

# OFFICE OF THE PRINCIPAL KALABARI COLLEGE

KALABARI :: SONITPUR :: ASSAM

ESTD. - 1992

NAAC Accredited with 'B+' Grade

From,

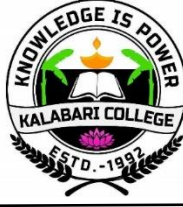
Dr. Pradip Sarmah

Principal

Kalabari College

Kalabari, Sonitpur, Assam

(M) +91-8486631766, 03715-291015



Address :

Kalabari College

Kalabari, Sonitpur

Assam, India, PIN-784178

Email ID : [kalabaricollege@gmail.com](mailto:kalabaricollege@gmail.com)

Website : <https://kalabaricollege.org.in>

Ref. No. ....

Date 02/07/2024

## SPOT ADMISSION NOTIFICATION : 2024-25

Four Year Undergraduate Programme (FYUGP) of Madhabdev University

নামভর্তিৰ তাৰিখ : ২৯ জুলাই (সোমবাৰ)-ৰ পৰা ৩১ জুলাই (বুধবাৰ), ২০২৪

নামভর্তিৰ সময় : পুৱা ১০:০০ বজাৰপৰা

যিসকল ছাত্ৰ-ছাত্ৰীয়ে ইতিমধ্যে **FYUGP 1<sup>st</sup> Semester 2024-25** ৰ অধীনত নামভর্তি কৰিবলৈ সক্ষম নহ'ল, তেওঁলোকক আমাৰ মহাবিদ্যালয়ত বিষয়সমূহৰ খালী থকা কেইখনমান আসনৰ বাবে 'প্ৰথম-অহাজনৰ-প্ৰথম-অগ্রাধিকাৰ' ভিত্তিত ঠাইতে নামভৰ্তিকৰণ (Spot Admission)-ৰ শেষ সুযোগ গ্ৰহণ কৰিবলৈ আহ্বান জনোৱা হৈছে।

### প্ৰাৰ্থীসকলৰ বাবে গুৰুত্বপূৰ্ণ নিৰ্দেশনা :

- (১) SAMARTH পৰ্টেলত আবেদন কৰা যিসকলে ইতিমধ্যে কোনো মহাবিদ্যালয়তে নামভর্তি কৰিবলৈ সক্ষম নহ'ল, তেওঁলোকে আমাৰ মহাবিদ্যালয়ত নামভর্তি কৰিব পাৰিব।
- (২) SAMARTH পৰ্টেলত এতিয়ালৈকে যিসকলে পঞ্জীয়ন কৰা নাছিল, তেওঁলোকেও এতিয়া SAMARTH পৰ্টেলত পঞ্জীয়ন কৰি (<https://assamadmission.samarth.ac.in>) নামভর্তি কৰিব পাৰিব।
- (৩) নামভর্তি কৰিব বিচৰা সকলো ছাত্ৰ-ছাত্ৰীয়ে পৰীক্ষণৰ বাবে নিজৰ সকলো মূল নথি-পত্ৰ লৈ অনাৰ লগতে আবেদন প্ৰ-পত্ৰৰ প্ৰিন্ট কপি আৰু সংশ্লিষ্ট নথি-পত্ৰৰ ফটো কপিসহ দাখিল কৰিব লাগিব।
- (৪) প্ৰাৰ্থীয়ে পৰীক্ষণৰ বাবে নিজৰ সকলো প্ৰাসংগিক নথিপত্ৰ মূল ৰূপত দাখিল কৰিব লাগিব আৰু পৰীক্ষণৰ সন্তোষজনক গ্ৰহণযোগ্যতাৰ লগতে আসনৰ উপলব্ধতা অনুসৰিহে নামভৰ্তিৰ সুযোগ পাব।
- (৫) মাতুল ৰেহাই আঁচনিৰ সুবিধা ল'বলৈ ছাত্ৰ-ছাত্ৰীসকলে যোগ্য কৰ্তৃপক্ষৰপৰা আয়ৰ প্ৰমাণ পত্ৰ দাখিল কৰিব লাগিব য'ত তেওঁৰ পিতৃ-মাতৃৰ আয় সকলো উৎসৰ পৰা বছৰি ২ লাখ টকাৰ কম বুলি উল্লেখ থাকিব লাগিব। আয়ৰ প্ৰমাণ পত্ৰ অবিহনে বিকল্প গ্ৰহণযোগ্য প্ৰমাণ দাখিল কৰিব লাগিব।
- (৬) যিকোনো ক্ষেত্ৰতে College Admission Committee-ৰ সিদ্ধান্তক চূড়ান্ত বুলি গণ্য কৰা হ'ব।

