

# S.N.D.T. Women's University

1, Nathibai Thackersey Road,  
New Marine Lines, Churchgate,  
MUMBAI - 400 020.

Phone : + 91 22 2203 1879

Fax : + 91 22 2201 6226



A- Grade (CGPA 3.08)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यू मरिन लाईन,  
चर्चगेट, मुंबई - ४०० ०२०.

Telegram : UNIWOMEN

Website : sndt.ac.in

Ac/Finance/2024-25/240

Date: - 15-06-2024

**URGENT**

## **C I R C U L A R**

To,

1. All Principals of the Colleges conducted by SNDTW University
2. All Directors/Heads/Co-ordinators/In-Charge of the University Departments at Churchgate, Juhu & Pune Campuses

**Subject: - Thematic Audit scheduled on 20<sup>th</sup> June 2024 at SNDT Women's University for Financial Years 2019-20 to 2023-24**

Dear Sir/Madam,

With reference to Ref: ACST D-825/Nodal-02/GIRGAON\_611/Thematic audit/2024-25/B 85 Dated 12/06/2024, this is to inform you that a thematic audit for the financial years 2019-20 to 2023-24 has been scheduled on 20th June 2024. The finance and accounts section will coordinate the preparation and submission of the necessary documents for this audit.

All departments are requested to provide the required documents on a priority basis to finance and accounts section. Additionally, if necessary, department representatives may need to be present during the audit process.

### **Please submit the following information for further verification:**

1. Month-wise details of affiliation fee/extension of affiliation fee/recognition fee, etc. from April 2019 to March 2024.
2. Reconciliation of month-wise revenue received, specifying the corresponding account head (e.g., affiliation fee, parking charges, rental income, etc.) and the amount of head-wise revenue on which GST has been discharged.
3. Copy of audited financial statements for the financial years 2019-20 to 2023-24.
4. Authorized trial balances required balance sheet wise for FY 2020-21 to FY 2023-24 before 19.06.2024.

  
(Shri Vikas Vinayak Desai)  
Finance and Accounts Officer

Copy for Information: -

1. Hon. Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.
2. Hon. Pro.Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.
3. The Registrar, S.N.D.T. Women's University, Mumbai - 400 020.

Copy for Finance & Accounts Section Record: -

1. Finance & Accounts Section - Standing Order File.