

1st August, 2024

Notice
Junior College- FYJC (Other than Maharashtra Board)
Eligibility form submission

Students who are from **other than Maharashtra Board** are required to submit the following documents as per the schedule given below:

Documents to be submitted along with the duly filled Eligibility form for the students from other than Maharashtra State Board.

- 1) DULY COMPLETED ELIGIBILITY APPLICATION FORM (THIS IS A PRESCRIBED FORM GIVEN BY HSC BOARD) COLLECT IT FROM COLLEGE (if not collected) **(Please refer to dummy form filled for your reference, attached at the end of this notice).**
- 2) SELF ATTESTED **COPY** OF THE STATEMENT OF MARKS OF THE STD. 10TH EXAMINATION. **(Carry original Marksheet for verification)**
- 3) SELF ATTESTED **COPY** OF SCHOOL LEAVING / TRANSFER CERTIFICATE AND **ORIGINAL SCHOOL LEAVING / TRANSFER CERTIFICATE (if not submitted to college at the time of admission).**
- 4) SELF ATTESTED COPIES OF PASSING CERTIFICATE OF STD. 10th. **(Carry original Passing Certificate for verification)**
- 5) **MIGRATION CERTIFICATE IN ORIGINAL (mandatory).**
- 6) **Undertaking form (page 5 of eligibility form) duly filled and signed by the parent and student.**
- 7) **One recent passport size colour photograph.**
- 8) **YOUR APPLICATION FOR 'ELIGIBILITY' PROCESS CANNOT BE ACCEPTED WITH INCOMPLETE DOCUMENTATION.**

Schedule:

Day and Date	Room No.	Div.	Roll Nos.	Time
Tuesday, 06.08.2024	21	A	A001-A063	11.00 a.m.
	23	A	A064-A125	11.00 a.m.
	18B	B	B001-B058	11.00 a.m.
	8	B	B059-B118	11.00 a.m.
Wednesday, 07.08.2024	19	C	C001-C073	11.00 a.m.
	20	C	C074-C130	11.00 a.m.
	21	D	D001-D055	11.00 a.m.
	8	D	D057-D118	11.00 a.m.

Day and Date	Room No.	Div.	Roll Nos.	Time
Thursday, 08.08.2024	7	E	E001-E058	11.00 a.m.
	9	E	E060-E115	11.00 a.m.
	21	F	D001-D056	11.00 a.m.
	23	F	D057-D120	11.00 a.m.
Friday, 09.08.2024	19	H	H001-H061	11.00 a.m.
	20	H	H062-H128	11.00 a.m.
	21	I	I001-I048	11.00 a.m.
	23	I	I049-I094	11.00 a.m.
Saturday 10.08.2024	23	G	G002-G109	11.00 a.m.



Mrs. Bhavana Menon
Vice-Principal

Price Rs. 200/-
Indian

Serial No. of Application

3482

**Maharashtra State Board of Secondary & Higher Secondary Education
Mumbai Divisional Board, Vashi, Navi Mumbai**

Application for obtaining Eligibility Certificate (for admission to 1st year/2nd year of the Junior College)
candidates are directed to submit this form through Junior Colleges for further process to Board
NOTE : Read all the instructions carefully before submitting the form.

Std. & Stream

(To be filled by the Jr. College)

Std. XI th	Std. XII th	
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	Sr. No. of Application				
Jr. College Index No.	J.	J-32.03.003			

*** STUDENTS SHOULD NOT FILL ANY DETAILS ON PAGE 1.**

FOR USE OF BOARD OFFICE

Case No.