### ADMISSION HELP-DESK

Mr. Prasanta Das	8638742014	Mr. Pranab Borah	9707727843
Mr. Biman Hazarika	7002089330	Mr. Hiranya Borah	9101364867
Mr. Robin Gogoi	9435033303	Mr. Jitu Sarmah	9854362682
Dr. Lakhinandan Bora	7002843032	Mr. Umesh Bhuyan	6001145152
Mrs. Rubi Bhuyan	6002078179	Mr. Paresh Kakati	9365266705
		Mr. Nirod Phukan	9101331473

  
Principal  
Kalabari College



GOVT. OF ASSAM  
DIRECTORATE OF HIGHER EDUCATION  
KAHILIPARA:: GUWAHATI

NOTIFICATION

Ecf No: 514728/1

Dated: Kahilipara, 1<sup>st</sup> July, 2024

In the interest of the student community and prevailing Flood situation, in continuation to the earlier notification Ecf No: 473870/21, dated: Kahilipara, 21<sup>st</sup> June, 2024, as directed by Govt. of Assam in Higher Education Department, the Assam State Higher Education Portal will remain open till 11:55 P.M. on 2<sup>nd</sup> July, 2024 for admission to FYUGP, FYIPGP and FYIMP for academic session 2024-25.

The final Spot Admission for Non-CUET will be open again from 29<sup>th</sup> to 31<sup>st</sup> July, 2024 alongwith Spot Admission for CUET, as notified earlier, to fill-up any remaining vacant seats.

However, Colleges/Universities may decide whether or not to conduct Spot admission on the 2<sup>nd</sup> of July, 2024 or carry out the activity on 29-31<sup>st</sup> July, 2024. In case, any College/University wishes to conduct admissions on 2<sup>nd</sup> July, 2024, they are to do so with the available members from the teaching and non-teaching fraternity. Leave already granted to any employee earlier from 2<sup>nd</sup> of July, 2024 may not be cancelled.

Therefore, if any seats are still vacant in the Institutions in any of the Programme(s)/Discipline(s) beyond 1<sup>st</sup> July, 2024, admissions may be granted by the respective Colleges/Universities either on 2<sup>nd</sup> July, 2024 or during the final spot admission round (29<sup>th</sup>-31<sup>st</sup> July, 2024) or both. The respective Institutions are to ensure wide publicity of the same in their Institutional websites and other platforms.

All options of new registration, updation etc, as available both to the applicants as well as institutions in the current spot admission round shall remain the same during the final Spot Admission round from 29<sup>th</sup> to 31<sup>st</sup> July, 2024.

Director of Higher Education, Assam  
Kahilipara, Guwahati

Dated: Kahilipara, 1<sup>st</sup> July, 2024

Memo Ecf No: 514728/1-A

Copy to for kind information and necessary action:

1. The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6
2. The Registrar, Assam University, all State Universities, and participating Private Universities of Assam
3. The Principal, all Govt/Provincialized/PDUAM/Private/Venture/Govt. Model Colleges of
4. The P.S. to Hon'ble Education Minister, Assam for kind appraisal of the Education Minister, Assam.

*e-signed*  
Director of Higher Education, Assam  
Kahilipara, Guwahati

# GUIDELINES FOR SPOT ADMISSIONS 2024

## For Students

### 1. Who can participate in Spot Admission Round?

1. Those who have not secured admission in the two rounds.
2. Those who did not register on <https://assamadmission.samarth.ac.in/>
3. Those who wish to cancel their admission from any of the two rounds and take admission in another college, subject to the vacancy of seats and policy of the college.

Those who are already registered with <https://assamadmission.samarth.ac.in/> need not register again.

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## Steps to apply for Spot Round

### 1. For Those who have not secured admission in the two rounds

1. Check the available vacancies before the Spot Round Admissions on <https://assamadmission.samarth.ac.in/index.php/site/vacancy-list> and identify the university/college and programme where you wish to take admission
2. Login to your account via <https://assamadmission.samarth.ac.in/index.php/site/login>
3. Update your profile (if required) and upload the necessary documents
4. Apply for the programme. Students will only be able to apply for One Programme where they want to take admission. Students may contact the college/university to consult before applying.
5. Contact the College/University for admission.

