



GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata-700023


NOTICE

Memo No. 87/444de/office/24

Date: 31/7/24

Duty Roaster And Room Schedule for Physical Verification of Documents at the Time of Admission for the Academic Session 2024-25

Discipline Specific Core Course(S)	Room No.	Floor	Teaching Staff	Non-Teaching Staff
Arabic	Room No.1	Ground	Shafiqul Islam	Pousali Roy
Bengali	Room No.1	Ground	Rupa Banerjee Nee Samajpati	Pousali Roy
Education	Room No.1	Ground	Sutapa Bose Senjuti Gupta	Md. Irfan Zaman
English	Room No.1	Ground	Debaprasad Banerjee Debjani Roy Moulik	Pousali Roy
History	Room No.1	Ground	Nafisa Sarkar Abdul Matin	Tamali Chakraborty
Persian	Room No.1	Ground	Md. Shahid Jamil	Pousali Roy
Political Science	Room No.1	Ground	Jayanta Joy Chattopadhyay Pritin Dutta	Tamali Chakraborty
Sociology	Room No.1	Ground	Angshuman Sarkar	Md. Irfan Zaman
Urdu	Room No.1	Ground	Shabnam Parveen Md. Mohsin Khan	Md. Irfan Zaman
Chemistry	Seminar Hall 1	Ground	Mumu Chakraborty	Tamali Chakraborty
Economics	Seminar Hall 1	Ground	Prathama Ray	
Geography	Seminar Hall 1	Ground	Rajashree Dasgupta	Pousali Roy
Mathematics	Seminar Hall 1	Ground	Subhasundar Bandyopadhyay	
Physics	Seminar Hall 1	Ground	Soma Mandal	Arnab Ghosh
B.Com.	Room No. 4	Ground	Satyajit Ghorai Anushree Ray	Arnab Ghosh
B.A.(MDC)	Room No.1	Ground	Abdul Matin Sampa Sen Mousumi Bhar Prathama Ray Subhasundar Bandyopadhyay	Arup Kumar Ghosh
B.Sc. (MDC)	Seminar Hall 1	Ground	Bhaswati Bhattacharyya Koel Adhikary	Arnab Ghosh


Principal
Government Girls' General Degree College
Kolkata



GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata-700023

Duty Roaster And Room Schedule for Portal Verification at the Time of Admission,
for the Academic Session 2024-25

Discipline Specific Core Course(S)	Room No.	Floor	Teaching Staff	Non-Teaching Staff
Arabic	Office	Ground	Shafiqul Islam	Pousali Roy
Bengali	Office	Ground	Rupa Banerjee Nee Samajpati	Pousali Roy
Education	Office	Ground	Sutapa Bose Senjuti Gupta	Md. Irfan Zaman
English	Office	Ground	Debaprasad Banerjee Debjani Roy Moulik	Pousali Roy
History	Office	Ground	Nafisa Sarkar Abdul Matin	Tamali Chakraborty
Persian	Office	Ground	Md. Shahid Jamil	Pousali Roy
Political Science	Office	Ground	Jayanta Joy Chattopadhyay Pritin Dutta	Tamali Chakraborty
Sociology	Office	Ground	Angshuman Sarkar	Md. Irfan Zaman
Urdu	Office	Ground	Shabnam Parveen Md. Mohsin Khan	Md. Irfan Zaman
Chemistry	Office	Ground	Mumu Chakraborty	Tamali Chakraborty
Economics	Office	Ground	Prathama Ray	
Geography	Office	Ground	Rajashree Dasgupta	Pousali Roy
Mathematics	Office	Ground	Subhasundar Bandyopadhyay	
Physics	Office	1 st Floor	Soma Mandal	Arnab Ghosh
B.Com.	Office	1 st Floor	Satyajit Ghorai Anushree Ray	Arnab Ghosh
B.A.(MDC)	Office	Ground	Abdul Matin Sampa Sen Mousumi Bhar Prathama Ray Subhasundar Bandyopadhyay	Arup Kumar Ghosh
B.Sc. (MDC)	Office	1 st Floor	Bhaswati Bhattacharyya Koel Adhikary	Arnab Ghosh

Principal
Government Girls' General Degree College
Kolkata

31/7/24

POINTS TO BE NOTED

1. Physical verification of documents for Phase-I admission, 2024 will be held on 2nd August, 2024 from 12.00 noon to 2.00 pm.
2. Online approval of admission(Portal Verification) for Phase-I admission, 2024 will be held on 2nd August, 2024 from 2.00 pm-4.00 pm.
3. Process of physical verification remain same as before. During physical verification of documents of any candidate list down discrepancy (if any) in the format to be provided at the time of verification. Once the documents are verified, faculty members (performing the verification) must put his/her signature on the corresponding admission form.
4. **For Online approval of admission for Phase-I admission, 2024:** Faculty members (as per duty roaster) are requested to be present at the time of online approval of admitted students whose documents he/she has physically verified. Office staff (as per duty roaster) will execute steps necessary for online approval only in presence of the respective faculty member (who has physically verified the document).
5. For students who do not appear on 2nd August, both steps of physical verification and online approval to be repeated (as per same duty roaster) on 3rd, 5th and 6th August, 2024 from 12.00 pm-1.00 pm and 1.00 pm to 2.00 pm respectively.

.....*Olga*..... 31/7/24

(Principal)

Principal
Government Girls' General
Degree College
Kolkata