

BA.LLB ADMISSION- 2nd SEMESTER

User Manual

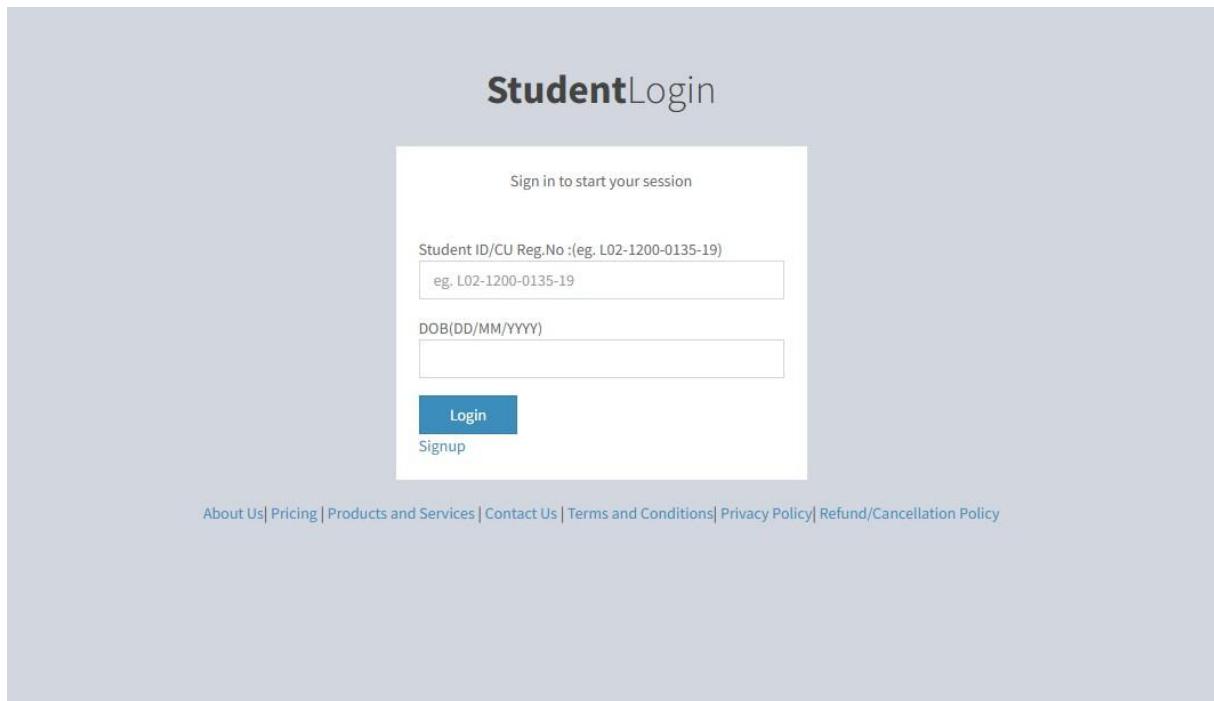
For best view experience use Google chrome

This procedure Complete in Cyber Cafe

Step-1

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

Open the Below Screen:



StudentLogin

Sign in to start your session

Student ID/CU Reg.No :(eg. L02-1200-0135-19)
eg. L02-1200-0135-19

DOB(DD/MM/YYYY)

Login

Signup

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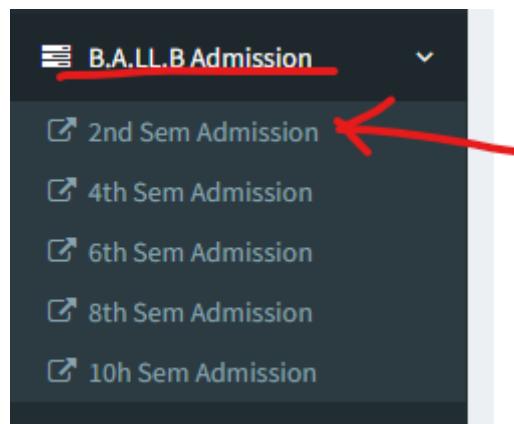
Enter your **Mobile Number/Student ID/CU Reg. No.** and **DOB** (Date of birth) and click on “**Login**” button.