*(The College/University may follow their policy and guidelines for Spot Admission as published in the public domain/ Institutional website by the College/University)*

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### 2. For those who have not yet registered on the Assam State Higher Education Admission Portal <https://assamadmission.samarth.ac.in/>

1. Check the available vacancies before the Spot Round Admissions on <https://assamadmission.samarth.ac.in/index.php/site/vacancy-list> and identify the university/college and programme where you wish to take admission
2. Register on <https://assamadmission.samarth.ac.in/index.php>
3. Login to your account
4. Fill your profile and upload all necessary documents
5. Apply for the programme. Students will only be able to apply for One Programme where they want to take admission. Students may contact the college/university to consult before applying.
6. Contact the College/University for admission

*(The College/University may follow their policy and guidelines for Spot Admission as published in the public domain/ Institutional website by the College/University)*

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### 3. Quota definitions:

The HEIs have to clearly spell out the criteria of selection and document requirements for filling up seats against various quota, for example:

1. Fringe village quota (Fringe/ Local area quota)
2. Co-Curricular Activity quota (Cultural quota)
3. Sports quota
4. Employee/ Ward quota (Son/Daughter of an employee of the College/University)

### 4. Students who wish to take admission under quota, as per the notified policy of the Institution, they are to follow the following steps:

1. If they have already applied for a particular quota, then they need not update their profile again.
2. They need to update their profile and mark the quota against which they belong to and upload the relevant documentary evidence to ascertain the claim.
3. Based on the policy of the Institution, the student needs to fulfil the criteria, to be admitted under that category.

### 5. For those who wish to cancel their admission from any of the two rounds and take admission in another college subject to the vacancy and policy of college.

1. Check the available vacancies before the Spot Round Admissions on <https://assamadmission.samarth.ac.in/index.php/site/vacancy-list> and identify the university/college and programme where you wish to take admission
2. Login to your account via <https://assamadmission.samarth.ac.in/index.php/site/login>
3. Select the "Request for Cancellation" option for the admission that was previously granted. Contact the concerned university/college if required.
  - a. A candidate who has already been admitted to a particular program can raise a "Request for Cancellation" from that program from 29th June 2024 (10 AM) to 30th June 2024 (3 PM) and can get admission in any program in any institution till 1st July 2024, subject to vacancy of seats in that programme/discipline and college policy.
  - b. The pending "Request for Cancellation" will be auto-cancelled after 9 P.M. of 30th of June, 2024.
  - c. You'll only be able to proceed on the next steps to update your profile and apply for a spot admission round after the existing admission is cancelled by the College/University.
4. Update your profile (if required) and upload necessary documents
5. Apply for the programme. Students will only be able to apply for One Programme where they want to take admission. Students may contact college/university to consult before applying.
6. Contact the College/University for admission

*(The College/University may follow their policy and guidelines for Spot Admission as published in the public domain/ Institutional website by the College/University)*

## **For Colleges/Universities**

### **1. Processing Cancellation Requests**

2. Institutions are to manually cancel the admission of any candidate on the day of request itself.
3. It is mandatory for colleges to approve cancellation requests raised by candidates.

### **2. Processing Admissions**

1. The college/University will adhere to the established procedures for academic scrutiny.
2. They can grant admission to students only after thoroughly reviewing the applications and marking them as "Accepted" at both the Academic Scrutiny and Final Scrutiny levels.
3. Colleges/Universities are not required to "Process Merit List" for the Spot Admission Round.
4. College/University may "Process Admissions" in the same manner as they did in previous rounds subject to seat availability.
5. In case of applications under Local quota (Fringe Village quota)/ CCA (Co-Curricular Activity quota)/ Sports quota/ Ward (Employee quota), the Institution will follow their notified policy, for granting admissions.
6. Upon grant of admission, if the Colleges/Universities have collected the notified admission fees outside the integrated payment gateway, then upon cancellation of admission granted, they should mandatorily refund the full amount to the applicant, so that the candidate does not face any difficulty in taking admission in the other Institution.

### **3. It is mandatory for the Universities/Colleges to ensure the following:**

1. Publication of the Spot admission policy on the Institution's website.
2. Compliance with the Institutional Spot admission policy, as notified.
3. Publish a helpline number for Spot admission
4. Set up an admission and counselling help desk for subject (Major and Minor discipline) change.
5. Wide publicity of the College/University's Spot admission policy amongst students.
6. To ensure that Spot Admissions are done smoothly and transparently.

#### **DISCLAIMER:**

*Neither the Higher Education Department, Assam nor SAMARTH e-Gov suite shall be responsible for any grievances from candidates regarding the admission policy, merit criteria, and admission rules followed by the Higher Educational Institutions during the admission process.*