

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

'AUROBINDO'  
Vidyavihar, Mumbai 400 077

05/11/2019

**Examination Notice**

All students of First year Semester-I / Second Year Semester-III BA/ BCOM/ CS/ IT/ BMS/ BMM/ BAF/ BBI/ BFM those who have not appeared for the September/ October 2019 Regular semester end examination due to medical/ NSS/ NCC/ Sports or any other specific reason are hereby informed to apply for additional examination to be conducted in November/ December 2019 as per the decision of the Academic Council held on 26th December, 2018, vide item no. 7.4; by following the under mentioned steps.

- ✓ Students appearing for additional semester end examination on medical/ NSS/ NCC/ Sports/ other specific ground are required to write an application seeking permission from the I/c Principal before filling up the additional examination form.
- ✓ Attach following documents with the written application while taking permission from the I/C Principal.
  - ❖ Original supporting documents for absentee. (Medical Certificate/ Sports/NSS/NCC etc. participation certificate/letter from Committee In-charge/ Any other documents [specify])
  - ❖ A copy of their respective result displayed on the web site.
  - ❖ Copy of their respective regular semester end time table (available on the web site)
- ✓ Additional Semester End Examination Forms will be issued from Exam Committee for those students who have given the application of absentee in Exam to the I/C Principal. The eligible students can fill the Additional Semester End Examination Form.
- ✓ Get the filled form verified in the college office and pay the examination fees as mentioned below at the college office (3<sup>rd</sup> floor) from 18/11/2019 to 25/11/2019 between 9.00 a.m. to 12.00 noon.

**\*Fees (₹) PER SEMESTER for all the above mentioned courses**

1 subject fail: Rs. 260/-

2 subjects fail: Rs. 470/-

3 or more subjects fail: Rs. 1000/-

Note:

**If the student has already appeared for regular semester end regular examination held in September/ October 2019 then his additional semester end marks will be void and his regular semester examination marks will be considered.**

**sd/-**

**I/c Principal**

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