



SNDT Women's University

Pariksha Bhavan

Sir Vithaldas Vidyavihar, Juhu Road, Santacruz (W), Mumbai – 400 049.

TEL : 022-26608462/93 EXTN.: 395, 022-26615168 EXTN.:103 , 104. & 022-26612877 (Direct)

Website : www.sndt.ac.in, Email: sndtmcdc@gmail.com & mcdc@exam.sndt.ac.in

(University Counter Form)

The Controller of Examinations
SNDT Women's University
Pariksha Bhavan, Juhu Road, Santacruz (W),
Mumbai 400 049

Amount Paid Rs.: _____

Receipt No.: _____

Date : ___/___/_____

APPLICATION FORM FOR DEGREE / DIPLOMA CERTIFICATE

A} Personal Details

1] Full Name of Student at the time of Examination : _____
(Surname) (First Name) (Middle Name) (Mother's Name)

2] Complete Postal Address : _____

Pin - _____

3] Contact Details : Mob. _____ Telephone No. _____

B} Academic Details

1] Name of the College/ Department : _____

2] Name of the Examination : _____

3] Seat Number : Month & Passing Year: _____

4] Class / Grade : _____ Specialization (if any): _____

5] Institute/College Code : _____ Centre Code: _____ Centre Name: _____

6] Mode of Study : As Regular Student By Distance Education

7] Mode of Payment : By Cash By D.D. D.D.No _____ Bank _____ Date _____

Date : ___/___/_____

Signature of the Student _____

NOTE:

As prescribed by the management council vide resolution No. 08(3) dated 08/08/2014, the fees for degree/diploma certificate is as follows :

- Certificate / Diploma & Bachelor's Degree Fees Rs.375/- + Late fee Rs. 375/- for delay of every 02 years from the date of convocation
P.G. Dip./Master's & B.Ed. Degree Fees Rs. 450/- + Late fee Rs. 450/- for delay of every 02 years from the date of convocation
- M.Phil & Ph.D Degree Fees Rs. 550/- + Late fee Rs.550/- for delay of every 02 years from the date of convocation
- Attach a Photocopy of the Final Year Marksheet.
- Student can collect their Degree / Diploma Certificate in Person or by giving proper authority letter as prescribed by University alongwith identity proof.
- Fees can be paid by cash or demand draft. Demand Draft should be in favour of "The Registrar, SNDT Women's University, Mumbai" payable at Mumbai.

Pariksha
Bhavan

Accounts Unit : Monday to Friday : 10:30am to 01:00pm and 01:45pm to 02:30pm (For Payment)
Certificate Unit : Monday to Friday : 10:30am to 01:00pm and 01:45pm to 02:30pm (For Submission)

AUTHORITY LETTER

Smt. _____

Tel. No.: _____

Mob No : _____

Date : _____

To,
The Controller of Examinations,
Pariksha Bhavan,
S.N.D.T Women's University,
Juhu Campus, Santacruz (West),
Mumbai – 400 049.

Sub : Collection of Degree / Diploma Certificate

Dear Sir,

I, Ms. / Smt. _____ passed my _____ examination held in month of _____ year _____ with a Seat No. _____. I am unable to make personal visit to the Pariksha Bhavan for collecting my Degree / Diploma Certificate. Hence, I am authorizing to Shri. / Smt. _____, Aged _____ years to collect the said Certificate on my behalf. I am attaching herewith the copies of identification – proofs with photo of the bearer of this authority Letter who is named above. I hererby request you to hand over the said Degree / Diploma Certificate to the above stated person and oblige,

Thanking You.

(Signature of the bearer)

Yours sincerely

Name & Address of bearer:

Tel. No. _____

Mob. No. _____

(Signature of the student)

अ धि का र प त्र

श्रीमती -
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.....
दुरध्वनी क्रमांक -
मोबाईल क्रमांक -

दिनांक -

प्रति,
मा. परिक्षा नियंत्रक,
परिक्षा भवन,
एस.एन.डी.टी. महिला विद्यापीठ,
जुहु, सांताक्रुझ(पश्चिम),
मुंबई - ४०० ०४९.

विषय - डीग्री / डीप्लोमा सर्टिफिकेट मिळण्याबाबत...

महोदय,

मी श्रीमती.....आपल्या विद्यापीठातून सन
.....या शैक्षणिक वर्षात ही परिक्षा उत्तीर्ण झाले. माझा परिक्षा आसन क्रमांक
..... आहे. माझे प्रमाणपत्र तयार असून हे पदवी / पदविका प्रमाणपत्र घेण्याकरीता मला प्रत्यक्ष येता येत नसल्यामुळे हे अधिकार पत्र
घेऊन येणारे श्री. / श्रीमती. वय वर्षे त्यांच्या ओळखीचा पुरावा
सोबत जोडला आहे, त्यांना
माझे पदवी / पदविका प्रमाणपत्र स्विकारण्याचा अधिकार प्रदान करित आहे, त्यांची स्वाक्षरी पुढीप्रमाणे आहे, कृपया सदर पदवी
पदविका / प्रमाणपत्र त्यांच्याकडे देण्यात यावे अशी विनंती आहे, कळावे.

