



**SHREEMATI NATHIBAI DAMODAR THACKERSEY  
WOMEN'S UNIVERSITY**

Pariksha Bhavan, Sir Vithaldas Vidyavihar,  
Juhu Road, Santacruz (West), Mumbai-400 049.  
www.sndt.ac.in. E-mail : doee@sndt.ac.in; drexam@sndt.ac.in  
E-mail : arexam@sndt.ac.in; ar2exam@sndt.ac.in

DOEE (D) : 2661 5159  
Dy. Registrar : 2661 1524  
Asst. Registrar : 2661 5138  
Asst. Registrar 2 : 2660 3259  
M.A., B.Ed., H. Sc., Nsg. : 2660 3322  
B.A., B. Com., M. Com., Law : 2661 1595  
Accounts : 2660 8374  
Degree, Mgm., Certi. : 2661 2877  
M.Phil., Ph.D. : 2660 3259  
Confidential : 2661 2265  
Tech., Pharm., BCA, BMS : 2661 5985

Ref.No.:Exam./U.G./2018-2019/ 482

Date:22<sup>nd</sup> February, 2019

**URGENT  
IMPORTANT**

**CIRCULAR**

It is hereby informed that, the Board of Examinations at its meeting held on 09.06.2017 has approved the Time Schedule and the Dates of Commencement of the University Examinations for Under-Graduate Degree / Diploma Programmes and also the last dates for Online Submission of Examination Forms along with Fees for the University Examinations to be held in the month of March, 2019 etc. as follows:

**For Under Graduate Degree / Diploma Programmes:**

| Sr. No. | Particular   | Time Schedule for Sem-II/IV/VI/VIII (Fresh) & Sem-I/III/V/VII (Repeater) |
|---------|--|--|
| 01.     | Online Submission of Examination Forms to E-Suvidha Portal.  | 25/02/2019<br>To<br>06/03/2019   |
| 02.     | Submission of duly filled in Examination Forms of students (Hard Copy with attested photocopy of marks-sheets of lower Examination as applicable) by College to the Examinations Section along with the list of students generated at the E-Suvidha Portal and DD of the Examination Fees (please refer circular no.Ref.No.Mgt.C/2012-13/193 dt.11 June, 2012 for Examination Fees of each course) | Up to<br>07/03/2019  |
| 03.     | Generation of Seat Number / Admit Cards / Various Summaries for Examination Centres  | 12/03/2019   |
| 04.     | The Date of Commencement of Examinations, respective charts is attached herewith.  | 22/03/2019   |
| 05.     | Date of Commencement of CAP  | 02/04/2019   |
| 06.     | Tentative Date of Declaration of Results   | 04/05/2019   |



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All the concerned are hereby requested to note the aforesaid Time Schedule and do the needful on priority, as the University Examination will be commencing from the 22<sup>nd</sup> March, 2019 Sem-II / IV / VI / VIII freshers and for Sem-I / III / V / VII repeaters onwards and further that, it shall be the responsibility of concerned Principal of the college to carry out all the University Examinations activities on time as directed,

- vi. You are requested to note that, no additional seat numbers will be provided to the students on the day to the examination.
- vii. Students who do not possess valid PRN number and examination seat number will not be permitted to appear for the concerned examination. It shall be sole responsibility of the Principal / Director / In-Charge / HOD of the Institute / College.
- viii. The Correction / Changes in name spelling), medium, subject etc. should be carried out on the E-Suvidha Portal by the colleges with the prior permission of the Director, BCUD. No communication in this matter shall be entertained by the Pariksha Bhavan.
- ix. As per the Government of Maharashtra circular no.:Sankirn-2016/Pra.Kra.302/Vishi-3 dated 04<sup>th</sup> March, 2017, prepare and indicate the separate cover for submitting the answerbooks of physically handicapped students. Also send the covering letter in advance for the prior permission of extra time, writer, with all related documents of the concerned physically handicapped students.
- x. The Marks obtained by the students in the Internal Examinations / External Examinations / Practical / Incentive marks and marks obtained in the evaluation of Master Degree Dissertations / Projects, must be entered on the MKCL Portal latest on or before 22<sup>nd</sup> March, 2019 of U.G. Examinations.

**It may note that,** the Internal Marks as entered on the MKCL Portal by the respective University Departments / Colleges will not be changed, under any circumstances. Any request for change in the College / Head of the College / University Department and such shall be referred to the Unfair Means Inquiry Committee, constituted under Section 48 (5) (a) of the Maharashtra University Act, 2016.





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For any assistance please visit the E-Suvidha Portal and contact Mr. Rajan, CFC Centre Contact No.022-2660 8304. The demo link is available on the E-Suvidha Portal for generation, correction and filling of University Examination Forms.

The Schedule of Date University Examination to be held in March, 2019 onwards is enclosed herewith.

  
22/2/19  
(Dr. Subhash Waghmare)  
Director,  
Board of Examinations and Evaluation



To,

- 1) The Head of University Departments / Institutions, Churchgate, Juhu and Pune Campus,
- 2) The Principals of the Colleges conducted by and affiliated to the University,
- 3) The Director, Centre for Distance Education, Mumbai.

C.C.: For kind information to-

- 6) The Vice-Chancellor,
- 7) The Pro-Vice-Chancellor,
- 1) The Registrar,
- 2) The Officer on Special Duty (Addl. Charge),
- 3) The Finance and Accounts Officer.

C.C.: For information and necessary action-

- 10) The Deputy Registrar (I & II), Examinations Section,
- 11) The Deputy Registrar, Affiliation Section,
- 12) The Deputy Finance and Accounts Officer (FAO-Addl. Charge),
  - 1) The Assistant Registrars, Examinations Section,
  - 2) The Assistant Registrar, Academic Section,
  - 3) The Computer Programmer,
  - 4) The Accountant, Examinations section,
  - 5) All the In-Charge of Various Unit of the Examinations Section.
  - 6) The Head, MKCL Team.