



PROMINENT FACILITIES

Sl. No. : HS/26/

- *Spacious classrooms with adequate facilities*
- *The entire campus is under CCTV surveillance*
- *Capsule lift facilities*
- *LAN activated Computer Laboratory with internet connectivity*
- *e-resource room with plenty of e-books and e-journals*
- *Library with regularly updated with academic resources and facilities*
- *Reading rooms in the library for facilitating students and teachers*
- *Infirmery for first aid service whenever any exigency arises*
- *Superb Canteen facilities*
- *One of the best Auditoriums in Shillong city*
- *Separate transformer for the college for adequate electric supply*
- *Generator for back up electricity*
- *The whole building is equipped with sophisticated firefighting equipments.*
- *The entire campus is made lightening proof with highly sophisticated lightening arrester.*
- *Career Counselling, grievance redressal cell, women cell, eco-club, placement cell, etc.*
- *Highly job oriented and latest designed Add-on Courses*



PROFILE OF THE COLLEGE



Umshyrpi College, a minority co-educational institution (under section 2(g) of the National Commission for Minority Educational Institutions Act 2004 Vide letter no. CE/MS/1/2006/61), was established in the year 1994 by a group of like minded people with a common vision to accommodate students of all sections of the society in higher education and particularly to facilitate easy access to students

who are educationally, socially and economically backward. Under the initial sponsorship by the Shillong Muslim Union (S.M.U.) the college, which came into existence from the first of August 1994 with humble beginning of enrolment of only 32 students, has now grown into one of the major centres of higher learning, quality education and character building. The College believes in and upholds its motto, **"Hayya Alal Falah" (Come towards prosperity).**

The institution provides mainstream education in Arts, Commerce and Science streams for classes XI and XII. Each and every department has highly qualified and efficient teachers who render high standards of teaching and student centric instruction. The College has a well-equipped library with internet facilities and students are constantly facilitated to use them for enhancing their learning. The library is a vital component of this institute and, keeping abreast of the objective, it is upgraded every year so that it caters to the needs of all levels of study. A separate e-resource section of the library is catering to the ICT based learning of students. The College has always been taking keen interest in organizing seminars, debates, various other functions, co-curricular activities, etc., in order to guide and help students unfold their creativity. Various awards have been conferred upon the students of past and present in the of arts, culture and sports. The College has an active NCC unit with Boys' and girls' Wings. The NSS unit of the college is a proactive role in taking the students towards a service to people and country.



Over the years the institution has had a very impressive academic record. Students have also obtained ranks in the various examinations conducted by the Meghalaya Board of Secondary Education. The College gives great importance to academic excellence and discipline, and endeavours to inculcate in the minds of students decency, decorum, honesty and integrity.



VISION

PROVIDING EQUAL ACCESS TO ALL SECTIONS OF SOCIETY TO EXCELLENT ACADEMIC ENVIRONMENT

Committed to its motto “Hayya Alal Falah” (come towards prosperity), the institute strives to become a centre of excellence for learning in which every learner must grow intellectually and morally. To prepare a student to prosper in life is the utmost priority of the institute. The institute strives for imparting essential skills so as to make students professionally successful and socially useful individuals. The campus provides a model harmonious blend of diverse communities and cultures wherein intellectual activity, civic responsibility and ethical values are held in high esteem.

MISSION

PROVIDES EDUCATION THAT TRANSFORMS LIVES, IMPROVES SOCIETY AND CREATES A FOUNDATION FOR A LIFETIME OF LEARNING.

Umshyrpi College seeks to encourage the development of the individual’s intellect and character aimed at preparing students to face challenges in life. All members of the Umshyrpi family are encouraged to achieve excellence in their field of choice and share the responsibilities of citizenship and service.

