

Government of West Bengal

TAKI GOVERNMENT COLLEGE

P.O. Taki, North 24 Parganas, Taki-743429, West Bengal

Phone: (03217)-234474; Fax: (03217)-234566; Website: <http://www.tgc.ac.in/>



Notice No. 01-PG/Admsn/2025

Date: 12.08.2025

Guidelines to the On-Line PG Admission 2025

STUDENTS' ON-LINE ADMISSION TO 1st SEMESTER (1st YEAR)

M.A. COURSES (BENGALI and ENGLISH) FOR THE ACADEMIC SESSION 2025-2026

Eligibility: Honours Graduate who have passed under CBCS/10+2+3 system or its equivalent from UGC recognized universities in the years 2023, 2024, 2025.

Merit Score: The merit score will be calculated on the basis of SGPA/CGPA of the concerned subject.

Step-1: (Online Form to Apply for Admission)

1. Applicants are advised to go to the College home page www.tgc.ac.in and go to "on-line ADMISSION PG" (or directly go to <https://pg.onlineadmission.org/GHC/PGApplicationTAKI.aspx?clgcode=TAKI>) The website for **ONLINE ADMISSION THAT WILL OPEN ON 15.08.2025 (FRIDAY) AT 12:01 AM (Midnight of 14th August, 2025) AND WILL CLOSE ON 29.08.2025 (FRIDAY) AT 11:59 PM (Midnight).**

2. The On-Line Application Form contains details like Name, Date of Birth, Guardian's Name, Address, Mobile Number, Caste, Gender, Family income per annum, whether Physically Challenged, Marks Obtained in the Last Examination, Year of Passing, Courses applied for M.A. Courses (Bengali and English), etc. that the Applicants are asked to fill up. After filling up the form in meticulous detail, please download filled-up On-Line Application Form and take a print. It is **COMPULSORY** to upload Applicant's Signature (file size between 30 kb and 50 kb), her/his Passport-size Photograph (between 30 kb and 50 kb) and all the Mark-sheets of semester 1 to 6 (CBCS) of B.A. (Hons.) or equivalent exam. In a single pdf file (permitted size within 750 kb), Date of Birth Proof, Caste Certificate (if applicable), PH Certificate (if applicable), EWS certificate (if applicable) (between 50 kb and 150 kb) during submission of the online application. Also note that all applicants have to submit his/her email and mobile number. All correspondence will be made in the mobile number.

3. One candidate can use his/her own mobile number and email address up to 10 uses only during online fill-up of application form. Guardian's mobile number is mandatory and will not be the same as candidate's mobile number.

4. Details of sports category should be mentioned by the candidates in compulsory basis.

5. It is mandatory for every student and his/her parents to submit an anti ragging affidavit at the time of first admission. These are UGC's regulations. All the applicant have to connect to the site https://www.antiragging.in/Site/Affidavits_registration_form.aspx Or <https://amanmovement.org/registration/public/amanmovement/Affidavit.php> for filling-up the on-line form. This link is given with the on-line application form. **Otherwise the admission is liable to be cancelled.** After filling this form successfully the student will receive the Student's Anti Ragging Undertaking and the Parents Anti Ragging Undertaking in his/her Email. Please print both the Undertaking, sign them yourself, request your parents to read the details and request them to sign their Undertaking and then present both at your college at the time of verification for admission. Address in this form and application form should be same and it will be verified during admission, otherwise the admission is liable to be canceled.

6. The Candidate will find an attachment as pdf file during on-line form fill-up. She/He has to take print-out of the attached pdf file, and submit the same after duly filling in and signing during the Verification for Admission. It is an undertaking of at least 75% attendance in the classes and it also contains Kanyashree Id (if applicable).

7. After submitting the Form the system will validate the data and will check the eligibility criterion.

8. The Applicants should regularly check the College home page www.tgc.ac.in and College's PG Admission page <https://pg.onlineadmission.org/GHC/PGApplicationTAKI.aspx?clgcode=TAKI>

10. For any admission related queries or problems, the candidates are advised to send email to admission-pg@tgc.ac.in

Step 2: (Merit List Generation)

1. The Provisional Merit List will be generated by the on-line admission software in a Subject wise, Reservation wise format on **30.08.2025 (SATURDAY) at 2 PM**. Note that this list will be provisional, not final. All the applicants are requested to wait for the publication of FINAL MERIT LIST.
2. If there is any discrepancy in the provisional merit list, the applicants are requested to inform about it via email at admission-pg@tgc.ac.in on **30.08.2025 (SATURDAY) AND 31.08.2025 (SUNDAY)**. Last Date and Time for information of any sort of discrepancy is **31.08.2025 (SUNDAY) at 11:59 PM**.
3. The **FINAL MERIT LIST** will be generated on-line in a Subject wise, Reservation wise on **01.09.2025 (MONDAY) after 2 PM**.

Step 3: (ONLINE PAYMENT for Admission)

1. The applicants whose names appear in the Final Merit List (FIRST LIST) for PG Courses (Bengali and English) which will be published on **01.09.2025 (MONDAY) after 2 PM** will pay the Admission Fee on-line. They have to pay the total admission fee (as mentioned in the Prospectus), Transaction Charge and Government Service Charge on Transaction Charge exclusively through on-line payment mode. However, transaction charge depends on the mode of payment. The applicants are advised to check their names from 1st Merit List (Final) only for 1st phase of admission. Applicants whose names will appear in TOTAL Merit List (Final) but not appeared in 1st Merit List (Final) have to wait for next phases of admission, if there are vacancies.
2. The Applicants are again requested to check regularly the College home page www.tgc.ac.in and College's PG Admission page <https://pg.onlineadmission.org/GHC/PGApplicationTAKI.aspx?clqcode=TAKI>
3. The Candidate will pay the respective Admission Fee on-line mode only. They have to pay the total admission fee (as mentioned in the Prospectus), Transaction Charge and Government Service Charge on Transaction Charge exclusively through on-line payment mode. However, transaction charge depends on the mode of payment. There is no other mode of payment. The applicants can pay this fee from **01.09.2025 (MONDAY)** (after publication of final merit list) till **04.09.2025 (THURSDAY) till 11:59 PM**.
4. After the on-line payment, the Candidate must preserve two Copies of receipt of payment and two copies of online filled form and bring to the college during verification of admission, otherwise her/his admission may be canceled.
5. The 2nd Merit List for Admission to 1st Year PG Courses (Bengali and English) 2025 will be promulgated at College Web-site on **05.09.2025 (FRIDAY)**, if only there remain vacancies.

Step 4: (Commencement of Academic Session)

Last date of Admission, Change of Subjects and Commencement of 1st Year (SEM-I) classes for Post Graduate Courses will be declared on basis of notification of West Bengal State University Authorities.

Note: * All testimonials are required to be uploaded during online during application. Verification of documents should be done only when the students report for the classes in due course. Admission will be cancelled if the documents are found not in conformity with the declaration in the forms submitted online.

****** The ratio for home university students (WBSU) and other university students shall be 80:20. However, the unfilled home university seats, if any, will be filled up by the outside university students and vice-versa.



Convener
PG Admission Committee
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Officer-in-Charge
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