SOPHIA COLLEGE (AUTONOMOUS)

INSTRUCTIONS FOR FILLING THE UNDERGRADUATE AND POST GRADUATE FORMS

SOPHIA COLLEGE (AUTONOMOUS)

GUIDELINES ON FORM FILLING FOR APPLICANTS TO THE FIRST YEAR DEGREE PROGRAMMES

TABLE OF CONTENTS

GENERAL INSTRUCTIONS FOR F.Y. REGISTRATION FORM

A. DOCUMENTS REQUIRED
The following documents need to be scanned and soft copies kept ready for the online registration process:

1. University pre-registration form
2. Std. X Marksheet: Maximum file size of 200 KB (JPG only)
3. Std. XII Marksheet: Maximum file size of 200 KB (JPG only) – if you have not received your Std. XII marksheet, a provisional marksheet authorised by the school/college, must be made available till the candidate can submit the original, preferably before fee payment
4. Recent (not more than six months old) passport size photograph of the candidate, against a white background; Maximum file size of the photo: 500 KB; file format: JPG only (no other variation will be accepted)

5. Scanned copy of student applicant's signature; maximum file size: 300 KB (JPG only)

6. Scanned copy of any official document as proof of religion for Christian Minority students of any denomination (Roman Catholics, Syrian Christians, Protestants, etc.) – Maximum file size of 200 KB (JPG only)

7. Students who have taken a break from their education after their Std XII exams are required to submit a gap certificate (on stamp paper) which can be obtained from a lawyer /notary public – Maximum file size of 200 KB (JPG only)

8. Additional documents will be required from the students of other Boards (non-HSC Boards like ISC, CBSE) e.g. Migration Certificate, which is mandatory. These need to be submitted later, within a month of online fee payment. Please ensure that you apply for these documents from your institutes.

9. International students (Non-Resident Indians and those holding foreign passports) are required to apply through the University of Mumbai at https://mu.admissiondesk.org/

10. Indian students from International Boards are required to submit a Provisional Eligibility Certificate obtained from the University of Mumbai – Maximum file size of 200 KB (JPG only)

11. Indian Students residing in India who have appeared for Std XII exams from International Boards are required to submit a Prima Facie Letter issued from the Eligibility Department, University of Mumbai, Kalina.

B. REGISTRATION with UNIVERSITY OF MUMBAI

Please visit **http://mum.digitaluniversity.ac/** and register yourself through the pre-enrolment process with the University of Mumbai and save the copy of the document which needs to be uploaded on the college form. *(Please copy and paste the aforementioned link in a new browser window to access the site.)*

Please select the following course options listed on the University pre-enrolment site, depending on your choice of stream:

STREAM	COURSE NAME ON THE UNIVERSITY PRE-ENROLMENT SITE
B.A.	B.A. (Autonomous) (with Credits) – Regular – CBCS – F.Y.B.A. Sem 1 (Faculty of Arts)
B.Sc.	B. Sc. (Autonomous) (with Credits) – Regular – CBCS – F.Y. B.Sc. (Autonomous) Sem 1 (Faculty of Science)
B.A.(S.C.J.) (formerly B.M.M.)	B.A. Multimedia and Mass Communication (Autonomous) (with Credits) – Regular – CBCS (Sem 1) (Faculty of Arts)
B.Sc.- I.T.	B.Sc. (I.T.) (Autonomous) (with Credits) – Regular – CBCS – F.Y. B.Sc. (I.T.) (Autonomous) Sem 1 (Faculty of Science)

C. POINTS TO REMEMBER WHILE FILLING THE APPLICATION FORM FOR F.Y. ADMISSION

- A red asterisk (*) in any field denotes that it is compulsory for you to provide the information; it cannot be left blank. You cannot move to the next section of the form if you do not provide this information.

Personal Details: (Sections 1 and 2)

- Please enter your Name and Surname exactly as it appears on the Marksheet.
- Guardian's Name can be the same as your parent provided you are staying with him/her. Students residing outside Mumbai must enter the name of a person residing in the city, who will be their local guardian, as and when the college reopens for regular classes.
- Students who do not have a Last Name/Surname please put a dot (.) in that field.
- If you do not have an Aadhaar registration, please type 1,12 times (111111111111) as your Aadhaar Number.
- **University Pre-Reg. No**. refers to the Application Number mentioned on the top right corner of your University pre-enrolment registration form. Your application cannot be completed or processed without this number.
- **"No. of Attempts of Last Qualifying Exam"** refers to the number of times you have appeared for the Std XII examinations.
- **"In-house"** refers to whether you have completed your junior college education at Sophia College.