Paste Recent
Passport size
Photo

Documents Submitted Not Submitted

- | | |
|--|---|
| 1) <input type="checkbox"/> S.S.C. Marksheet(s) | 6) <input type="checkbox"/> XI th L.C. / T.C. |
| 2) <input type="checkbox"/> L.C./T.C. (Std. X th) | 7) <input type="checkbox"/> Undertaking |
| 3) <input type="checkbox"/> Passing/Pro. Passing Certificate X th | 8) <input type="checkbox"/> Report of verification
(For Pvt. Student only) |
| 4) <input type="checkbox"/> Migration Certificate X th Original | 9) <input type="checkbox"/> Counter sign on L.C. |
| 5) <input type="checkbox"/> XI th Marksheet | |

(Applicant's Passport Size
Photograph should be
attested by the Principal
of concern Jr. College)

Eligible-1 Ineligible-2 Name of the Board (Std Xth)

Eligible Certificate No. Date

Dealing Clerk Branch Head Sr. Superintendent Joint Secretary

As the candidate has submitted all the necessary / documents he/she may be given a Eligibility Certificate for admission so Standard XI/XII for Arts/Science/Commerce/Vocational Eligibility Certificate issued vide Sr. No. on20

issued by
Dealing Clerk

TO BE FILLED IN BY THE APPLICANT

To,
The Div. Secretary,
Maharashtra State Board of Secondary & Higher Secondary Education
Mumbai Divisional Board, Vashi, Navi Mumbai.

Write all subjects from marksheets.

Sr. No.	Name of the subjects	Maximum Marks	Minimum Pass Marks	Obtained Marks	Grade if applicable
1.	English (Compulsory Subject) ✓				
2.					
3.					
4.					
5.					
6.					
7	Total				

4. State whether joined any course, between the first Public Examination passed (mentioned in I above) and the date of application for admission to the 1st year/2nd year junior college. : N.A.
5. State whether debarred or expelled to appear by any of the Board / University in any Public Examination at any time. (If year give full details there of) : N.A.
6. Migration Certificate in original and the attested true copies of the following documents attached here with to enable you to determine the eligibility.
- (a) Statement of marks of the last Public Examination.
- (b) Passing Certificate of the last Public Examination.
- (c) School/College Leaving Certificate / Transfer Certificate.
- (d) Migration Certificate in original, (In case there is no practice of issuing a migration Certificate by the Examination Board, the candidates should produce a letter accordingly from the Head of the institution Examination Board through which he has passed)
7. i) With Regular Fee (Per candidate of Rs. 500/-) 16th August to 15th September
- ii) a) With Late fee (Per candidate of Rs. 100/-) 16th September to 15th November
(Rs. 500 + 100 = 600)
(Students coming from inside India)
- ii) b) With Late fee (Per candidate of Rs. 100/-) 16th September to 15th November
(Rs. 700 + 100 = 800)
(Students coming from outside India)
- iii) With Late fee + (Per Candidate Per day of Rs. 20/- + Per Candidate of Rs. 100/-) From 16th November
- iv) Fee of Rs. for Eligibility Certificate is remitted (vide instruction No. 4 below) attached D.D.No./Challan No./C.R.No..... dated drawn in favor of the Divisional Secretary, Maharashtra State Board of Secondary and Higher Secondary Education Mumbai Divisional Board Vashi, Navi Mumbai
- v) I have carefully read all the instruction given below and hereby declare that the information given herein is true to the best of my knowledge and belief.
- vi) I further declare that I have not passed H.S.C. Examination or any other equivalent or Higher Examination any time before.

Place : Mumbai

Date :

