



SIBSAGAR COMMERCE COLLEGE, SIVASAGAR

SIVASAGAR, ASSAM

Form Downloaded

Application Form for Admission into
(HS/ B.Com/ B.A./ BCA/ PGDCA/ M.Com)

Roll No.

(For Office Use Only)

Last Qualifying Exam Passed

Name of Examination	Year of Passing	Name of the Institution last studied	Division	Total Marks	Percentage (%)

Affix a recent Passport Size Photograph

Sir,

I want to get admitted to (Year/ Semester) in your College or the session The necessary details about myself are given below :

- Applicant's Name in full :
(In Block Letters)
- Date of Birth (DD/MM/YY) :
- Sex (tick the appropriate gender) : Male / Female
- Father's Name : Sri
- Mother's Name : Smt.
- Permanent Address : Village / Town P.O.
: P.S. Dist.
: Telephone No. Mob.
- Name and Add. of Guardian : Sri/Smt.
: Relation Town/Vill.
: P.S. Dist.
: Telephone No. Mob.
- Tick the appropriate box if you come under any of the following categories (Furnish attested copies)
SC ST OBC MOBC General
- Marital Status : (i) Unmarried (ii) Married
- Religion : (i) Hindu (ii) Islam iii) Others
- Physically Handicapped : Yes / No.
- Blood Group
- Details of Examination passed so far : (Attach attested xerox copies)

Name of the Examination	Board/ Council/ University	School/College where previously studies	Year of Passing	Roll No.	Reg. No. & the year	Subjects
HSLC / Class X				Roll		
				No.		
HS/ Class XII				Roll		
				No.		
BA/ BSc./ B.Com/ or Equivalent				Roll		
				No.		

- a) Combination of Subjects desired (A) (B) (C)
for H.S. / TDC (D) (E) (F)
- b) Major / Special Programme for TDC
- c) COC
- Do you want to stay in College Hostel ? Yes/ No.
- Bank A/C No of student
if student dont have Bank A/C, Please give Parents Bank A/C No
- Distance between your home and College (K.M.)
- Annual Income of Parents (please tick): Below Rs. 1,00,000/- Above Rs. 1,00,000/-
If income below Rs. 1,00,000/- (annually), then submit income certificate given by competent authority.
- Whether you belong to Tea Tribe or not (please tick) yes no
- Whether you belong to Minority or not, yes no
If yes write the Community and submit proper document

I declare that above particulars furnished by me are true and correct to the best of my knowledge and I shall solely be responsible for any discrepancy found in the facts given by me. Moreover, I shall attend all the classes regularly and follow all the rules and regulations of the college.

Signature of Father / Guardian

Date :

Signature of the Applicant

Date :

**Guardians' Financial Guarantee to be filled in by the parents / Guardians
(For M.Com Only)**

I hereby declare that I take full responsibility for the payment of college as laid down under college rules of my son/daughter/ward, Sri/Srimati/Mrs.....for his/her study in the College during the course of his/her study at Sivsagar Commerce College. I also take full responsibility for regular payment of the hostel dues of my son/daughter/ward if she/he avails a hostel Seat.

Date :

Signature of the Applicant

- N.B. 1) Students selected for College hostel will required to pay the prescribed fee separately as per the rules.
2) Document to be Enclosed
(a) HSLC (Xerox copies of Admit Card, Mark Sheet, Certificate)
(b) HS (Xerox copies of Mark Sheet, Certificate)
(c) B.Com (Xerox copies of Mark Sheet, Certificate)
(d) Cast Certificate

Verification by the Admission Committee

The Application form of is verified with his testimonials and is found correct / incorrect.

He/She has been offered programme with
Specialization / Major in

Remarks

Date

Signature of the Member of
Admission Committee

The Applicant is allowed to take admission in class for the session 2017-18

Principal
Sivsagar Commerce College
Sivasagar, Assam

INSTRUCTION FOR ADMISSION

- 1) Submission of forms on or before last date specified along with the documents of last examination/ examinations passed (Xerox copy of Admit card, mark sheets, Pass Certificates, Character Certificate, Caste Certificate and Citizen Certificate)**

- 2) In case of Gap Admission, Gap certificate must be produced from the institution last studied.**

- 3) For Free admission - (In addition to the above documents the following documents are to be submitted)**
 - i) Those who seek free admission, they must submit income certificate of parents certified by Circle Officer/SDC/Mouzadar.**

 - ii) Submission of at least one photograph of students while doing tree plantation either at Home or School or College or Any Public Places. It is mandatory to look after the plant by students and to submit the photograph of the plant and its growth time to time to the college authority for assuring free admission in the next year.**

 - iii) Original Certificates must be submitted at the time of admission along with two passport size photograph. Original Certificates will be returned after the admission process is over.**

- 4) Applicant submitted downloaded form shall have to drawn a demand draft of Rs. 210/- payable in favor of "Principal Sibsagar Commerce College" payable at Sivasagar.**