Ref No : SVC/Acs/2022/P/ 1300

02nd September, 2022

Notification regarding payment of admission fee
(Foreign Language Courses :: Part-Time)

This is for the information, and necessary action by all the concerned within the stipulated period that the merit list (s) for admission to various **Foreign Language Courses** (i.e. Certificate Course in German, French. Mandarin (Chinese) & Spanish and Diploma Course in German, French and Spanish Languages) available during the current academic year 2022-2023, in the college, displayed on the College Website/Notice Board **is/are purely provisional and subject to further detailed verification and confirmation by the Competent Authority.**

IMPORTANT STEPS FOR ADMISSION

1. If you qualify the merit, please contact the office of the Section Officer (Administration) on all working days between 9:30 AM and 4:00 PM (excluding lunch session from along with all necessary documents by 10th September, 2022 positively.
2. Please fill the Admission Form as provided by the office of the Section Officer (Administration) correctly as per Class X Certificate/marks sheet. Please ensure that no columns are left blank. After admission formality is completed, obtain the Provisional Admission Receipt.
3. Please pay the admission fee by 12th September, 2022 upto 3:00 PM positively.
4. It may be noted that the admission process shall be considered complete only after the payment of the admission fee subject to detailed verification of the authenticity of the certificates/documents.
5. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

Course Fee:- The total amount payable <u>annually</u> at the time of admission to <u>Foreign Language Courses</u> is as follows:-

1. Foreign Language Course (German, French, and Spanish :: Part-Time) : Rs 17,000/- (excluding University Examination Fee) PA.
2. In case of withdrawal of admission, fees will be refunded as per rules.

Mode of Payment of Application Fee:- The admission fee may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. Please do not wait until the last day for the submission. Please complete the process well in time. For details, kindly visit the college website www.svc.ac.in

It is pertinent to mention here that the language and or TTM course(s) will be offered subject to the enrollment of a minimum of 15 candidates in the course.

For clarification, if any, Mr Anshul, Junior Assistant (Administration) may be contacted via e-mail (**anshul@svc.ac.in**)

Dr Namita Pandey
Convener, Foreign-
Language & TTM Courses

Prof Sanjay Kumar
Convener, Admissions

Prof C. Sheela Reddy
Principal
PRINCIPAL
Sri Venkateswara College
(University of Delhi)
Dhaula Kuan, New Delhi-110021

Copy forwarded for information and necessary action to the:-Teachers/Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration), Dealing Assistants (Accounts, Administration & Establishment), All concerned, College Notice Board, College Website; and File.

SRI VENKATESWARA COLLEGE
(University of Delhi)
NAAC Grade A+ with CGPA 3.44

1901 - 2021
Sri Venkateswara College
(University of Delhi)

YEARS
1922-2022

Ref No : SVC/Acs/2022/P/ 1301

02nd September, 2022

LIST OF CERTIFICATES/DOCUMENTS REQUIRED

The applicants shall be required to submit the following documents along with the admission form: -

1. Class X Certificate in the name of candidate, indicating date of birth and Parents' name.
2. Class XII Certificate in the name of candidate. The name of the candidate must match with the certificates/documents.
3. SC/ST/OBC-NCL/EWS/Minority/CW/KM/PwBD Certificate (in the name of the Candidate) duly issued by the Competent Authority.
4. OBC - Non-Creamy Layer Certificate (in the name of the Candidate) duly issued by the Competent Authority. The caste should be in the OBC central list issued by http://ncbc.nic.in. Income certificate must be issued after 31st March, 2022.
5. EWS Certificate (in the name of the Candidate) issued from Competent Authority certifying the Candidate can claim reservation under this category. The certificate must be issued after 31st March, 2022.
6. Children/Widows of Personnel of the Armed Forces category: Educational Concession Certificate (ECC) certificate (in the name of the candidate) in the prescribed format wherein the Priority is clearly mentioned.
7. Persons with Benchmark Disability certificate (in the name of the candidate) issued by a recognized Government Hospital, bearing duly attested photograph of the candidate.
8. Supernumerary quotas such as Extra Curricular Activities (ECA), Sports, any other: Relevant certificate/s should be in the name of the candidate.
9. Three Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
10. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website (www.svc.ac.in)
11. One identity proof issued by competent authority as notified by Government of India.
12. A copy of Passport & VISA (for Foreign Candidates).

The name of the Candidate claiming reservation must match with the Candidate's name as it appears on their corresponding School Board qualifying certificates. Similarly, the parents' names must also match in the certificates. No undertaking, on behalf of incomplete/invalid/non-availability of the document/certificate will be accepted at the time of admission in the college.

NOTE:-
1. Applicants shall be responsible for the quality and authenticity of documents submitted by them at the time of admission in the college. Applicants will be responsible for production of documents as sought.
2. All certificates/documents will be returned to the applicants by 31st October, 2022 positively.
3. All concerned are requested to check their e-mail, WhatsApp, College & Delhi University websites (www.svc.ac.in & www.du.ac.in) etc. regularly for day-to-day updates.
4. Any addendum/corrigendum shall be posted on the college website only.

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