Education:

- The data of Stds. X and XII have to be entered in section 3 marked "Education". Click on the **"Add"** tab after entering each set of details on the page.
- Enter subjects in the order that they appear on your marksheet. Please enter ALL the subjects listed in your marksheets, in section 8 marked **"Course Question".** After all the data has been entered, if there is any field left blank, please enter 'NA'.
- Type the complete name of each subject in this section. Please do not use acronyms (short forms).

- In case of any technical problems, please send an e-mail to: **admission2022@sophiacollege.edu.in with the Subject Line: FY ADMISSION**

- *Sophia College (Autonomous) reserves the right to reject any application for providing incomplete and/or incorrect information.*

For any specific stream-related enquiries, please contact the concerned authorities at the appropriate email ID listed below:

F.Y.B.A.	Aided Course	**fyba.admission@sophiacollege.edu.in**
F.Y.B.Sc.	Aided Course	**fybsc.admission@sophiacollege.edu.in**
F.Y.B.Sc.I.T.	Self-Financed Course	**fybscit.admission@sophiacollege.edu.in**
F.Y.B.A.(S.C.J.) (formerly B.M.M.)	Self-Financed Course	**fybascj.admission@sophiacollege.edu.in**

SCHEDULE FOR IN-HOUSE STUDENTS

THIS SECTION IS FOR STUDENTS WHO HAVE COMPLETED THEIR XIIth (S.Y.J.C.) FROM SOPHIA COLLEGE

DATE	PROCESS
9th June, 2022 – 20th June 2022 (up to 1:00 pm)	Online Submission of Sophia College Admission Form
9th June, 2022 – 20th June 2022 (up to 1:00 pm)	University Pre-Registration / Pre-Admission Online Enrolment (**http://mum.digitaluniversity.ac/**)
10th June – 20th June, 2022 (up to 1:00 pm)	In-house Admission to be Completed

SCHEDULE FOR ALL OTHER STUDENTS

To be posted when officially announced by the University of Mumbai

ADDITIONAL INFORMATION FOR STUDENTS APPLYING FOR F.Y.B.A.

THERE IS NO ENTRANCE TEST FOR F.Y.B.A.

- ✓ Students may choose subjects that they have not studied earlier.
- ✓ Students who have cleared HSC (Maharashtra Board) from the junior college of Sophia College (Autonomous) in 2022 will get admission in Senior College **provided they submit their online forms in the stipulated time period given for "In-house" students**, **but will need to come for subject counselling for getting their subject preferences**.
- ✓ Students who have taken Commerce or Science in the 12th Std. may also apply for B.A.

UNIVERSITY OF MUMBAI PRE-REGISTRATION FORM

When filling out the University of Mumbai pre-registration form, please choose the following option to register for the B.A. programme at Sophia College (Autonomous):

"B.A. (Autonomous) (with Credits) – Regular – CBCS (Sem 1) (Faculty of Arts)"

F.Y.B.A. SUBJECT CHOICE | Section 9 of the Form (SUBJECT)

You will have a total of **SIX PAPERS** in F.Y.B.A:

Paper 1: Foundation Course, and **Paper 2:** Communication Skills, are compulsory.

Paper 3 is a Compulsory Language. Our college offers a choice between Hindi and French. Students with learning disabilities and who have not studied Hindi or French either in Std X or XII may choose a paper titled 'Elements of Archaeology' which has been designed for them.

Please Note: Candidates are required to cite 3 preferences. In each preference, the subject combination should be different. Each preference should indicate your 1st, 2nd and 3rd preference subjects in each of the three listed Groups.

Example:

    Preference 1 – Psychology, Philosophy, Sociology

  X Preference 2 – Psychology, Philosophy, English Ancillary

  ✓ **Preference 2–** Statistics Theory, Economics, English Ancillary

Click on **'Add'** and please check the subject combinations before proceeding to the next section.

Please note: Students may not choose the same subject for all three options.

How to choose your subject:

I. COMPULSORY LANGUAGE

    a. **Hindi:** if you have studied it in Std X and Std XII

    b. **French:** if you have studied it in Std X and Std XII and have an excellent grasp of the language

c. **Elements of Archaeology:** if you have not studied either Hindi/French or are a student with Learning Disability [This paper is taught by the Department of History]. This subject option is not open to those who do not fulfil the criteria given for this subject option.

The allotment of the compulsory language to candidates may be revised at the time of Subject Choice Counselling by the Staff of the Arts Faculty based on the documents provided by the student.

II. GROUP A:

Group A Options:
- Psychology
- Statistics Theory
- Political Science
- Education

Please **choose** only **one subject option**. Please choose a different one for the 2nd preference and the 3rd preference respectively. Please check our website for the syllabi of these subjects.
You may look at the syllabi of the subjects that have been posted on our website (Departments > Senior College > [Concerned Department]) and select subject options based on your academic strengths.
Eg: Departments > Senior College > Psychology > Syllabi

Please note: Statistics Theory is only offered for two years (FYBA and SYBA).
Please note: Political Science and Education are only offered as a Double Major (3 papers) in TYBA.

III. GROUP B

Group B Subject Options:
- History
- Philosophy
- Economics

Please **choose** only **one**. Please choose a different one for the 2nd preference and the 3rd preference respectively. Please check our website for the syllabi of these subjects.
Please note: each of these can be chosen as a Single Major (6 papers) in TYBA.

IV. GROUP C

Group C Subject Options:
- Sociology
- Hindi Ancillary (Literature)
- English Ancillary (Literature)

Please **choose** only **one**. Please choose a different one for the 2nd preference and the 3rd preference respectively. Please check our website for the syllabi of these subjects.
Please note: each of these can be chosen as a Single Major (6 papers) in TYBA.

Subject allotment depends on department capacities and other criteria laid down by departments.

NOTE:

- The three subjects you choose will continue in the Second Year.
- In the Third Year you may opt for a Double Major (combination of two subjects i.e., 3 papers per subject) or opt for a Single Major only one subject (i.e., 6 papers in one subject alone).

GRANTING OF SUBJECTS FOR: Compulsory Language; Groups A, B and C respectively.

IT IS MANDATORY TO COME TO THE COLLEGE FOR COUNSELLING AND FINALISATION OF SUBJECTS AFTER YOUR NAME APPEARS ON THE MERIT LIST

It is advisable for the student to come in person for the counselling and not send a family member etc. unless there is a serious reason to do so.

<mark>**The Schedule for Counselling of In-house students will be put up on the website with the First Merit List.**</mark>

Please bring:

1. A hard copy of your B.A. Admission Form
2. A hard copy of your University Pre-Registration Form
3. Original 12th Board Exam marksheet that you will submit to the college
4. Migration Certificate for all who have cleared Boards other than HSC (Maharashtra)

A Staff Member of the Arts Faculty will discuss with each student the subject options that she may avail of. These options will be based on cut-offs given by the department, the overall percentage, marks in individual subjects and possible career options.

Each student will get a receipt for submission of the Original Marksheet and it will list the subjects granted to her.

Only students who submit their original marksheet will be permitted to pay their fees be assured of confirmation of the subjects that have been granted and complete the admission process by paying the fees.

Fee payment is online only.

In-house students will compete with students in the general category, if they do NOT:
- ✓ come in person to the college for Subject Choice Finalisation AND
- ✓ submit the original 12th Std. Marksheet AND
- ✓ pay the fees on the scheduled date.

In case of any queries related to <u>subject choice or non-technical issues with regard to the B.A. programme,</u> please send an e-mail to: **fyba.admission@sophiacollege.edu.in** with the **Subject Line: FY22 ADMISSION**

Sophia College (Autonomous) reserves the right to reject any application for providing incomplete and/or incorrect information.

ADDITIONAL INFORMATION FOR STUDENTS APPLYING FOR F.Y.B.Sc.

THERE IS NO ENTRANCE TEST FOR F.Y.B.Sc.