ADMISSION PROCEDURE FOR HIGHER SECONDARY COURSES

The prospectus and application forms shall be available in the office immediately after the declaration of the class X examination results of the various Boards (MBOSE, CBSE, ICSE, etc). As the institution is affiliated to the Meghalaya Board of Secondary Education, admission to higher secondary courses (Class XI and Class XII) in the Arts, Commerce and Science streams will be given according to the rules and regulations laid down by the Meghalaya Board of Secondary Education. Admission can be done either online or offline. Students admitted online must submit the printed copy of online form and invoice of fee paid to the College counter along with documents for final confirmation.

ELIGIBILITY

STUDENTS seeking admission in Arts, Commerce and Science streams must have cleared the HSLC/SSLC or its equivalent examination from a recognized Board or Institution established by law in India.

Eligible students seeking admission must submit their application forms accompanied by:-

- a) A Pass certificate and Testimonial of Character from the head of the Institution last attended
- b) Self-Attested copies of Admit Card and Mark Sheet of the last examination passed
- c) Two recent passport size photographs
- d) Self-Attested copy of ST certificate for tribal students



- e) The original Migration certificate for students from Boards other than MBOSE.
- f) Blood group report.
- g) Foreign students must possess important documents such as VISA, Passport, Permission letter from SP office, letter of information intimated to concerned police station, Permission letter from concerned government departments of both the countries - the country to which he/she belongs and India.

PLEASE NOTE :-

- The application form filled with all necessary information along with all the required documents must be submitted on or before the date fixed by the college. Incomplete admission forms without the required documents will be rejected.
- The original migration certificate has to be submitted not later than two months from the date of admission.
- No other original documents are to be submitted.
- The College reserves the right to refuse an application for admission without assigning any reason for the same.

COURSES OFFERED

Higher Secondary Arts	Morning and Day Shift
Higher Secondary Commerce	Morning and Day Shift
Higher Secondary Science	N/A

The allotment of seats for different sections/ shifts is made by the College based on the availability of seats. Students once admitted cannot be transferred from one section/ shift to the other.

COURSE OF STUDY FOR HIGHER SECONDARY

The college conducts courses in Arts, Commerce and Science streams. The duration of the course is two years.

CRITERIA	
ARTS	A student seeking admission to Class XI Arts must have passed the HSLC/SSLC or its equivalent examination.
COMMERCE	A student seeking admission to Class XI Commerce must secure a minimum 45% marks in Mathematics and 45% in aggregate in SSLC or its equivalent examination from other recognised BOARDS.
SCIENCE	A student seeking admission to Class XI science must secure a minimum of 50% marks in Maths and Science subjects in the SSLC or its equivalent examination from other recognised BOARDS.
Students from other educational institutions may be admitted to class XII if they have passed Class XI promotion examination in the same stream subject to permission from MBOSE and availability of seats.	



SUBJECTS OFFERED IN CLASS XI AND XII ARTS

CLASS	COMPULSORY SUBJECTS	COMPULSORY ELECTIVES	FOURTH OR OPTIONAL SUBJECT
XI	English, Environmental Studies, MIL/ Alt. English	Any three subjects from below	Any one subject from below
XII	English, Environmental Studies, MIL/ Alt. English	Any three subjects from below	Any one subject from below
ELECTIVE SUBJECTS	Economics, Education, History, Philosophy, Political Science, Anthropology, Second Language, Computer Science, Geography, Sociology		
SECOND LANGUAGE	(Select <u>any one</u> of the following subjects as second language) Khasi, Garo, Hindi, Mizo		
MIL	(Select <u>any one</u> of the following subjects as MIL) Khasi, Garo, Hindi, Mizo		
NB: The Subject combination taken in Class XI cannot be changed in Class XII without permission from MBOSE			

