



DATE: 20/07/2020

GUIDELINES FOR FIRST YEAR ADMISSION

SELF- FINANCE (FY.BAF/ FY.BBI/ FY.BMS)

All students who are eligible to take First Year Admissions are supposed to follow the following guidelines:

Before filling the form, please carefully watch the below video and note down the steps and requirements and keep them ready. After that only fill the form.

<https://youtu.be/duR14iLBt8c>

- 1) **Fill the Online Registration Form on Mumbai University Portal - <http://mum.digitaluniversity.ac/>**
- 2) **Basic Requirements for Form Filling to be kept ready with you :**
 - a) While filling the form and registering, note down the Username and Password set by you for future access or login.
 - b) Valid Mobile Number and Email Address to be entered as updates and OTP will be sent on that only.
 - c) **Keep a scanned photo copy ready of the following on your desktop/E-mail -**
 - i. PAN Card
 - ii. AADHAR Card
 - iii. SSC Marksheet and Passing Certificate
 - iv. HSC Marksheet / Passing Certificate
 - v. Scanned Passport size Photograph of the student
 - vi. Scanned Signature of the student

3) Select the Correct College Name and College Code:

Our College Name that appears Online: Dhirajlal Talakchand Sankalchand Shah College of Commerce
College Code: 40

4) Make sure you Select the Correct Courses/Programmes offered in College :

Commonly known as	Programme Code	Programme/Courses offered
B.A.F Bachelor of Commerce (Accounting & Finance)	22300002	B.Com(A and F)(with credits)-Regular-Rev16-F.Y.B.Com (A and F)- Sem I- {12 months} (Unregistered)
B.B.I Bachelor of Commerce (Banking & Insurance)	22300003	B.Com(B and I)(with credits)-Regular-Rev16-F.Y.B.Com (B and I)- Sem I- {12 months} (Unregistered)
B.M.S Bachelor of Commerce (Management Studies)	22300005	B.M.S.(with credits)-Regular-Rev16-F.Y.B.M.S.-Sem I- {12 months} (Unregistered)

- 5) Subjects that are to be selected in the form are mentioned in the College Prospectus (attached at the end).
- 6) For **information related to Eligibility, Subjects offered in each Semester and Fees** , refer the following pages in the College Prospectus:

Programme/Courses offered	Programme Code	Page Number
B.A.F- Bachelor of Commerce (Accounting & Finance)	22300002	26 and 27
B.B.I-Bachelor of Commerce(Banking & Insurance)	22300003	23, 24 and 25
B.M.S-Bachelor of Commerce(Management Studies)	22300005	28 and 29

7) Select properly from the following (If applicable):

- In house (Passed HSC from the same College)
- Minority quota

8) Also mention any other documents that are applicable as per the student.

9) Verify all the details properly before submitting.

10) Save/Print the E-Suvidha Ticket and note the Verification Code.

11) Paste the Verification code and Print/Save the Application Form.

PROSPECTUS OF THE COLLEGE (SOFT COPY-PDF) WILL BE SENT SEPERATELY.

Contact the following for any further Queries:

- 1) Prof. Shraddha Chavan - 9920539201
- 2) Prof. Jayesh Sakpal – 9869510456
- 3) Prof. Keval Kandu - 8655529804



Dr. Sussmita Daxini,

I/C Principal