SHETH T. J. EDUCATION SOCIETY'S
SHETH N.K.T.T. COLLEGE OF COMMERCE AND
SHETH J.T.T. COLLEGE OF ARTS, THANE (W)

Date: 12/01/2022

Student's Application Notice

Students who wish to apply for the; TC/Transcript/Bonafied certificate/NOC
should apply through Online mode only.
Students should follow the procedure below for the application:

- **Transfer certificate ;**
  1) For Transference Certificate Student should send one application mail for T.C. and bring one application of T.C. from where they intend to take admission. (Upload on mail ID: studapplication22@gmail.com)
  2) With College T.C. application all marksheets Zerox copies and 12th Leaving Certificate
  3) Zerox copy has to be attached. (Upload on mail ID: studapplication22@gmail.com) T.C. will be sent to their respective college after 8 to 10 days from the date of application.
  4) Please make online payment of Rs.100/-.
  5) Student will get their T.C. after 8 to 10 days after application / payment.
- **No Objection Certificate:**
  1) Please send mail on given mail ID for NOC.
  2) For NOC please mention Last attended class, stud ID, reason for NOC.
  3) Upload zerox copy of last two semester's marksheet. (Upload on mail ID: studapplication22@gmail.com)
  4) Please make online payment of Rs.20/-.
  5) Student will get their NOC after 3 days Excluding Public Holidays.

- **Bonafide Certificate:**
  1) Student have to send one application for Bonafide Certificate mentioning Name, Class Division Roll No. Stud ID and the purpose for Bonafide Certificate mail ID
  2) Along with Bonafide Certificate Student have to attach/upload photo of their Fee Receipt
  3) After applying student have to pay Online Payment of rs.20/-
  4) On the next day Student will get their Bonafide (i.e. after payment)
- **Transcript :**
  1) To apply for Transcript student have to send one mail with all their details i.e. name, address, mail id contact number and their last attended year, reason for Transcript, name of University applying for and the name of course.
  2) Along with application all the Xerox copies of marksheets should be attached / uploaded.
  3) After sending application students have to make online payment of Rs.1000/-.
  4) After verification of all the documents the student will be issued transcript from office after 10 to 15 days from the date of application/payment.

For all correspondence & uploading mail to: studapplication22@gmail.com

PRINCIPAL