

For 2020 Batch = 1 Year Post graduate Certificate Programs – July - Session ONLY
(Applicable for PGCF-MA, PGCF-TL, PGCM-CL, PGCM-DM, PGCM-ED, PGCM-EM)

Dear Student,

Sub: - Extension to 2020 Batch – 1 Year Post Graduate Certificate Programs (July Session) to Complete Pending Examination/s and or Pending Assignment/s and or Pending Project Report/Submissions

Your program registration validity period has expired on **31st December, 2021**. The admissions have been de-activated, in view of expiry of registration validity period. However, you can re-activate your admission to complete the enrolled program. To avail said facility, the duly filled and signed **Service Request Form** along with Re-registration of admission fee of **Rs. 5000/- (for civil students) or US\$ 300 (Rs. 22,500/- equivalent INR for SAARC students) and US\$ 350 (Rs. 26,250/- equivalent INR for International students)** to be paid by DD or Online (Using Debit / Credit Card) to SCDL between **15th February, 2022 to 21st January, 2023**. However, the re-registration validity of your program registration will remain from **15th February, 2022 to 14th February, 2023**. (The students can use the earlier issued SCDL Identity Card during extended re-registration validity period. In case, if SCDL Identity Card is lost, an email is to be send to admissionstatus@scdl.net to know the procedure and formalities for Duplicate ID Card.)

Note : The conversion rate of INR to USD is Rs. 75/- to a dollar with effect from April 01, 2021.

(* Conversion rate for Dollar to INR will vary as per the prevailing conversion rate as decided for respective financial year.)

Important: - SCDL will not be responsible for depositing of any DD which is not payable in Pune or cash sent by post/courier. Payments made via cheques and or any co-operative banks DD are not accepted. The DD should be drawn in favor of “The Director, SCDL, Pune “and must be payable at Pune. For Unsuccessful Online Transaction, the access to pay re-registration fee online, will be released within 3 to 4 working days.

The details of extension are as follows:-

For Appearing Examination up to 14th February, 2023

- 1) The duly filled exam form along with DD of exam fees must reach SCDL, up to 4.30 p.m. **till 21st January, 2023**. The exam fee can be paid online upto **21st January, 2023**. The applicable fee is **Rs. 450/- (for civil students) or US\$ 20 (Rs. 1,500/- equivalent INR for SAARC students) and US\$ 25 (Rs. 1,875/- equivalent INR for International students)**

- 2) The slot booking link will be available till 31st January, 2023 – up to 12 Midnight. (However availability of slot is on First Come First Serve Basis & no guarantee if desired slots or slot booking is not available, being exam slots are already full)
- 3) The exam result shall officially be declared within three weeks, from the date of exam appeared/taken, by students.
- 4) The last date to complete and pass pending online examinations is 14th February, 2023. The students are requested to check the above mentioned due dates and complete applicable formalities of re-registration.

The exam slot booking is on First Come First Serve Basis. SCDL shall not be responsible, for refund /transfer of exam fees paid by students in January, 2023 and also in case of non-availability of exam slots, as exam slot booking of any month, gets released 2 months in advance. The exam fees will get lapsed after the expiry of re-registration validity period

For Attempting Online Assignment/s

- 1) Students can attempt their online assignment/s upto 14th February, 2023.
- 2) Online assignment/s can be taken through out the week, except on Wednesdays from 1-6 pm as SCDL website is down for maintenance.
- 3) There will be **only 1 Free attempt** to attempt any assignments. The students are required to pay **Rs. 350/- to avail further paid attempt/s** in the event of failure.
- 4) Students are required to complete / attempt pending assignment/s **on or before 14th February, 2023.**
- 5) **To avail additional paid attempt of an assignment, the DD along with duly filled Service Request Form by post must reach SCDL, on or before 21st January, 2023.**
- 6) **To avail additional paid attempt of an assignment, the applicable fees along with duly filled Service Request Form can be paid online till 10th February, 2023.**
- 7) **For additional attempt of assignment the applicable fee is US\$ 20 Rs. 1500/- equivalent INR –For International Student and US\$ 15 (Rs 1125/- For SAARC students).**

SCDL shall not be responsible for technical/system problem faced by students during Online Payment made on 21st January / 10th February, 2023 and also for the Assignment/s attempted on the last date i.e. 14th February, 2023. No requests for releasing online payment access for payment of additional attempt of assignment and or problem faced while attempting assignment/s, will be considered, after above due dates.

Project Report Submission as applicable to the program

- 1) Students must submit project report **on or before 21st January, 2023.**

- 2) Project Report submission must be done **with submission fee charges of Rs. 600/- or US\$ 35 (Rs. 2625/- equivalent INR –For International Student and US\$ 25 (Rs 1875/- For SAARC students).**
- 3) Re-submission of project report is to be done **on or before 5th February, 2023** along **with applicable re-submission fee of Rs. 1200/- or US\$ 55 (Rs. 4125/- equivalent INR – For International Student and US\$ 45 (Rs 3375/- For SAARC students).**

Submission as applicable to the program

- 1) Students must submit submissions **on or before 21st January, 2023.**
- 2) The submission must be done **with submission fee charges of Rs. 1200/- or US\$ 30 (Rs. 2250/- equivalent INR),** for all 6 submissions, of 1st and 2nd semester. (For Each Submission the submission fee is Rs. 200/- or US\$ 5)
- 3) In the event of failure, the Re-submission is to be done **on or before 5th February, 2023** along **with applicable re-submission fee of Rs. 1800/- or US\$ 48 (Rs. 3600/- equivalent INR),** for all 6 submissions, of 1st and 2nd semester. (For Each Re-Submission the re-submission fee is Rs. 300/- or US\$ 8)

There will not be any further extension for completion of program i.e. to appear in pending examination/s, attempt pending online assignment/s or submit/re-submit pending project report/case study / submissions, after above mentioned due dates.

Regards,

Evaluation Department

SCDL, Pune