

Online Admission Process and Required Documents

Step 1: You have to login admission portal of the college (<https://admissions.jtgdc.ac.in/>) with UGAT/PGAT roll number and registered mobile number filled in UGAT/PGAT form.

Step 2: Some field will come prefilled as per UGAT records. Fill the remaining fields of the admission application form and enter email id, updated mobile number (all communication and OTP will be sent on this mobile number only) and other required fields.

Step 3: Upload your recent Passport size Photo bearing your name (File type: jpg/jpeg/png Size: 100 kb) and signature (File type: jpg/jpeg/png Size: 100 kb).

Step 4: Fill the academic qualification details, subject Combination choices (choose 5 choices, only for B.A.) from the list of subject combination - [Download List of Combination](#)

Step 5: Upload relevant & required documents:

Each document must be in jpg/jpeg/png or pdf format and size must be less than 500 kb

- I. **UGAT Admit Card (scanned copy) ***
- II. **UGAT Score Card (scanned copy)***
- III. **Intermediate mark sheet (scanned copy)***
- IV. **High school certificate (scanned copy)***
- V. **Transfer Certificate / affidavit of private candidate (scanned copy)**
(Original copy to be submitted before the Admission Committee at the time of admission)
- VI. **Migration Certificate (scanned copy)**
(Original copy to be submitted before the Admission Committee at the time of admission)
- VII. **Character Certificate (scanned copy)**
(Original copy to be submitted before the Admission Committee at the time of admission)
- VIII. **SC/ST Caste Certificate (scanned copy) #**
Valid Caste Certificate (computerized) should be uploaded.
- IX. **Income certificate computerized (only for SC/ST candidate)(scanned copy)**
- X. **EWS certificate (scanned copy)###**
- XI. **Caste certificate and OBC non- creamy layer certificate (scanned copy) ##**
Valid Caste Certificate (computerized) should be uploaded.
- XII. **Other certificates – Sports/ NCC B/C / Divyang (if any) (scanned copy)*****
- XIII. **Anti –ragging declaration (Signed copy – scanned)* - [Download the Proforma](#)**
- XIV. **Aadhar card (scanned copy)***
- XV. **Permanent address proof-Votar Id/Aadhar Card/Domicile (scanned copy)***
- XVI. **Signed Undertaking for OBC Candidates ## -[Download the Proforma](#)**
- XVII. **Signed Undertaking for EWS Candidates ### - [Download the Proforma](#)**
- XVIII. **High School Marksheet**
- XIX. **Graduation marksheet. (ONLY FOR MA)****

- Note:**
1. Documents marked in **Red colour and *** are mandatory for all applicants
 2. Documents marked in **Blue colour and #** are mandatory for SC/ST applicants.
 3. Documents marked in **Blue colour and ##** are mandatory for OBC applicants.
 4. Documents marked in **Blue colour and ###** are mandatory for EWS applicants.
 5. Documents marked in **Red colour and **** are mandatory for only M.A. applicants.
 6. Documents marked in **Blue colour and ***** are mandatory for the applicants who are applying under Sports/ NCC B/C / Divyang quota
 7. Documents marked in **Green colour** (TC, CC, and Migration) *to be submitted in original copy before the Admission Committee at the time of admission (for all candidate who get admission)*

Step 6: Submit the form, Take a print out of filled form with all enclosures.

Step 7: Wait for document verification, **You may have to visit admission committee with all of your original documents at the college,**

Step 8: After verification and subject allotment as per your UGAT marks, choice, availability of seats, you will receive a SMS and message at admission portal (visit admission portal and college website regularly) for fee payment within stipulated time.

Step 9: *If your form is rejected due to incorrect information/documents, you will receive a SMS and you have to re-fill the form within stipulated time.*

Step 10: Pay the fee online using Net Banking/Debit card/Credit card/UPI, after successful fee payment within stipulated time, you will receive a fee receipt on admission portal and email.

Step 11: **If you will fail to pay the fee within stipulated time, it will be assumed that you are not interested in taking admission and your candidature will be cancelled.**

Please contact helpline numbers for any problem related to admission.

For B.A. Admission:

For B.Com Admission:

For M.A. Admission: