



# SNDT Women's University

## Pariksha Bhavan

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

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

**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 EDUCATIONAL DOCUMENTS VERIFICATION / AUTHENTICATION

#### A} Personal Details

1] 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. \_\_\_\_\_ Tel. No. \_\_\_\_\_

4] Name of the College/ Department : \_\_\_\_\_

5] Mode of Payment : By Cash  By D.D.  D.D.No \_\_\_\_\_ Bank \_\_\_\_\_ Date \_\_\_\_\_

Respected Sir,  
I undersigned, \_\_\_\_\_  
will be grateful to you if you could kindly verify/authenticate my / our following educational documents. I am submitting one / two set(s) of following documents.

SR. NO.	NAME OF THE EXAMINATION	MARKSHEE / DEGREE / DIPLOMA	ORIGINAL /PHOTOCOPY	MONTH & PASSING YEAR	SEAT NO.	CLASS / GRADE

I need to submit this Verification Report at, (Please Write Postal Address):

To, \_\_\_\_\_  
\_\_\_\_\_

Please do the needful. Thanking You.

Date: \_\_\_/\_\_\_/\_\_\_\_\_

Signature of the Student

#### Note:

1. Fee for verification / authentication of educational document (Degree Certificate, Marksheet etc.) for submission to the educational institutes/ Government establishments within India. Rs. 500/- for two copies
2. For extra copy of verified/authenticated document. Rs. 200/- per extra copy
3. Fee for verification / authentication of educational document (Degree Certificate, Marksheet etc.) for submission to Foreign Universities, Private Agencies, Corporate Sector, Dept. of Home Affairs, Dept. of Employment (Government of Maharashtra) Rs. 1500/- for two copies
4. For extra copy of verified/authenticated document. Rs. 200/- per extra copy
5. 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)**