

Notice
DAC/N-143/2024-25, dated 30.12.2024

Notice for
Uploading Passport Size Photograph and Signature

This is to inform all the students of Semester 3 (CCF) and Semester 5 (CBCS) that they are required to upload the following documents in JPEG format by through the college website:

1. Passport size photograph (JPEG format; Size < 2 MB)

2. Image of scanned signature (JPEG format; Size < 2 MB)

Additionally, Semester 1 students who have not yet received their Identity Card are also instructed to upload the following documents in JPEG format by through the college website:

1. Passport size photograph (JPEG format; Size < 2 MB)

2. Image of scanned signature (JPEG format; Size < 2 MB).

Steps to be followed↓

1. Visit the college website
2. Click Student ERP button
3. Log in to the Student log in by entering (1) Students ID and (2) Password
4. Click on ;DOCUMENT UPLOAD' Menu
5. Select document to be uploaded (Photo/Signature/Mark Sheet etc.)
6. Select file and click on the Upload button and click on the 'Confirm' button.

The last date for uploading the documents is 10th January 2025. Failure to comply with the instruction printed above may lead to delay in the issuance of the Identity Card and may even lead to some serious undesirable administrative inconveniences.

Sd/-
Principal
Dinabandhu Andrews College