



Ref: BPP/Sit/Notice/Admin/276/2023

Date : 29/09/2023

Notice for University Registration for Academic Year 2023-2024, PHASE I

All CET Allotted Students of 1st year BBA, BBA(BA) & BCA are advised to bring following original documents to the Institute for certification by the college/department on photocopy with official seal/stamp as per schedules as mentioned:

1. Student Photo (Soft Copy – Passport Size)
2. Student Signature (Soft Copy)

Documents to be certified by the College authority for upload:

3. Student DOB (Birth Certificate / Class X Admit Card)
4. Student Allotment/ Rank Card
5. Anti-ragging (please find the Step by Step process in Annexure)
6. Domicile Document (For students who belong from West Bengal)
7. Caste Certificate (when applicable)
8. Last Qualifying Exam Mark sheet (10 + 2)

Schedule:

Date	Timings	Stream
05/10/2023	11:00 AM – 04:00 PM	BBA
06/10/2023		BBA(BA)
07/10/2023		BCA (Sec-A)
10/10/2023		BCA (Sec-B)

Requisite Registration and University Development Fees (500/- + 1650/- = 2150/-) are to be payable by cash at the Campus as per earlier notice dated 29th September, 2023.

Note: Students must carry android mobile along with Adobe Scan application.

Partha Sen
Administration(Addl.Charge)

Copy to: 1) Principal
2) 1st Year Coordinators
3) Web Site

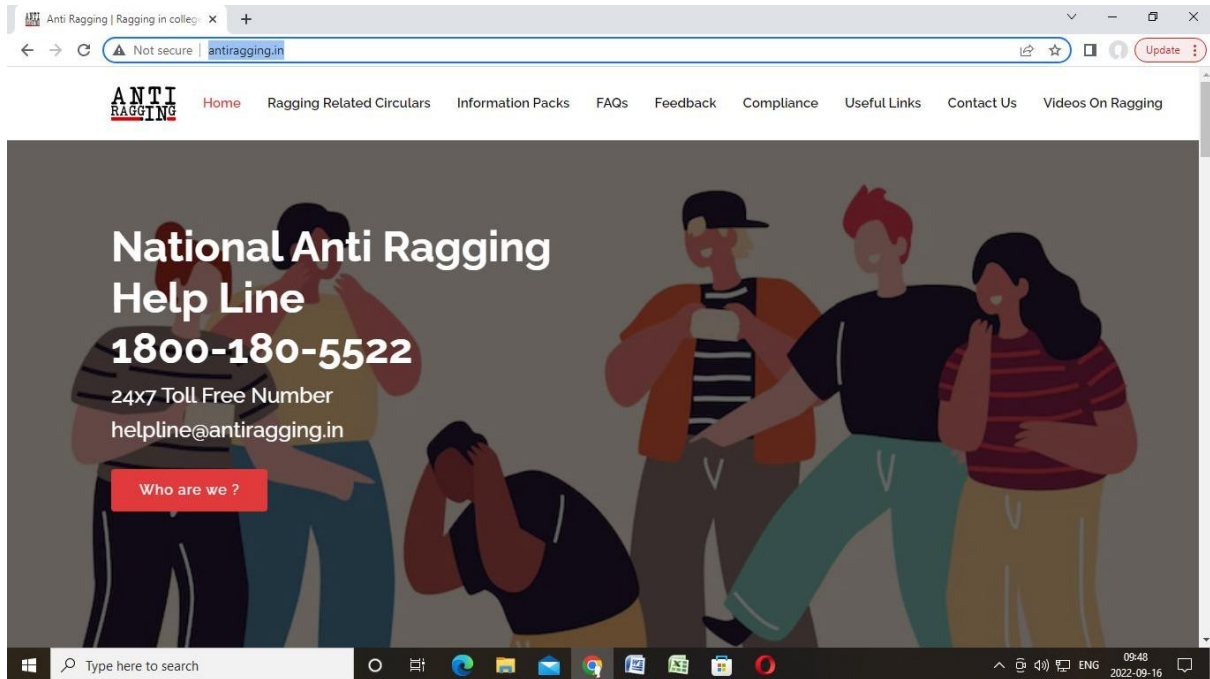
Principal
B. P. Poddar Institute of Management & Technology
SALT LAKE CAMPUS
EN-31, Salt Lake City, Sector-V
Kolkata - 700 091

Annexure

Steps are to be followed to fill up Online Student Anti-Ragging Affidavit in UGC Portal

