

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

**Pariksha Bhavan, Sir Vithaldas Thackersey Vidyavihar,  
Juhu Road, Santacruz (West), Mumbai-400 049.  
www.sndt.ac.in, E-mail: doee@sndt.ac.in; drexam@sndt.ac.in  
E-mail : drexam1@sndt.ac.in, arexam@sndt.ac.in,**

DOEE (D) : 2661 5159  
Dy. Register : 2661 1524  
Dy. Register 1 : 2661 5168  
Asst. Register : 2661 5138  
B.Ed, H.Sc, Nsg, DMLT : 2660 3322  
B.A., B.Com., M.A., M.Com, Law : 2661 1595  
Accounts : 2660 8374  
Degree, Migm, Certi. : 2661 2877  
M.Phil, Ph.D : 2660 3259  
Confidential : 2661 2265  
Tech.,Pharma., BCA,BMS : 2661 5985  
CFC : 2660 8304

Ref.No.:Exam./2<sup>nd</sup> Term/Internal-Incentive-Project-Dissertation/2022-23/26 Date:12.04.2022

**URGENT  
IMPORTANT**

**CIRCULAR**

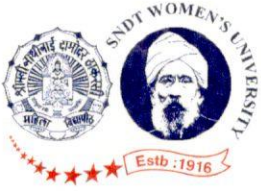
In the continuation of the our earlier circulars no.; no.:Exam./U.G.-P.G./2021-22/333 dated 05.03.2022, as per the decision and directives from Board of Examinations and Evaluation, vide circulars no.:Exam./College Level U.G./2021-22/353 dated 17.03.2022; no.:Exam./U.G.-P.G.(CET)/2021-22/352 dated 16.03.2022; no.:Exam./ University Level-U.G./2021-22/354 dated 17.03.2022; no.:Exam./University Level P.G./2021-22/379 dated 30.03.2022; no.:Exam./University Level-B.Ed./2021-22/380 dated 30.03.2022 and no.:Exam./U.G.-P.G.(CET)/2022-23/03 dated 01.04.2022; all the concerned affiliated and conducted Colleges, Departments and Institutions of SNDT Women's University are hereby informed that, to enter the **practical, internal, incentive, internship, project, dissertation viva-voce and NSS/ NCC marks** on the MKCL portal as per the time schedule mentioned on the aforesaid circulars. Kindly take a note of the following:

- i. The Principals of Colleges and Heads of University Departments will have to ensure that, the marks obtained by the concerned students in the Internal Assessment, Practical Examinations (Internal and External), External Examinations Marks etc. as the case may be, are uploaded on the University portal as per the defined existing course structure, within the time limit so stipulated by the University. Kindly take a note of the following:

It may be noted that, the marks obtained by the students Internal, Theory and Practical Examinations as entered on the Digital University Portal by the respective College / Department / Institutions **will not be changed, under any circumstances**. Any request for change in the marks will be treated as malpractice and such matter will be referred to the Unfair Means Inquiry Committee, constituted Under Section 48(5) of the Maharashtra Public Universities Act, 2016.

**Further to inform you that, non-availability of internal marks on DU portal in stipulated time, then the fine /penalties will be charge Rs.50/- per student per subject, as per the University Examinations Circular No.:Exam/Mgt.C/Penalties/2015-16/445 dated 22.09.2015.**

**Please take a note that the date for filling internal examinations marks will not be extended in any circumstances.**



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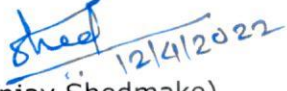
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- ii. It may be to noted that, the results of those students who's Examination Forms have not been inwardsed or the Examination Fee has not been remitted within the stipulated time limit as shall not be declared.
- iii. The results of those students who do not possess the valid PRN number shall not be declared. It shall be the sole responsibility of the Principal / Director / In-Charge / Head of the University Department / Institutes / College to ensure that, the student whose examination form is being inwardsed and examination fee paid, possess valid PRN Number.
- iv. The correction / changes in name, medium, subject, fine and penalty etc. with the prior permission as stated above should be carried out on the E-Suvidha Portal by the college/ Department. No communication in this regard will be entertained by the Pariksha Bhavan.
- v. **All the concerned Colleges, Departments and Institutions are hereby informed to pay the examinations fees of all the semesters immediately on the portal as per the mandate. If the examinations fees is not paid in stipulated time the seat numbers will not be generated. Kindly take a note that, no additional seat number will be allotted.**

For any assistance please visit the E-Suvidha Portal or contact CFC Centre on the contact number 022-26608304 or E-mail on dusndt@mkcl.org. The demo link is available on the E-Suvidha Portal for generation, correction and filling of University Examination Forms.

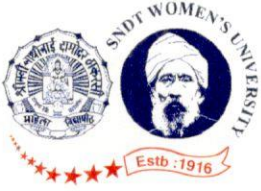
  
(Dr. Sanjay Shedmake)  
Director (Addl. Charge),  
Board of Examinations and Evaluation

Encl.: All the above said circulars.

To,

1. The Heads the University Departments / Institutions,
2. The Principals of the Colleges Conducted, Affiliated and Autonomous of the University,
3. The Director, Centre for Distance Education, Mumbai.





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c.c.: For kind information to-

- 1) The Vice-Chancellor,
- 2) The Pro-Vice-Chancellor,
- 3) The Registrar,
- 4) The Dean's
  - a. Prof. Shikha Nema, Faculty of Science and Technology,
  - b. Dr. Deepti Deshpande, Faculty of Commerce and Management,
  - c. Dr. Sachin Deore, Faculty of Humanities,
  - d. Dr. Archana Bhatnagar, Faculty of Interdisciplinary Studies.

c.c.: For information and necessary action-

1. The Finance and Accounts Officer (Addl Charge), Finance and Accounts Section,
2. The Deputy Finance and Accounts Officer, Finance and Accounts Section,
3. The Assistant Registrar, Affiliation Section,
4. The Assistant Registrar, Examinations Section,
5. The Assistant Registrar, Academic Section,
6. The Assistant Registrar (T), Examinations Section,
7. The I/C Computer Centre,
8. The Assistant Accountant, Examinations Section,
9. The Web-Developer, SNDT Women's University,
10. The I/C MKCL Team,
11. All the In-Charge of various Faculties and Units of the Examinations Section.