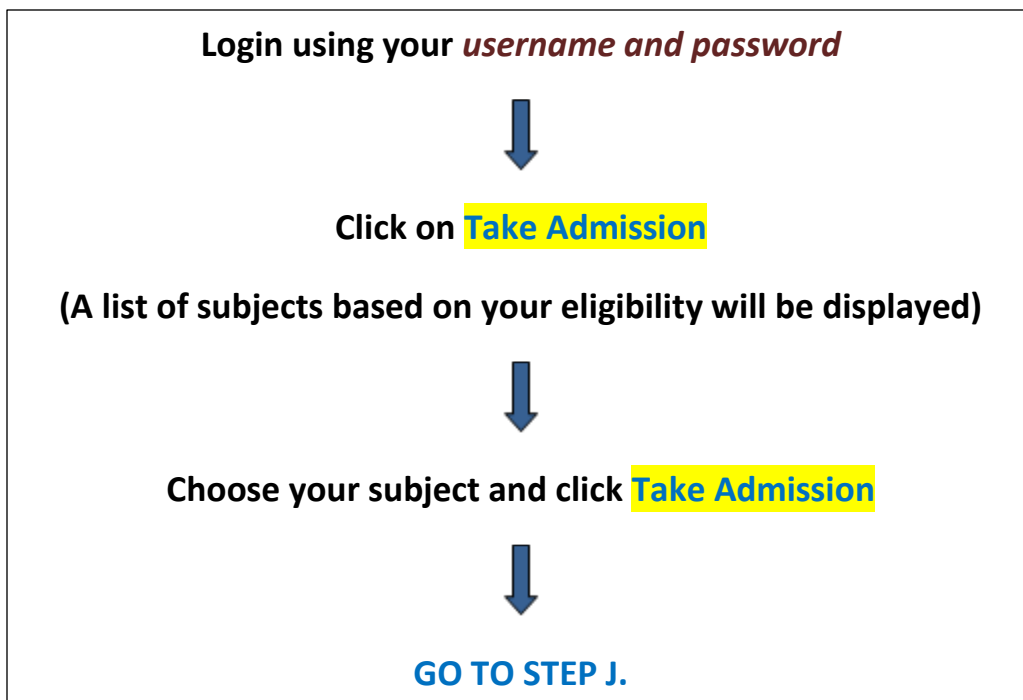


HALDIA GOVERNMENT COLLEGE

UG ADMISSION: 2020-21

STEPS FOR E-ADMISSION

- A. Go to the admission portal of Haldia Government College
(ugportal.hgcadmission.org)



OR

- B. Click the **"LINK FOR E-ADMISSION"** box in the window.



- C. Login using your *username and password (not mandatory)*
or you can directly go to the **"List of Eligible students for admission window"**



- D. Choose the desired subject from the **"Select Subject"** drop-down list



- E. The merit list for the eligible students for this phase of admission will be displayed
in the window with reserved and unreserved category details



F. Find your name in the merit list &

Click on **"Login to Take Admission"** at the right side of the window under remarks option



G. Login window will be displayed. Enter your **username and password to Login.**



H. Choose your subject again &

Merit list will be displayed in a window with all details and rank of the candidate seeking admission



I. Click on the **"Take Admission" box**



J. Rank of the candidate will be displayed in the **Seat booking details window**

(Rank of the candidate will be shown according to categories in which he/she seeks to take admission)



K. Select the category from the **"Please choose the category by which you want to admit" drop down list into which the candidate seeks admission.**



L. Tick on the agreement disclaimer



M. **"Payment option" will open**



N. Payment gateway window will open



O. Insert payment details on the bank payment gateway



P. After successful transaction, a Payment receipt along with Provisional Identity card will be generated. Select the subject from the **"Select Subject"** drop-down list. **"Fees paid"** status will be shown for the candidate in the seat booking details window.

Provisional Admission is completed