Students who have cleared class 12th examination are eligible to apply

UNIVERSITY OF MUMBAI PRE-REGISTRATION FORM

While filling out the University of Mumbai pre-registration form, please choose the following option to register for the B.Sc. programme at Sophia College (Autonomous):

"B.Sc. (Autonomous) (with Credits) – Regular – CBCS - F.Y. B.Sc. (Autonomous) Sem 1 (Faculty of Science)"
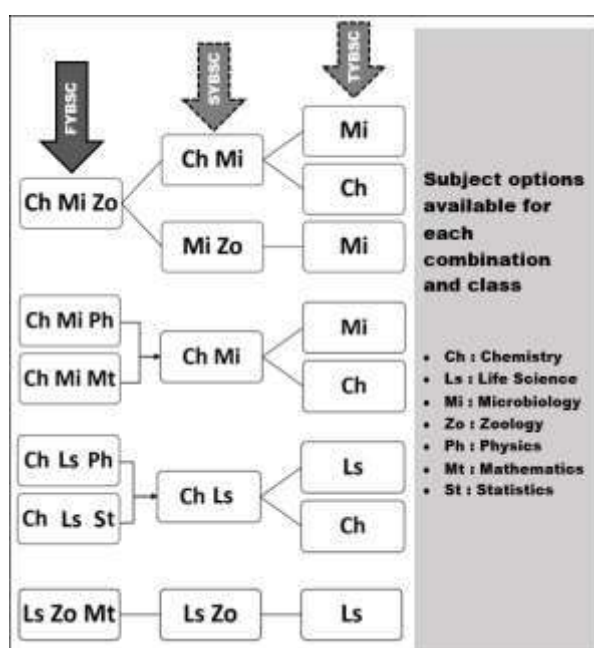
SELECTION of SUBJECT COMBINATIONS-

You can graduate with a B. Sc degree from Sophia College (Autonomous) in the following subjects (in T. Y. B. Sc.):

1. BSc in Chemistry
2. BSc in Life Sciences
3. BSc in Microbiology

Different combinations chosen in F.Y.B.Sc may lead to the same available options in S. Y. B. Sc and hence it is <u>important to look at the subjects you will be able to opt for in T.Y.B.Sc</u> and work backwards to choose the appropriate preference in F.Y.B.Sc.

At the **F. Y. B. Sc. level** the Sophia College science stream (B.Sc.) offers **6 different subject combination choices.** You have to select **any three of these** options in the **<u>order of your preference</u>** at the time of filling the application form. The infographic below describes the progression of different subject combinations selected at the F. Y. B. Sc. level to the T. Y. B. Sc level.

Please note:

i. It is **mandatory** to fill **three** different **preferences (subject combinations)** in the admission form.

ii. It is advisable to come to college for counselling and finalisation of the subjects.

ADDITIONAL INFORMATION FOR STUDENTS APPLYING FOR F.Y.B.M.M. / F.Y.B.A.(S.C.J.)

F.Y.B.A. (Strategic Communication and Journalism)

Formerly known as the Bachelor of Mass Media (B.M.M.) Programme

ONLY CANDIDATES WHO APPEAR FOR THE BA(SCJ) ENTRANCE EXAMINATION ARE ELIGIBLE FOR ADMISSION TO THE BA(SCJ) PROGRAMME.

INFORMATION ON THE B.A.(S.C.J.) PROGRAMME:

- As of the batch of the academic year 2020-21, the B.M.M. programme at Sophia College (Autonomous), operates under the new nomenclature, **Bachelor of Arts (Strategic Communication and Journalism) or B.A.(S.C.J.)**.

- Students who graduate from this programme will be awarded a B.A.(S.C.J.) degree from the University of Mumbai.

- The syllabi are listed on the College website (Departments > Senior College > Mass Media > Syllabi).

- The course titles for Semesters V and VI of the new B.A.(S.C.J.) programme can also be accessed in the same section.

- The papers taught in Semesters I, II, III and IV are mandatory.

- In the final year of the programme (Semesters V and VI), the students will have to choose between a specialisation in **Strategic Communication#** and **Journalism**. All the papers taught in each specialisation are mandatory.

 # Strategic Communication, as we approach it in the Mass Media department of Sophia College (Autonomous), is any form of management and marketing communication which spans a range of persuasive and goal-oriented messaging across multiple media platforms, channels and activities including: Advertising, Branding, Media Planning, Corporate Communications and Public Relations, Advocacy, Social, Political and Health Communication, Digital and Social Media Marketing. It is driven by an understanding of an organisation's key communication goals, comprehensive market research, an analysis of audience, and a purposive, clear message strategy.

