



Symbiosis Skills and Professional University

(Recognised by UGC & Established under Govt. of Maharashtra Act No. XXXVII of 2017)

(Formerly known as Symbiosis Skills and Open University)

Ref No. SSPU / R / 2024 / 551

Date: 14 / 06 / 2024

ADMISSION NOTICE

Sub: **Provisional Admission to the 2nd / 3rd / 4th / 5th year of UG and PG programs offered under SSPU for the Academic Year (AY) 2024 – 25.**

All the existing students enrolled in various programmes offered by University are hereby informed that the classes for Academic Year 2024 – 25 shall commence from **19th August 2024**.

In that connection you are required to complete the Provisional Admission Procedure for provisional admission to the 2nd / 3rd / 4th / 5th year of respective program by filling up the Provisional Admission Form (**Enclosed as Annexure A**) and pay the first installment of Academic Fees through **Student Portal Only on or before 15th July 2024**. Fees paid through any other mode will not be accepted. **From 16th July 2024 onwards, late fee for Rs. 50 per day for UG Programmes and Rs. 100 per day for all PG Programmes will be charged.**

Students availing Education Load / Government Scholarship facility are advised, in their own interest, to complete the necessary formalities well in time to make fees payment as per the schedule. No reason for any delay will be accepted.

The students who do not complete the Provisional Admission procedure by **15th July 2024** will not be allowed to attend any of the academic activities and would not be eligible to attend classes in **AY 2024 – 25**. The admission to 2nd / 3rd / 4th / 5th year is provisional and shall be confirmed only after the fulfillment of eligibility criteria as prescribed in the admission policy and notifications issued by University from time to time.

The hard copies of the provisional admission form along with previous year needs to be submitted to the respective School Coordinators latest by **15th July 2024** failing which the admission would be treated as cancelled and the student would pay readmission fees.


(Dr. Sudhakar Shinde)
Registrar

Copy for information:

1. EA to Pro Chancellor for information of Hon. Pro-Chancellor, SSPU
2. EA to Vice Chancellor for information of Hon. Vice Chancellor, SSPU
3. Controller of Examination
4. Chief Finance and Accounts Officer, SSPU
5. Registrar Office, Student Section
6. **All Heads of School** for monitoring the eligibility of student after declaration of results and to ensure necessary compliance.
7. **All Class Teachers:** for monitoring Academic Activities of students who become eligible after declaration of result and ensure necessary compliance.

8. **All School Coordinators and Examination Coordinators** for monitoring Academic Activities of students who become eligible after declaration of result and ensure necessary compliance.
9. Admission Team
10. Web-designer for uploading on website
11. Students and Parents portal

PROVISIONAL ADMISSION FORM FOR ADMISSION TO ACADEMIC YEAR 2024-25

PRN _____ ABC ID _____ Date of Admission: __ / __ / 2024

Name of Student: _____ Last class attended: _____

√	Name of the Program (Tick)	√	Name of the Program (Tick)
	B.Tech. (Automobile Engineering)		B.Tech. (Mechatronics Engineering)
	B.Tech. (Construction Engineering & Management)		B.Tech. CSIT (Cyber Security)
	B. Tech. Smart and Sustainable Energy		B.Arch.
	B.B.A. (Retail & E-Commerce Management)		B.B.A. (Ports & Terminal Management)
	B.B.A. (Logistics & Supply Chain Management)		B.B.A. (Fintech)
	B.B.A. (Digital Media & Marketing)		B.Sc. (Data Science)
	B.Sc. (Beauty & Wellness)		B.Sc. (Nutritional Sciences & Dietetics)
	M.Sc. (Data Science)		MSc. (Nutritional Sciences & Dietetics)
	M. Tech. (Mechatronics & IOT, AI & Robotics)		
√	Year of the Program (Tick)	√	Year of the Program (Tick)
	1 st Year		2 nd Year
	3 rd Year		4 th Year
	5 th Year		

Undertaking:

I understand that this admission is provisional and shall be subject to my fulfilment of eligibility criteria. I also understand that after result if I am found not eligible my provisional admission shall stand cancelled. I also understand that I shall be year down and will be required to take a fresh admission in the next Academic Year. I agree to have read the rules and regulations pertaining to the Academic Requirements to be fulfilled.

Signature of the Student

**Name and Signature of the
School Director / Program Head**

For Examination Department

Mr./Ms. _____ is provisionally eligible for admission to:
 2nd Year 3rd Year 4th year 5th year

Controller of Examinations**For Finance Department**

Mr./Ms. _____ has paid the first instalment of Rs. _____
 date __ / __ / 2023 Fee Receipt No. _____.

Finance Department, SSPU**Registrar, SSPU****Enclosed: 1) Result of all previous years Examinations**