

SREE NARAYANA GURU COLLEGE OF COMMERCE
P.L.LOKHANDE Marg, Chembur, Mumbai 89.

Guidelines for Online Admission– Academic Year 2019-20

- 1) Visit college website <http://www.sngcollege.in>
- 2) Click on admission tab then select online admission.
- 3) Then select your course.
- 4) Select Accept and proceed and fill required information.
- 5) After filling details. You will receive OTP on Mobile and Email ID provided by you. Use your own mobile number and email address while registering, sharing mobile number with other student seeking admission can lead to confusion. Do not share your username and password with anyone.
- 7) You will get the screen “SNMS Online Admission Process”. Read and follow the instructions. Click on **cash** mode for payment of admission form and prospectus.
- 8) Please come to college pay Rs.100/- (cash) at the College counter to enable your Username and Password.
- 6) Please note after paying Rs.100/- the you have received via email will be activated. Click on that and fill the admission form completely.
- 7) Already registered candidate can proceed after login.
- 8) Candidates must have scanned copy/image (Format: JPG, PNG) of following before proceeding for online application.
- 9) Candidate can take offline user ID and password from office if any problem for online. After paying admission fees.**

Documents required:-

- 1) Mark sheets of all previous academic examinations (10th, 12th, 1st and 2nd year Degree)
 - 2) Aadhar Card, Leaving certificate, Ration Card, Parents Aadhar Card.
 - 3) Passport size recent photo (against light background) of candidate & parents.
 - 4) Signature of candidate, on white background only.
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- DO NOT use the refresh or the back button on the browser (or the associated hot-keys).
 - Best viewed in latest versions of 'Mozilla-Firefox' & 'Google-Chrome' internet browsers
 - For any help/assistance, kindly contact College office.