

J.D. BIRLA INSTITUTE

Department of Commerce

M.COM COURSE

ADMISSION, SESSION 2019-2020

IMPORTANT DATES & DEADLINES

Total Number of Seats

30

Availability of Admission Forms

Thursday, 9th May 2019 onwards

Timings for Availability of Admission Forms

Online / College Office

Monday to Friday: 10:00 am - 1:00 pm & 1:30 p.m - 3:00 p.m

Saturday between: 10:00 am - 12.00 noon

Last Date of Form Submission

Tuesday, 11th June 2019

Merit List Announcements on College Notice Board and College Website

1st List: Monday, 15th June, 2019

Self attested photocopies of the following documents (in A-4 size prints) have to be submitted and validated with the original documents within the stipulated time after the publication of the merit list. Admission will be cancelled if this is not done within the time frame

- Any recognized Photo ID of the candidate
- 10 passport sized (3.5 cm X 4.5 cm) coloured photographs (*not in school uniform*)
- Birth certificate or Class-X admit card
- Class-XII admit card
- Class-XII mark sheet
- Graduation mark sheet
- Graduation degree certificate
- All supporting documents for any formal training in performing or visual arts and /or sports and /or participation in the same at regional / state / national / international levels.
- Notarized undertaking related to the Rules and Regulations of the College (format will be provided along with the merit list)

Fee

1	Admission Fee	15,000	only at the time of admission
2	Tuition Fee	2,400	per month
3	Examination Fee	3,000	per semester
4	Social Charges	1,800	per semester
5	Library Fee	750	per month
6	College Identity & Library Cards	200	only at the time of admission

TOTAL FEE PAYABLE AT THE TIME OF ADMISSION: Rs. 38,900/-

Bank details for online application and payments

- Beneficiary Name: J.D. BIRLA INSTITUTE
- Beneficiary Account Number: 001794600001443
- Beneficiary Account Type: Savings Bank
- Beneficiary Address: 11, Lower Rawdon Street, Kolkata-700 020
- Beneficiary Bank Name & Branch: YES Bank Ltd., Russel Street Branch
- Bank Address: Kanak Towers, Ground Floor, 7A Russel Street, Kolkata-700 071, West- Bengal
- Beneficiary Bank IFSC Code: YESB0000017
- Beneficiary Bank MICR Code: 700532002

- Fee once paid is not refundable.
- Fee at the time of admission should be paid through a pay order / demand draft drawn in favour of 'J.D. Birla Institute' within the time specified in the merit list. A candidate can pay her fee through NEFT/RTGS transfer; for details visit the college website.
- Fee for each semester has to be paid as announced by the college management. All kinds of fee will have to be cleared within the stipulated date to avoid the severity of the consequences for violation of any or all of them.
- Fee must be paid during college hours only.

MANDATORY PERSONAL LAPTOPS

It is mandatory for students to have laptops of the following configuration:

- Intel Core I3 3rd Gen or higher
- 2 or 4 GB RAM
- 500 GB or higher HDD
- 14 or 15" Screen Monitor
- Wifi Support and card reader
- Original Windows 7 or Windows 8 Software

Collection of Students' College Identity & Library Card

Friday, 12th July, 2019

Student Induction (Admitted Students Only)

Monday, 15th July 2019

Commencement of Classes

Tuesday, 16th July 2019