SUBJECTS OFFERED IN CLASS XI AND XII COMMERCE

CLASS	COMPULSORY SUBJECTS	FOURTH OR OPTIONAL SUBJECT (any one)
XI	English, Environmental Studies, MIL/Alt. English, Economics, Accountancy, Business Studies	Mathematics, Computer Science, Entrepreneurship
XII	English, Environmental Studies, MIL/Alt. English, Economics, Accountancy, Business Studies	Mathematics, Computer Science, Entrepreneurship
MIL	<i>(Select <u>any one</u> of the following subjects as MIL)</i> Khasi, Garo, Hindi, Mizo	
NB: The Subject combination taken in Class XI cannot be changed in Class XII without permission from MBOSE		



SUBJECTS OFFERED IN CLASS XI AND XII SCIENCE

GROUP	COMPULSORY SUBJECTS	FOURTH OR OPTIONAL SUBJECT
A	English, Physics, Chemistry, Mathematics, Alt. English/MIL , Environmental Education	Biology, Geography, Computer Science
B	English, Physics, Chemistry, Biology, Alt. English/MIL, Environmental Education	Mathematics, Geography
C	English, Physics, Chemistry, Biology, Alt. English/MIL , Environmental Education	Anthropology, Geography
MIL	<i>(Select <u>any one</u> of the following subjects as MIL)</i> Khasi, Garo, Hindi, Mizo	
NB: The Subject combination taken in Class XI cannot be changed in Class XII without permission from MBOSE		

ADD ON COURSES

The College offers the following add-on courses/certificate courses. The Courses are the most updated and latest designed for enabling students to succeed in job market. Highly proficient and professionally competent faculty members are teaching the courses. The courses may be changed with the demand of time and changing requirement of skill for employability.

A) Short Term Computer Courses

Sl. No.	Course Name	Duration	
1)	Diploma Course in Office Automation and Desktop Publishing • Computer Fundamentals • Windows OS • MS-OFFICE (Word, Excel, Powerpoint) • Scanning and Printing Techniques • Internet Browsing and email handling • Networking Concept, Word processing, Printing Process • Adobe Pagemaker, Scanning • Adobe Photoshop, Document Designing & Advance features • Corel Draw, Graphic Design	6 Months	R 3000.00



2)	Diploma in Computer Application • Introduction to Computer System : Basic Computer Concept and Windows OS • Microsoft Office : MS Word, MS Excel and MS PowerPoint • Multimedia : Photoshop Adobe InDesign/Adobe Pagemaker • Internet & its uses • PC Assembly & Maintenance • Basic networking Concept	6 Months	R 3000.00
3)	Diploma in Computer Programming • Introduction to Computer System: Basic Computer Concept and Windows OS • Web Designing: HTML, Dreamweaver • Programming: QBasic, Python • Database: Ms Excel and MySql • Internet Browsing and email handling	6 Months	R 3000.00
4)	Certificate Course in ACCOUNTING PACKAGE - TALLY, GST • Basic of Accounting • Fundamentals of Tally ERP 9 • Accounting Masters in Tally • Inventory Masters in Tally • Vouchers Entries in Tally • Advance Accounting in Tally • Advance Inventory in Tally • Taxes in Tally • Technological Advantages in Tally • Payroll Accounting in Tally • Generating Reports in Tally	6 Months	R 3000.00

B) Short Term Courses for Fashion and Designing:

1) Fashion Designing:

Training Outcomes: After completion of the course the candidate would be a professional with technical skills and knowledge about designing and garment construction. The skill acquired will enable the candidate to increase their interest and build a career in the field of fashion designing.