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)

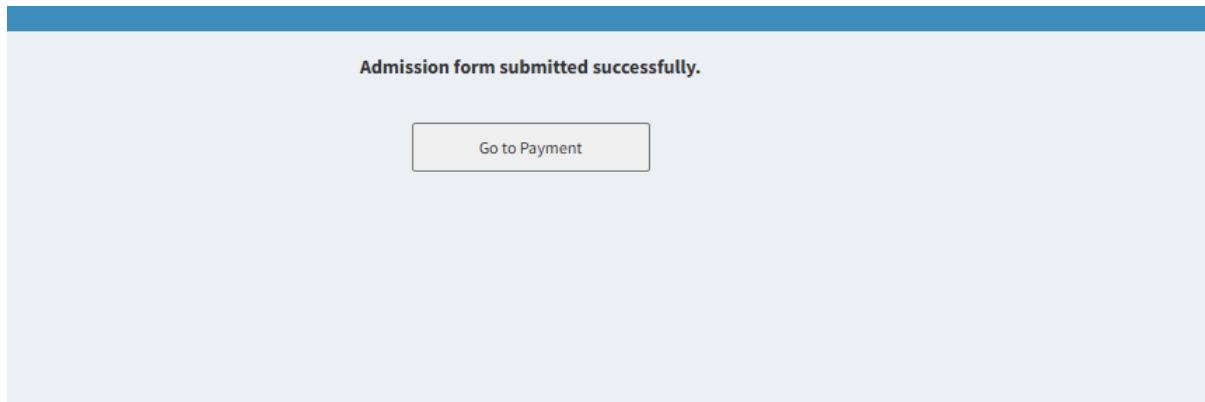
Admission 2nd Sem/Year

Subject	Paper
English - II	Paper - I
Political Science - II	Paper - II
Sociology - II	Paper - III
Special Contract	Paper - IV
Family Law - II	Paper - V

Save

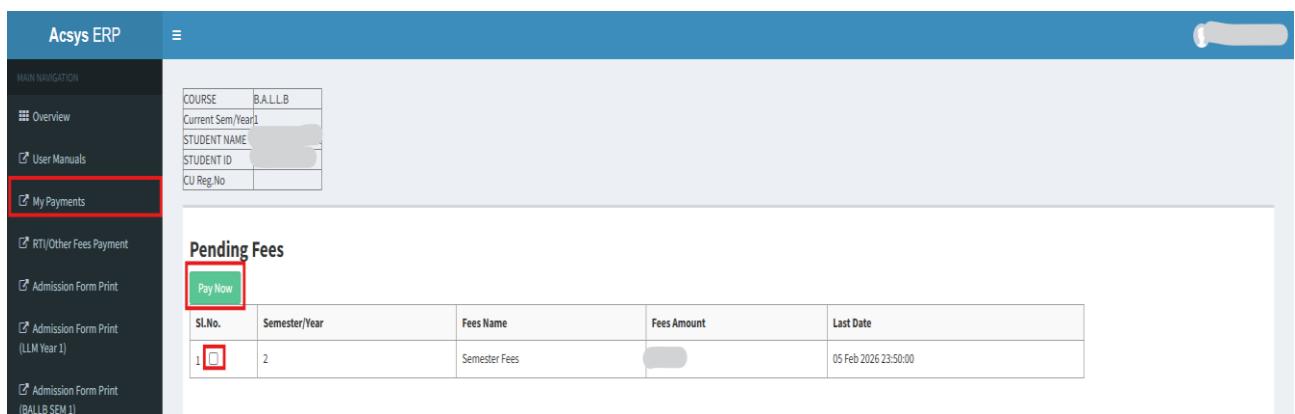
Click on Save button.

Step-4



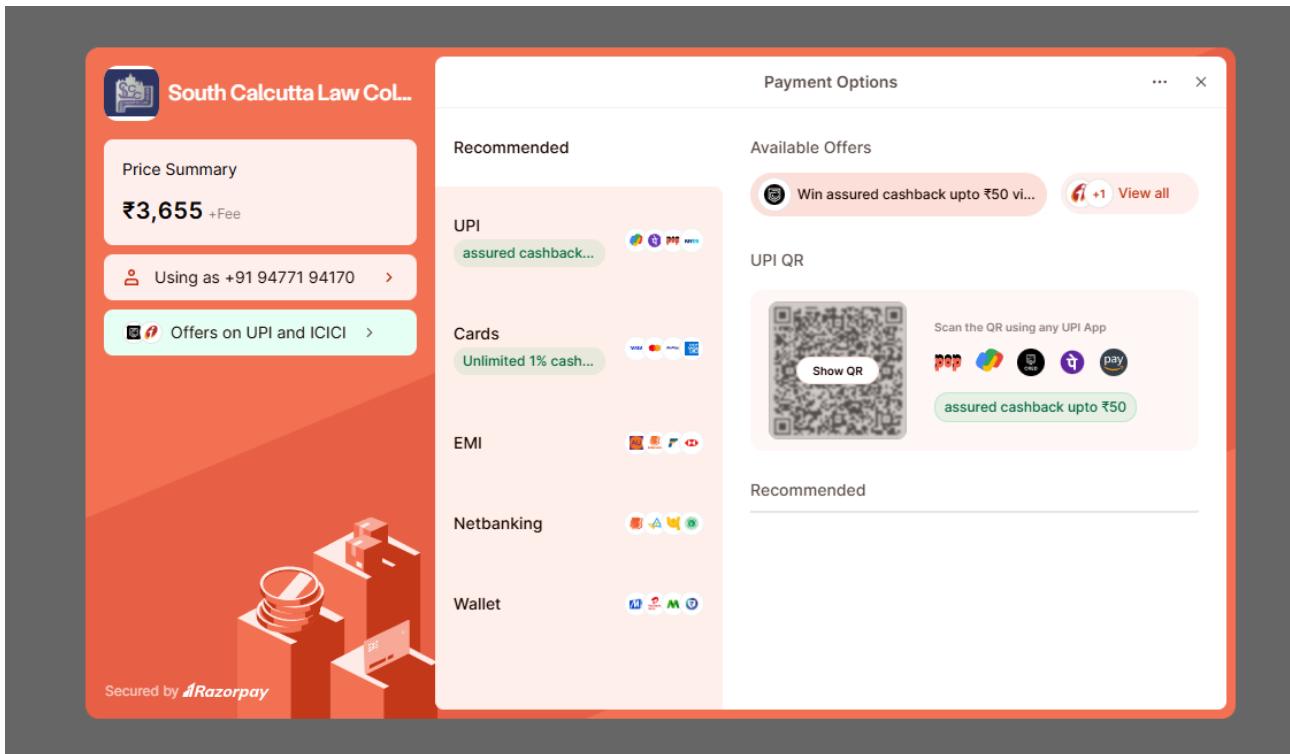
Click on "Go to Payment" button.

