



# MAHARAJA SRISCHANDRA COLLEGE

NAAC ACCREDITED

20, RAMKANTO BOSE STREET, KOLKATA - 700 003

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Ref. No. ....

Date.....20.....

**Read the notice very carefully**

*Date: 15.10.2024*

## **IMPORTANT NOTICE FOR 1ST SEMESTER STUDENTS REGARDING CREATION OF ACADEMIC BANK OF CREDITS (ABC) ID AND UPLOADING OF DOCUMENTS**

**Students (of 1<sup>st</sup> Semester B.A., B.Sc. & B.Com. for the session 2024-2025) who have not created their Academic Bank of Credits (ABC) ID, are advised to create their Academic Bank of Credits (ABC) ID by 20.10.2024 positively. This is very important.**

After creation of ABC ID, students are asked to click on the following link and follow the steps mentioned under, to update their ABC ID and upload their documents. This is applicable for the students, who have taken admission through WBCAP portal (i.e. Picture, Signature, 10th standard Admit Card, 12th standard Mark sheet, Caste certificate, if any).

**Students failing to create the ABC ID will not be allowed by the C.U. to fill up the C.U. Registration Form. Naturally College authority will be compelled to cancel their admission if the C.U. Registration forms are not filled up in time.**

For any query you are asked to contact Surajit Das, Office Staff, Contact No. 9477242802 between 11:00 a.m. to 7:00 p.m.

No additional date will be provided for correction of their profile Form in the college.

### **How to update ABC ID and upload documents: - (WBCAP mode)**

Click on the link

[https://wbcap.onlineadmission.org/ghc/admission\\_notification\\_ug.aspx?clgcode=mscl](https://wbcap.onlineadmission.org/ghc/admission_notification_ug.aspx?clgcode=mscl)

- Click on “**Applicant Login**” menu
- Put your mail ID. as ‘**User ID**’ (i.e. [sapnadeepsom95@gmail.com](mailto:sapnadeepsom95@gmail.com)) and **Password is date of birth in ddmmyyyy format.** (i.e. 20082005)
- After successful log in, students are asked to follow the steps i.e. Upload document, Complete profile.
- After completion of all steps click on “**Print Form**” menu bar and take **2 (two) copies of print out on both side of A4 size paper** through “**Print**” option for future correspondence.

### **How to update ABC ID: - (Stand-alone mode)**

- Click on the link  
[https://cu.onlineadmission.org/ghc/admission\\_notification\\_ug.aspx?clgcode=MSCL](https://cu.onlineadmission.org/ghc/admission_notification_ug.aspx?clgcode=MSCL)
- Open “**Existing Applicant Login**”
- Put your **Application No.** as ‘**User ID**’ and **Password (own password)**
- After successful log in, students are asked to go to the “**Complete profile**” option and put your ABC ID in appropriate box then click on “**Update**” option
- After completion of all steps click on “**Print Form**” menu bar and take **2 (two) copies of print out on both side of A4 size paper** through “**Print**” option for future correspondence.

*By order*

