



SHREEMATI NATHIBAI DAMODAR THACKERSEY

# WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road, Churchgate, Mumbai - 400 020.  
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Ref. No.

Ac/Finance/2014-15/188

July 16, 2014

## CIRCULAR

To,

1. All Principals of the Colleges conducted by SNTD Women's University.
2. All Directors/Heads/Coordinators/In-charge of the SNTD Women's University Departments at Churchgate, Juhu & Pune Campuses.

**Subject: Training Programme for preparation of the annual accounts of the SNTD Women's University for the year 2013-14.**

As per the Maharashtra University Account Code 2012, the Balance sheet of the SNTD Women's University for the year 2013-14 is to be prepared as per the format prescribed in Appendix-V of the Account Code.

Hence, a training programme is being conducted by the Statutory Auditor M/s V. J. Choksi & Co. for the concerned accounts personnel working under your control. You are hereby directed to kindly depute the accounts personnel at the following date, time & venue of the scheduled training programme.

1. **Date:** 22<sup>nd</sup> July, 2014.
2. **Venue:** SNTD Women's University, Churchgate Campus, Committee Room.
3. **Time Schedule:**
  - 11.00 am. To 11.15 am. – Introduction speech by Finance & Accounts Officer
  - 11.15 am. To 12.30 pm. – Training session by V. J. Choksi & Co. on Adoption & implementation of Account Code for 2013-14.
  - 12.30 pm. To 01.15 pm - Audit Compliance

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**Training Programme for preparation the annual accounts of the SNTD Women's University for the year 2013-14.**

**Note:** The training programme is **Compulsory** for the accounts personnel / concerned person working under your control.



**M. S. Kumar**  
**(Finance & Accounts Officer)**

Copy submitted to:-

1. Hon. Vice-Chancellor, SNDT Women's University, Mumbai-400 020.
2. Hon. Pro. Vice-Chancellor, SNDT Women's University, Mumbai-400 020.

Copy for information:-

1. The Registrar, SNDT Women's University, Mumbai-400 020.
2. The Director, B.C.U.D., SNDT Women's University, Mumbai-400 020.
3. The controller of Examination, SNDT Women's University, Mumbai-400 020.
4. The University Librarian, SNDT Women's University, Mumbai-400 020.

Copy for the Finance & Accounts Section record:-

1. Finance & Accounts Section – Standing Order File.