



University of Calcutta

B.A L.L.B Admission 2025

***Instruction to the Candidates of 4th Selection Lists**

1. Check the Selection Lists published on admission portal carefully. Frequently check the Admission Portal to get the updated information.
2. Selected candidates must log-in to the admission portal using their **user ID** and **password**.
3. Candidates must upload all necessary documents in a single **PDF file (maximum 2 MB)**.

Documents are:

- a. Marks-sheets of class 10, 10+2 or equivalent.
 - b. Valid supporting document of Reservation category (SC/ST/OBC-A/OBCB/EWS/PWD/WOP etc.), if applicable.
 - c. Domicile certificate for reserved candidate resides in the State other than West Bengal, if applicable.
 - d. Duly filled-in downloaded Anti-Ragging format available on the Admission Portal.
 - e. Duly filled-in downloaded Self-declaration format available on the Admission Portal.
4. Payment Link for deposition of **Seat Booking Fee** will be provided by the C.U. after verification of documents.
 5. Candidates must pay the applicable **Seat Booking Fee** ONLINE. Seat Booking fees detail is:
 - a. **Rs. 2,000 for C.U. departments, Government-Sponsored, or Government-Aided Institutes.**
 - b. **Rs. 10,000 for Self-Financing Institutes/Colleges.**

5.1. In case, candidate paid Rs. 2000/- as Seat Booking Fee earlier need not to pay again if selected in Govt. Aided college but the candidate have to pay residual admission fee to the respective college.

5.2 In case, candidate paid Rs. 10000/- as Seat Booking Fee earlier need not to pay again if selected in Self-financed college but the candidate have to pay residual admission fee to the respective college

5.3 In case, candidate gets selection in **Govt. Aided Institute** according to **4th Selection lists** and already paid **Seat Booking Fees** (Rs. 10000/-) for **Self-Financing Institute** earlier, candidate need not to pay any **Seat Booking Fees (Rs. 2000/-)** again. Out of Rs. 10000/-, Rs. 2000/- will be considered as Seat Booking Fee in Govt. Aided College. Remaining amount (**Rs. 8000/-**) (**Rs. 10000 minus Rs. 2000**) after submission of **claim**. The candidate have to pay residual amount of Admission fee (beyond Rs. 2000/-) to the respective colleges.

- 5.4. In case candidate gets selection in **Self-Financing Institute** according to **4th Selection lists** and already paid **Seat Booking Fees (Rs. 2000/-)** for **Govt. Aided Institute** earlier, the candidate has to pay additional **Rs. 8000/- (Rs. 10000 minus Rs. 2000)** as **Seat Booking Fees** and the candidate have to pay residual admission fee to the respective colleges.
6. Interested candidates must take admission as per the selection to the respective Institute/College after paying **Residual Admission Fees (Residual Admission Fees = Admission Fees minus Seat Booking Fees)**.
- a. Candidate selected in other than **C.U. Law Department** must contact **(Principal/Vice-Principal/Teacher-in-Charge)** to the respective Institute/Colleges for verification and payment of **Residual Admission Fees**.
 - b. **In case, a candidate gets selection in 4th selection lists and already paid residual admission fee earlier, the candidate have to pay applicable residual admission fees to the respective institutes as per the 4th selection lists, if desires to get admission. Candidates are requested to submit refund claim application as per the norms to the respective institutes only to get refund of residual admission fees against cancellation of admission.**
7. Candidate should follow website of the respective Institute/College for communication where he/she is selected for admission.
8. Find the respective Institutes/Colleges contact email ID available on Admission Portal.
9. Selected candidates are advised to pay only the amount already mentioned on the admission portal to the respective Institutes/Colleges through ONLINE or prescribed bank account. **No payment should be made in CASH.** No additional payment is required to pay apart from **Residual Admission Fees**.
10. **Candidate must contact to the university admission authority, if there is any dispute or problem faced by the candidate immediately through HELP-DESK and Email ID (cuadmissionlaw@gmail.com).**
11. **Physical verification of all documents in original will be done after admission as per schedule to be notified in due course.**
12. **If forged or fake documents are discovered at any point, the candidate's admission will be immediately cancelled without notice. The candidate will also be prosecuted and permanently debarred from any future University of Calcutta admissions or entrance tests.**
13. **Overlooking a candidate's ineligibility** is not a right to be claimed later.
14. **Mere submission of Application form, appearance in Entrance Test does not entitle a candidate to be considered for admission to the course unless he/she fulfils the eligibility conditions.**

❄️ Important Notes:

- *For any problem, contact the respective Institutes/Colleges Authorities through specific email ID with a copy to CU Admission Helpdesk Email ID (cuadmissionlaw@gmail.com) mentioning specific problem with your Application No. and Allotted College in the subject field of the email.*
- *Applicants are alerted not to receive any phone call in the name of CU Admission Helpdesk other than the Helpdesk number available on the CU Admission Portal.*
- *Candidates are advised to contact only to the authorized person through authorized email ID and phone number (Helpdesk) available on CU Admission Portal.*
- *Be very careful before making any payment. C.U. B.A. LL.B Admission-2025 system is very transparent. Selection will be made strictly on the basis of merit, selection rule and subject to availability of vacant seat.*

Secretary Faculty Council for the P.G Studies in Law (Additional Charge)
University of Calcutta