

Shri Vile Parle Kelavani Mandal's
SHRI BHAGUBHAI MAFATLAL POLYTECHNIC

N-1/ 2020-21

03/08/2020

NOTICE

The payment of fees of all the backlog students of 2nd and 4th semester whose result have been declared recently the following procedure has been followed.

1. Student has to submit hand written application **(online)** for registration to the next semester to their respective Head of Department.
2. The Head of Department will verify their online applications and forward to exam section with their comments and remarks.
3. Exam section will verify eligibility of the students for the next semester and forward the application to the Principal.
4. The office will register the students only receiving approval from the Principal.
5. The link for payment of fees for such students will be activated after all the above procedures have been completed.

All the Students, Heads of Department & Exam section are requested to take note.



Principal

C.C.

1. All Heads of Departments and Section Incharges
2. Vice Principal
3. Controller of Examination
4. Registrar
5. Accounts Officer
6. Office File