S K SOMAIYA COLLEGE OF ARTS, SCIENCE AND COMMERCE

Affiliated to University of Mumbai, College Code: 540

4th Floor Vinay Mandir Building, Vidyavihar, Mumbai 400 *077*

Date: 12/01/2024

NOTICE FOR FORM FILLING OF ATKT/FAILURE EXAM Feb./Mar. 2024

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

75-25/ 60-40 pattern Semester I / II/ III/ IV &

FY/SY BA/BCOM 100 marks pattern Semester I / II/ III/ IV

Students of the above-mentioned courses who have failed/ATKT **(Internal, Practicals and/or External)** in Sept/Oct/Nov/Dec 2023 or earlier examination, are required to fill ATKT Examinations form **online** to appear for the above-mentioned examination. ATKT forms will be available at **myaccount.somaiya.edu** from **15th January 2024**. **Students are required to <u>fill the online ATKT form</u>** by following the below mentioned steps:

- ✓ Log in at: **myaccount.somaiya.edu**
- ✓ Enter your **SVVNetID and password & Sign in** (in case of problem with SVVNetID and password click on option 'forgot your password?').
- ✓ Go to Option: '**Application Forms'**
- ✓ Select '**ATKT Application'**
- ✓ **Fill up the form completely with required information.**
- ✓ Read carefully and tick the '*declaration of proper form filling'*. And submit the form.
- ✓ After form submission, follow the instructions for **online fees payment*** mentioned and pay the exact amount of fees.

*Fees (Rs.) <u>PER SEMESTER</u> for all the above-mentioned courses
1 subject fail: Rs. 325/-   2 subjects fail: Rs. 590/-   3 or more subjects fail: Rs. 1,260/-

- ➢ Download the filled ATKT form and ATKT Examination fees payment receipt.
- ➢ Along with ATKT form; students are required to **fill one google form also**.
- ➢ Login your browser with **Somaiya email ID**.
- ➢ Go to the link (https://bit.ly/3H1z3Hg)
- ➢ Fill the necessary details asked in google form.
- ➢ Enclose the following documents along with the google form.
  - • **Scanned PDF ATKT FORM** Feb./Mar. 2024 **duly signed by the student**,
  - • **PDF of Fees Payment Receipt** for the same and
  - • **PDF** of your **all previous Original Marksheets** properly scanned copies.

❖ It is **mandatory** to fill both atkt form and google form with enclosures. **Failing which your ATKT application will be treated as null and void.**

(P.T.O.)

❖ If **student fail to submit the ATKT form and google form till the final scheduled date** of submission, **students will not be allowed to appear for the said examination**.

❖ After filling of ATKT form, the downloaded pdf form and enclosures are to be uploaded with the google form; if any information or document is found to be false then the form will be rejected and student will be not allowed for the examination.

❖ Students should take note of the following dates.

Dates of **Online ATKT form filling and online Fees payment**	**15/01/2024 to 22/01/2024**
Dates of **Online ATKT form filling with late fee of Rs. 500 per form and online Fees payment**	**23/01/2024 to 30/01/2024**
Last date for filling google form and uploading necessary enclosures.	**30/01/2024**

❖ Students kindly note that **filling of ATKT forms will not be allowed after the above-mentioned dates**.

❖ All students those who have **failed in Internal (25 marks / 40 marks) for Semester-I/II/III/IV in** Sept/Oct/Nov/Dec 2023 **examination or previous examination** are requested to **contact** the concerned Faculty **(along with the examination fee receipt of ATKT examination Feb/Mar 2024)** for Internal Project latest by **15/01/2024** and **submit** the same latest by **30/01/2024**.

❖ All BSC-CS and BSC-IT students those who have **failed in Practicals for Semester-I/II/III/IV** in Sept/Oct/Nov/Dec 2024 **examination or previous examination** are requested to **contact** the concerned Faculty **(along with the examination fee receipt of ATKT examination Feb/Mar 2024) latest by 30/01/2024.**

Principal
CC TO : Office, Notice Board & Staff Common Room

FAQs

1) In case of any query students can communicate on below email ID:
   studentinfo.exam@somaiya.edu

2) In case students forgets his/her svvnetid and password student can communicate on
   https://bit.ly/3wlhgWo

3) **Students should not reset the ATKT form once fees paid**.