UNIVERSITY OF CALCUTTA
Senate House, 87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Debasis Das
Registrar

Phone : 033-2219-0092
E-Mail : registrar@caluniv.ac.in

Ref.No: R/356/2025

Dated: 22.09.2025

To
The Principals/Vice-Principals/TIC/Head of the Institutions
of all affiliated Colleges to the University.

Sub: Schedule date for uploading U.G. Students Registration information at
Registration Portal 2025-2026.

Sir/Madam,

The undersigned has been pleased to inform you that as per notification vide no. 617-EDN(CS)/10M-95/14 dated 22/08/2025 issued from Department of Higher Education,W.B. regarding UG admission to 1st year U.G. courses affiliated to this University under CCF,2022 for the academic session 2025-2026,the Registration Portal www.calunivreg.in will live on and from 10th October,2025 at 11:30 am onwards.

You are requested to instruct your good office to follow following instructions to complete the process for Students' Registration within given schedule as mentioned:

- Schedule date for uploading Students information for Registration 2025-2026: From 10th October, 2025 to 20th November,2025.

- Schedule Date for Clearance of Block/Submission of Authentication documents applicable for those students who have passed their Previous qualifying examination in the year of 2022 to 2024: within 29th Nov.,2025.

- Registration Fees payment will be levied on total uploaded students strength of respective Colleges which will be routed through SBI collect within 20th Dec.,2025.

Thanking You all,

Registrar

REGISTRAR
UNIVERSITY OF CALCUTTA

CITY COLLEGE OF COMMERCE & BUSINESS ADMINISTRATION

13, Surya Sen Street, Kolkata-700012

Ref. No. 68/ss-se/2025-26   Date: 24.09.2025

NOTICE

All B. Com. 1st Semester (PHASE 1 ADMITTED STUDENTS) Four & three year (Honours & General) are being informed that University of Calcutta Registration process for the Session 2025-2026 will be started from 10.10.2025 to 31.10.2025. Students are directed to fill in their Registration forms through our college website **www.cccba.ac.in.** Hard copy of Registration from along with necessary documents submit at college office on 01.11.2025 to 06.11.2025.

TIMING : 4 P.M. TO 6 P.M.

Students should carefully follow the instructions available in the website and bring the required documents mentioned below.

MANDATORY DOCUMENTS

1. **Photograph Image**

    • Recent passport size photograph
    • Size of file should be within 50 KB
    • Resolution of the image is 100 DPI

2. Signature Image

    • Size of file should be within 50 KB.

    • Resolution of the image is 100 DPI

3. Age Proof Document Image

    • Admit Card/Certificate of Madhyamik/Equivalent Examination/Birth Certificate

    • Size of image should be within 150 KB.

    • Resolution of the image is 150 DPI

4. Mark Sheet Document Image

    • Size of image should be within 150 KB.
    • Resolution of the image is 150 DPI
    All the above documents are mandatory.

OPTIONAL DOCUMENTS AS PER REQUIREMENTS Besides those mentioned above following **documents are also mandatory, if applicable:**

- Size of image should be within 100 KB.
- Resolution of the image Is 100 DPI

7. BPL Certificate Document Image

- Valid BPL Certificate required
- Size of image should be within 100 KB.
- Resolution of the image Is 100 DPI

8. Migration Certificate Document Image

- Valid Migration Certificate required
- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

9. Equivalence Certificate Document Image

- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

10. Registration Certificate (for already registered candidates)

- Size of image should be within 100 KB.
- Resolution of the image is 100 DPI

Principal
24/09/20
City College of Commerce
& Business Administration

Copy : Class Circulation,(1st semester class only)
Notice Board, Notice file, Cash Sec.,
Regist. Sec., Record Sec., A/c Sec., Principal's file,
Vice- Principal's file, Secy. Students Union,
Admission File, Extra