



# The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata 700073 | E-mail: regoffice.scu@gmail.com

[Established by the Act No. XXXIII of 2015; Vide W.B Govt. Notification No 187-L, Dated- 19.02.2016]  
<https://www.sanskritcollegeanduniversity.ac.in>

Memo No: EST/R.O/SCU/042(Notice)/2024/0802

Date: 27.08.2024

## Notice for Mop Up Round Admission Document Verification for UG2024

**Attention: Students joined The Sanskrit College and University in UG Course this year through Mop-up Round of Centralized Admission Portal (Online) of Department of Higher Education, Government of West Bengal for the 2024-28 (4 YUGP) Academic Programme.**

Students, who have applied online for admission to the first year of the particular Undergraduate course and deposited requisite admission fees, are advised to report The Sanskrit College and University Heritage Building, in person, **by 11-45 AM on 5<sup>th</sup> September, 2024**, as stated below along with Original documents, and duly filled in **FORMAT (provided in next page)** and self-attested copies of following documents (in mentioned order) attached therewith:

1. Print out of ( a ) Online Application Form, ( b ) Admission fees Payment receipt/s and ( c ) Provisional Admission Confirmation Certificate (from <https://wbcap.in>) \*
2. Mark sheet of Madhyamik/ Equivalent \*(Original with Duplicate)
3. Certificate of Madhyamik/ Equivalent
4. Pass Marksheet of H.S. / Equivalent \*(Original with Duplicate)
5. Certificate of H.S. / Equivalent
6. Caste Certificate issued by competent authority {If Applicable – (Not required for General Category)} \*(Original with Duplicate).
7. Disability Certificate (If Applicable) \*(Original with Duplicate)
8. Admit Card of Class X for D.O.B. Verification \*(Original with Duplicate)
9. Self-attested copy of Aadhaar Card \* ( or Passport and Visa copies for Foreign students) (Original with Duplicate)
10. Copy of Blood Group Certificate \*
11. Copy of EWS Certificate (issued within this year, i.e., 2023) \*(Original with Duplicate)
12. Copy of Sportsperson Certificate (minimum State Level and above) (If Applicable) \* (Original with Duplicate).

\* Marked items are mandatory

All documents listed above, as applicable, should be brought for physical verification.

Subject/Faculty	Date & Timing
For all 8 Departments	5 <sup>th</sup> September, 2024 (Tuesday) – 12 Noon onwards (At Vidyasagar Hall of Heritage Building)

**Students got themselves admitted at Second Phase (i.e. the Mop Up Round of CAP) have to visit the University on 5<sup>th</sup> September, 2024 from 12 Noon to 3 PM for all subjects prepared for their document verification work and no request for change of date will be entertained.**

Any clarification, please contact through e-mail at [regoffice.scu@gmail.com](mailto:regoffice.scu@gmail.com) (mentioning Name, Application ID, contact phone number & E-mail ID).

Or, one can contact over phone at Mobile No. **9007535132** between 11 am and 5 pm on working days (Monday to Friday except intervening notified holiday/s, if any).

(Srijib Bardhan)  
Registrar

Registrar  
The Sanskrit College and University



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**FYUP 2024 First Year Admission**  
**Document Verification Acknowledgement slip**  
**University Copy (To be filled up by the Student)**

		<u>Admission Granted/Cancelled</u> (Office Use only)
1. Name of the Student	:	
(in Block Letter)		
2. Application ID	:	
3. Payment Transaction ID	:	
4. Aadhaar Number	:	
Or	:	
Passport/Visa Number	:	
(in case of Foreign nationals)		
5. Department	:	
6. Category	:	
7. Mobile No.	:	
8. E-mail ID	:	

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Verified by Department

\_\_\_\_\_  
Signature of Candidate  
with date

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**FYUP 2024 First Year Admission**  
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7. Mobile No.	:	
8. E-mail ID	:	

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Verified by Department

\_\_\_\_\_  
Signature of Candidate  
with date