Ranaghat College : Ranaghat : Nadia

PROCEDURES FOR ONLINE FORM FILL-UP FOR PG - 2017

Start Date : 18.05.2017   *End Date : 08.06.2017*

For online form fill-up for admission to M.A. in Bengali a candidate must open the Website of Ranaghat College using **www.ranaghatcollege.org.in.** In the home page of the Website of Ranaghat College a link will be highlighted as below

ONLINE FORM FILL-UP PG. Click on this link.

Follow the following steps:

1. First read the Admission Information and eligibility criteria before going for online form fill-up.

2. Follow the procedures of online form fill up.

3. Keep ready a soft copy of your passport size photograph or get it through web camera and soft copy of your signature for uploading in the online form. The volume of the photograph and signature must be below 100kb.

4. Fill up online form very carefully. An application ID No. will be generated and this ID No. may be used for particular application only.

5. After completion of the form fill-up verify the information given and after confirming that no mistake is there submit the form.

6. On submission, an application ID No. will be generated and payment option will be shown. After clicking on the payment option you will be directed to the online SBI system.

7. **Get print out of the submitted application form** after submission. If you are selected for admission then sign it and produce with other relevant documents at the time of verification in the college.

8. Read the conditions shown under Disclaimer Clause and after being satisfied **click in the box** below (left side) to select and **click on proceed**. After that you will be directed to the **RANAGHAT COLLEGE ONLINE FEES COLLECTION ACCOUNT.**

9. Select payment category as **ONLINE APPLICATION FEES FOR PG**.

10. Put up all the information properly. **Application ID No. must be correct**. Do not give any space in the Application ID No.. Put amount of online application fees as **Rs.400**/- (**Rs. 200/- for SC/ST candidates**). Then click   submit.

11. Verify the details and click on **Confirm.**

12. A page will be displayed as **State Bank MOPS (*Multi Option Payments System*).**

There are **Three Payment Options** in **MOPS**, **NET BANKING, CARD PAYMENTS** and **OTHER PAYMENT MODES.**

In **NET BANKING** system payment can be made using **User Name** and **Password**. Take print out of the **Receipt** generated after making payment and preserve.

In **CARD PAYMENTS** system there are three options (i) **ATM-Cum-Debit-Card of SBI**, (ii) **Other Banks Debit Cards** and (iii) **Other Banks Credit Cards.** In **CARD PAYMENTS** system payment can be made using **card details**. Take print out of the **Receipt** generated after making payment and preserve.

The **OTHER PAYMENT MODES** is the **off line** payment system. In this system a challan will be generated. Take print out of this challan and make **cash payment** in the **counter of any Branch of State Bank of India**. Preserve the counter part of the challan for future reference.

13. Follow the Website of Ranaghat College for Merit List, Admission Test and Admission Notification.

Note :

After generation of Online Application ID No., if any problem arises for making online payment, then use the link

https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=384839

directly and make payment using your Application ID and other information correctly.

Last date of online application and payment of application fees is 09.06.2017.

Sd/- Dr.Arup Kumar Maiti
Principal
Ranaghat College