

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

'AUROBINDO'
Vidyavihar, Mumbai 400 077

Date: 04/02/2019

NOTICE FOR FORM FILLING OF ATKT/FAILURE EXAM MARCH/APRIL 2019

**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.)
75-25/ 60-40 pattern Semester I / II/ III/ IV &
FY/SY BA/BCOM 100 marks pattern Semester I / II/ III/ IV**

Students of above mentioned courses who have failed/ATKT (**Internal and/or External**) in Sept./October/November 2018 or earlier examination, are required to fill ATKT Examination form **online** to appear for the above mentioned examination. With reference to notice dated 21/01/2019 those students who have failed to submit the ATKT forms can submit the **ONLINE ATKT form with late fee of Rs. 150/- per semester**. ATKT forms are available on college website from 16TH January 2019. Students are required to fill the form (**check the filled form before submitting**) by following the under 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 giving the required information.**
- ✓ **Download and print the completed form before the dates mentioned below for respective courses.**
- ✓ Attach Xerox copies of mark sheets of all previous examinations with the printed form.
- ✓ Get the **printed ATKT form and Xerox copies of Marksheets verified (bring original marksheets of all previous examination for verification)** in the college office, pay the necessary fees*. (Cash counter timings & Form Verification timing: 9.00 a.m. to 12.00 noon) as per schedule given below:

| Sr.No. | Class and semester | Date of cash payment |
|--------|---------------------------------|----------------------------|
| 1. | FY/SY BAF (Sem. I/ II/ III/ IV) | 05/02/2019 & 06/02/2019 |
| 2. | FY/SY BBI (Sem. I/ II/ III/ IV) | |
| 3. | FY/SY FM (Sem. I/ II/ III/ IV) | |
| 4. | FY/SY B.COM. (SEM-I/II/III/IV) | |
| 5. | FY/SY IT (Sem. I/ II/ III/ IV) | |
| 6. | FY/SY CS (Sem. I/ II/ III/ IV) | |
| 7. | FY/SY BMS (Sem. I/ II/ III/ IV) | |
| 8. | FY/SY B.A. (SEM-I/II/III/IV) | |
| 9. | FY/SY BMM (Sem. I/ II/ III/ IV) | |

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

| | | |
|--|--|--|
| 1 subject fail: Rs. 260/- & Rs.150 late fees per semester | 2 subjects fail: Rs. 470/- & Rs. 150 late fees per semester | 3 or more subjects fail: Rs. 1000/-& Rs. 150 late fees per semester |
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- ✓ Students are required to follow the notice of **cash payment due date**. Thereafter **late fees** will be **imposed**, as per the **date of cash payment** and not according to form submission date.

For any query contact College Lab: (022-67169628).

Sd/

I/C Principal

CC TO : Office, Notice Board & Staff Common Room