

Admission Procedure

Any student interested in seeking admission should go through College Prospectus available on college website. After going through the prospectus and the candidate has to fill admission form online.

Note: Due to COVID-19 situation the admission process has been converted to online mode only

DOCUMENTS REQUIRED

The candidate will submit/ upload relevant documents as detailed below:

1. **Passport Size Photograph:** Upload unattested recent photographs on the admission form. The student would require another photograph later for Library Card. Please note that only college authorities will attest the photographs. Don't bring photographs attested by anybody else.
2. **Board/University Certificates:** Copies of certificates of Matriculation examination already passed are to be uploaded for age verification, while the original certificates are to be shown for verification later on. If the Board/University has not issued any particular certificate, provisional certificate from the head of the institution last attended will be acceptable, provided it gives the detailed marks and proof of date of birth.
3. **Fresh entrants must upload the following certificates along with above mentioned documents**
 - a. **School leaving certificate**
 - b. **Character certificate.**
 - c. **Migration certificate by all the candidates migrating from outside Himachal Pradesh. Original Migration certificate has to be submitted in the office later on.** In case the eligibility of such candidates is doubtful, he/she can be asked to bring equivalent certificate or eligibility certificate for admission to the desired class.
 - d. **SC/ST/OBC/IRDP candidates must upload copy of their category certificate.** The original certificate issued by Magistrate Class-I or Tehsildar must be shown at the time of verification.
 - e. **Bonafide Himachali Certificate issued by Magistrate Class-I or Tehsildar must be uploaded by a girl student in order to get fee concession.**
 - f. **Aadhar Card UID/EID uploading is compulsory for all students.**
4. **Candidates having a gap are required to upload a self signed declaration, stating the facts/reasons responsible for the discontinuation of their studies. In case of**

false statement , the candidate's admission will be cancelled and legal action will be taken against him/her.

5. **The old continuing students** of the college need to fill all previous year data while filling online form. In case the student seeking admission has passed the last examination as private candidate, he/she will produce a character certificate from the Gazetted officer. This certificate should not be more than three months old.