



SAGAR MAHAVIDYALAYA

Affiliated to the University of Calcutta, Under 2 (f) & 12 (B) of UGC, NAAC Accredited.

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Memo No.-

32/PRIN/SAGAR(M)/OFFICE/2025-26

Date 23.8.2025



Notice

It is hereby informed to all the students who have taken admission at Sagar Mahavidyalaya for the session 2025-26 at 1st Semester of B.A./B.Sc. (HONOURS & MDC) course, the **Physical Verification of Documents** will be carried out as per the following Schedule (Referred to Annexure-I). Students are informed to be present physically at college along with the original and one self-attested copy of documents as applicable (Referred to Annexure- II).

Dr. Surajit Bari
23.8.2025

Dr. Surajit Bari
Principal
Sagar Mahavidyalaya

Principal
Sagar Mahavidyalaya
Harinbari, Sagar, South 24 Pgs., Pin-743373



Annexure-I

SAGAR MAHAVIDYALAYA

**PHYSICAL VERIFICATION OF DOCUMENTS : SCHEDULE FOR MAJOR
(HONOURS)**

DATE: 23.08.2025, 25.08.2025 & 26.08.25

TIME: 11.00 a.m. to 4.00 p.m.

SUBJECT/COURSE	ROOM NO	BUILDING
BENGALI (4 YEAR HONOURS)	ROOM NO - 122	BAGULI BHAVAN – 1 ST FLOOR
ENGLISH (4 YEAR HONOURS)	ROOM NO – 132	BAGULI BHAVAN – 2 ND FLOOR
HISTORY (4 YEAR HONOURS)	ROOM NO – 117	BAGULI BHAVAN – 1 ST FLOOR
GEOGRAPHY (4 YEAR HONOURS)	ROOM NO – 108	BAGULI BHAVAN – GND. FLOOR
EDUCATION (4 YEAR HONOURS)	ROOM NO – 130	BAGULI BHAVAN – 2 ND FLOOR
POLITICAL SCIENCE (4 YEAR HONOURS)	ROOM NO – 209	KALAM BHAVAN - 1 ST FLOOR
SANSKRIT (4 YEAR HONOURS)	ROOM NO - 205	KALAM BHAVAN - G. FLOOR

PHYSICAL VERIFICATION OF DOCUMENTS: SCHEDULE FOR MDC (GENERAL)

SUBJECT/COURSE	ROOM NO	BUILDING
B.A. (3 YEAR MULTIDICIPLINARY)	ROOM NO – 116, 120, 121	BAGULI BHAVAN – 1 ST FLOOR
B.Sc. (3 YEAR MULTIDICIPLINARY)	ROOM NO – 211	KALAM BHAVAN - 1 ST FLOOR

Principal
23.8.2025
Principal
Sagar Mahavidyalaya
Harinagar, Sagar, South 24 Pgs., Pin-743301



Annexure-II

SAGAR MAHAVIDYALAYA

PHYSICAL VERIFICATION OF DOCUMENTS OF STUDENTS ADMITTED IN

1ST SEMESTER, 2025-26

A. List of Original Documents to be produced at the time of Physical Verification	
S/N	Name of Documents
1	System Generated Application
2	System Generated Provisional Admission Certificate
3	10+2 level Mark sheet
4	10 level Mark sheet
5	Age Proof Certificate (Admit Card/Birth Certificate etc)
6	SC/ST/OBC Certificate, if applicable
7	PwD Certificate, if applicable
8	EWS Certificate, if applicable
9	AADHAAR and ABC ID if available
10	Registration Certificate, if applicable
11	Migration certificate, if applicable
B. Self-Attested copies of the following documents to be submitted at the time of Physical Verification	
S/N	Name of self-attested Documents (XEROX COPIES)
1	Application Form (System Generated Application)
2	System Generated Provisional Admission Certificate (Last Payment Receipt)
3	Copy of 10+2 level Mark sheet
4	Copy of 10 level Mark sheet
5	Copy Age Proof Certificate (Admit Card/Birth Certificate etc
6	Recent colour passport size photograph (One Copy)
7	Copy of the SC/ST/OBC Certificate, if applicable
8	Copy of the PwD Certificate, if applicable
9	Copy of the EWS Certificate, if applicable
10	AADHAAR and ABC ID, if applicable
11	Copy of the Registration Certificate, if applicable
12	Copy of the Migration certificate, if applicable
13	Antiragging Declaration duly signed by the student

Shri
23.8.2025
Principal
Sagar Mahavidyalaya
Haridwar, Sagar, South 24 Pgs., Pin-743373