

Examination Notice

Additional Class Test September 2021

(This Notice is in accordance with the decision of the Academic Council held on 26th December, 2018, vide item no. 7.4)

All students of Third Year Semester-V CS/ IT/ BMS/ BMM/ BAF/ BBI/ BFM those who have not appeared for the August 2021 Internal Class Test due to Medical/ NSS/ NCC/ Sports or any other specific reason are hereby informed to apply for Additional Class Test to be conducted in September 2021 by following the under mentioned steps.

- ✓ **The students will be eligible for Additional Class Test only if they had taken permission from the I/c Principal by sending an email (principal.sksasc@somaiya.edu) of their absentee application along with scan copy of supporting original documents during or before the Regular Internal Class Test conducted in August 2021.**
- ✓ Students should mention their full details (name, member-id, class & Sem, roll number, SUBJECTS in which they were ABSENT etc.) in the email. Subject of the email should be **'Applying for Additional Class Test- September 2021'**
- ✓ The supporting documents which are required with the email application.
 - ❖ Readable Scan copy of original documents for absentee. (Medical Certificate/ Sports/ NSS/ NCC etc. participation certificate/letter from Committee In-charge/ Any other documents [specify])
 - ❖ Copy of their respective Internal Class Test timetable August 2021 (available on the web site)
- ✓ Additional Class Test Forms will be mailed to the eligible students only, from Exam Committee on 30/08/2021. Students are required to download the form, take the printout, and fill the entire form with necessary details.
- ✓ Mode of Fees payment will be informed to eligible students along with the Additional Class Test form. Accordingly, students are required to pay the Additional Class Test fees of Rs. 200/- on 30/08/2021.
- ✓ Students are required to mail the scan copy of **filled additional class test form, supporting documents & fees payment details** to exam.sksac@somaiya.edu on or before 31/08/2021. On receiving the said email, students will be allowed to appear for the Additional Class Test September 2021.
- ✓ If students failed to send the above email or any information or document is found false, the same will be rejected & student will not be allowed for the Additional Class Test September 2021.

Note:

If the student has already appeared for Regular Internal Class Test held in August 2021, **then** his Additional Class Test **marks** will be **void** and Regular Internal Class Test marks will be considered.

SD/-
I/c Principal