INFORMATION FOR CANDIDATES WHO HAVE MISSED THE BA(SCJ) ENTRANCE EXAMINATION:

Applicants to the BMM / BA(SCJ) programme who have missed appearing for the Entrance Examination must please go ahead and fill out the University Pre-Registration Form and the Sophia College BA(SCJ) application form without delay, and read the following details to register to appear for the [late] examination later in the month.

- The Entrance Examination for the BMM / BA(SCJ) Programme is scheduled to be held once again for late applicants later this month. The date and time will be sent to students who fill out the registration form for the exam.

- Candidates who have already successfully completed the entrance examination will NOT be allowed to appear for the late exam.
- This examination will be conducted online, so candidates can appear for the exam remotely.
- The duration of the exam will be 120 minutes (2 hours).
- The examination will be in an MCQ (Multiple Choice Questions) format. Each question will be for one mark and will contain four options, out of which the candidate must choose one.
- The examination will be out of 100 marks.
- There will be no negative marking in the examination.
- The examination will be conducted in English.
- There will be NO personal interview as part of the admission process to the BMM / BA(SCJ) programme.
- Candidates who do not appear for the entrance examination will not be eligible for admission to the BA(SCJ) programme, even if they complete the formal application process.

COMPONENTS OF THE ENTRANCE EXAMINATION:
The entrance examination will have four key components:

A. Reading Comprehension and Language Skills: **(40 marks)**
- o This will require the candidate to read given passages and answer questions on the basis of those passages. This exercise is meant to test the candidate's reading and interpretive abilities, and basic communication skills in English.
- o The questions will also test the candidate's understanding of grammar, punctuation and idiomatic phrases in English.

B. Current Affairs and Media Awareness: **(50 marks)**
- o This section will assess the candidate's familiarity with general knowledge and current affairs, and her ability to keep track of the news, both domestic and international.
- o It will also test the candidate's basic awareness of media-related communication and information in the realm of advertising, branding, cinema, music and popular culture.

C. Logical Reasoning: **(10 marks)**
- o As the name suggests, this component will comprise questions that test the candidate's problem-solving skills, and to assess her logical aptitude.

Candidates will be given a specific time window within which to complete each of the components.

REGISTRATION PROCESS FOR THE [LATE] ENTRANCE EXAMINATION:
Before filling out the registration form, the candidate must make a registration fee payment to the following bank details:
        Name of the Account: SHEWI CO CURRICULAR FACILITIES ACCOUNT
        Bank Account Number: 417613426
        Account Type: SAVINGS
        Name of the Bank: INDIAN BANK
        Branch: CUMBALA HILL
        IFSC CODE: IDIB000C036

ENTRANCE EXAM REGISTRATION FEE AMOUNT: Rs. 1,500/-

Payments can be made by NEFT transfer or using any UPI platform.

The candidate must click on the following link and fill out and submit the registration form in order to be eligible to appear for the Entrance Examination:
https://forms.gle/2Z3ArySNVGuHOGM58

If the candidate completes only one part of the process (i.e., fee payment) and does not fill up and submit the registration form, she is NOT eligible to appear for the entrance examination.

The candidate must ensure that the following documents are uploaded on the form for the entrance exam:
1. A clearly scanned passport-sized photograph of the candidate in colour (maximum file size: 400 KB)
2. A screenshot of the payment transaction that contains the date of the transaction, the mode of money transfer, and the Transaction Reference ID

WEIGHTAGE OF MARKS FROM THE ENTRANCE EXAMINATION IN ADMISSION TO THE PROGRAMME:

Admission to the programme will be based on a weighted average of the marks obtained in the entrance examination, and the marks obtained by the candidate in the Std. XII examination (HSC, ISC, CBSE, IB, Cambridge Board or any other State Board that is recognised by the University of Mumbai as eligible for application and admission to its undergraduate programmes).

