



# *Sammilani Mahavidyalaya*

( NAAC ACCREDITED B++ )

[AFFILIATED TO CALCUTTA UNIVERSITY]

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Website :

[www.sammilanimahavidyalaya.org](http://www.sammilanimahavidyalaya.org)

## **Steps to be followed for Registration, 2020**

**Step 1:** Login to Admission Portal.

**Step 2:** Go to "Edit Profile" to modify any personal details and click on Update profile ( Name, Phone Number, Academic Details cannot be changed).

**Step 3:** Refresh the page.

**Step 4:** Go to My Application and select "Download Registration Form" to download the Registration Form.

**Step 5:** Print the Registration Form and paste a photo on it and sign the Registration Form.

**Step 6:** All the documents to be self attested along with Registration Form.

**Step 7:** Scan the self attested Registration Form and other self attested testimonials/ documents.

**Step 8:** Go to "My Upload" and upload all self attested documents along with Registration Form.

**Step 9:** Keep the self attested Registration Form and other documents with yourself.

**Step 10:** The college will notify later to submit the Registration Form and other self attested documents.