



SYAMAPRASAD COLLEGE
www.syamaprasadcollege.in

SYAMAPRASAD COLLEGE

Affiliated to University of Calcutta, NAAC Accredited "B"

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Annex : 5B, R Dasgupta Road, Kolkata - 700 026 (033)-2455-1738

Date-12/03/2025

NOTICE

Sub: Applying for K2 form for those having K1 certificate (both Regular and backlog Girl Students) and applying for fresh K2 form .

I. For Regular Girl Students(2024-2025):

This is to inform to all concerned that all girl students of our college whose K1 Certificate was transferred in the year 2024-2025 and whose date of birth is within 01-04-2006 to 31-03-2007, are directed to meet Prof. Chandan Mondal, Prof. Sudipta Biswas, Prof. Panna Ghosh, at annex staffroom from 3 pm to 7pm, except Mondays and holidays, for obtaining the K2 form . All must bring the K1 transfer certificate(original) and Date of Birth certificate(photo copy) for getting the K2 form.

II. For Backlog Girl Students(2023-2024):

This is to inform to all concerned that all girl students of our college whose K1 Certificate was transferred in the year 2023-2024 and whose date of birth is within 01-04-2006 to 31-03-2007, are directed to meet Prof. Chandan Mondal , Prof. Sudipta Biswas, Prof. Panna Ghosh, at annex staffroom from 3 pm to 7pm, except Mondays and holidays, for obtaining K2 form and they must bring with them the K1 transfer certificate(original) and Date of Birth certificate(photo copy).

III. For Fresh K2 application(2024-2025):

This is to inform to all concerned that all girl students of our college ,those who did not have the K1 certificate ever, they can also apply for fresh k2 form and whose date of birth is within 01-04-2006 to 31-03-2007 are directed to meet Prof. Chandan Mondal, Prof. Sudipta Biswas, Prof. Panna Ghosh, at annex staffroom from 3 pm to 7pm, except Mondays and holidays, for submitting the fresh requisition for K2 form(enclosed below). After filling the form, submit it to Jyotsna Madam in office.

N.B. (I) Those who have already taken K2 form are requested to submit the form immediately with necessary documents required to Jyotsna Madam in Office.

Documents required:


1. Application form, after affixing colored photograph, to be signed by VP, Applicant and Guardian
2. Unmarried certificate not more than 3 months old.
3. Photo copy of first page of Passbook.
4. Photo copy of Birth certificate:
5. Photo copy of Caste certificate(Not for general category).
6. Photo copy of Aadhaar card.(self attested)
7. Photo copy of Voter Id card of both Father and Mother.(self attested)
8. Photo copy of Admission fees receipt.

(II) In case of any query, contact the Nodal Officer.

(III) Last Date for the portal to be closed 31st March 2025.


Vice-Principal
Syamaprasad College

Vice Principal
Syamaprasad College
Kolkata-700026


Chandan Mondal
Nodal Officer
Syamaprasad College

NODAL OFFICER
KANYASHREE PRAKALPA
SYAMAPRASAD COLLEGE
KOLKATA-700026



Requisition Form for fresh K2 2024-2025(DOB-01/04/2006-31/03/2007)

1.	Name of the District	
2.	Name of the Previous Institution	
3.	Name of the Block/Municipality	
4.	Institution Category(WB Govt./Central Govt./Pvt)	
5.	Institution Code	
6.	Candidate's Aadhaar No.	
7.	Guardian's active voter card No.(only WB)(Father & Mother)	
8.	Date of Birth	
9.	Bank Details.	a)Bank Name..... b)Account No..... c)IFSC d)Opening Date.....
10.	Semester	
11.	Reason for not applying Kanayashree benefit before.(tick the correct option)	a)Upgradation form was rejected due to insufficient documents (Aadhaar/Bank Account/ Birth certificate etc.) b)Out of West Bengal during her K1 eligiblity period c)Discontinued study and now enrolled fresh. Now eligible for K2 d)Rejected for wrong Date of Birth, fresh application for K2 to be submitted with actual DOB. e)Studied in institution not included in Kanayashree portal f)Could not be upgraded as partial entry of K1 form was lying at HOI Login g)K1 application was not forwarded to BDO/SDO level by HOI h)wrongly Rejected i)K1upgradation not possible due to portal issues j)Others(Specify)

Attach here photocopies of:

i)Aadhaar card

ii) Date of Birth Certificate

iii)1st Page of Bank Pass Book

iv) Voter id Card of Father and Mother

v) Admission fees receipt

Sign of Candidate.....

Ph no.....

