

City College of Commerce and Business Administration

Rules for filling up the form (ONLY CLP STUDENTS)

(Applicable for both CAP & CLP Students)

Documents Required:

Academic Bank of Credit ID (ABCID)

Admission Form

All files must be in JPG format.

LINK:

CAP:

Candidates are required to fill up the form by using this below link:

<http://capccbaformfillup.cccbaonlineadmissionportal.in/index.aspx>

CLP:

Candidates are required to fill up the form by using this below link:

<http://clpadmission.cccbaonlineadmissionportal.in/index.aspx>

Step -1:

If you CAP student then show below screen:



CITY COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION
(AFFILIATED TO UNIVERSITY OF CALCUTTA)
 13, Surya Sen Street, Kolkata - 700 012, West Bengal.

 **033 - 2219 6281**
 ccbakolkata@gmail.com



*****FOR BEST VIEWING EXPIRENCE , USE GOOGLE CHROME ONLY*****

READ THIS DOCUMENT CAREFULLY BEFORE STARTING THE FORM FILL-IN PROCESS 

CLICK HERE TO SUBMIT YOUR CU REGISTRATION FORM FILLUP ONLINE 

PRINT CU REGISTRATION FORM

 **UPLOAD YOUR ADMISSION FORM AND ABCID CARD**

If you CLP student then show below screen:



CITY COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION
(AFFILIATED TO UNIVERSITY OF CALCUTTA)
 13, Surya Sen Street, Kolkata - 700 012, West Bengal.

 **033 - 2219 6281**
 ccbakolkata@gmail.com



*****FOR BEST VIEWING EXPIRENCE , USE GOOGLE CHROME ONLY*****

COLLEGE Portal- 2025

GENERAL NOTIFICATION 2025 

Read this document carefully before starting the form fill-in process 

CLICK HERE TO SUBMIT YOUR APPLICATION ONLINE. 

PRINT APPLICATION FORM 

ADMISSION PAYMENT LINK: <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=387437>

Step -2:

Click on “**PRINT CU REGISTRATION FORM**” and open the below screen.

Important Note: After log on to your dashboard please SIGN OUT from your session when you have done your works.

Admitted Students, login with following details

Form ID :

Date of Birth : (dd/MM/yyyy)

Step-3:

Enter your “**FormId**” and “**Date of Birth**” then click on “**Login**” Button. Show below screen:

C.U Registration Form

 [Upload Admission Form and ABC ID Card](#)

Note: Please submit and wait for a minute to generate the C.U Registration Form.

Step -4:

Click on “**Upload Admission Form and ABC ID Card**” Generate

Choose File No file chosen
File size must be within 200 kb

Choose File No file chosen
File size must be within 200 kb

Upload Documents

Click on “**Upload Documents**” Button. After click on “**Click here to Generate CU. Registration Form**” big button.

(Note: if not upload this two documents then should not generate CU Registration form.)

Step -5:

Show below screen:



CITY COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION
(AFFILIATED TO UNIVERSITY OF CALCUTTA)
13, Surya Sen Street, Kolkata - 700 012, West Bengal.

033 - 2219 6281
cccbakolkata@gmail.com

Welcome, TEST RUDRO (CCCB2500048) [Dashboard](#) [Sign out](#)

Dashboard

[Print C.U Registration Form](#)
[View Documents List](#)
[Uploaded Documents list](#)

Step -6:

Modify the two document Click on “**Upload Document list**”, the change the documents.

The screenshot shows a web interface for uploading documents. It consists of a table with two rows. The first row is labeled 'Your Admission Form:' and the second row is labeled 'Your ABC ID Card:'. Each row contains a document preview and a 'Choose File' button. A red box highlights the 'Upload Documents' button at the bottom left.

Your Admission Form:		Choose File No file chosen File size must be within 200 kb
Your ABC ID Card:		Choose File No file chosen File size must be within 200 kb

Upload Documents

Step -7:

Show the documents click on “**View Document List**” menu name.

The screenshot shows the same web interface as Step 6, but without the 'Upload Documents' button. It consists of a table with two rows. The first row is labeled 'Your Admission Form:' and the second row is labeled 'Your ABC ID Card:'. Each row contains a document preview and a 'Choose File' button.

Your Admission Form:		Choose File No file chosen File size must be within 200 kb
Your ABC ID Card:		Choose File No file chosen File size must be within 200 kb

Note: If someone generated the form and did not upload the two documents, follow this procedure: (Only CAP CU Registration Form already generated student only)

Step-1:

*****FOR BEST VIEWING EXPERIENCE , USE GOOGLE CHROME ONLY*****

[READ THIS DOCUMENT CAREFULLY BEFORE STARTING THE FORM FILL-IN PROCESS](#) 

[CLICK HERE TO SUBMIT YOUR CU REGISTRATION FORM FILLUP ONLINE](#) 

[PRINT CU REGISTRATION FORM](#)

 [UPLOAD YOUR ADMISSION FORM AND ABCID CARD](#)

Click on this “**UPLOAD YOUR ADMISSION FORM AND ABCID CARD**” menu and open below screen:

Mobile No :

Date of Birth :  (dd/MM/yyyy)

Enter your mobile number (CU Form Registered) and Date of Birth and click on “**Validate**” button.

(Note: If the college generates the CU registration form then these documents should be uploaded otherwise the document upload will not be accepted)

Step-3:

Srl No.	CU Registration No	Student Name	Course	Mobile No.	Status
1					

[Upload Admission Form and ABC ID Card](#)

[View Admission Form and ABC ID Card](#)

Click on “**Upload Admission Form and ABC ID Card**” menu and open the below screen:

Your Admission Form:*	YOUR IMAGE HERE	Choose file No file chosen File size must be within 200 kb
Your ABC ID Card:*	YOUR IMAGE HERE	Choose file No file chosen File size must be within 200 kb

Choose the only **.jpg** file and click on “**Upload Documents**” Button.

(Note: Both Documents are mandatory. File format jpg only.

If you modify documents then click this menu)

Step-4:

Click on “**View Admission Form and ABC ID Card**” menu and open the below screen:

Your Admission Form:	YOUR IMAGE HERE		Download
Your ABC ID Card::	YOUR IMAGE HERE		Download

Show your Uploaded Documents.