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 

Payment Options

Recommended

UPI assured cashback...

Cards Unlimited 1% cash...

EMI

Netbanking

Wallet

Available Offers

Win assured cashback upto ₹50 vi... 

UPI QR

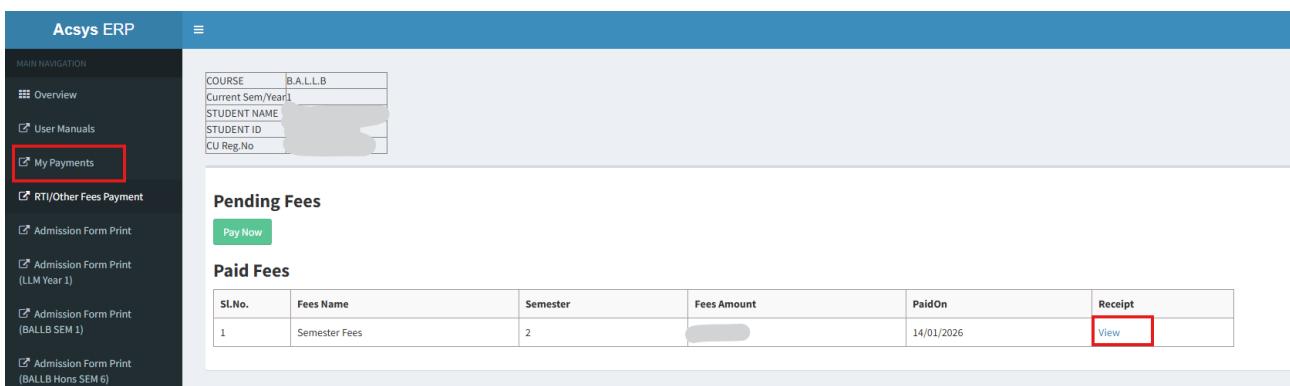
Scan the QR using any UPI App

Show QR 

assured cashback upto ₹50

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

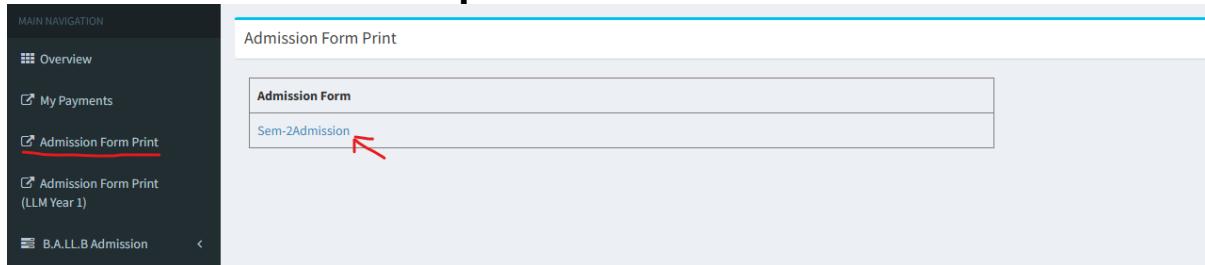
Paid Fees

SL.No.	Fees Name	Semester	Fees Amount	PaidOn	Receipt
1	Semester Fees	2		14/01/2026	View

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

Step-8

Click on “Admission Form print”



Then click on “Sem-2nd 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.