



KAZI NAZRUL UNIVERSITY

Nazrul Road, Kalla Bypass More, P.O- Kalla (C.H.)

P.S.- Asansol (North), Dist- Burdwan, Pin- 713340

E-mail- sccknuasnl@gmail.com, website:- www.knu.ac.in

INSTRUCTIONS TO STUDENTS IN REGARD TO VERIFICATION

This verification Notice only for the students who are admitted in 2nd Phase

(Date: 12.12.2018 & 13.12.2018, Time: 11.30am to 04.30pm)

1. Please go through the Verification Notification given in the University Website very minutely.
2. Please keep ready all documents as mentioned in the Verification Notification.
3. Please identify from the Verification Schedule your venue of verification.
4. Please report at the respective Verification venue well in advance.
5. Please show your Photo Identity Card and the downloaded application to the duty staff at the Gate of the venue.
6. Please maintain silence.
7. Please maintain discipline at the venue.
8. Please keep in mind that Parents / Guardians are not allowed at the Verification venue.
9. Please bring with you all original documents and photocopies of those documents as mentioned in the List given in the University Website.
10. Please bring with you few white sheets, pen and pencil.
11. Please bring with you two copies of passport size photograph.
12. You will be provided with the format of Anti-Ragging Declaration
13. You have to submit Attendance Declaration Certificate, to be provided by the University at the time of verification, duly signed by you.
14. You have to submit Anti-Ragging Submission Declaration Certificate, to be provided by the University at the time of verification, duly signed by you.
15. For all types of queries and clarification please contact the Head / Coordinator of the Department concerned.
16. Non submission of any prescribed document will not be excused.
17. No irrelevant request of the student or parent / guardian will be entertained.
18. Adopting any type of unfair means will lead to cancellation of your candidature.
19. Decision of the University in case of any dispute will be final and binding.

WISH YOU ALL SUCCESS

**Sd/-
Secretary, College Councils**

REQUISITE DOCUMENTS

Original Documents required at the time of verification:

1. Downloaded Application.
2. Application Fee Payment slip (Online Payment).
3. Admission Fee Payment slip (Online Payment).
4. Photo Identity Card (such as Aadhar Card, Voter ID, Passport, Driving Licence)
5. Original Age proof Certificate (Admit/Certificate of Madhyamik or equivalent examination)
6. Caste Certificate.
7. All Original Mark sheets.
8. College leaving certificate and Migration Certificate.

Photocopies of Documents to be submitted at the time of verification:

1. Downloaded Application.
2. Application Fee Payment slip (Online Payment).
3. Admission Fee Payment slip (Online Payment).
4. Photo Identity Card (such as Aadhar Card, Voter ID, Passport, Driving Licence)
5. Original Age proof Certificate (Admit/Certificate of Madhyamik or equivalent examination)
6. Caste Certificate.
7. All Original Mark sheets.
8. College leaving certificate.
9. Migration Certificate (Original to be submitted)

Note:

1. For reservation of seats, the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013 has been followed.
2. Candidates who are state-level sports position holders and national level sports participants have been given a suitable relaxation in total marks for admission in accordance to the new Govt. Sports Policy,
3. Photo copies of certificates and testimonials are to be submitted at the time of verification.

Venue: Kazi Nazrul University of respective department