



SRI VENKATESWARA COLLEGE

University of Delhi

NAAC Accredited "A" Grade (2016)
DBT Star College Status (2016)
NIRF Rank # 14 (2020), NIRF # 11(2021)

Ref No : SVC/Admn/2022/NR

5th July,2022

Notification

It is for information of all concerned that the students who have taken admission in 2020 are required to produce the following documents, which they had submitted at the time of admission on DU admission portal, on or before 30th July, 2022 :-

1. Class X Marks-Sheet (downloaded from digilocker).
2. Class XII Marks-Sheet (downloaded from digilocker).
3. SC/ST/PwD/EWS/CW/KM/ ECA/ Sports Certificate (in the name of the Applicant) issued by the competent authority.
4. OBC(Non-Creamy Layer) Certificate (in the name of the Applicant) as in central list.
5. Two copies of Passport Size recent Photographs (without signature or stamp). The name of the candidate should be written behind the photographs.
6. Self-attested copy of Passport & VISA (for Foreign Candidates).
7. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website (www.svc.ac.in).
8. Mandatory Attendance requirement (66.6%)certification for examination admit card- (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website (www.svc.ac.in).
9. Those students who have submitted undertaking at the time of admission are required to submit the updated documents, immediately

All the submitted documents must be self attested with the date of submission.

Note:- If facing any problem, contact your respective dealing assistant at the counter physically during working hours Monday to Friday except Saturday & Sunday from 10:00 a.m. to 12:30 p.m.

Following are the details of the concerned dealing assistant :-

Counter No	Dealing Assistant	Course
1	Nidhi	For Undergraduate Arts (English, Hindi, Sanskrit, Economics, History, Political Science and Sociology) courses
2	Sanjeev Kumar / Rajiv Goel	For Undergraduate Science (Bio-Chemistry, Botany, Chemistry, Electronics, Physics and Zoology)
4	URR Narendra	For Undergraduate Commerce (B.Com, B.Com(Hons)) courses and B.Sc (Hons) Mathematics course
6	Arun Sharma	B.A (Programme, B.Sc (Prog.) Life Sciences, B.Sc (Hons) Biological Sciences and B.Sc (Hons) Statistics course

C. Shula Reddy
Principal
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan
New Delhi-110 021

Important Notes:-

- 1) The college will accept self-attested copies of documents/papers provided by the candidates admitted provisionally to various Undergraduate/Postgraduate/ Professional/ Vocational courses available in the college. It is made clear that if any false attestation/falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC 9viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. However, original Certificates will be returned to the candidate only, after verification at the time of admission (i.e. soon after the payment of requisite fee within stipulated time. No request for non-production of any documents/certificate at the time of admission shall be considered under any circumstances.
- 2) Instead of forensic verification, digilocker certification is valid and acceptable. Also if, caste certificate can be verified online from official site then it is acceptable on behalf of forensic verification.

C. Shula Biddy
PRINCIPAL

Sri Venkateswara College
(University of Delhi)
Dhaura Kuan
New Delhi - 110 021

(Signature)

Copy forwarded for information and necessary action to :-

1. Teacher-In-Charge/Admission-in-charge of the respective departments.
2. Mr Arvind Giri, Administrative Officer
3. Mr Madan Lal Gautam, Section Officer (Administration)
4. Mr Pawan Kumar Pandey, Section Officer Accounts Section.
5. Mr J. P. Mishra, Mr Rajiv Goel, Mr URR Narendra, Ms Nidhi, Mr Arun Sharma, Mr Sanjeev Kumar and Mr Pankaj Bhati, Dealing Assistants/ Dealing Hands (Administration).
6. All Concerned/College Notice Board/College Website / File.