

## NOTICE

ADMISSIONS TO FYJC CLASS OF 2021-22

### **OPEN GENERAL CATEGORY**

28<sup>TH</sup> AUGUST 2021

FOR THOSE APPEARING IN THE FIRST MERIT LIST OF (GOVERNMENT)  
OPEN CATEGORY

All those appearing in the First Merit List of Open Category on the 27<sup>th</sup> August 2021, need to follow the following steps for starting the admission process.

#### Step 1

Fill the SVKM's Narsee Monjee College application form from the hyperlink given on the website in the Notice carrying Instructions to applicants adjoining the said Merit List. To access this application form you need to feed the Government form application number (appearing on Part 1 & 2).

In the SVKM's Narsee Monjee Application form please ignore the field appearing for the Undertakings in the preview section. Fill in all other fields carefully and SUBMIT.

#### Step 2

After you SUBMIT and then download for your record and preference later, please ensure that an APPLICATION NUMBER appears on the top left corner of the NM form. Now you have successfully entered the SAP system of NM college. Save the NM application form for future reference in the admission process.

#### Step 3

Within minutes you will receive another mail from our BASIS SAP team with another link which needs to be used to UPLOAD DOCUMENTS. Upload clear scanned images of all relevant documents asked in each field. Also take care to see that the size of the files are as per the limits given.

**PLEASE DO THIS AT THE EARLIEST AS THE VIRTUAL VERIFICATION TAKES A FEW HOURS ONLY AFTER WHICH YOUR ADMISSION CAN BE CONFIRMED. AND THE VERIFICATION STARTS ONLY AFTER YOU UPLOAD DOCUMENTS AND SUBMIT THE SAME.**

#### Step 4

Once the verification is completed you will receive a third link for payment of fees. This too is online. Pay the fees as per the amounts mentioned in the table in the Notice with the Merit List.

Wait for the Fee Receipt which will also be sent via e-mail to you in a few hours after payment.

For all this process to get over before the 6 p.m. deadline given on the Government portal, you are requested to finish uploading your documents before 12 midnight today so we have the 29<sup>th</sup> August for verification and 30<sup>th</sup> August for payment of fees.



Dr. Parag Ajagaonkar  
Principal