



Office of the Principal
GURUCHARAN COLLEGE, SILCHAR

ESTD. 1935
ISO 9001:2015 certified institution
Re-accredited with 'A' grade by NAAC (2nd Cycle)
Silchar - 788004, Assam

Phone : 03842-265602
Principal : 267042
Fax : 267042
Library : 264257
Website :
www.gurucharancollege.ac.in
Email : principal
@gurucharancollege.ac.in

Ref. No.

Date: 28-05-2025

NOTICE

In compliance with the directives issued by the **Directorate of Higher Education (DHE), Assam**, vide letter no. **No. : 639138/7 dated 05-05-2025**, students who have applied for admission into the **Four-Year Undergraduate Programme (FYUGP)** in **Arts, Commerce, Science, and Business Administration** at **Gurucharan College, Silchar**, for the academic session 2025-26, are hereby informed to adhere to the admission schedule prescribed under the **Samarth Online Admission Portal**. Further, the students are to follow the following procedure for completing the admission process :

1. The 1st Merit List will be published on **2nd June 2025**. Admissions of 1st Merit List will be held on **4th and 5th June 2025** between **10:30 am to 3:00 pm**.
2. Students who are listed in the 1st Merit List will receive an admission offer from Samarth portal. Students may also receive multiple offers in case they have been included in the merit list of multiple subjects as per their applications.
3. Once selected in the merit list, the student should come to the concerned DSC (Subject I) department of his/her own choice with a printed copy of Samarth Application Form of that particular DSC subject only along with original and photocopies of all necessary documents.
4. A **Top sheet cum consent form** will be attached by the concerned DSC department with the application form and photocopies of the necessary documents. Students seeking **Free Admission** or **admission under reserved category** should complete steps 5 and 6 as applicable. Other students can go to step 7 directly.
5. Students seeking **Free Admission** should go to the **Fee Waiver Committee** in the halls mentioned at the end of this notice to verify their eligibility by producing their original **Ration Card** or Income Certificate (of less than Rs. 4 lakhs per year, in case there is no ration card). They also should attach a clear photograph of planting a tree sapling in their homes as a mandatory requirement for the Fee Waiver Scheme. It is to be noted that this scheme can be availed only by the students who are permanent residents of Assam. Students from states other than Assam are not eligible for this scheme. **Students producing any fake or invalid documents will not be allowed Free Admission in any case.**
6. Students seeking admission under **reserved category** should go to the **Reservation Committee** in the halls mentioned at the end of this notice to verify their eligibility by producing their original caste certificate and other documents as necessary. It is to be noted that **OBC** students will be eligible for the benefit of reservation only if they fall under **Non-Creamy Layer** category i.e. their combined family annual income should not exceed Rs. 8 lakhs. Necessary documents to justify the same should be produced, failing which they will be treated as General Category candidates even if they have been offered admission under OBC category. In such cases, the student may wait for the next merit list.
7. Students should choose their AEC (Ability Enhancement Course), VAC (Value Added Course) and IDC (Interdisciplinary Course) among the choices offered by the college in the consent form as per availability of seats. No change in DSC / DSM will be allowed.



Office of the Principal
GURUCHARAN COLLEGE, SILCHAR

ESTD. 1935
ISO 9001:2015 certified institution
Re-accredited with 'A' grade by NAAC (2nd Cycle)
Silchar - 788004, Assam

Phone : 03842-265602
Principal : 267042
Fax : 267042
Library : 264257
Website :
www.gurucharancollege.ac.in
Email : principal
@gurucharancollege.ac.in

Ref. No.

