

SHREEMATI NATHIBAI DAMODAR THACKERSEY WOMEN'S UNIVERSITY

Pariksha Bhavan, Sir Vithaldas Vidyavilhar, Juhu Road, Santacruz (W), Mumbai 400 049.

Tel No.: 022-26612877 (Direct) / 022-26608462/93 E-mail : mcdc@exam.sndt.ac.in

APPLICATION FORM FOR EDUCATIONAL DOCUMENTS VERIFICATION / AUTHENTICATION

To,
 The Director,
 Board of Examinations and Evaluation,
 S.N.D.T. Women's University,
 Pariksha Bhavan,
 Sir Vithaldas Thackersey Vidyavilhar,
 Juhu Road, Santacruz (West),
 Mumbai 400 049.

No. of sets for authenticity _____

Amt. of Fees (Rs.) : _____

Receipt No. : _____

Date : _____

Mode of Payment : Cash / Online

Name of the Student : _____

(As per Marksheets / Degree Certificate)

Address for Correspondence : _____
 (Within India only)

Pin Code : _____

E-mail Id: _____ Contact Numbers: _____

Name of the Examination : _____ Last Sem./Year Seat No. _____

Reason/Purpose/Need of Authenticity of Education Document for: _____

Signature of the Student / Guardian / Parent

INSTRUCTIONS :**1. Fees for Verification / authentication of educational document at Pariksha Bhavan, Juhu**

Fees for Authentication of Marksheets / Certificate		
Authority	Indian Organizations	Foreign Organizations
Company / Employer	Rs. *1500/- (for 2 sets)	Rs. *1500/- (for 2 sets)
Educational Institutes	Rs. *550/- (for 1 set)	Rs. *1500/- (for 2 sets)

- If Student Paid Rs. 550/- It is compulsory for an authority to provide an **ORIGINAL OFFICIAL LETTER** for Educational Documents Verification.
- Rs. 200/- will be charged for each set of extra copies for companies/foreign org.

2. Fees can be paid by Cash/RTGS/NEFT/QR Code should be in favour of "The Registrar SNDT Women's University, Mumbai."**(a) Details about RTGS/NEFT: BANK NAME: CANARA BANK, BRANCH: SNDT,**

JUHU MUMBAI - 400049, ACCOUNT NUMBER: 4634101000022, IFSC CODE:

CNRB0004634, Details about QR Code please visit to our website: sndt.ac.in click on Exam Section click on Fee Structure at the end of page QR Code is display.**(b) Payment details of the students:**

From Account Name: _____

Reference Id / UTR Number : _____ Date _____

From Account Number: _____ Bank Name: _____

and please send scan copy of this form on given mail ID qr.rtgs.neft@exam.sndt.ac.in**3. List of Documents to be enclosed with application form :**

- Receipt for fees paid - **UNIVERSITY COPY** (If fees paid by cash at Accounts Unit Counter of Pariksha Bhavan, Juhu)
- Photocopies of **all Marksheets** - FRONT AND BACKSIDE BOTH - **individual as well as consolidated (Including If any failed or re-attempts) should be readable**
- Photocopy of Degree Certificate and Passing Certificate

- One set contains** : photocopy of all marksheets - individual as well as consolidated - Including if any failed or re-attempts) **should be readable** + Photocopy of Degree Certificate)
- Processing Time** : Usually takes 15 working days
- Fees once paid will not be refunded.**
- Incomplete and wrong details in application will not be entertained and no correspondence will be made.
- University will provide sealed and stamped envelopes of the authentication of document. For tampering of any kind student will be held responsible.
- In case of incomplete document or less fee paid the working days will be calculated after the completion of the document or fee.