

# Savitribai Phule Pune University

## School of Open Learning

### Notice for Submission of Admission Form to Study Centre (For Academic Year 2020-21)

#### 1) 1<sup>st</sup> Year B.A. / B.Com. / M.A. / M.Com.

All the students who have filled the online admission form for 1<sup>st</sup> Year B.A. / B.Com. / M.A. / M.Com. (Academic Year 2020-21) should note that they have to submit the printed copy of admission form to the **Study Centre** selected by them. All the students are hereby informed to submit the printed copy of admission form to their Study Centre from 4<sup>th</sup> January 2021 to 30<sup>th</sup> January 2021 failing to which, their admission form will be rejected.

Students should login to <http://sppuoa.digitaluniversity.ac/> & take printout of the admission form.

#### Students should visit Study Centre with the following documents:

1. Admission form (Study Centre Copy)
2. Admission form (Student Copy)
3. Original Documents – Marksheet of Qualifying Examination, Aadhaar card & TC / Migration Certificate
4. Photocopy of Marksheet of Qualifying Examination & Aadhaar card
5. Document for change in name (if any)

(The Student's name as printed on previous marksheet shall be used. If there is any change in that name, the relevant document should be submitted)

6. If the student wants to change any details in the admission form, please take print of the form from <http://unipune.ac.in/SOL/admission.html> & fill it. The filled form should be submitted to the Study Centre at the time of Submission of Admission form.

7. If TC / Migration Certificate is not available at the time of submission of admission form, then the student needs to submit an Undertaking in prescribed format available at <http://unipune.ac.in/SOL/admission.html>

The “**Study Centre Copy**” of the admission form should be submitted to the Study Centre.

Student should obtain Study Centre's Stamp on the “**Student Copy**” of the admission form & preserve it carefully till the completion of degree programme.

Students should note that the admission form needs to be submitted physically at the Study Centre. Please do **not** send admission form by post to Study Centre.

All the students note that after submitting the admission form, the Study Centre will send the admission forms to the School of Open Learning. After verification of admission forms, the admissions will be confirmed by the University and the students will receive sms of PRN. After that, the printed copies of the Study Material will be sent to the Study Centre & the students can collect the books from the Study Centre. Please take further regular updates regarding admission, study material, examination etc. from SOL website <http://unipune.ac.in/SOL/>

## 2) 2<sup>nd</sup> Year B.A. / B.Com. (Fresh New Admission)

All the students who have filled the online admission form for 2<sup>nd</sup> Year B.A. / B.Com. (Fresh New Admission) should note that they have to submit the printed copy of admission form to the **Study Centre** selected by them. All the students are hereby informed to submit the printed copy of admission form to their Study Centre from 4<sup>th</sup> January 2021 to 30<sup>th</sup> January 2021 failing to which, their admission form will be rejected.

Students should login to <http://sppuoa.digitaluniversity.ac/> & take printout of the admission form.

### Students should visit Study Centre with the following documents:

1. Admission form (Study Centre Copy)
2. Admission form (Student Copy)
3. Original Documents – Marksheet of First Year Examination, Aadhaar card & TC
4. Photocopy of First Year Marksheet & Aadhaar card
5. Document for change in name (if any)

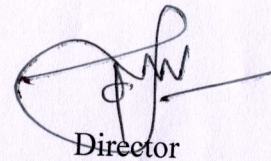
(The Student's name as printed on previous marksheet shall be used. If there is any change in that name, the relevant document should be submitted)

The "**Study Centre Copy**" of the admission form should be submitted to the Study Centre.

Student should obtain Study Centre's Stamp on the "**Student Copy**" of the admission form & preserve it carefully till the completion of degree programme.

## 3) 2<sup>nd</sup> Year B.A. / B.Com. / M.A. / M.Com. (For Old Students of SOL)

The students who had taken admission in SOL, SPPU for 1<sup>st</sup> Year in 2019-20 and have filled the online admission form for 2<sup>nd</sup> Year for Academic Year 2020-21 need **not** to submit the printed copy of admission form to the Study Centre. Please do **not** visit Study Centre to submit the printed copy of admission form. Also, do **not** send admission form by post to Study Centre.



Director  
School of Open Learning

## What to submit – Transfer Certificate or Migration Certificate?

### For admission to F.Y.B.A. / F.Y.B.Com.

Qualifying Exam passed from	Qualifying Exam passed	Admission taken after passing Qualifying Exam and before applying for admission at SOL	Necessary Document
Maharashtra State Board of Secondary & Higher Secondary Education	12 <sup>th</sup> standard (Regular student)	– (nowhere)	LC
	12 <sup>th</sup> standard (External student)	– (nowhere)	Migration Certificate (from Board)
	12 <sup>th</sup> standard (Regular / External student)	In College under Savitribai Phule Pune University	LC
	12 <sup>th</sup> standard (Regular / External student)	In Other University	Migration Certificate (from University)
Other Boards	12 <sup>th</sup> / Diploma / ITI	– (nowhere)	Migration Certificate (from Board)
		In College under Savitribai Phule Pune University	LC
		In Other University	Migration Certificate (from University)

### For admission to 1<sup>st</sup> Year M.A. / M.Com.

Graduation completed from	Admission taken after passing Qualifying Exam and before applying for admission at SOL	Necessary Document
Savitribai Phule Pune University	– (nowhere)	TC
	In College under Savitribai Phule Pune University	TC
	In Other University	Migration Certificate (from University)
Other University	– (nowhere)	Migration Certificate (from University)
	In College under Savitribai Phule Pune University	TC
	In Other University	Migration Certificate (from University)

Application to be submitted by the student if T.C./Migration Certificate is not available at the time of submission of admission form to the Study Centre

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

To  
Director,  
School of Open Learning,  
Savitribai Phule Pune University,  
Pune

**Subject: Regarding Admission to First Year under Distance Education mode**

Respected Sir,

I \_\_\_\_\_ kindly request you that I have applied for admission to First Year B.A. / B.Com. / M.A. / M.Com. through Distance Education mode for academic year 2020-21. My Admission Application Number is \_\_\_\_\_. I have not taken admission to any other Degree programme in academic year 2020-21. However, I have not yet received T.C. / Migration Certificate which is necessary for admission. I have applied for this certificate at \_\_\_\_\_ (mention name of previous school/board/college/university). I shall submit this certificate at office of School of Open Learning within stipulated time period failing to which, my admission form will be rejected. I am aware that the Admission fee can be refunded if application for refund is made within 30 days after the last date of admission.

(Sign of the Student)

\_\_\_\_\_  
(Name of the Student)

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Sign of Study Centre Coordinator: \_\_\_\_\_

Seal of Study Centre:

Application to be submitted by the Student for changes in  
particulars filled in Online Admission Form

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

To  
Director,  
School of Open Learning,  
Savitribai Phule Pune University,  
Pune

**Subject: Regarding changes in particulars in Admission Form**

Respected Sir,

I \_\_\_\_\_, \_\_\_\_\_ (Mention  
Admission Application Number) kindly request you that I have applied online for  
admission in First Year B.A./B.Com./M.A./M.Com. through Distance  
Education in Academic Year 2020-21. I request to please change my following  
particulars filled in Admission form.

Particulars	Filled in Online Admission Form	To be changed
Name of the Student / Address / Mobile No. / e-mail id / Medium of Learning / Subjects selected for Learning / Other		

\_\_\_\_\_  
(Sign of the Student)

\_\_\_\_\_  
(Name of the Student)

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Sign of Study Centre Coordinator : \_\_\_\_\_  
Seal of Study Centre :