

## BA.LLB ADMISSION- 2<sup>nd</sup> SEMESTER User Manual

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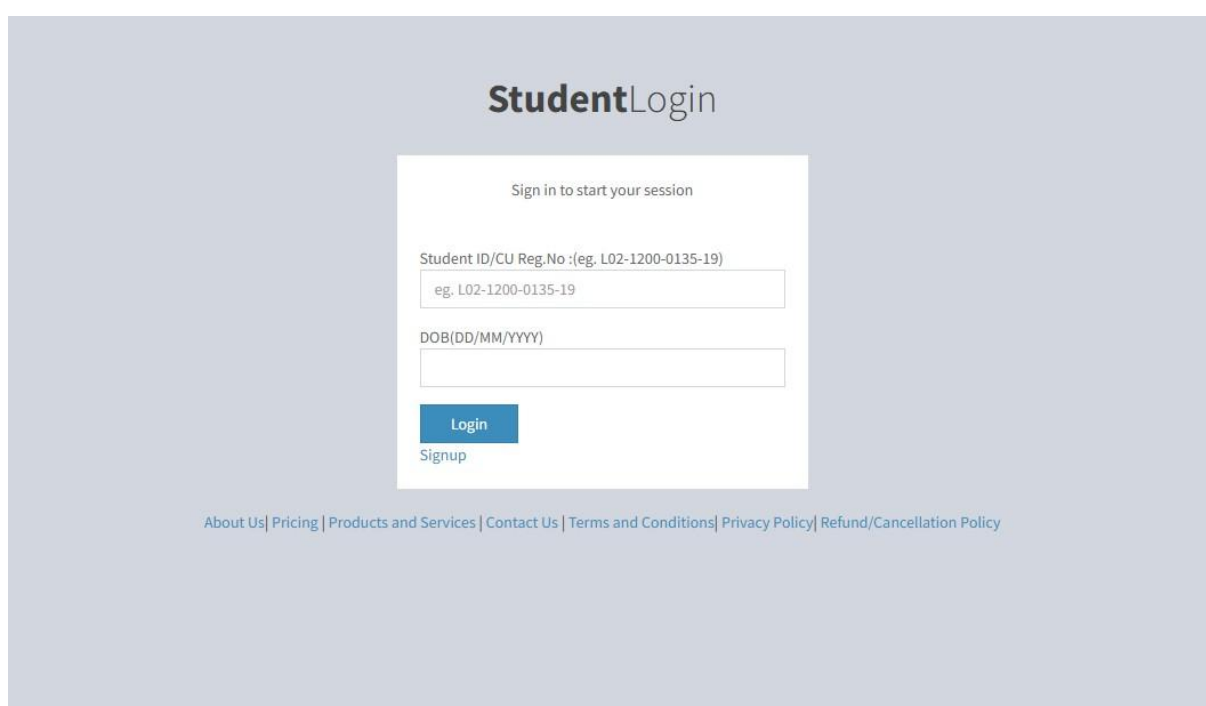
**For best view experience use Google chrome**

**This procedure Complete in Cyber Cafe**

### **Step-1**

**Visit this Link:** <https://erp.southcaluttalawcollege.ac.in/Students/Login.aspx>

**Open the Below Screen:**



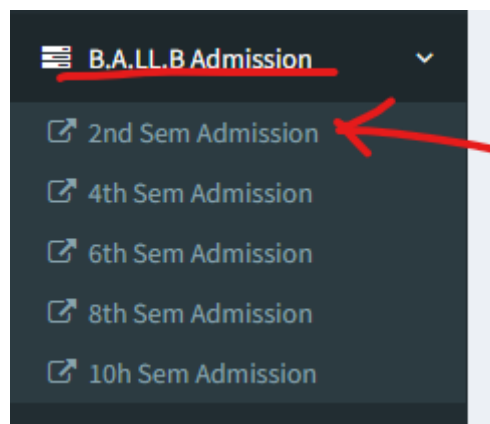
Enter your **Mobile Number/Student ID/CU Reg. No.** and **DOB** (Date of birth) and click on “**Login**” button.

**Note: Ensure your Student Profile is completed or updated prior to the admission process. If it is already completed, continue with the next step.**

**No need to re-upload documents/files in the Student Profile section if they are already uploaded.**

## Step-2

Then click on “B.A.LLB Admission” → SELECT YOUR DESIRED ADMISSION LINK.



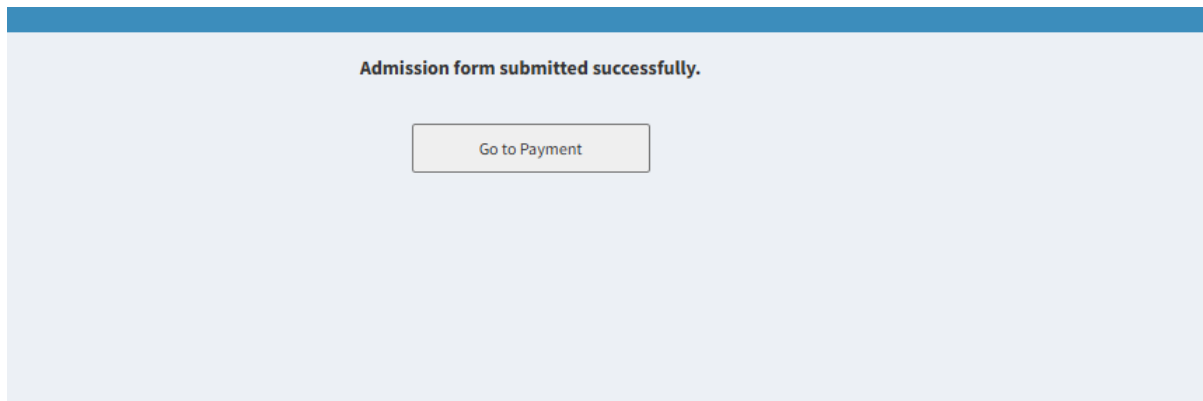
## Step-3

Open the below screen: FILL UP THE FORM (if required)

