COMMERCE COLLEGE is an **EVENING SECTION.** - Lecture Timing: 5.50 p.m. to 9.20 p.m.

**ADMISSIONS TO F.Y.B.Com. CLASS** open only to employed students.

The University of Mumbai has made it mandatory for all students seeking admission to the First Year courses in the Degree Colleges to fill in the “Pre-Admission Online Registration Form” on the link [http://mum.digitaluniversity.ac](http://mum.digitaluniversity.ac) (from 28.5.15 to 11.6.15.)

**SALE OF FORMS:**

| From 27th May, 2015 to 10th June, 2015. |

**SUBMISSION OF FORMS:** Students are requested to make a note of their Form numbers.

**The ATTESTED Xerox copies of following certificates to be attached with the form:**

1. HSC mark sheet.
2. HSC leaving cert.
3. Employment certificate.
4. Birth cert. for minority students
5. Caste Cert-OBC, SC, ST, SBC, NT
6. Affidavit- for gap, if any.

**Originals to be produced for verification.**

**Attach printout of the University Online Form.**

**INTERVIEW OF STUDENT ALONGWITH ONE PARENT.**

**FIRST MERIT LIST** will be displayed on Commerce Notice Board on the first floor.

| On Tuesday, 16th June, 2015 (evening 6.00 p.m.) |
| **Payment of fees on 17th & 18th June, 2015. between 5.00 p.m. and 6.00 p.m.** |
| Original marksheet + three **ATTESTED Xerox copies** |

**SECOND MERIT LIST** will be displayed on Commerce Notice Board on the first floor.

| On Thursday, 18th June, 2015 (evening 6.00 p.m.) |
| **Payment of fees on 19th & 20th June, 2015. between 5.00 p.m. and 6.00 p.m.** |
| Original marksheet + three **ATTESTED Xerox copies** |

**OTHER Lists may be displayed if required.**

The students selected vide the Merit Lists should fill in the enrolment form and pay the fees immediately. Admission will be considered as granted **only** on payment of fees.

Payment of Fees to be made in by Demand Draft drawn in favour of “St. Xavier’s College, Mumbai” for Rs. 4,875/-

* Backward Class candidates will be exempted from fees subject to submission of necessary documents for claiming fee exemption benefits.

**Note:** Ordinance 125 of the University of Mumbai, to which the College is affiliated states “To keep terms at a College or recognized institution, an undergraduate must complete to the satisfaction of the Principal or the Head of the Institution, the course of study at the College or Institution prescribed for such terms for the class to which such undergraduate then belongs”.

Students joining this College are required to read and accept the provisions of the rules under Autonomy in the College Handbook, especially in Part III: Attendance No.2 : “Attendance at Lectures and Practicals is compulsory for every student of St. Xavier’s College. A minimum of 75% attendance at lectures and practicals will be enforced as mandatory for each student for every semester”. Defaulters will stand to lose a whole year.

Students are expected to observe all the rules and regulations as regards discipline on campus, as contained in the College Handbook. Students who have serious complaints of indiscipline against them during the year will not be re-admitted to the college.

FR. ERROL FERNANDES, S.J.

VICE-PRINCIPAL (COMMERCE)

27th May, 2015.
ADMISSION FOR S.Y.B.COM. & T.Y.B.COM.

ADMISSION FOR S.Y.B.COM. & T.Y.B.COM. FROM 1st JUNE, 2015 TO 4th JUNE, 2015

1st Step - FORM TO BE CHECKED BY OFFICE STAFF (take CHECKED stamp on form).
2nd Step - FORM TO BE SIGNED BY VICE-PRINCIPAL.
3rd Step - FORM & DD TO BE SUBMITTED TO A/C DEPT.

(REQUIREMENT FOR ADMISSION)

PLEASE ATTACH WITH FORM, XEROX COPIES OF MARKSHEETS OF SEM-I, SEM-II, SEM-III, SEM-IV AND ADDITIONAL EXAM RESPECTIVELY, AND , SUBMIT THE ORIGINALS FOR VERIFICATION. (SYBCOM students please tick against only one subject : Mass Comm or Advertising – subject once selected cannot be changed).

(Important : Please affix a recent pass-port size photo on the form and GET THE FORM :

   (1) CHECKED IN THE COMMERCE OFFICE (CHECKED stamp to be affixed) AND THEN ;

   (2) SIGNED BY THE VICE-PRINCIPAL (COMMERCE) AND THEN ;

   (3) SUBMIT THE FORM AND DD TO ACCOUNTS DEPT.

FOR S.Y.B.COM. DD FOR RS. 4,255.00 IN F/O ‘ST. XAVIER’S COLLEGE, MUMBAI’

FOR T.Y.B.COM. DD FOR RS. 5,445.00 IN F/O ‘ST. XAVIER’S COLLEGE, MUMBAI’

T.Y.B.COM. STUDENTS OF A.Y. 2014-15

THOSE ATTENDING GRADUATION CEREMONY TO PAY TO THE RECEPTIONIST RS.1,000/- BY 30th OF MAY 2015.

GRADUATION CEREMONY ON THURSDAY, 11th JUNE, 2015 AT 4.00 P.M

COLLEGE RE-OPENS ON MONDAY, 8th JUNE 2015.

FR. ERROL FERNANDES, S.J.
29.03.2015

VICE-PRINCIPAL (COMMERCE)