

APPLICATION FORM FOR PASSING CERTIFICATE

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

Amt. of Fees (Rs.) : _____
Receipt No. : _____
Date : _____
Mode of Payment : Cash / Online

Name of the Student : _____
(As per Marksheet)
Address for Correspondence: _____
(Within India only)

Pin Code : _____

E-mail Id: _____ Contact Numbers: _____

DETAILS OF FINAL YEAR / FINAL SEMESTER / FINAL PASSED EXAMINATIONS

Name of the Examination: _____ Semester / Year _____

Seat Number: _____ Month and Year _____

Name of College/Institute/Dept. _____

Mode of Study: Regular / Distance

Reasons for obtaining Provisional Passing Certificate _____

Signature of the Student / Guardian / Parent

INSTRUCTIONS :

1. Fee for Provisional Passing Certificate : Rs.:200/-
2. In case, the Provisional Passing Certificate is to be sent by post, an additional amount of **Rs.:50/-** towards postal charges be remitted.
3. 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

4. List of Documents to be enclosed with application form :

- a. Receipt for fees paid - **UNIVERSITY COPY** (if fees paid by cash at Accounts Unit Counter of Pariksha Bhavan, Juhu)
- b. Photocopies of **all Marksheets attempt wise** - individual as well as consolidated (including ABSENT/FAIL/ATKT/PASS) and the same **should be readable and be serially attached as Semester I, II, etc.**
- c. An Affidavit on the Stamp Paper worth Rs. 100/- duly signed by Taluka Magistrate/Notary

5. **Processing Time** : Usually takes 15 working days.

6. **Fee once paid will not be refunded.**

7. Incomplete and wrong details in application will not be entertained and no correspondence will be made in that behalf.

8. In case of incomplete document or less fee paid the working days will be calculated after the completion of the document or payment of fee.

9. As soon the student receive the Provisional Passing Certificate, she should check whether the details printed on the Provisional Passing Certificate and see if they are correct. If case of any corrections/mistake, the same be intimated to the University within 10 days. In case of delay, the penalty of Rs. 150/- will be charged.