A screenshot of a web application form titled 'Admission 2nd Sem/Year'. The form contains various input fields for student information, including Student ID, Name of the Candidate, Father Name, Gender, Date of Birth, Mobile No, Address, C.U. Registration No, College Roll No, Category, Physically Challenged, Course Applying for, Year/Semester applying for, and University Roll No. Below these fields is a table with two columns: 'Subject' and 'Paper'. The table lists five subjects: English - II, Political Science - II, Sociology - II, Special Contract, and Family Law - II, each with a corresponding paper number (I to V). At the bottom left of the form, there is a 'Save' button highlighted with a red arrow.

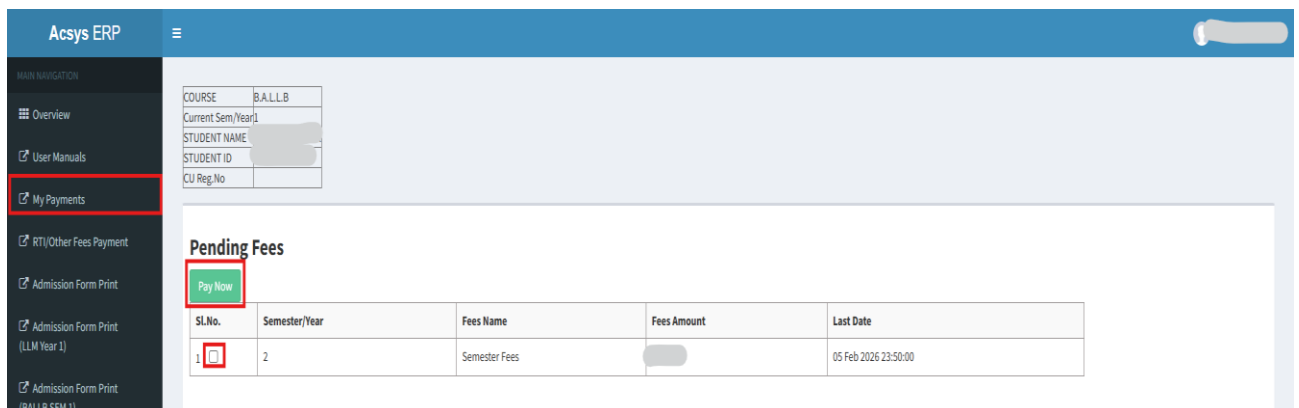
Click on Save button.

## **Step-4**




**Click on “Go to Payment” button.**

## **Step-5**



**Select the check box click on “Pay Now” button.**

## Step-6


South Calcutta Law Col...

Price Summary

₹3,655 +Fee

Using as +91 94771 94170

Offers on UPI and ICICI

Secured by Razorpay

Payment Options

Recommended

UPI

assured cashback...

Cards

Unlimited 1% cash...

EMI


Netbanking

Wallet


Available Offers

Win assured cashback upto ₹50 vi... [+1 View all](#)

UPI QR

Show QR

Scan the QR using any UPI App



assured cashback upto ₹50

Recommended

**Pay the Admission Fees.**

## Step-7

Acsys ERP

MAIN NAVIGATION

Overview

User Manuals

**My Payments**

RTI/Other Fees Payment

Admission Form Print

Admission Form Print (LLM Year 1)

Admission Form Print (BALLB SEM 1)

Admission Form Print (BALLB Hons SEM 6)

COURSE

B.A.L.L.B

Current Sem/Year

1

STUDENT NAME

STUDENT ID

CU Reg.No

Pending Fees

Pay Now

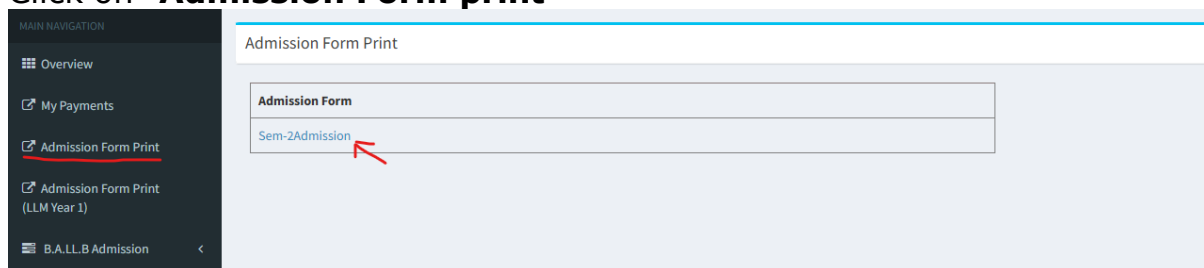
Paid Fees

SL.No.	Fees Name	Semester	Fees Amount	PaidOn	Receipt
1	Semester Fees	2		14/01/2026	<a href="#">View</a>

Click on **View** and Download your Recipient.

## **Step-8**

Click on “**Admission Form print**”



Then click on “**Sem-2<sup>nd</sup> Admission**” and print the Admission Form.

**Note: Now your admission process is completed successfully. Kindly print your admission form and payment confirmation receipt and submit to college as per notification.**