

17<sup>th</sup> January 2022

## **NOTICE**

Dear First Year Students,

Hope you are aware that your semester I exam is starting from 21<sup>st</sup> February 2022. For your Term End exams you are required to submit the exam form which will be uploaded on LMS. Kindly note that your exam form will not be accepted if your Enrolment is incomplete or your First semester dues are pending.

## Step 1: For completing your enrolment you are required to submit below documents

- 1. 10<sup>th</sup> Mark sheet
- 2. 10<sup>th</sup> Passing Certificate
- 3. 12<sup>th</sup> Mark sheet
- 4. 12<sup>th</sup> Passing Certificate
- 5. 12<sup>th</sup> Leaving/Transfer Certificate
- 6. Aadhar Card
- 7. Gazette Certificate (in case of change of name).
- 8. Gap Certificate (if required)
- 9. Migration Certificate (BA LLB, B.com LLB-students educated from other than Maharashtra Board. For LLB-Student educated from other than D Y PATIL Deemed to be University)
- 10. All under Graduate Marksheet (Year / Semester) (Only for LLB students)
- 11. Under Graduate Transfer Certificate (Only for LLB students)
- 12. Under Graduate Degree Certificate (Only for LLB students)

For any details or queries contact: Ms. Swati on 8976974262 or mail on

dypsol.admin@dypatil.edu OR Adv. Ashish Anand: 9769675630

## Details for clearing pending dues:

The fee is to be paid by either a Demand Draft or an NEFT or RTGS as per the details provided below:

Name of the Bank: The Mahanagar Co-Op bank Ltd

Branch: Nerul, Navi Mumbai, 400706 Bank A/c No: 017010100014100 RTGS/IFSC Code: MCBL0960017

MICR CODE: 400096017

A/C Name: D.Y.PATIL UNIVERSITY SCHOOL OF LAW

For any details or queries contact: Mr. Sagar on 8976974262 or mail us on

accounts.law@dypatil.edu OR Adv. Ashish Anand: 9769675630

If your above 2 steps are incomplete your exam form will not be accepted which will not make you eligible to sit for exam. Hence kindly complete your pending dues and compete your enrolment if it is pending and submit your exam form before 10th of February 2022. If you have any queries kindly mail us on covidquerylaw@dypatil.edu

Authorised Signatory