Theory	Practical
1) Fashion Design and Illustration 2) Pattern making 3) Garment construction 4) Draping 5) Fashion Studies 6) Colour Theory 7) Material 8) Introduction to fashion and garment industry 9) Manufacturing Technology 10) Fashion merchandising	• Basic prints and applications. • Design exercise for three sources of inspiration • Illustrate of 10 head and 12 head block figures- • Illustrate of Stylize figure with different postures- • Female features- face shape, eyes types, eyes brows, lips, Hairstyles, Hand and feet position • Shoes variation • Color wheel, Tint & shades, Warm & cool colors & neutrals, Colours harmonies • Drafting of basic bodice, skirts and sleeve • Dart manipulation- slash and spread technique, pivotal transfer technique • Basic sleeve variation, Collars and cuff variation, Basic skirt variation, Skirt variation • Fabric preparation for garment construction



	• sewing technique of seams, trucks, pleats, gathers, Necklines, Collars, Sleeves, Pockets, Finishes. • Designing a women wear by taking inspiration from various sources: (i) kid wear (ii) Ethnic wear (iii) western wear formal (iv) trouser. • Draping of bodice block. • Collection Types of Yarn, Yarn testing and Fibre testing • Collection & Identification of different fabrics • Embroidery (state research) • Final Collection Design Project (Practical) • Creating design garments based on mood board, story board, etc.
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Duration : 6 Months

Fees : R 3000.00

2. Tailoring and Dress Designing:

Training Outcome: After completing the training, the candidate would be able to design & prepare the Pattern and would be competent to cut and sew complete garment as per demand.

Theory	Practical
1) Introduction to sewing machine 2) Terminology 3) Tools and equipment 4) Method and sequences for Measurement Taking 5) Principles of Garment making 6) Assembling technique of Garments 7) Drafting of basic Garment 8) Dress designing – Principles and concept 9) Pattern making- creative pattern making- types of pattern & bodice block 10) Colour concept and harmony in designing	• Operating machine • Practice in using tape- Taking measurement- Sequencing of measurement.- Use of L scale • Drafting and pattern making of following blocks: a) Children- Basic Bodice Block- Sleeve, Skirt Block b) Ladies- Basic Bodice Block- Sleeve / Trouser Block • Drafting & pattern making of the following garments: kids wear, Women's Top, Women's trouser, Women's Garments, etc • Garment making of the following products: kids wear, Women's Top, Women's trouser, Women's Garments, etc. • Creating design with fabric, suitable colour & other details keeping in mind the weather, occasion & the person for whom the garment is being designed. • Designing garments for people of different age, body propositions by creating optical illusion with colour, prints and different fashion details • Practical knowledge on different types of garments and accessories, etc.

Duration : 6 Months

Fees : R 3000.00

GENERAL INFORMATION

Registration of Students

After admission, students should collect the registration form from the College office counter for registration of their names in MBOSE whenever the College informs them to do so. This is compulsory for all students admitted to Class XI. The College authority will not be responsible for any lapse on the part of the students in this regard.



Examination and Attendance

- ☞ Regular class tests will be held for students of all streams during the academic session to ascertain their progress. The marks obtained in these tests are taken into consideration at the time of selection for the Board Examination.
- ☞ Students will be allowed to fill their final exam forms only after clearing their selection tests.
- ☞ Students are required to have a minimum of 75% attendance.
- ☞ Parents and guardians are encouraged to check the performances regarding the attendance of their wards.
- ☞ A student absent for more than fifteen days without information will have his name struck off from the admission register.

Submission of Exam Forms

Students are to fill and submit their forms for the final examination within the date notified by the college for the purpose. The College reserves the right to refuse entertainment of the same after due date.

Scholarship

Students of ST and SC must apply for Post Matric Scholarships online subject to the procedure laid down by the concerned departments of the respective states. The College will do the stipulated verification for the enrolled students. For any lapse on the part of the student the college will not be responsible.

Library

The college has a well-equipped library for the students. The library also subscribes to national and international journals/ magazines and newspaper both local and national with easy accessibility for the students. Past years question papers are kept in the library for the benefit of the students. The students are encouraged to use the library for their reference work.

Working Hours

The College Library will remain open to students on all working days from 8:00 A.M. to 4:30 P.M.

**Admission to Library**

Any student of Umshyrpi College is eligible to become a member of the library by filling the library membership form.

Membership Privilege

A member will be issued 2 (two) books at a time for 7 (seven) days. A fine of Rs. 2/- per day will be charged for each volume kept beyond the due date.

