

Date: 6th October 2026

IMPORTANT CIRCULAR

SUBMISSION OF EXAMINATION FORMS

Second Year, Third Year and Final Year B.Tech. Students

In continuation of the earlier circular regarding submission of examination forms within the stipulated time, all Second Year, Third Year and Final Year B.Tech. students are hereby informed that they must complete the examination form submission and payment of examination fees on or before 15th October 2026 without fail.

Students are requested to carefully follow the procedure given below:

1. **Examination Forms** are available on the Institute website: www.umat.ac.in.
2. The **Examination Fee** tab is available under “**Other Fees.**” The regular examination fee will be selected automatically. Students appearing for backlog examinations shall pay the applicable fee based on the backlog subject(s).
3. Separate examination forms must be filled for:
 - o **Regular Examination**
 - o **Backlog Examination**
4. **Examination fees** must be **paid online** through the facility made available in “**Other Fees**” Section. Students must take a printout of the examination fee payment receipt.
5. Students shall fill in the examination form carefully and submit the following documents:
 - o **Duly filled Examination Form**
 - o **Admission Confirmation Receipt for AY 2026–27**
 - o **Examination Fee Payment Receipt**
6. The above documents shall be submitted to the respective CR/SR (Class Representative/Student Representative). The CR/SR shall collect the forms and arrange them in the order of the roll numbers allotted for AY 2026–27.
7. The complete set of examination forms shall be submitted by the CR/SR to the Administrative Office on or before **15th October 2026, by 2:00 p.m.**, to:
 - o **Ms. Trupti Yadav, or**
 - o **Ms. Karishma Patil**
8. In case of any difficulty in filling the examination form or making payment of the examination fees, students may contact the above-mentioned staff members for assistance.

Important

It is mandatory for all students to adhere to the prescribed schedule for filling the examination form and payment of examination fees.

Students who have not confirmed their admission for AY 2026–27 by paying the prescribed college fees will not be permitted to appear for the examination. Such students are therefore advised to immediately complete the admission confirmation process by paying the applicable college fees.

All students are requested to take this matter seriously and ensure timely compliance.


Dr. Yogesh Nerkar
PRINCIPAL



Signature of the student

Note: Please fill in your previous qualifying examination details, (Please ✓ Passed/Failed/ATKT) and attach Xerox copies of all previous Marksheets.

B.Tech Sem	Seat No	Month & Year of Appearance	Total Marks	Out of	Passed	Failed	ATKT
I							
II							
III							
IV							
V							
VI							
VII							
VIII							

I certify that Ms. _____ has satisfactorily completed the prescribed course of this University and has attended the lectures in accordance with the University Regulations in the academic year 2026-27.

I further certify that to the best of my knowledge and belief, the said candidate is a bonafide student of good conduct, and that she has my permission to appear for **B.Tech Sem - _____** Examination, of the UMIT, SNDT Women's University, Mumbai.

Date :

College Stamp

Signature of Principal/HOD

IMPORTANT INSTRUCTIONS

1. All the information in the form is to be filled by applicant only. Before filling the form the applicant is advised to go through the instructions given.
2. Examination form should be filled in Blue/ Black coloured ink only.
3. All the columns in the examination form are compulsory to be filled in. In the event of any column not being filled in or wrongly filled in, then fresh form has to be filled in by the applicant by paying extra Rs.30/-
4. In case of change in the name, an attested Xerox copy from a Magistrate or Gazette Copy, notifying the change in the name is necessary.
5. A Xerox copy of the statement of the marks of all previous examination is to be attached.
6. The applicant should check all the information appearing in the form. In case she finds any incorrect data, the necessary corrections are to be done on the form itself.