



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: 13-06-2025

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**, the 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 the following :

1. The 2nd Merit List was published on **12th June 2025** and is available in the Samarth Admission Portal as well as the college website. As per the notification issued by the DHE, Assam vide memo no. 639138/10 dated 3rd June 2025, admission of students appearing in the 2nd Merit List will be held on **14th, 16th, 17th and 18th June 2025** between **10:30 am and 3:00 pm** after due physical verification of documents.
2. Students who are listed in the 2nd 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 Hall 2 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). 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 opting for self-financing subjects i.e. BBA,**



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Biotechnology, Computer Science, Ecology & Environmental Science and Mass Communication as DSC are not eligible for fee waiver. *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 Hall 2 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.
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.
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.



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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.

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.
- 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.



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v) 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

vi) List of documents for Fee Waiver Scheme:

- Ration Card or Income Certificate
- Declaration/Undertaking by the student
- Copy of Admit Card/Marksheet of HSLC
- 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.

13. All the admission protocols are kept in sync with the directives from DHE, Assam.

14. In all matters related to admission, the decision of the FYUGP Admission Committee and the college authority will be final and binding.

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