Responsibility of Members

- Books lost, torn or defaced in any way will have to be replaced by the borrower/member.
- The loss of a Library card should be immediately reported in writing to the Librarian.
- The card shall be produced on demand while entering the library.

Sports and Extracurricular Activities

Every student is encouraged to take part in sports activities. Umshyrpi College celebrates its College week annually which is aimed at providing recreation and unfolding the creativity of the students. Outdoor sports, singing, dancing, floral arrangement etc. competitions are held and students are encouraged to take part in these activities.

National Cadet Corps

The NCC in India was formed with the National Cadet Corps Act of 1948. The NCC Syllabus lays stress on developing qualities of leadership and Officer-like qualities. The NCC inculcates in the cadets a spirit of courage, selfless service, confidence and self-reliance to make youth dutiful and disciplined. The college is attached to the 2nd Meghalaya Battalion NCC, Laitumkhrah.

National Service Scheme

National Service Scheme, popularly known as N.S.S. is a noble service merged with academic framework. It inculcates the spirit of voluntary work among students and teachers through sustained community interaction and services. It brings our academic institutions closer to the society. It shows how to combine knowledge and action to achieve results which are desirable for community development. The College Unit of the NSS is vibrant with activities and takes up a number of programmes every year like AIDS awareness camps, blood donation camps, special camps, etc.



Disaster Management Committee

The Disaster Management Committee of the College and its various sub-committees comprising the teaching/non-teaching staff and the students are involved in a series of activities throughout the academic year such as training programmes, workshops, practices, etc.

Youth Red Cross

The Indian Red Cross was initiated for the purpose of inculcating in the Indian Children/Youth the ideals and practices of service especially in relation to:

- The care for their own health and others
- The understanding and acceptance of civic responsibilities
- The maintenance of a spirit of friendliness and helpfulness towards others not only in India but all over the world

IMPORTANT NOTE

- The institution is free from ragging and in accordance with the government regulations, the College has an ANTI RAGGING CELL comprising senior students and teachers. Ragging in any form is prohibited in this institution and anyone found guilty of ragging or abetting ragging is liable to be punished. Disrespect shown to anyone will be dealt with strictly.
- Under the directive of the department of Higher and Technical Education, Government of Meghalaya, use of cell phones/intoxicants/chewing of tobacco/use of drugs, smoking etc., are strictly prohibited. The entire campus is declared tobacco free.
- Students wishing to take a Transfer Certificate during the year will have to clear all the college dues upto the end of the current academic year.
- All the terms and conditions set forth in this prospectus including fees and dues etc., are liable to be revised whenever necessary.



FEES STRUCTURE OF CLASS XI (ARTS & COMMERCE)		
Sl.No	Particulars	Amount (R)
1	Admission Fees	1495.00
2	Monthly Tuition Fees (for 12 months)	1104 x 12
3	College Exam Fees (Internal Tests)	1139.00
4	College Development Fees	1265.00
5	Co-Curricular Activities Fees	1012.00
6	Library Fees	759.00
7	Library Caution Fees	300.00
8	Magazine Fees	500.00
9	Building Fees	1328.00
10	Maintenance Fees	1012.00
11	ICT Fees	500.00
12	Identity Card	300.00
13	Registration Fee	350.00
14	Promotion Examination Fees	800.00

All fees are to be deposited in the bank notified by the College through College Bill book duly signed by the dealing office assistant.

a)	1st Installment (at the time of admission)	R 9085.00
b)	2nd Installment (July last week)	R 7367.00
c)	3rd Installment (September)	R 7556.00
☞	Students who opt Computer Applications as one of their elective subjects are to pay an amount of R 5050.00 per annum at the time of admission. The payment must be made in two installments, i.e., first and second installments, @ R 2525.00 per installment .	
☞	Anthropology /Geography practical fees of R 1840.00 per annum is to be paid at the time of admission for students opting the subject.	