Date: 28-05-2025

8. The student should **Accept Admission Offer** in Samarth Portal and show it to the HOD/ Teacher-in-charge. After approval of admission by the HOD/ Teacher-in-charge of the concerned DSC department, the student will be given an **Admission Slip**. The student will fill it up and proceed to complete the next few important steps for final grant of admission.
9. The student should login to the Samarth Portal and check whether the **Fees Payment Link** is active. Once the link is active, the student should make online payment of the fees and save as well as print two copies of the **Samarth Fee Receipt** thus generated. Students who have been offered Free Admission should also save and print two copies of the **Zero Fee Receipt** generated in the Samarth Portal. Once the payment is successfully made through the Samarth Portal, the portal will automatically update the admission status of the student as "Admission Granted." Students are advised to verify this status on the portal for confirmation. In the case of students availing Free Admission, the portal will still reflect the status as "Admission Granted" even though no monetary transaction has taken place.
10. Next, the student should register in the college portal <https://gccollegeonline.in/> with the Samarth Registration number. The student should check the subjects allotted and upload photo, signature, bank details, Samarth Fee receipt, Anti-ragging declaration and any other details as required. The student should print two copies of the **College Acknowledgement Slip** generated in the portal.
11. For completion of the admission process, the student should submit the **Samarth Fee Receipt** and **College Acknowledgement Slip** along with the **Admission Slip** to the College Office **Counter No. 04 / 05** within two days of issue of the slip.
12. In all matters related to admission, the decision of the FYUGP Admission Committee and the college authority will be final and binding.

Halls for verification of Fee Waiver and Reservation Category

- ❖ **Hall 2** - Commerce, Computer Science, Economics, Mathematics, Statistics.
- ❖ **Hall 4** - BBA, Botany, Biotechnology, Chemistry, Ecology & Environmental Science, History, Mass Communication, Physics, Zoology.
- ❖ **Hall 5** - Anthropology, Assamese, Bengali, English, Geology, Hindi, Manipuri, Persian, Philosophy, Political Science, Sanskrit.

Guidelines for availing Fee Waiver Scheme

Students who are seeking admission under Fee Waiver Scheme must note down the following:

- i) Fee waiver Scheme is applicable only for those students whose parental annual income is below Rs. 4 lakhs.
- ii) If either of the parents (mother or father) is working as an employee in the State Govt./Central Govt./Semi Govt./State or Central Govt. undertaking, such students **will not be eligible** to apply under the Fee Waiver Scheme.



Office of the Principal
GURUCHARAN COLLEGE, SILCHAR

ESTD. 1935
ISO 9001:2015 certified institution
Re-accredited with 'A' grade by NAAC (2nd Cycle)
Silchar - 788004, Assam

Phone : 03842-265602
Principal : 267042
Fax : 267042
Library : 264257
Website :
www.gurucharancollege.ac.in
Email : principal
@gurucharancollege.ac.in

Ref. No.

Date: 28-05-2025

iii) Ration Card containing the name of the candidate or parents or an Income Certificate issued by competent authority having the current validity for one year shall only be considered as proof of income.

iv) A Declaration/Undertaking from the students stating that neither of the parents (father or mother) is employed in the State Govt./Central Govt./Semi-Govt./State or Central Govt. undertaking shall be required at the time of offline verification. The form is attached herewith.

v) The students have to plant a sapling either at the college or at their home and submit a photograph of the same during offline verification. Further, the students must nurture the sapling and submit a photograph of the same tree at the time of admission to FYUG second year (2026-27).

vi) For availing the Fee Waiver Scheme, to prove that a student is a domicile of Assam, he/she must submit a photocopy of any of the following documents during offline verification, as per the list issued by the Government of Assam:

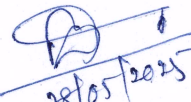
- PRC/Voter ID of self or parent
- NRC of self or parent
- Aadhaar Card of self or parent
- Ration Card
- Birth Certificate
- Passport of self or parent

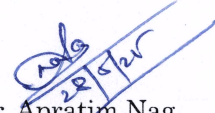
vii) List of documents for Fee Waiver Scheme:

1. Ration Card and Income Certificate (as mentioned in point 5.iii)
2. Declaration/Undertaking by the student (point 5.iv)
3. Photograph of the sapling planted (point 5.v)
4. Copy of Admit Card/Marksheet of HSLC
5. Copy of PRC/Voter ID of self or parent/NRC of self or parent/Aadhaar Card of self or parent/BPL Card/Birth Certificate/Passport of self or parent (point 5.vi)

Copy to :

1. Office file
2. College Website


28/05/2025


Dr. Apratim Nag,
Principal in-charge,
Gurucharan College, Silchar
Principal-in-charge
Gurucharan College