

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

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

TEL : 022-26612877 (Direct) / 022-26608462/93 EXTN. : 395

E-mail : mcdc@exam.sndt.ac.in

APPLICATION FORM FOR MIGRATION CERTIFICATE

To,
The Director,
Board of Examinations and Evaluation,
S.N.D.T. Women's University,
Pariksha Bhavan, Sir Vithaldas Thackersey Vidyavihar,
Juhu Road, Santacruz (West),
Mumbai 400 049.

Amt. of Fees (Rs.) : _____

Receipt No. : _____

Date : _____

Mode of Payment : Cash / D.D.

Name of the Student : _____
(As per Marksheet/Degree Certificate)

Address for Correspondence: _____
(Within India only)

_____ Pin Code : _____

Contact Numbers : 1. _____ 2. _____

E-mail Id : _____

FINAL YEAR / FINAL SEMESTER / FINAL PASSED EXAMINATIONS DETAILS

Name of the Examination: _____ Semester / Year _____

Seat Number: _____ Month and Year _____ Result _____

Name of College/Institute/Dept. _____

Mode of Study: Regular _____ OR Distance _____

DECLARATION

I hereby declare that, I have not received Migration Certificate before.

Signature of the Student

For College Office Use Only – for the student of REGULAR mode

I am to forward herewith an application of Ms. _____ for Migration Certificate. The applicant has not been restricted or debarred by the University and I have no objection to issue her Migration Certificate by the University. She has been student of the _____ College/Institution/Dept. since _____ and left in the _____. The transfer certificate is sent herewith in duplicate. On behalf of this candidate no application for Migration Certificate has been made previous to this date.

Signature and Seal
Principal/HoD/Director

INSTRUCTIONS :

1. Fees for Migration Certificate Rs. 255/- Fees can be paid by Demand Draft also. Demand Draft should be in favour of "The Registrar, SNDT Women's University, Mumbai", payable at Mumbai.
2. In case, the Migration Certificate is to be sent by post, an additional amount of **Rs.50/-** towards postal charges be remitted.
3. **List of Documents should be enclosed with application form :**
 - a. Receipt for fees paid – **UNIVERSITY COPY** (if fee paid at Accounts Unit Counter of Pariksha Bhavan, Juhu)
 - b. Photocopy of the Final Year / Final Semester / Final Passed examination marksheet
 - c. Duplicate T.C. or Leaving Certificate obtained from the last College/Department/Institute (Only for Regular mode of Student)
4. **Processing Time** : Usually takes 15 working days.
5. Fees once paid will not be refunded.
6. Incomplete and wrong details in application will not be entertained and no correspondence will be made in that behalf.
7. In case of incomplete document or less fee paid the working days will be calculated after the completion of the document or payment of fee.