FEES STRUCTURE OF CLASS XII (ARTS & COMMERCE)		
Sl.No	Particulars	Amount (R)
1	Admission Fees	1495.00
2	Monthly Tuition Fees (for 12 months)	1104 x 12
3	College Exam Fees (Internal Tests)	1139.00
4	College Development Fees	1265.00
5	Co-Curricular Activities Fees	1012.00
6	Library Fees	759.00
7	Library Caution Fees	300.00
8	Magazine Fees	500.00
9	Building Fees	1328.00
10	Maintenance Fees	1012.00
11	ICT Fees	500.00
12	Identity Card	300.00

All fees are to be deposited in the bank notified by the College through College Bill book duly signed by the dealing office assistant.

a)	1st Installment (at the time of admission)	R 8735.00
b)	2nd Installment (MAY)	R 7367.00
c)	3rd Installment (JULY)	R 6756.00
☞	Students who opt Computer Applications as one of their elective subjects are to pay an amount of R 5050.00 per annum at the time of admission. The payment must be made in two installments, i.e., first and second installments, @ R 2525.00 per installment.	
☞	Anthropology /Geography practical fees of R 1840.00 per annum is to be paid at the time of admission for students opting the subject.	



FEES STRUCTURE OF CLASS XI (SCIENCE)		
Sl.No	Particulars	Amount (R)
1	Admission Fees	1495.00
2	Monthly Tuition Fees (for 12 months)	1392 x 12
3	College Exam Fees (Internal Tests)	1139.00
4	College Development Fees	1265.00
5	Co-Curricular Activities Fees	1012.00
6	Library Fees	759.00
7	Library Caution Fees	300.00
8	Magazine Fees	500.00
9	Building Fees	1328.00
10	Maintenance Fees	1012.00
11	ICT Fees	500.00
12	Identity Card	300.00
13	Laboratory Practical Fees Per Subject @190/- PM. (190 x 3 x 12)	6840.00
14	Laboratory Expendable Per Subject @1265/- PA. (1265 x 3)	3795.00
15	Registration Fee	350.00
16	Promotion Examination Fees	800.00

All fees are to be deposited in the bank notified by the College through College Bill book duly signed by the dealing office assistant.

a)	1st Installment (at the time of admission)	R 13782.00
b)	2nd Installment (July last week)	R 12064.00
c)	3rd Installment (September)	R 12253.00
☞	Students who opt Computer Applications as one of their elective subjects are to pay an amount of R 5050.00 per annum at the time of admission. The payment must be made in two installments, i.e., first and second installments, @ R 2525.00 per installment.	
☞	Anthropology /Geography practical fees of R 1840.00 per annum to be paid at the time of admission for students opting the subject.	



FEES STRUCTURE OF CLASS XII (SCIENCE)		
Sl.No	Particulars	Amount (R)
1	Admission Fees	1495.00
2	Monthly Tuition Fees (for 12 months)	1392 x 12
3	College Exam Fees (Internal Tests)	1139.00
4	College Development Fees	1265.00
5	Co-Curricular Activities Fees	1012.00
6	Library Fees	759.00
7	Library Caution Fees	300.00
8	Magazine Fees	500.00
9	Building Fees	1328.00
10	Maintenance Fees	1012.00
11	ICT Fees	500.00
12	Laboratory Practical Fees Per Subject @190/- PM. (190 x 3 x 12)	6840.00
13	Laboratory Expendable Per Subject @1265/- PA. (1265 x 3)	3795.00
14	IDENTITY CARD	300.00

All fees are to be deposited in the bank notified by the College through College Bill book duly signed by the dealing office assistant.

a)	1 st Installment (at the time of admission)	R 13432.00
b)	2 nd Installment (MAY)	R 12064.00
c)	3 rd Installment (JULY)	R 11453.00
☞	Students who opt Computer Applications as one of their elective subjects are to pay an amount of R 5050.00 per annum at the time of admission. The payment must be made in two installments, i.e., first and second installments, @ R 2525.00 per installment .	
☞	Anthropology/Geography practical fees of R 1840.00 per annum to be paid at the time of admission for students opting the subject.	



