

St Xavier's College, Ranchi
(An Autonomous College of Ranchi University Ranchi)
Undergraduate Admission for session 2026-27
NEP FYUGP & CBCS

Admission Process & Selection List

Last date for online admission is **29/06/2026**. 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	<p>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)</p> <p>https://onlineforms.sxcran.org/OnlineApp/Accounts/NewRegistrationNep</p> <p>Instruction for Registration / Login</p> <ol style="list-style-type: none"> 1. Validate yourself using chancellor portal Form no. 2. Use same Email Id and Mobile no previously used in chancellor portal. 3. Those who are already registered into admission portal can directly visit the given link for further admission process. <p>https://onlineforms.sxcran.org/OnlineApp/Accounts/Login</p>
Step 2	Fill Personal Details.
Step 3	Fill Academic Details, and upload 10 th and 12 th Exam Marksheet.
Step 4	Select course in which you are selected and fill your 12 th 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	<p>Scan and upload the required documents. The following documents will be required at the time of admission.</p> <ol style="list-style-type: none"> 1. Passing certificate of class 10th, containing Name, Father's name and Date of Birth. 2. School/College leaving certificate and Migration certificate. 3. Character certificate. 4. Mark sheet 10th and 12th. 5. Admit card. 12th Board. 6. Income certificate for ST/SC/BC-I/BC-II. 7. Caste certificate for ST/SC/BC-I/BC-II. 8. Aadhaar card. 9. Chancellor Portal Application Form (Mandatory) <p>If you don't have relevant documents submit An Undertaking for missing documents. Undertaking Performa attached with this selection list</p> <p>All documents must be scan from the original document. Merge all scanned documents and convert into one single PDF file (size not exceeding 5MB).</p>

Step 8	<p>The uploaded documents will be verified by the Institute (this may take one or two days)</p> <p>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</p>
Step 9	<p>After the successful payment, take a print out of Admission Acknowledgement Receipt. (If receipt is not generated wait for the next working day)</p>
Step 10	<p>Physical verification of the uploaded documents will be executed later. Information for that will be provided in the college website.</p>
<p>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.</p>	


PRINCIPAL
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ST. XAVIER'S COLLEGE
RANCHI

Undergraduate Admission for Batch 2026-29
Office Management and Secretarial Practice (CBCS)

First Provisional Selection List

Last date for online admission is 29/06/2026. 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
20260002039	00001
20260002126	00002
20260003124	00003
20260003989	00004
20260004530	00005
20260005997	00006
20260006944	00007
20260007600	00008
20260009473	00009
20260017897	00010
20260018679	00011
20260019696	00012
20260021901	00013
20260024537	00014
20260024829	00015
20260025378	00016
20260033509	00017
20260034833	00018
20260040877	00019
20260044096	00020
20260044155	00021
20260045398	00022
20260048435	00023
20260051131	00024
20260052528	00025
20260053534	00026
20260056029	00027
20260071023	00028


Principal

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