

## INSTRUCTION FOR ADMISSION TO SYJC COMMERCE

1. The admission form will be available to be filled online from date of declaration of FYJC results.
2. The link for admission form will be available on [www.nmcollege.in](http://www.nmcollege.in)
3. Students will receive Login ID(SAP NO.) and Password via email registered with the college.
4. Visit the college website and click on the link given for SYJC Admission Form 2019-20.
5. Enter Log in ID and Password, next processed for change of password.
6. Log in again using changed password.
7. The form will appear on the screen with your name and personal details.
8. Update Aadhar Card No.
9. Proceed further to select your 2<sup>nd</sup> language and optional subjects. If changes are made, inform Vice Principal in writing.

**NOTE: SUBJECTS ONCE SELECTED CANNOT BE CHANGED UNDER ANY CONDITION.**

10. Click on the submit button and take print out of the duly filled form.
11. Proceed for online payment of fees by clicking on the fee status in the menu bar above.
12. After online payment of fees take a printout of the acknowledgement receipt.
13. As per the schedule displayed on the website all students will report to college for confirmation of admission with following documents.
  - Hard copy of the form filled online.
  - **Datasheet duly filled (Provided at the time of distribution of result).**
  - Photocopy of X<sup>th</sup> standard and XI<sup>th</sup> standard mark sheet.
  - Acknowledgement receipt of fee paid online.
14. Those students who have not received their Login ID and Password via Email should contact to the Mr. Sushant Sawant in the college office.



Mrs. Geetha Menon  
Vice Principal



Dr. Parag Ajagoankar  
Principal