GENERAL RULES AND REGULATIONS

☞ Students must abide by all the rules & regulations of the college.

- Regular attendance is compulsory. Students who are absent for more than 3 consecutive days must submit an application with supporting documents to the concerned authority. Parents/Guardians are requested to contact the office of the Principal regarding the attendance and progress of their children. Students having attendance below 75% without genuine reason will not be allowed to appear selection/final examinations.
- Students shall maintain discipline inside the College campus. Misconduct or misbehaviour of any kind towards the teaching and non-teaching staff and fellow students will be dealt with strictly.
- Communal harmony must be preserved and fostered by word and deed. Ragging, eve teasing etc. in any form is prohibited. Any wilful indulgence in undesirable activity may lead to expulsion of the student.
- Students who have taken provisional admission with downloaded documents from internet must submit xeroxed copies of original documents at the time for the confirmation of the admission.
- Fees must be paid in time. Late payment, beyond the given time, will be fined.
- Students must respect institutional property. Disciplinary action will be taken against students found damaging/defacing/vandalising college property or premises. All students should maintain cleanliness inside the classrooms and the campus.
- Students are not allowed to throng nearby the ATM, bridge and Red Cross Areas. During the off time, students may take their time in the college field. Decency should be maintained in and around the campus. Unnecessary loitering and crowding in and around the campus should be avoided and no nuisance should be created to general public. Locals should not be disturbed due to any undesirable action or statements.
- Students cannot take part in any outdoor activities under the name of the college without prior permission of the Principal. No poster/banner/ pamphlet etc. can be pasted/distributed without the permission of the Principal.
- Students must read notices on the College Notice Board Regularly. Collection of ID-cards, Registration cards, Report cards, Admit cards etc., must be done within the given time else fine will be charged.
- Students are expected to take advantage of every chance to learn and show pride in their College and present a good image of themselves and the institution.
- Use of drugs, alcohol, chewing betel nut, tobacco, spitting inside the college campus, smoking and use of any intoxicant are strictly prohibited. Any violation may lead to expulsion of the person.
- During parents-teachers meeting either mother or father must compulsorily attend except for extraordinary cases or circumstances.
- Students taking admission in Class XI/XII (Arts/Science/Commerce) are encouraged to opt at least one of Add on Courses (Skill Development Courses) offered by the College. Details are shown in page nos. 33 to 35.

Parent's/Guardian's Signature	Student's Signature.....
Name:	Name:.....
Contact No.....	Class:..... Roll No.

UMSHYRPI COLLEGE
(A MINORITY INSTITUTION)



Sl. No. : HS/26/

APPLICATION FORM FOR ADMISSION

To,

The Principal
Umshyrpi College,
Laban, Shillong - 793 004

Paste your
RECENT
COLOUR
passport size
photograph

Sir/Madam,

Kindly admit my son/daughter/ward

.....as a student in your college. I have
read the College Prospectus and agreed to adhere to all the rules & norms laid down therein.

Admission Sought :- Class

Subjects:-.....

Fourth Subject:-

Tick any one: NCC ☐ NSS ☐ YRC ☐
(Boys & Girls) (Boys & Girls) (Boys & Girls)

Specially Abled ☐ (Certificate to be enclosed)

**Signature of the
Parent/Guardian**

DECLARATION OF THE STUDENT

I hereby promise to abide by all the rules and regulations of the college.

Date

Student's Signature.....

For College Office Use

ADMITTED/NOT ADMITTED

Roll No. Shift

Class Stream.....

Fees Paid (Amount) Rs.....

Balanced Amount Rs..... ..

