

**S. K. SOMAIYA COLLEGE OF
ARTS, SCIENCE AND COMMERCE**

4th Floor Vinay Mandir Building
Vidyavihar, Mumbai 400 077

Date: 09/03/2022

NOTICE FOR FORM FILLING OF ATKT/FAILURE EXAM APRIL 2022

FY/SY B.COM./ B.A./B.SC.(CS)/ B.SC.(I.T.)/

B.M.S./ B.M.M./ B.COM.(A&F)/ B.COM(B&I)/ B.COM.(F.M.) & BAMMC

Semester I / II / III / IV Choice Based Credit & Grading System (CBCS)

Students of above-mentioned courses who have failed/ATKT (**Internal, Practicals and/or External**) in October 2021/ January 2022 or earlier examination, are required to fill ATKT Examinations form **offline** to appear for the above-mentioned examination. With reference to notice dated 17/02/2022 those students who have failed to submit the ATKT forms can submit the ATKT forms **with late fees of Rs. 500/- per semester**. ATKT forms are available at **college cash counter**. **Students are required to fill the OFFLINE ATKT form** by following the steps given below:

- ✓ Students are required to fill up the form completely with required information and duly sign.
- ✓ Attach Xerox copies of mark sheets of all previous examinations with the form.
- ✓ Stick passport size photograph on ATKT form.
- ✓ Get the **ATKT form and Xerox copies of marksheets verified (bring original marksheets of all previous examination for verification)** in the college office and submit the form **on or before 12/03/2022** (Form Verification timing: 2.00 p.m. to 4.00 p.m.)

***Fees (Rs.) PER SEMESTER for all the above-mentioned courses**

1 subject fail: Rs. 300/- & Rs. 500 late fees per semester	2 subjects fail: Rs. 540/- & Rs. 500 late fees per semester	3 or more subjects fail: Rs. 1,150/- & Rs. 500 late fees per semester
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last date of offline ATKT form filling and Fees payment	12/03/2022 (till 4 p.m.)
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- ❖ **Students kindly note that ATKT form filling will not be allowed after the above-mentioned date.**
- ❖ **If student fails to submit the ATKT form (April-2022) with fees payment and all previous marksheets till the last date mentioned above, students will not be allowed to appear for the said examination.**
- ❖ **On verification of ATKT form and all marksheets; if any information or document is found false the same form will be rejected and student will be not allowed for the examination.**
- ❖ All students those who have **failed in Internal (25 marks / 40 marks) for Semester-I/II/III/IV in October 2021/ January 2022 examination or previous examination** are

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requested to **contact** the concerned Faculty (**along with the examination fee receipt of ATKT examination April 2022**) for Internal Project latest by **14/03/2022** and **submit** the same latest by **17/03/2022**.

❖ All BSC-CS and BSC-IT students those who have **failed in Practicals for Semester-I/II/III/IV in October 2021 examination or previous examination** are requested to **contact** the concerned Faculty (**along with the examination fee receipt of ATKT examination April 2022**) latest by **14/03/2022**.

sd/-

I/C Principal

CC TO : Office, Notice Board & Staff Common Room

FAQs

- 1) In case of any query regarding Semester I to IV undergraduate courses, students can communicate on email ID : studentinfo.exam@somaiya.edu
- 2) While putting any query on the above email Id student are required to:
 - Send your query from your official email-id.
 - Mention your full name, member-ID, course name and semester, query (in few words).
 - Students can attach screenshot of errors/query.
- 3) Irrelevant queries will not be entertained.