Yours Faithfully,

Signature of the Student ✓

INSTRUCTIONS TO THE APPLICANT

1. Students should apply to the Divisional Secretary, Mumbai Divisional Board, Vashi, Navi Mumbai if their address is change before the Final Eligibility Certificate is issued to them they should communicate the change in the address forthwith.
2. Marks a tick against the appropriate items, in column 6 for documents attached with this form.
3. Unless all the above mentioned documents are produced the Final Eligibility Certificate will not be issued.
4. Fee for Eligibility Certificate
 - i) Rs. 500/- (For students coming form Others States Board of India)
 - ii) Rs. 700/- (For students coming from Outside India)
5. Eligibility Certificate shall be issued by the Board to student through the Junior College on or after 15th November with late fee.
6. If on Scrutiny of the application for Eligibility Certificate the enclosed documents it is found by the Board that the students is not eligible for admission to the Junior College class the student shall be informed accordingly by the Board through the Junior College on or after 15th November. Under these circumstances provisional admission given to the student shall be immediately cancelled by the Junior College.
7. The dates for submission of the Application for Eligibility Certificate to the Board Office through the College.
 - 1) With Regular fee 15th September
 - 2) Late fee of Rs. 100/- (per candidate) 16th Sep. to 15th Nov.
 - 3) Late fee per candidate per day of Rs. 20/- from 16th Nov.
8. The students who are unable to submit the remaining documents due to the difficulties beyond their control shall submit it the remaining documents with a late fee Rs. 20/- per day & Rs. 100/- per student from 21st January till the date of submission.
9. Date & Late fee charges for the submission of the document for final Eligibility Certificate
 - 1) Last date of submission of required remaining documents 20th January
 - 2) With Late fee of Rs. 20/- per candidate from 21st Jan.
 - 3) With Late fee of Rs. 100/- per candidate for Jr. College from 21st Jan.
10. It shall also be the responsibility of the concerned students in their own interest to pursue the matter with the junior college authorities and confirm that the remaining documents submitted by them to the Junior college are submitted to the Board on or before the due dates mentioned above.
11. The provisional admission granted to the student who fail to submit remaining document along with the late fee on the date mentioned in Para 6 above shall be cancelled and such students shall not be permitted to appear for the final examination of Std. XI conducted by the Junior College or HSC Examination conducted by the BOARD during that academic year as the case may be

CERTIFICATE TO BE GIVEN BY HEAD OF THE JUNIOR COLLEGE

Certified that the documents submitted by candidate have been verified by me as per the circular provided by the Board and the candidate is eligible for admission to Std. XI/XII for (Science/Arts/Commerce/Vocational)

On the basis of the documents submitted by the candidate it is recommended that the candidate may please be granted * Final * Eligibility Certificate.

Place : ✓

Date : ✓

Jr. College Index No. **J-32.03.003**

Signature & Seal

Head of Jr. College

Undertaking
Name of student

I, Shri/Smt.

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Age about Years, Occupation student Education 10th pass

Residing at

do hereby given the undertaking as under :-

- 1) that I have passed Xth Std. / ~~XIth~~ Std. Examination through (Name of the School) School name & Add.
..... is situated in Taluka / City Dist.
State
- 2) that I am desires to take admission in Std. XI/XII in Jr. College (Name of the Jr. College) Narsee Monjee
College of Commerce & Economics for the Academic Year 2024 - 2025
- 3) that while taking admission, I am required to furnish following documents.
 - i) Certificate in the prescribed Appendix 'A' (for Candidate coming from outside India)
 - ii) Statement of Marks of the last public Examination / Statement of marks of Std, XIth Examination of the Junior College (Home Exam)
 - iii) Passing Certificate of the last public Examination
 - iv) School leaving Certificate / Transfer Certificate
 - v) Migration Certificate in Original
(Note - Ignore if not applicable)
 - vi) Report of verification (Pvt. Student only)
- 4) that I am also aware that my admission, is provisional and that the Jr. College shall have every right to assess independently, the truthfulness and correctness of the documents mentioned at Serial Number (3) of this undertaking. That in the event, if it is subsequently found out by the Jr. College / Board that the particular furnished in the admission form or the documents furnished while seeking admission are false and fabricated, in that event Jr. College authorities will have right to take action against me, including right to cancel the admission.
- 5) I am also fully aware of the fact that the Jr. College has given me provisional admission subject to grant of eligibility certificate by the Mumbai Divisional Board Vashi, Navi Mumbai, Maharashtra State Board of Secondary and Higher Secondary Education having its Head Office situated at Bhamburda, Shivajinagar, Pune - 411004.
- 6) In case if the Divisional Board rejects my application, submitted through the Head of the Jr. College for grant of Eligibility Certificate, my admission to the Jr. College shall stand automatically cancelled.
- 7) I am aware of the fact that, in case, if I fail to furnish the required documents within the stipulated time I shall not be eligible for admission in the Jr. College and as such my admission shall stand automatically cancelled.
- 8) That I have read the contents of the undertaking and has properly understood the same and in witness whereof had signed on this Undertaking on this day of 24 date. 20 24 at (Place) Mumbai

Sign. of parent

.....
(Signature of Guardian)

.....
(Signature and Name of the Student)

