



श्री वेंकटेश्वर महाविद्यालय  
SRI VENKATESWARA COLLEGE

24<sup>th</sup> September, 2025

Ref. No.: SVC/Admn./2025/

NOTIFICATION

It is for information to all concerned that the Under-Graduate students who have taken admission in the academic year 2025-2026 are required to produce the following documents in originals, with one set of self-attested photocopies of the same, which they had submitted at the time of admission on DU admission portal: -

1. National Testing Agency (NTA) Registration Form
2. National Testing Agency (NTA) Admit Card
3. National Testing Agency (NTA) Score Card
4. DU- Common Seat Allocation System (CSAS) 2025 – Admission Registration Form
5. DU- Common Seat Allocation System (CSAS) 2025 – Seat Allotment Letter
6. DU- Common Seat Allocation System (CSAS) 2025 – Admission Fee Slip
7. Class X Marks-Sheet
  - a. Downloaded from digilocker
  - b. Original Marks-Sheet issued by the Board
8. Class XII Marks-Sheet, Provisional & Character Certificate
  - a. Downloaded from digilocker
  - b. Original Marks-Sheet issued by the Board
  - c. Admit Card
9. SC/ ST/ PwBD/ EWS/ CW/ KM/ ECA/ Sports Certificate (in the name of the Applicant) issued by the competent authority.
10. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) as in central list (current year).
11. Mandatory Hindi Passing Self-Certification from candidate as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)).
12. Two copies of Passport Size recent Photographs (without signature or stamp). The name & DU Form Number of the applicant should be written behind the photographs.
13. Self-attested copy of Passport & VISA (for Foreign Candidates).
14. Mandatory Anti Ragging Self-Certification may be downloaded from the (<https://antiragging.in/>)

All the submitted documents must be self-attested with the date of submission mentioned on it and it should be in order strictly as mentioned above.

*Shefali*  
26/9/25

Dr. Shefali Shukla  
Convener, Admission Committee

*Vajala Ravi*  
Prof. Vajala Ravi  
Principal

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Following is the document Verification Schedule:

VERIFICATION TIME BETWEEN 09.30 AM AND 12.30 PM

Name of the Courses	Date of Verification (BETWEEN 09.30 AM AND 12.30 PM)	Counter No.	Name of Dealing Assistant
B.A. (Hons.) English	06-10-2025 & 07-10-2025	1	Mr Arun
B.A. (Hons.) Hindi	08-10-2025		
B.A. (Hons.) Political Science	09-10-2025 & 10-10-2025		
B.A. (Hons.) Sociology	13-10-2025 & 14-10-2025		
B.A. (Hons.) Economics	15-10-2025 & 16-10-2025		
B.A. (Hons.) History	17-10-2025	2	Ms. N. Uma Devi
B.Sc. (Hons.) Bio-Chemistry	29-09-2025		
B.Sc. (Hons.) Chemistry	06-10-2025 & 07-10-2025		
B.Sc. (Hons.) Electronics	08-10-2025		
B.Sc. (Hons.) Zoology	30-09-2025		
B.Sc. (Hons.) Physics	09-10-2025	3	Mr. Rajiv Goel
B.Sc. (Hons.) Botany	10-10-2025		
B.Sc. (Hons.) Statistics	06-10-2025 & 07-10-2025		
B.Sc. (Hons.) Biological Science	08-10-2025 & 09-10-2025	4	Mr. J. P. Mishra
B.Sc. (Prog.) Life Sciences	10-10-2025, 13-10-2025 & 14-10-2025		
B. A. (Programme)	30-09-2024 & 06-10-2025	5	Mr Sanjeev Kumar
B.A. (Hons.) Sanskrit	29-09-2025	6	Mr. Pankaj Bhati
B.Com. (Hons.)	06-10-2025 & 07-10-2025	6	Mr. Pankaj Bhati
B.Com. (Programme)	08-10-2025 & 09-10-2025		
B.Sc. (Hons.) Mathematics	13-10-2025 & 14-10-2025		

**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 as per schedule mentioned above. 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.

Shukla,  
26/9/25

Dr. Shefali Shukla  
Convener, Admission Committee

Pl divide the students  
roll no wise and  
call accordingly.

  
Prof. Vajala Ravi  
Principal

Copy forwarded for information and necessary action to: -

Teacher-In-Charge/Admission-in-charge of the respective departments, Administrative Officer, Section Officer (Administration), Section Officer (Accounts Section, Mr. J. P. Mishra, Mr. Rajiv Goel, Mr. Arun, Ms. N.Uma Devi, Mr. Pankaj Bhati, Mr. Sanjeev Kumar Dealing Assistants & All Concerned/College Notice Board/College Website / File.

प्राचार्य  
Principal  
श्री वैकुण्ठेश्वर महाविद्यालय  
Sri Venkateswara Mahavidyalaya  
Deemed to be University  
Bapatla, Andhra Pradesh - 522 102  
Dist. - West Godavari  
Telangana - 20

