Project Total	Practical/Project Obtained	Tot
<input type="text" value="Choose..."/>	<input type="text" value="Select"/>	<input type="text" value="Theory Marks"/>	<input type="text" value="Select"/>	<input type="text" value="Practical Marks"/>	<input type="text" value="Tot"/>
Subject *	Theory Total*	Theory Obtained*	Practical/Project Total*	Practical/Project Obtained*	Tot
<input type="text" value="Choose..."/>	<input type="text" value="Select"/>	<input type="text" value="Theory Marks"/>	<input type="text" value="Select"/>	<input type="text" value="Practical Marks"/>	<input type="text" value="Tot"/>
Subject *	Theory Total*	Theory Obtained*	Practical/Project Total*	Practical/Project Obtained*	Tot
<input type="text" value="Choose..."/>	<input type="text" value="Select"/>	<input type="text" value="Theory Marks"/>	<input type="text" value="Select"/>	<input type="text" value="Practical Marks"/>	<input type="text" value="Tot"/>
Subject	Theory Total*	Theory Obtained*	Practical/Project Total*	Practical/Project Obtained*	Tot
<input type="text" value="Choose..."/>	<input type="text" value="Select"/>	<input type="text" value="Theory Marks"/>	<input type="text" value="Select"/>	<input type="text" value="Practical Marks"/>	<input type="text" value="Tot"/>

Back ← Continue to Step 4 →

Application - Step 4



Now Upload your documents/images carefully. Please remember your uploaded documents/images will get verified against your entered data. Hence prominent documents/images (with size below 200KB) are needed to be uploaded.

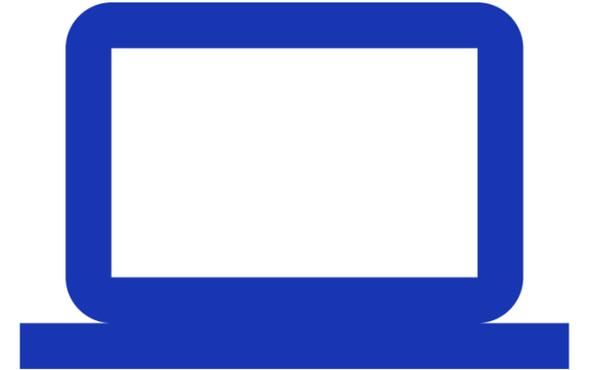
If you have selected Category other than General, then you need to upload caste certificate. Same thing with PWD certificate.

Now use Back button to verify your entered details in earlier steps before final submission.

A screenshot of a web application interface titled "Online Application". The interface shows a progress bar with four steps: "Step 1: Personal Details", "Step 2: Personal Details", "Step 3: Marks Details", and "Step 4: File Uploads". The "Step 4: File Uploads" step is currently active. Below the progress bar, there are several file upload sections, each with a "Choose file..." button and a "Browse" button. The sections are: "Passport size Photo (max size 200 KB)*", "Scanned Signature (max size 200 KB)*", "Secondary Admit/Age Proof document (max size 200 KB)*", "Secondary MarkSheet (max size 200 KB)*", "H.S. (or Equivalent) Marksheet (max size 200 KB)*", "Aadhar Card(max size 200 KB)*", "Caste Certificate (If any)(max size 200 KB)", and "PWD Certificate (If any)(max size 200 KB)". At the bottom of the form, there is a checkbox with the text: "I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief." Below this, there is a "Verification Code" field with a captcha image showing "fA^8KS". At the very bottom, there are two green buttons: "Back ←" and "Submit →".

Once you are satisfied please accept Agree checkbox and press Submit

Application - Step 5



Based on your entered subjects and marks Courses will get displayed here.

Now Tick Mark against the Course(s) you would like to apply.

You can apply more than one Courses.

Once you are done please click Apply Button

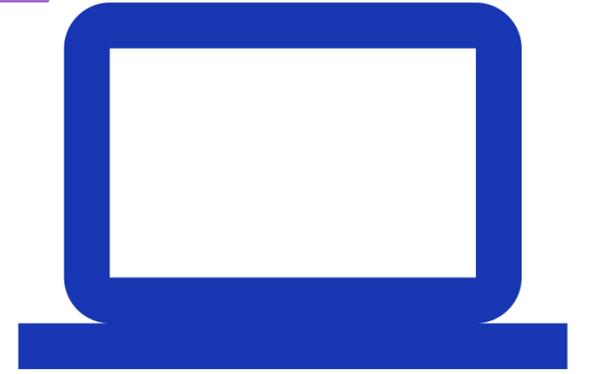
 **APPLY to Courses**

BA	BSC
<input type="checkbox"/> Bengali (Honours)	<input type="checkbox"/> General
<input type="checkbox"/> Education (Honours)	
<input type="checkbox"/> History (Honours)	
<input type="checkbox"/> Philosophy (Honours)	
<input type="checkbox"/> General	

Captcha Code Insert Capt

Apply

Application - Step 6



Afer Successful submission in previous step please take a receipt copy by presseing "click here for Receipt" link.

Also You can apply for other courses before closing of application process.

 **Dashboard**

[Click here for Receipt](#)

You have applied following courses:

BA - English (Honours)

BSC - Physics (Honours)

BSC - Chemistry (Honours)

BSC - Mathematics (Honours)

>>Apply Other Courses

Contact us

Reach out if you have any questions or clarifications

Phone Number

7699666601

Email Address

admission@ggdck.ac.in

Website

<https://www.ggdck.ac.in/>



Thank you!

**Feel free to approach us if
you have any questions.**