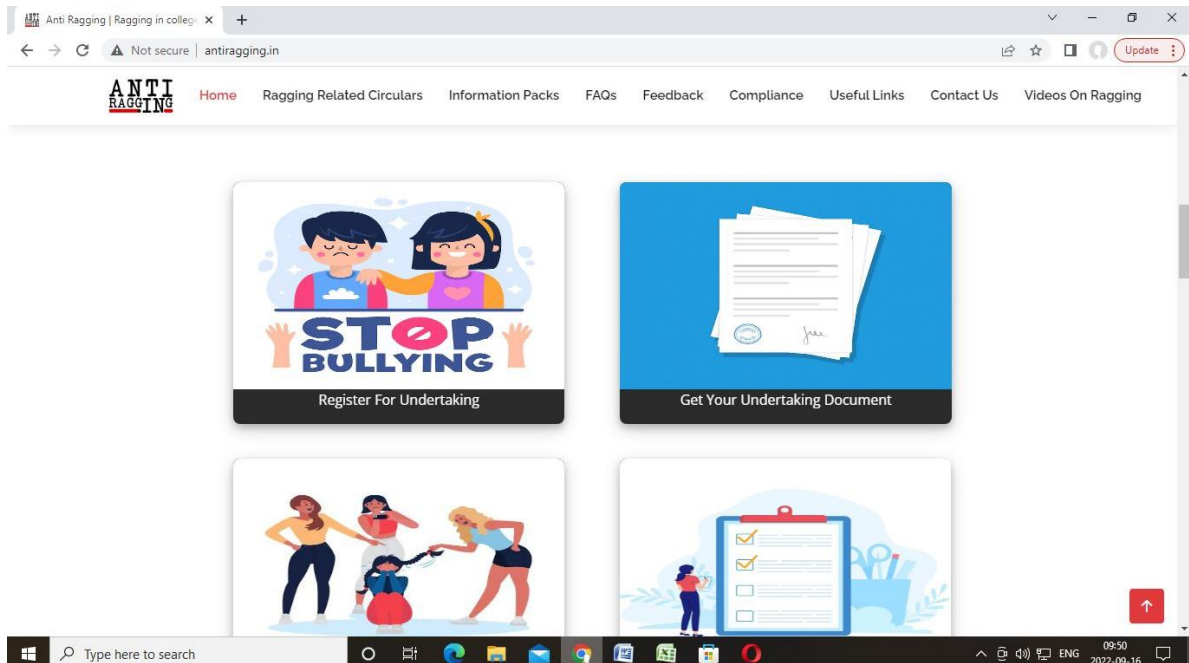
Step 1:

Type the URL: <http://antiragging.in/> , following Home Page will be opened.



Step 2:

Then scrolled down the page and click on “Register for Undertaking”





Step 3:

Following screen will appear with three Buttons. Click on “Affiliated College” Button.

The screenshot shows a web browser window with the URL `antiragging.in/affidavit_registration_disclaimer.html`. The page header includes the 'ANTI RAGGING' logo and navigation links: Home, Information Packs, Feedback, FAQs, Compliance, Useful Links, Contact Us, and Videos On Ragging. The main heading reads 'You are going to fill an Affidavit for antiragging' in red. Below this, it states 'TO BE FILLED BY A STUDENT' and lists compulsory fields with asterisks. Three red buttons are visible: 'Affiliated College', 'Standalone College', and 'University'. The 'Affiliated College' button is highlighted. The Windows taskbar at the bottom shows the time as 09:52 on 2022-09-16.

Step 4:

An Online Form will open; fill you details carefully and correctly accordingly and the college details are to be entered as given below:

The screenshot shows the 'College Details' form on the website. The form fields are as follows:

State in which college is based*	WEST BENGAL								
College Name*	B. P. Poddar Institute of Management & Technology 301 (C-6317)								
Name of Affiliated University *	<table border="1"><tr><td>College Code</td><td>C-6317</td></tr><tr><td>College Name</td><td>B. P. Poddar Institute of Management & Technology 301</td></tr><tr><td>University Code</td><td>11-0592</td></tr><tr><td>University Name</td><td>Maulana Abul Kalam Azad University of Technology West Benj</td></tr></table>	College Code	C-6317	College Name	B. P. Poddar Institute of Management & Technology 301	University Code	11-0592	University Name	Maulana Abul Kalam Azad University of Technology West Benj
College Code	C-6317								
College Name	B. P. Poddar Institute of Management & Technology 301								
University Code	11-0592								
University Name	Maulana Abul Kalam Azad University of Technology West Benj								
Director's Name *	Dr. Subir Choudhury								
College Phone Number *	+91 8017652567								
College Landline Number	23572509								
Nearest Police station *	Electronics Complex								



Step 5:

Enter Course Details. Enter the No. of Students in your class will be for BCA: 90, BBA: 60 and BBA(Business Analytics): 60

ANTI RAGGING

Home Information Packs FAQs Feedback Compliance Useful Links Contact Us Videos On Ragging

Nearest Police station *

Course Details

Under Graduate or Post Graduate*

Name of the Course *

Number of students in your class*

Current year of study*

UGC Regulations

I confirm that I have read UGC's regulations on Ragging.(To read, click on the link [ABSTRACT OF UGC REGULATIONS ON RAGGING](#))

I confirm that I have read the Judgment of the Hon. Supreme Court on prevention of Ragging (To read, click on the link [SI IMMARY](#))

Step 6:

You will be received a Mail (it may takes some time) where you find two PDF Attachments of Affidavit on behalf of Student and Guardian

Step 7:

Take a hardcopy print of both PDF Attachments and Full Signature(Student and Guardian) on respective Affidavit.

Antiragging Phone Number: 1800-180-5522

All students are advised to submit both Affidavit duly signed along with the other documents which are to be uploaded during registration.