



Office of the Principal

GURUCHARAN COLLEGE, SILCHAR

ESTD. 1935

ISO 9001:2015 certified institution

Re-accredited with 'A' grade by NAAC (2nd Cycle)
Silchar - 788004, Assam

Phone : 03842-265602

Principal : 267042

Fax : 267042

Library : 264257

Website :

www.gurucharancollege.ac.in

Email : principal

@gurucharancollege.ac.in

Ref. No.

Date: 19-06-2025

NOTICE

In compliance with the directives issued by the **Directorate of Higher Education (DHE), Assam**, vide letters No. : **639138/7 dated 05-05-2025** and No. : **639138/10 dated 03-06-2025**, the students who have applied for admission into the **Four-Year Undergraduate Programme (FYUGP)** in **Arts, Commerce, Science, and Business Administration** at **Gurucharan College, Silchar**, for the academic session 2025-26, are hereby informed the following :

1. The eligibility criteria for Spot Admission is detailed below :

Date	Eligibility
20th June 2025	60% or more in HS Local Quota* - 50% or more in HS for students who have passed HS from Gurucharan College
21st June 2025	50% or more in HS Local Quota* - 40% or more in HS for students who have passed HS from Gurucharan College
23rd & 24th June 2025	Passed in HS

*A maximum of 50% of seats available in Spot Admission will be offered as Supernumerary Seats under Local Quota to the students who have passed HS from Gurucharan College.

2. The Spot Round for Non-CUET FYUG admission will be held on **20th, 21st, 23rd and 24th June 2025** based on the eligibility criteria detailed in point number 1 above between **10:30 am and 2:30 pm** after due physical verification of documents subject to availability of seats and other necessary requirements as and when laid down by the college authority.
3. Students seeking admission in the spot round are required to apply in the Samarth portal on **19th June 2025** as and when allowed by Samarth. However, the students who have already registered in Samarth earlier are advised to login to their Samarth account and check if the desired applications are in active mode or not. In case the application is not active, they are advised to re-submit the application by discarding the earlier application, if necessary.



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4. *As the number of candidates is much higher than the number of seats, students are advised to apply in multiple subjects as Subject-1 through different application forms under the same Samarth login.* This is advised so that if a student doesn't get admission in a department of his or her first choice, he or she may try for admission in some other department. *The form corresponding to one DSC department cannot be used for a different DSC department as they will have different form numbers.*
5. In order to facilitate a smooth and hassle-free process, Spot Admission will be offered on a **first come first serve** system based on the **eligibility criteria in point number 1** above and the serial numbers of auto-generated **Tokens**. Students seeking spot admission are mandatorily required to generate a **Token Number** by filling up their Samarth Registration Number (nine digit beginning with 25...) in the following Google Forms which will remain open from **8:00 am to 2:00 pm** every day on **20th, 21st, 23rd and 24th June 2025**. The students have to login to their gmail accounts in order to fill up the form. An auto generated Token Number Slip in pdf will be emailed to the student as soon as the form is submitted. *The student has to take print out of the Token Number Slip and wait for his / her turn patiently in the designated halls.*

Arts	BBA	Commerce	Science
https://forms.gle/cG6NmJ3R2KWappfX8	https://forms.gle/kAEGXszGf6oqWhBb7	https://forms.gle/h5P4hhWcVbmrVP437	https://forms.gle/YZGpUxtesBUh8dLA8
			



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6. After applying in Samarth and generating token numbers, students are to report to the college on **20th, 21st, 23rd and 24th June 2025** between **10:30 am and 2:30 pm** with the printed copies of Token Number Slip, Samarth Application form and necessary supporting documents (original as well as photocopies) like 10th and 12th Marksheets, Caste Certificate, AADHAAR card, Ration Card* or Income Certificate* (in case of Free Admission) in the designated Halls :

Conference Hall - Arts

Room 13 - BBA and Commerce

Hall 1 - Science

7. On the days of Spot Admission, the names of applicants will be called from 10:30 am onwards as per the Token Numbers. ***The applicants must be present when the names are being called. If an applicant is not found even after calling several times, the corresponding Token Number will be treated as invalid.*** Such an applicant has to report with a fresh Token Number once the first chance is missed.
8. As the number of applicants is much higher than the number of seats and it is important to give opportunity to those students who have not yet got admission in any course in any college, ***so preference will be given to those students who have not yet got admission in any course in any college.***
9. A **Top sheet cum consent form** will be attached by the concerned DSC department with the application form and photocopies of the necessary documents. Students seeking **Free Admission** or **admission under reserved category** should complete steps 10 and 11 as applicable. Other students can go to step 12 directly.
10. Students seeking **Free Admission** should go to the **Fee Waiver Committee** in Hall 2 to verify their eligibility by producing their original **Ration Card** or Income Certificate (of less than Rs. 4 lakhs per year, in case there is no ration card). It is to be noted that this scheme can be availed only by the students who are permanent residents of Assam. Students from states other than Assam are not eligible for this scheme. **Students opting for self-financing subjects i.e. BBA,**