Remarks

Date of Admission

Verified: Signature of Dealing Assistant (Counter)

Signature of Principal

P.T.O

1. Name in full (Block Letters)
 2. Date of Birth: Day Month.....Year..... (Male/Female)
(As recorded in SSLC/ICSE/CBSE Admit Card)
 3. Blood Group:
(Blood report to be attached)
 4. State to which you belong:
 5. Category (Tick the correct option): S.T. ☐ S.C. ☐ OBC ☐ General ☐
 6. Nationality : Religion Name of the Community:
 7. Father's/Guardian's Name :Occupation :
Contact No:
 8. Local Guardian's Name (students residing away from home):.....
Address :
Contact Phone No:
 9. Present/Local Address:
 - (a) Locality:
 - (b) Village/Town: PIN
 - (c) Contact No. (Residence) Contact No. (Student)
 - (d) email :
 10. Permanent Address:
 - a) Locality :
 - b) Village/Town :State PIN
 11. Name of the last School/College attended
-

Documents to be submitted :-

- a) Admit Card X/XI (Photo copy attested)
- b) Marksheet of last examination passed X/XI (Photo copy attested)
- c) Character Certificate (Photo copy attested)
- d) Transfer Certificate (Original)
- e) Photo 3 Nos. (2 nos. passport size and 1 no. stamp size)
- f) Blood Group Report (Original copy)



ID Sl. No. HS/26/_____

ALL INFORMATION SHOULD BE FILLED IN BLOCK LETTERS

Name : _____

Father's Name : _____

Class : _____

Roll No. : _____ Shift : _____

Present Address : _____

Permanent Address : _____

Contact No. : _____

Date of Birth : _____ Blood Group : _____

Year of Admission : _____ Valid upto _____

Signature of Student

Verified:

Signature of Dealing Assistant(Counter)

Signature of Principal



Form - I

Sl. No. : ADD-ON/HS/26/_____

UMSHYRPI COLLEGE ADD ON COURSES **APPLICATION FOR CERTIFICATE COURSES IN SKILL DEVELOPMENT**

Paste your
recent colour
passport size
photograph

1. Name of the Course applied for

(i)

(ii)

2. Name of applicant in full (Block Letters) :

..... Contact No.

3. Father's Name/Guradian Name :

..... Contact No.

4. Mother's Name : Email Id :

5. Residential Address :

.....

6. Permanent Address :

.....

7. Date of Birth : Day Month..... Year..... (Male/Female)

8. Religion: Nationality :

9. Are you a student of Umshyrpi College ? Yes ☐ No ☐

If Yes, Class/Semester (Stream) : Roll No

If No, mention the name of College/School you are studying at present

.....

OR

If you are working in any government or private sector, fill up the following:

Occupation : Government/Private Sector :

Name of the Organisation under which you are working :

Declaration

I do hereby declare that all the information furnished by me are true to the best of my knowledge and belief. I will abide by all the rules and regulations implemented by the college.

Signature of applicant

Date :

Official Use

Received a sum of Rs. fromS/o.....
for his/her admission to skill development courses

Signature of Principal



Form - II

Sl. No. : ADD-ON/HS/26/_____

UMSHYRPI COLLEGE ADD ON COURSES
APPLICATION FOR CERTIFICATE COURSES IN SKILL DEVELOPMENT

Paste your
recent colour
passport size
photograph

1. Name of the Course applied for

(i)

(ii)

2. Name of applicant in full (Block Letters) :

..... Contact No.

3. Father's Name/Guradian Name:

..... Contact No.

4. Mother's Name: Email Id:

5. Residential Address:

.....

6. Permanent Address:

.....

7. Date of Birth: Day Month..... Year..... (Male/Female)

8. Religion: Nationality:

9. Are you a student of Umshyrpi College ? Yes ☐ No ☐

If Yes, Class/Semester (Stream) : Roll No

If No, mention the name of College/School you are studying at present

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