

Guide Line for Online Admission 2015-2016:

- Candidates have to apply online (mandatory) for admission in 2015-16 academic session.
- The admission will be conducted by Rishi Bankim Chandra College for Women according to the instructions and guideline given by The West Bengal State University, Barasat.
- The Online admission page will open when the candidate will click on **Online Admission-2015** link in the college website (www.rbccwomen.org) or enter web site address : www.onlinerbccwomen.org
- The rules of admission can be known by clicking on the option : **Application Procedure**.
- The Online application form will open when the candidate will click on “**Apply Online**” and choose Apply in Honours or Apply in General option.
- **The application form must be filled up properly. Moreover , necessary information can't be left incomplete.**
- It must be checked whether form has been filled correctly or not. The size of the passport photograph for online admission form must not exceed 100 kb.
- **A Candidate can not apply not more than three honours subject.**
- After carefully filled-up the online application form press **Submit Application** below the page. Confirm your application form will appear and check the form , if any modification required then press **Back** option or otherwise press **Please confirm your details then submit your application form**. Form Submitted Successfully message will appear on the page and an ID will be generated. Click Print Form for print the application form for admission.
- If any error is there, by chance, the candidate should click on “**Form correction**” option in the home page of “**Online Admission**”. Then she can edit/ rectify the form submitted earlier. The candidate must take a print of the filled-up form as well.
- Click **Make Payment**
For Offline Payment : You can obtain system generated challan for payment [Three parts of the challan i) Candidate's Copy ii) Bank Copy iii) College Copy] . The fees to be submitted any branch of the Axis Bank. **The amount is Rs. 130/- (including Bank Charge).**

For Online Payment : (This link still not available but after few days the online link will be available)

After Click **Make Payment** , Open a form , candidate filled up four fields such a Candidate's Name, Father's Name , Student ID(generated from the online form) & Mobile Number. Submit this information. The candidate can pay online through net banking or debit/ credit card. The fees can be submitted **offline** also through Challan by cash payment in the counter of any branch of Axis Bank. **The amount is Rs. 130/- (including Bank Charge).**

The applicant needs to retain the payment receipt copy of the bank challan.

- Once the payment is done, the candidate can't edit the admission form any more.
- After submission of fees the candidate can see her payment status (paid/ unpaid) by clicking on the “payment status” option in the home page of “Online Admission”. In case of offline payment , it can take a couple of days.
- The date for publication of merit list will be published on the due date.
- After publication of the merit list , the date of admission and other necessary information will be duly informed.