

Serampore College

UG Admission 2026

Admission Procedure and Guidelines: Please read carefully

1. Candidates whose names appear in a Merit List (other than the Provisional Merit List) will be eligible to take admission by paying the prescribed admission fee within the stipulated date and time.
2. To complete the admission process, log in to the admission portal (**www.seramporecollege.live**) using your credentials. The option to pay the admission fee will be available in your account. **Don't try through any other portal.**
3. If you are facing difficulties while making the payment, please try using a desktop computer or laptop. Payments made through mobile phones may sometimes fail or not be processed successfully.
4. Upon successful payment of the admission fee, your admission will be considered provisionally complete. Admission will be finalised only after verification of the submitted documents and, finally, upon registration at the University of Calcutta. The schedule for document verification will be announced in due course.
5. If you have made a payment and the amount has been deducted from your bank account, but the payment status is not yet reflected in the admission portal, please do not make the payment again. The payment status will be updated after reconciliation with the payment gateway report. You may check the updated status after 12:00 noon on the following day.
6. Any candidate who has already taken admission in a Course/Major Subject and wishes to transfer to another Course/Major Subject (provided their name appears in the Merit List for the desired Course/Major Subject) may do so by applying for a transfer and paying the applicable fees.

The admission fee already paid for the current Course/Major Subject will be applied toward the fee for the new Course/Major Subject.

If the fee for the new Course/Major Subject is higher than the fee already paid, the candidate must pay: the difference in fees, and a course transfer fee of Rs. 10.00.

If the fee already paid is equal to or higher than the fee for the new Course/Major Subject, no refund or adjustment of the excess amount will be made. However, the candidate must still pay the course transfer fee of Rs. 10.00.

Transfer requests will be considered only for candidates whose names appear in the Merit List of the Course/Major Subject to which they seek transfer.

7. Any admitted candidate who wishes to cancel his/her admission must do so through the admission portal. The admission cancellation facility is already activated.
8. At the time of admission cancellation, candidates will be required to provide the bank account details for processing any eligible refund. Refunds, if applicable, will be made in accordance with the UGC rules and regulations in force at the time.

9. **Understanding the Preference System is very important.** Please note that MDC (3-Year) courses are not included in the preference system. Only Major subjects are considered under the preference scheme.

A candidate will not be considered for any lower preference once he/she has been selected in a higher preference. For example, if a candidate applies for three Major subjects and is selected in the subject marked as Preference 2, he/she will not be considered for the subject marked as Preference 3. However, if a vacancy arises in the subject marked as Preference 1, the candidate may still be considered for that subject.

A candidate will be eligible to take admission to a Major subject only if his/her name appears in the Merit List for that subject.

10. For any details regarding the college, its affiliation, etc., please visit the original website of the college. No details regarding this will be available from the technical helpline.