# St Xavier's College, Ranchi
## (An Autonomous College of Ranchi University Ranchi)
## Undergraduate Admission for batch 2025-26
## NEP FYUGP & CBCS
## Admission Process & Selection List

Last date for online admission is **30/06/2025.** After the due date of admission, no one will be allowed to take admission. The seats will be allotted to others.

**STEPS FOR ONLINE ADMISSION AFTER SELECTION IN ST XAVIER'S COLLEGE, RANCHI**

| | |
|---|---|
| Step 1 | Those candidates who are provisionally selected have to first register themselves to St. Xavier's college online admission portal from the given link. (Ignore if already registered) <br> https://onlineforms.sxcran.org/OnlineApp/Accounts/NewRegistrationNep <br> **Instruction for Registration / Login** <br> 1. Validate yourself using chancellor portal Form no. <br> 2. Use same Email Id and Mobile no previously used in chancellor portal. <br> 3. Those who are already registered into admission portal can directly visit the given link for further admission process. <br><br> https://onlineforms.sxcran.org/OnlineApp/Accounts/Login |
| Step 2 | Fill Personal Details. |
| Step 3 | Fill Academic Details, and upload 10<sup>th</sup> and 12<sup>th</sup> Exam Marksheet. |
| Step 4 | Select course in which you are selected and fill your 12<sup>th</sup> Board marks details. |
| Step 5 | Print your application form and wait for the intimation in on your registered Email-Id. |
| Step 6 | After receiving intimation, Login to St Xavier's college Online Admission Portal. Click **Next** to proceed further. |
| Step 7 | Scan and upload the required documents. The following documents will be required at the time of admission. <br> 1. Passing certificate of class 10<sup>th</sup>, containing Name, Father's name and Date of Birth. <br> 2. School/College leaving certificate and Migration certificate. <br> 3. Character certificate. <br> 4. Mark sheet 10<sup>th</sup> and 12<sup>th</sup>. <br> 5. Admit card. 12<sup>th</sup> Board. <br> 6. Income certificate for ST/SC/BC-I/BC-II. <br> 7. Caste certificate for ST/SC/BC-I/BC-II. <br> 8. Aadhaar card. <br> 9. Chancellor Portal Application Form (**Mandatory**) <br> If you don't have relevant documents submit An Undertaking for missing documents. Undertaking Performa attached with this selection list <br> All documents must be scan from the original document. Merge all scanned documents and convert into one single **PDF file (size not exceeding 5MB**). |

| Step 8 | The uploaded documents will be verified by the Institute (this may take one or two days)<br>After successful verification of documents, a link will be generated for payment in the admission portal. Payment can be done through Net banking/Debit/Credit card. Course wise fee (amount) will be displayed on the portal. Full amount to be paid in one installment. Failed payment can be sent by email at helpdesk@sxcran.org |
|---|---|
| Step 9 | After the successful payment, take a print out of Admission Acknowledgement Receipt. (If receipt is not generated wait for the next working day) |
| Step 10 | Physical verification of the uploaded documents will be executed later. Information for that will be provided in the college website. |

**Note**: The entire admission process will be done through the official college admission portal.
*https://onlineforms.sxcran.org/*
**Beware of fraud and fake calls and emails regarding admission.**

24/6/25

PRINCIPAL

PRINCIPAL
ST. XAVIER'S COLLEGE
RANCHI

# Undergraduate Admission for Batch 2025-28
## Retail Management (Commerce Vocational Self Finance)
### First Provisional Selection List
Last date for online admission is 30/06/2025. After the due date of admission, no one will be allowed to take admission. The seats will be allotted to others.

| Form No / Code No | |
|---|---|
| 25PBRM00001 | 00001 |
| 20250015721 | 00002 |
| 25PBRM00003 | 00003 |
| 20250001933 | 00004 |
| 20250002124 | 00005 |
| 20250008324 | 00006 |
| 20250012250 | 00007 |
| 20250018258 | 00008 |
| 20250055752 | 00009 |
| 20250175287 | 00010 |

Principal

# St Xavier's College, Ranchi
# (An Autonomous College of Ranchi University Ranchi)
# UNDERTAKING
# UG/PG

**Fill this Undertaking Form and Upload along with other's available documents**

**Student Name**        ➔  _____

**Programe Name**       ➔  _____

**Session**             ➔  _____

**Form No**             ➔ _____

**Father's Name**       ➔_____

**Date of Birth**       ➔_____

**Date**                ➔_____

**Respected Fr. Principal**

**I am unable to submit following documents.**

1._____

2._____

3._____

4._____

5._____

**I will submit these documents before physical verification (organized by St. Xavier's College, Ranchi ), otherwise my admission may be canceled.**

**Candidate Signature**                                    **Parents/Guardian Signature**