

Date : 15/05/2025

NOTICE

As directed by the Directorate of Higher Education(DHE), the merit list for **FY BBA (FS)** will be displayed on the College website on **15th May, 2025** and admission will begin on **16th May 2025** at **8.30 am** in the College Premises.

Instructions for Admission to FY BBA(FS) 2025-2026

- **Date:** 16th May 2025
- **Venue:** Room No. 401 & 404, (4th Floor, Central Block of Shree Damodar College)
- **Timings:** Reporting time at 8:15 a.m. for orientation and counselling.
- **Documents to be submitted:**
 - i. Printout of downloaded application form.
 - ii. HSSC Marksheet – self-attested photocopy (carry original for verification)
 - iii. HSS Leaving certificate (original) - will be retained by the college and 01 xerox copy.
 - iv. Photo – one (passport size – head and shoulders, front-facing, light background); photo **not to** be affixed on the form, but name & application number to be written on the back of the photo
 - v. Any valid Govt-recognized proof of address for verification purpose, e.g. Aadhar Card / Passport / Driving Licence / Voter's ID Card / Electricity Bill etc.
 - vi. Valid certificates – SC / ST / OBC / EWS / PwD / Orphan* (Self Attested) (original for verification)
 - vii. For SC/ST/Orphan (if applying for fee waiver) students should also submit a Residential Certificate (RC)
 - viii. Provisional Eligibility Certificate from Goa University (Students who passed Std. XIIth from other than Goa Board)
 - ix. No Objection Certificate in case of transfer from another college.

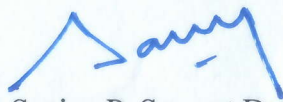
***In case of orphans, death certificates of both parents have to be submitted.**

Note: After the subject allocation and submission of documents is completed:-

- Pay fees as directed via EduQfix App immediately after submission of documents.
- Download the fee payment receipt and email to the email id fees.sdcce@vvm.edu.in provided in the payment instructions.

Admission to the college will be confirmed only upon completion of all the above steps




Prof. Sanjay P. Sawant Dessai
Officiating Principal

**VVM's SHREE DAMODAR COLLEGE OF COMMERCE & ECONOMICS
MARGAO GOA**

FY BBA (FS) ADMISSIONS - 2025-2026

Orientation

Principal, Vice-Principal, Programme Coordinator

Step 1 - Attendance Checking

Step 2 - Documents Checking (Counter 1)

Step 3 - Subject Counselling / Allocation

Step 4 - Fees Counter (Guidance)

Step 5 - Submission of Forms

Step 6 - Portal Updation (Lab)



Prof. Sanjay P. Sawant Dessai
Officiating Principal



Instructions for Admission to FYBBA(FS) 2025-26

- **Documents to be submitted:**

- i. Printout of downloaded application form from SAMARTH Portal.
- ii. HSSC Marksheet – self-attested photocopy (carry original for verification)
- iii. HSS Leaving certificate (original) - will be retained by the college.
- iv. Photo – one (passport size – head and shoulders, front-facing, light background); photo **not to** be affixed on the form, but name & application number to be written on the back of the photo
- v. Any valid Govt-recognized proof of address for verification purpose, e.g. Aadhar Card .(Original +Photocopy)
- vi. Valid certificates – SC / ST / OBC / EWS / PwD / Orphan* (original + Photocopy)
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