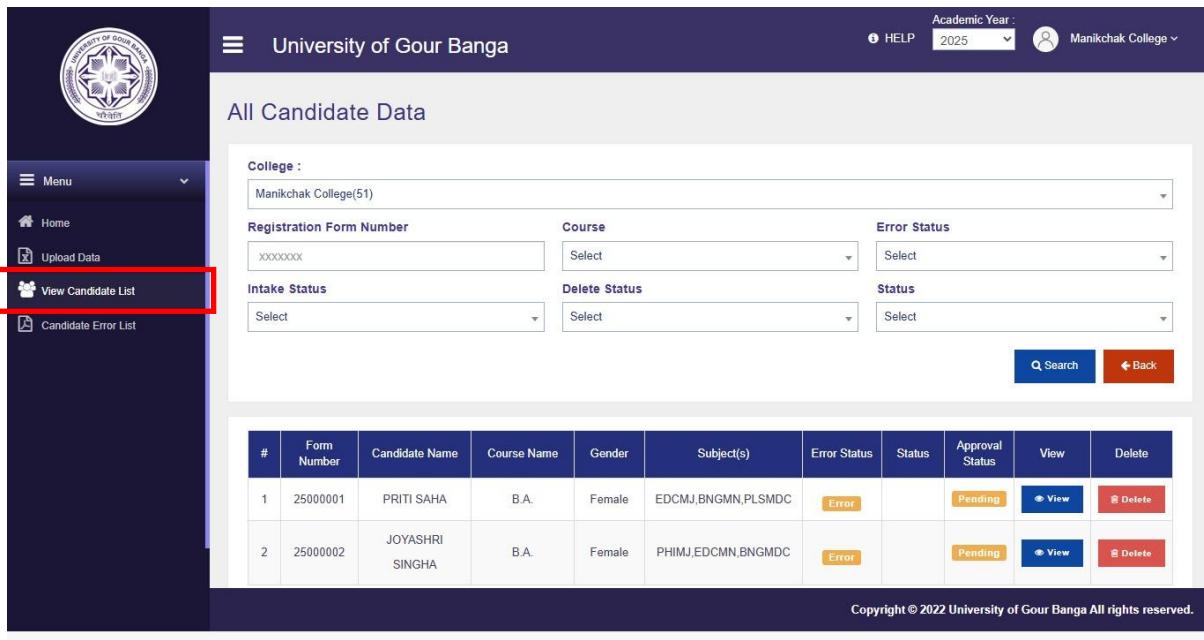# College Help: Modification of Data after Uploading of Excel File

Step 1: Login with College credentials

Step 2: Select View Candidate List (marked below) Menu to view uploaded candidate data as shown below.

Step 3: The grid shows candidate's data along with Error status (if any), Approval status, View Form (use View button) and Delete the uploaded data of the candidate.

(a) If any error shown in the Error Status column, click on Error label to view actual error(s).

(b) To Rectify the error click on view button

(c) Uploaded data will be shown on screen as shown in the image below

(d) Modify the desired or error data

(e) Then Click on update

Example: *Suppose there is an error in Category field in uploaded excel data. Then after clicking view button for that particular candidate go to Category field (as marked below) and select a valid category (i.e. GENERAL/OBC-A/OBC-B/SC/ST) from category dropdown list. Finally click update button to save modifications.*

Candidate Details Update

Student Id : 25000001

Name of the College *
Manikchak College(51)

Course of Study *
B.A.

Date of Admission *
23/08/2025

Session of Admission *
2025-26

ABC Id *
707261422478

Photo

Candidate Photo
Not Found

Select Photo. ⬆

Signature

Candidate Signature Not Found

Select Signat ⬆

Basic Information

Name *
PRITI SAHA

Father's Name *
APU SAHA

Mother's Name *
BANDANA SAHA

Guardian's Name *
BANDANA SAHA

Mobile Number *
7407581658

Email Id
pirtasaha24@gmail.com

EWS (Economically Weaker Section)
No

Aadhar Number
4063-3437-1450

Nationality *
INDIAN (101)

Differently Abled
No

Disability Code
Select

Date of Birth *
13/10/2006

Gender *
Female

Religion
HINDU

Caste Category
Select

Locality Type
RURAL

Present Address

Address
VILL SALABATGANJ PO CHOWKI MIRDADPUR PS MANIKCHAK
DIST MALDA, West Bengal, India 732202

State
WEST BENGAL

Country
INDIA

Pin Code
732202

Permanent Address

Address
VILL SALABATGANJ PO CHOWKI MIRDADPUR PS MANIKCHAK
DIST MALDA, West Bengal, India 732202

State
WEST BENGAL

Country
INDIA

Pin Code
732202

Subject Details

Major Subject
Education (Major)(EDCMJ)

Minor Subject
Bengali (Minor)(BNGMN)

MDC Subject
Political Science (MDC)(PLSMDC)

AEC-1/AEC-2
Bengali (MIL)(BNGML)

Last Qualifying Examination Details

Name of the Examination *
HIGHER SECONDARY

Board *
WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION(WBCHSE)

Registration Number *
1232151631

Roll /Index Number *
160521NO1093

Year of Passing *
2025

Update   Back