

- Welcome to [Budge Budge College](#). You can apply for admission to the 1<sup>st</sup> year Classes for the session 2017-18 by registering yourself online (**commence from 2<sup>nd</sup> June 2017**) by clicking at the link provided for “**online admission 2017**”.
- Registration is a 3 step process. *Filling up the Registration Form, Subject Selection and Payment.*
- Prior to initiate registration process keep a **Scanned copy** of passport size photo AND signature of maximum **30KB size** ready, which needs to be uploaded during registration.
- Before filling up the registration form you are advised to check the College website ([www.wbbudgebudgecollege.org](http://www.wbbudgebudgecollege.org)) for admission criteria to various courses & subjects.
- On successful registration you will get a system generated Registration No. and Security Pin code, which you need to save and memorize for all future correspondence. The same **registration number** and **security pin** would be sent to you by SMS & E-mail. With this Registration No. and security pin you can always login to the **Applicant Portal** by clicking on *Existing Applicant*. PLS. DO NOT DISCLOSE YOUR SECURITY PIN TO ANY BODY.
- During registration please note that all boxes bordered in red colour are mandatory fields and thus cannot be left blank.
- After successful registration you will be redirected to a page where you need to select the Course as HONS/GENERAL. Subsequently, you have to select HONS subject you wish to study and a combination of General Subject from the list of combination/ combinations available. **A CANDIDATE IS ALLOWED TO APPLY UPTO A MAXIMUM OF 3 HONS. SUBJECTS.**
- To confirm your selection you need to click “**ADD TO MY APPLICATION**”. If you meet the admission criteria as fixed by the College your selected subject will be added to your application and you can continue to apply more subjects.
- Click on the Continue button after subject selection is completed, you will be redirected to a page where you can review your information, modify your information and can generate **Bank Challan** for making cash payment at any branch of **CANARA BANK**.
- If any information in the Registration form is modified, your selected undergraduate subject/subjects will be removed from your application and you have to again do a fresh subject selection.
- Modification is only allowed till you are not clicking on the **Confirm Payment button for challan generation**.
- If a candidate still needs to modify the information even after Confirm Payment button is clicked, a **fresh registration** is required to be done and a **fresh challan** needs to be generated for payment to bank.
- Any modification may also be undertaken even after logging out. Then the candidate has to re-login using the registration number and click on the modify tab.
- Registration is allowed only during a specified period, the dates of which are notified in the College Website.
- Login to applicant portal to check your Registration status. If a payment is made to the bank within the stipulated period but portal is showing “**payment pending**” in such occurrences candidates are directed to contact college office along with the receipt of **payment challan** (Candidate’s Copy) and printed copy of the registration.
- **Visit College website regularly for admission related updates and notices.**
- **Disclaimer:** Candidates are directed to verify the challans details before payment. College authorities will not be responsible if any cancellation occurs due to incorrect information in the registration form, and processing errors occurring due to incorrect inputs made in the challan.