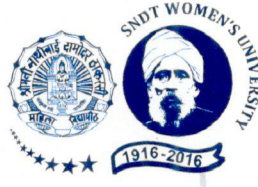


**SNDT WOMEN'S UNIVERSITY****PARIKSHA BHAVAN**

Sir Vithaldas Thackersey Vidyavihar

Juhu Road, Santacruz (West), Mumbai – 400 049.

**श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ**

परीक्षा भवन

सर विठ्ठलदास ठाकरसी विद्याविहार

जुहू रोड, सांताक्रुझ (पश्चिम), मुंबई – ४०० ०४९.

Ref.No.:Exam./University Level-U.G./2023-24/207

Date:19.10.2023

**URGENT  
IMPORTANT****CIRCULAR**

In continuation of our earlier circular no.: Exam./U.G.-P.G./2023-24/186 dated 11.10.2023 and as per the directives given by the authority, all the concerned are hereby informed that, the dates of the 1<sup>st</sup> Term Semester- I / III / V / VII / IX (Fresh / Repeater) and Semester - II / IV / VI / VIII / X (Repeater) (as the case may be) University Level Examinations processes for the Under-Graduate Degree / Diploma Programmes and the last dates for online submission of Examination Forms along with online payment of the University Examination Fees, for these Examinations which is to be held in the month of November / December, 2023 are as follows:

**For University Level Under-Graduate Degree / Diploma Programmes:**

Sr. No.	Examination Process	Time Frame for University Level Sem - I / III / V / VII / IX (Fresh/ Repeater) and Semester - II / IV / VI / VIII / X (Repeater) as per the course structure
01.	Online Submission of Examination Forms	23.10.2023 to 01.11.2023
01.(a)	Online Submission of Examination Forms with late fee w.e.f 02.11.2023 @ Rs.150/-	02.11.2023 to 06.11.2023
02.	Generation of Seat Number / Admit card / various summaries for Examinations Centers	Up to 11.11.2023
03.	Date of Commencement of Practical Examination	20.11.2023
04.	Entry of Internal / External / Dissertation assessment marks - Internal / Practical etc. on the University portal	Up to 15.12.2023
05.	<b>Date of Commencement of Theory Examinations</b>	<b>* 22.11.2023</b>
06.	Result Declaration	Within 30 days from the last date of Examinations
07.	The Centralized Assessment Programmes (CAP)	w.e.f. 05.12.2023

**\*This Date will differ on the basis of the schedule of practical Examinations****ABC-ID is mandatory to be filled in the Examinations Form.**

All the concerned are hereby requested to note the aforesaid Time Frame of the 1<sup>st</sup> Term Semester- I / III / V / VII / IX (Fresh/ Repeater) and Semester - II / IV / VI / VIII / X (Repeater) University Level (winter) Examinations processes for the Under-Graduate Degree / Diploma Programmes and do the needful on priority. It shall be the sole responsibility of the Heads of the University Departments / Institutions and Principals of Colleges to carry out all these Examinations activities on time as directed as below.

Web-Site [www.sndt.ac.in](http://www.sndt.ac.in) ; E-mail: [doee@sndt.ac.in](mailto:doee@sndt.ac.in) ; [arexam@sndt.ac.in](mailto:arexam@sndt.ac.in) ; [ar2@exam.sndt.ac.in](mailto:ar2@exam.sndt.ac.in) , [accountsexam@sndt.ac.in](mailto:accountsexam@sndt.ac.in)

DOEE: 2661 1524 / Asst.Registrar: 2661 5138 / Asst.Registrar: 2661 5168 / Senior Steno: 2661 5159 / Accounts: 2660 8374 / Degree, Migra., Certifi: 26612877

Confidential Unit: 26612265 / Faculty of Interdisci. / Humanities: 2660 3322 / Faculty of Com. &amp; Mangt: 2661 1595 / Faculty of Scie. &amp; Tech: 2661 5985 / CFC / MKCL Centre: 2660 8304



Ref.No.:Exam./University Level U.G./2023-24/207

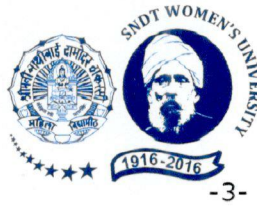
Date: 19.10.2023

- 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, 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.

It may be noted that, the marks obtained by the students<sup>in</sup> Internal, External and Practical Examinations has **to be displayed on your college Notice Board** and entered on the Digital University Portal by the respective University Departments / College / 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.100/- per student per subject, as per point No. 22 of Examinations Circular No.: Exam/Mgt.C/Penalties/2022-23/381 Date: 21/11/2022 (University Web site)** Please take a note that the date for filling internal examinations marks will not be extended in any circumstances.

- ii. It may be to noted that, the results of those students whose Examination Forms have not been inwarded 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 inwarded 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 colleges. No communication in this regard will be entertained by the Pariksha Bhavan.



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Date: 19.10.2023

**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](mailto:dusndt@mkcl.org). The demo link is available on the E-Suvidha Portal for generation, correction and filling of University Examination Forms.**

Sd/-

(Dr. Pradnya Wakpainjan)  
Director (Addl. Charge),  
Board of Examinations and Evaluation

Encl.: As above.

To,

1. The Heads of the University Departments / Institutions,
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-

- 1) The Vice-Chancellor,
- 2) The Pro-Vice-Chancellor,
- 3) The Registrar,
- 4) The Dean and Dean's (Addl Charge),
  - a) Prof. Medha Tapiawala, Dean, Faculty of Humanities,
  - b) Dr. H. T. Jadhav, Dean, Faculty of Science and Technology
  - c) Dr. Nalini Patil, Dean (Addl Charge) Faculty of Interdisciplinary Studies.
  - d) Dr. Shobha Dedhia, Dean (Addl Charge), Faculty of Commerce and Management.,

c.c.: For information and necessary action-

- 1) The Finance and Accounts Officer, Finance and Accounts Section
- 2) In-Charge, Computer Centre
- 3) The Deputy Registrar, Secretariat Section,
- 4) The Deputy Finance and Accounts Officer, Finance and Accounts Section,
- 5) The Assistant Registrar/s, Examinations Section,
- 6) The Assistant Registrar, Affiliation Section,
- 7) The Assistant Registrar, Academic Section,
- 8) The Assistant Accountant, Examinations Section,
- 9) All the In-Charge of various Faculties and Units of the Examinations Section.

c.c. For information and necessary action-

1. The Campus In-Charge of Juhu Campus,
2. The Assistant Registrar, Juhu Administration,

*R 8 w 21/10/23 jaw*  
(Dr. Pradnya Wakpainjan)  
Director (Addl. Charge),

Board of Examinations and Evaluation

Rw/F/Circular\_23-24