

**For 2021 Batch 1 Year PG Certificate Programs – January - Session ONLY**  
**(Applicable for PGCF-MA, PGCF-TL, PGCM-CL, PGCM-DM, PGCM-ED, PGCM-EM)**

Dear Student,

**Sub: - Extension to 2021 Batch - 1 Year PG Certificate Programs (January Session) to Complete Pending Examination/s and or Pending Assignment/s and or Pending Project Report**

Your program registration validity period has expired on **30<sup>th</sup> June 2023**. 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. 25,200/- equivalent INR for SAARC students) and US\$ 350 (Rs. 29,400/- equivalent INR for International students)** to be paid by DD or Online (Using Debit / Credit Card) **to SCDL between 1st August, 2023 to 10<sup>th</sup> July, 2024**. However, the re-registration validity of your program registration will remain from **1<sup>st</sup> August, 2023 to 31<sup>st</sup> July, 2024**. (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](mailto:admissionstatus@scdl.net) to know the procedure and formalities for Duplicate ID Card.)

Note : The conversion rate of INR to USD is Rs. 84/- to a dollar with effect from April 01, 2023.

(\* 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 31<sup>st</sup> July, 2024**

- 1) The duly filled exam form along with DD of exam fees must reach SCDL, up to 4.30 p.m. **till 10<sup>th</sup> July, 2024**. The exam fee can be paid online upto **10<sup>th</sup> July 2024**. The applicable fee is **Rs. 450/- (for civil students) or US\$ 20 (Rs. 1,680/- equivalent INR for SAARC students) and US\$ 25 (Rs. 2,100/- equivalent INR for International students)**

- 2) The slot booking link will be available till 20<sup>th</sup> July, 2024 – 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 31<sup>st</sup> July, 2024. 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 July, 2024 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 31<sup>st</sup> July, 2024.
- 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 31<sup>st</sup> July, 2024.**
- 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 25<sup>th</sup> July, 2024.**
- 6) **To avail additional paid attempt of an assignment, the applicable fees along with duly filled Service Request Form can be paid online till 25<sup>th</sup> July, 2024.**
- 7) **For additional attempt of assignment the applicable fee is US\$ 20 Rs. 1680/- equivalent INR –For International Student and US\$ 15 (Rs 1260/- For SAARC students).**

**SCDL shall not be responsible for technical/system problem faced by students during Online Payment made on 10<sup>th</sup> / 25<sup>th</sup> July, 2024 and also for the Assignment/s attempted on the last date i.e. 31<sup>st</sup> July 2024. 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 10<sup>th</sup> July 2024.**

- 2) Project Report submission must be done **with submission fee charges of Rs. 600/- or US\$ 35 (Rs. 2940/- equivalent INR –For International Student and US\$ 25 (Rs 2100/- For SAARC students).**
- 3) Re-submission of project report is to be done **on or before 20<sup>th</sup> July, 2024 along with applicable re-submission fee of Rs. 1200/- or US\$ 55 (Rs. 4620/- equivalent INR – For International Student and US\$ 45 (Rs 3780/- For SAARC students).**

**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**