The weightage of marks will be as follows:
- The student's Std. XII examination marks: **60%**
- The student's score in the entrance examination: **40%**

UNIVERSITY OF MUMBAI PRE-REGISTRATION FORM

When filling out the University of Mumbai pre-registration form, please choose the following option to register for the B.A.(S.C.J.) programme at Sophia College (Autonomous):
"B.A. Multimedia and Mass Communication (Autonomous) (with Credits) – Regular – CBCS (Sem 1) (Faculty of Arts)"

F.Y.B.M.M./ B.A.(S.C.J.) ADMISSION FORM

POINTS TO REMEMBER WHEN FILLING OUT SECTIONS 1 AND 2 OF THE FORM:

1. **"No. of Attempts of Last Qualifying Exam"** refers to the number of times you have appeared for the Std XII examinations.
2. **"In-house"** refers to whether you have completed your junior college education at Sophia College. (The B.A.(S.C.J.) programme does not give any preference to in-house students.)
3. **University Pre-Reg. No.** refers to the Application Number mentioned on the top right corner of your University pre-enrolment registration form. Your application cannot be completed or processed without this number.

POINTS TO REMEMBER WHEN FILLING SECTIONS 3 TO 9 OF THE FORM:

1. If you seek admission into the B.M.M. / B.A.(S.C.J.) programme, please choose the "B.A.(S.C.J.) Sem I" option listed in the "**Course Selection"** section (No 5).
2. It is mandatory to enter the marks of the subjects you have appeared for in for the Std XII Board Exams in the menu that appears in the **"Course Question"** Section. Please ensure that you list out all the subjects as they appear on your marksheet. Please do not use shortcuts when entering your subject names. After all the data has been entered, if there is any field left blank, please enter 'NA'.
3. In the **"Subject Details"** section (No 9), please choose "F.Y.B.A.(S.C.J.)" under "Group Preferences" and click on the "Add" tab.
4. Owing to the rigorous nature of the course, we typically give preference to candidates who list core subjects that are central to their academic stream in Std. XII (Arts, Science, Commerce).
5. Candidates who list Vocational Arts subjects like Child Development, Book-Keeping and Accountancy, Accounting and Office Management, Banking, Tourism and Hospitality, etc. will not be considered for the programme.
6. Candidates who apply from the ISC and CBSE Boards must list ALL their subjects and corresponding marks.
7. Candidates applying from the International Baccalaureate Board, should choose the option "IB" in the field "Last Exam Name" and enter the scores of all six subjects attempted and cleared in their Std. XII examination.
8. When giving candidates from the ISC, CBSE and IB Boards the benefit of the best four or five marks in calculating total percentage, non-academic subjects like Physical Education, Art, Painting, Music, Dance, etc. will NOT be considered. Only core Arts, Science, and Commerce subjects will be taken into account, and this may lead to a difference between the marks on the candidate's Std. XII marksheet, and our final calculations. This calculation will be done internally by our administrative office, and cannot be determined by the candidate.

CONTACT INFORMATION:

- In case of any technical problems when filling the form, please send an e-mail to: **fybascj.admission@sophiacollege.edu.in with the Subject Line: FY22 ADMISSION**

Sophia College (Autonomous) reserves the right to reject any application for providing incomplete and/or incorrect information.

ADDITIONAL INFORMATION FOR STUDENTS APPLYING FOR F.Y.B.Sc.-I.T.

A Bachelor of Science in Information Technology comprises a detailed study in the field of software development, software testing and computer systems.

The BSc(IT) course will equip students with the technical skills and knowledge they need to succeed in this profession. It covers a broad spectrum of hardware and software solutions that enable organisations to gather, organise, and analyse data that helps them to achieve their goals.

We also organise industrial visits, seminars, workshops and add-on courses. We also have well-equipped laboratories with high configuration computers. After successful completion of this course, with the help of campus recruitment placement drives, many of our students have been placed into various IT companies like TCS, Infosys, Wipro, L&T, J.P. Morgan to name a few.

NOTE:

For a candidate to be eligible for admission to B.Sc. (Information Technology), she should have passed the Std. XII Examination of the Maharashtra Board of Higher Education or its equivalent and have secured not less than 35% marks in aggregate with mathematics and statistics as one of the subjects.

For any admission-related query, you may message or call on the numbers given below between 9 am and 2 pm during form filling dates as per the admission schedule given by the University of Mumbai:
- **Ms. Rinjal Jain:** 98921 26689
- **Mr. Gauri Shankar Singh:** 93211 38122

Alternatively, you can send an e-mail to: **fybscit.admission@sophiacollege.edu.in** **with the Subject Line: FY22 ADMISSION**

Sophia College (Autonomous) reserves the right to reject any application for providing incomplete and/or incorrect information.

