SRI VENKATESWARA COLLEGE
(University of Delhi)

Ref. No.: SVC/Admn./2022/

15th December, 2022

NOTIFICATION

It is for information to all Post-Graduate students who have taken admission in the Academic Year 2022 -2023 are required to produce the following documents in originals, with two sets of self-attested photocopies of the same, which they had submitted at the time of admission on DU admission portal, on or before 20th January, 2023 :-

1. National Testing Agency (NTA) Registration Form, Admit Card and Score Card.
2. DUET PG Admission Fee Slip of the college
3. Graduation all Semester Marksheet(Statement of Marks- Original)
4. Graduation Passing Certificate issued by the Last attended institute/College/University
5. Migration Certificate those who have not passed Graduation from Delhi University (Original)
6. Class X Marks-Sheet
    a. Downloaded from digilocker. or
    b. Original Marks-Sheet issued by the Board
7. SC/ ST/ PwBD/ EWS/ CW/ KM/ ECA/ Sports Certificate (in the name of the Applicant) issued by the competent authority.
8. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) as in central list (current year).
9. Photocopy of Aadhar Card (Student & Parent)
10. Two copies of Passport Size recent Photographs (without signature or stamp). The name & DU Form Number of the applicant should be written behind the photographs.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).
12. Student Identity Card Form as per the prescribed proforma duly signed. The same may be downloaded from the college website (www.svc.ac.in).
13. Those students who have submitted undertaking at the time of admission are required to submit the updated documents, immediately.

All the submitted documents must be self-attested with the date of submission mentioned on it and it should be in order strictly as mentioned above.

Prof. Sanjay Kumar
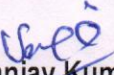Convener, Admission Committee

Prof. C. Sheela Reddy
प्रधानाचार्य
Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
धौला कुआं, नई दिल्ली / Dhaula Kuan, New Delhi-21
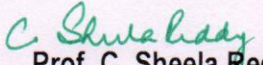
Document Verification Counter Details

Counter No.	Dealing Assistants	Name of the Courses
3.	Mr J P Mishra	M A English, Sanskrit, History, M.Sc. Mathematics, Physics, Chemistry, Statistics, Botany and Zoology

Document Verification Schedule

Name of the Courses	Date of Verification	Time of Verification
M A English	05-01-2023	Between 10:00 AM and 12:30 PM
M. Sc. Statistics	05-01-2023	
M. Sc. Botany	05-01-2023	
M. A. Sanskrit	05-01-2023	
M. Sc. Zoology	10-01-2023	
M A History	10-01-2023	
M. Sc. Physics	10-01-2023	
M. Sc. Chemistry	10-01-2023	
M. Sc. Mathematics	10-01-2023	

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Principal

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Sri Venkateswara College
धौला कुआं, नई दिल्ली / Dhaula Kuan, New Delhi-21

IMPORTANT NOTES:-

1) The college will accept self-attested copies of documents/papers provided by the candidates admitted provisionally to various Postgraduate courses available in the college. It is made clear that if any false attestation/falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC 9viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. However, original Certificates will be returned to the candidate only, after verification as per schedule mentioned above. No request for non-production of any documents/certificate at the time of admission shall be considered under any circumstances.

2) Instead of forensic verification, digilocker certification is valid and acceptable. Also if, caste certificate can be verified online from official site then it is acceptable on behalf of forensic verification.

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Copy forwarded for information and necessary action to: -
1. Teacher-In-Charge/Admission-in-charge of the respective departments.
2. Mr Arvind Giri, Administrative Officer
3. Section Officer (Administration & Accounts).
4. Dealing Assistants/ Dealing Hands (Administration & Accounts)
5. ICT for uploading on the website and necessary information.
6. All Concerned/College Notice Board/College Website / File.