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Biotechnology, Computer Science, Ecology & Environmental Science and Mass Communication as DSC are not eligible for fee waiver. Students producing any fake or invalid documents will not be allowed Free Admission in any case.

11. Students seeking admission under **reserved category** should go to the **Reservation Committee** in the designated halls to verify their eligibility by producing their original caste certificate and other documents as necessary. It is to be noted that **OBC** students will be eligible for the benefit of reservation only if they fall under **Non-Creamy Layer** category i.e. their combined family annual income should not exceed Rs. 8 lakhs. Necessary documents to justify the same should be produced, failing which they will be treated as General Category candidates even if they have been offered admission under OBC category.
12. Students should choose their AEC (Ability Enhancement Course), VAC (Value Added Course) and IDC (Interdisciplinary Course) among the choices offered by the college in the consent form as per availability of seats. No change in DSC / DSM will be allowed.
13. After approval of admission by the HOD/ Teacher-in-charge of the concerned DSC department, the student will be given an **Admission Slip**. The student will fill it up and proceed to complete the next few important steps for final grant of admission.
14. The student should login to the Samarth Portal and check whether the **Fees Payment Link** is active. Once the link is active, the student should make online payment of the fees and save as well as print two copies of the **Samarth Fee Receipt** thus generated. Students who have been offered Free Admission should also save and print two copies of the **Zero Fee Receipt** generated in the Samarth Portal. Once the payment is successfully made through the Samarth Portal, the portal will automatically update the admission status of the student as "Admission Granted." Students are advised to verify this status on the portal for confirmation. In the case of students availing Free Admission, the portal will still reflect the status as "Admission Granted" even though no monetary transaction has taken place.



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15. Next, the student should register in the college portal <https://gccollegeonline.in/> with the Samarth Registration number. The student should check the subjects allotted and upload photo, signature, bank details, Samarth Fee receipt, Anti-ragging declaration and any other details as required. The student should print two copies of the **College Acknowledgement Slip** generated in the portal.
16. For completion of the admission process, the student should submit the **Samarth Fee Receipt** and **College Acknowledgement Slip** along with the **Admission Slip** to the College Office **Counter No. 04 / 05** within two days of issue of the slip.
17. In all matters related to admission, the decision of the FYUGP Admission Committee and the college authority will be final and binding.

Guidelines for availing Fee Waiver Scheme

Students who are seeking admission under Fee Waiver Scheme must note down the following:

- i) Fee waiver Scheme is applicable only for those students whose parental annual income is below Rs. 4 lakhs.
- ii) If either of the parents (mother or father) is working as an employee in the State Govt./Central Govt./Semi Govt./State or Central Govt. undertaking, such students **will not be eligible** to apply under the Fee Waiver Scheme.
- iii) Ration Card containing the name of the candidate or parents or an Income Certificate issued by competent authority having the current validity for one year shall only be considered as proof of income.
- iv) A Declaration/Undertaking from the students stating that neither of the parents (father or mother) is employed in the State Govt./Central Govt./Semi-Govt./State or Central Govt. undertaking shall be required at the time of offline verification.
- v) For availing the Fee Waiver Scheme, to prove that a student is a domicile of Assam, he/she must submit a photocopy of any of the following documents during offline verification, as per the list issued by the Government of Assam:
 - PRC/Voter ID of self or parent
 - NRC of self or parent



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- Aadhaar Card of self or parent
- Ration Card
- Birth Certificate
- Passport of self or parent

vi) List of documents for Fee Waiver Scheme:

- Ration Card or Income Certificate
- Declaration/Undertaking by the student
- Copy of Admit Card/Marksheet of HSLC
- Copy of PRC/Voter ID of self or parent/NRC of self or parent/Aadhaar Card of self or parent/BPL Card/Birth Certificate/Passport of self or parent.

18. All the admission protocols are kept in sync with the directives from DHE, Assam.

19. In all matters related to admission, the decision of the FYUGP Admission Committee and the college authority will be final and binding.

Dr. Apratim Nag,
Principal in-charge,
Gurucharan College, Silchar