SOPHIA COLLEGE (AUTONOMOUS)

GUIDELINES ON FORM FILLING FOR APPLICANTS TO THE FIRST YEAR POST GRADUATE DEGREE PROGRAMME M.Sc. (Analytical Chemistry/Microbiology and Life Sciences)/ M.A. (GENDER STUDIES)

Admissions are open to all the eligible student for the Post graduate courses mentioned above.

A. DOCUMENTS REQUIRED

The following documents need to be scanned and soft copies kept ready for the online registration process.

1. Recent (not more than six months old) passport size photograph of the candidate, against a white background; Maximum file size of the photo: 40 KB; file format: JPG only (no other variation will be accepted)

2. Undergraduate degree Marksheets (Sem I to Sem VI or Sem V whichever is latest)

3. Scanned copy of student applicant's signature; maximum file size: 20 KB

4. Scanned copy of any official document as proof of religion for Christian Minority students

5. Additional Documents will be needed by students from other Universities. E.g., Migration Certificate required for submission after fee payment if you belong to University outside Mumbai. Till then your admission formalities will be considered as provisional. Please ensure that you apply for these documents from your Institutes.

B. Courses offered and selection criterion

Depending on your choice of stream:

M. Sc Microbiology (Aided)	10 seats	selection by Merit, entrance test, and personal interview
M. Sc Life Sciences (Aided) Neurobiology: Specialization (Semester 3 & 4)	10 seats	selection by Merit, entrance test, and personal interview
M. Sc Analytical Chemistry (Un-aided)	10 seats	selection by Merit and personal interview
MA in Gender Studies (Un-aided)	24 seats	Selection by Interview

Admission is open to both male and female candidates. Students from any stream can apply for admission to M.A. in Gender Studies.

C. POINTS TO REMEMBER WHILE FILLING THE APPLICATION FORM FOR PG ADMISSION

• A red asterisk (*) in any field denotes that it is compulsory for you to provide the information; it cannot be left blank. You cannot move to the next section of the form if you do not provide this information.

It is highly recommended that PC or Laptop be used for the Form filling.

If students are applying to more than one subject, they must register separately for each subject

Personal Details:

• Please enter your Name and Surname exactly as it appears in the Marksheet.

• Guardian's Name can be the same as your parent provided you are staying with him/her.

Students residing outside Mumbai must enter the name of a person residing in the city, who will be their local guardian, as and when the college reopens for regular classes.

• Students who do not have a Last Name/Surname please put a dot (.) in that field.

• If you do not have an Aadhaar registration, please type 1, twelve times (111111111111) as your Aadhaar Number.

• Only students belonging to the CHRISTIAN MINORITY should click on the Minority tab

- **Last Qualifying Exam Details** refers to your Undergraduate exam details (Semester V or Semester VI) whichever is last.

• When you select "Last Exam Name" a list will appear to your right. Kindly put the total marks obtained in each Semester.

D. UNDERTAKING / DECLARATION

When you download the final report of the completed form, you will find an Undertaking/Declaration form, the format of which has been given by the University of Mumbai. It

is mandatory to print and fill up this form, and sign as required. Please scan the entire form and keep a copy ready for upload. If you are unable to print the form, then the entire declaration must be written legibly and word-for-word by hand, with a pen, on a lined sheet of paper, signed, scanned and uploaded when required.

Details of when to upload the form will be provided once you are granted provisional admission and your name appears on the Merit List.

• In case of any technical problems, please send an e-mail to the respective department **with the Subject Line: PG ADMISSION**

Department	Email address
Life Science - Neurobiology	lifesciencepgadmissions@gmail.com
Analytical Chemistry	lynelle.jeysus@sophiacollege.edu.in
Microbiology	mscmicrobiology22@gmail.com
MA IN GENDER STUDIES	admission2022@sophiacollege.edu.in

• *Sophia College (Autonomous) retains the right to reject any application for providing incomplete and/or incorrect information.*

_____
Dr. (Sr) Ananda Amritmahal
Principal, Sophia College Autonomous