आपली विश्वासु,

.....
(अधिकार पत्र आणणा-याची स्वाक्षरी)

.....
विद्यार्थिनीची स्वाक्षरी

नाव व पुर्ण पत्ता -

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दुरध्वनी क्रमांक -

मोबाईल क्रमांक -

**CALCULATION TABLE FOR CHARGING CONVOCATION FEE WITH LATE FEE
FOR COLLECTING DEGREE / DIPLOMA CERTIFICATES**

Sr. No.	Convocation year	Convocation date	Difference of years up to 2015	Difference as on Dec. 2015 *	Fee structure from June 2015 onwards (as per Mgmt. Council Resolution no. 08 (3) dated 08.08.2014)			Fee and Late fee upto Dec. 2015		
					For first Certificate /Diploma & Bachelor's Degree	For Second Degree Master's / P.G and B.Ed Degree	For Third Degree M.Phil & Ph.D. Degree	For first Certificate /Diploma & Bachelor's Degree	For Second Degree Master's / P.G and B.Ed Degree	For Third Degree M.Phil & Ph.D. Degree
1	1971	25.09.1971	44	22	375	450	550	8250	9900	12100
2	1972	23.09.1972	43	21	375	450	550	7875	9450	11550
3	1973	08.09.1973	42	21	375	450	550	7875	9450	11550
4	1974	12.10.1974	41	20	375	450	550	7500	9000	11000
5	1975	01.12.1975	40	20	375	450	550	7500	9000	11000
6	1976	22.02.1977	39	19	375	450	550	7125	8550	10450
7	1977	30.11.1977	38	19	375	450	550	7125	8550	10450
8	1978	01.01.1979	37	18	375	450	550	6750	8100	9900
9	1979	11.11.1979	36	18	375	450	550	6750	8100	9900
10	1980	20.12.1980	35	17	375	450	550	6375	7650	9350

* The difference as on Dec. 2015 is rounded off to the previous year and fractions are ignored.
Rs.50/- will be charged separately for posting a degree/diploma certificate at student's address.

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11	1981	12.12.1981	34	17	375	450	550	6375	7650	9350
12	1982	30.12.1982	33	16	375	450	550	6000	7200	8800
13	1983	25.11.1983	32	16	375	450	550	6000	7200	8800
14	1984	24.11.1984	31	15	375	450	550	5625	6750	8250
15	1985	11.02.1986	30	15	375	450	550	5625	6750	8250
16	1986	22.11.1986	29	14	375	450	550	5250	6300	7700
17	1987	21.11.1987	28	14	375	450	550	5250	6300	7700
18	1988	26.11.1988	27	13	375	450	550	4875	5850	7150
19	1989	20.11.1989	26	13	375	450	550	4875	5850	7150
20	1990	15.12.1990	25	12	375	450	550	4500	5400	6600

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21	1991	21.12.1991	24	12	375	450	550	4500	5400	6600
22	1992	19.12.1992	23	11	375	450	550	4125	4950	6050
23	1993	07.01.1994	22	11	375	450	550	4125	4950	6050
24	1994	09.01.1995	21	10	375	450	550	3750	4500	5500
25	1995	05.01.1996	20	10	375	450	550	3750	4500	5500
26	1996	20.12.1996	19	9	375	450	550	3375	4050	4950
27	1997	23.12.1997	18	9	375	450	550	3375	4050	4950
28	1998	28.12.1998	17	8	375	450	550	3000	3600	4400
29	1999	21.12.1999	16	8	375	450	550	3000	3600	4400
30	2000	26.12.2000	15	7	375	450	550	2625	3150	3850

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31	2001	05.01.2002	14	7	375	450	550	2625	3150	3850
32	2002	04.02.2003	13	6	375	450	550	2250	2700	3300
33	2003	28.01.2004	12	6	375	450	550	2250	2700	3300
34	2004	16.03.2005	11	5	375	450	550	1875	2250	2750
35	2005	28.01.2006	10	5	375	450	550	1875	2250	2750
36	2006	27.02.2007	9	4	375	450	550	1500	1800	2200
37	2007	05.02.2008	8	4	375	450	550	1500	1800	2200
38	2008	07.02.2009	7	3	375	450	550	1125	1350	1650
39	2009	30.03.2010	6	3	375	450	550	1125	1350	1650
40	2010	04.01.2011	5	2	375	450	550	750	900	1100

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41	2011	07.12.2011	4	2	375	450	550	750	900	1100
42	2012	18.12.2012	3	1	375	450	550	375	450	550
43	2013	23.12.2013	2	1	375	450	550	375	450	550
44	2014	09.01.2015	1	0	375	450	550	375	450	550

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