



Rizvi Education Society's
RIZVI COLLEGE
OF ARTS, SCIENCE & COMMERCE



RIZVI EDUCATIONAL COMPLEX, OFF. CARTER ROAD, BANDRA (W), MUMBAI - 400 050
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Date: 09.09.2021

STAFF NOTICE
ADMISSION FOR SFC DEGREE COLLEGE - 2021-22
F.Y. BMS /BMM/ BAF/ BBI/ BSc -I.T. / BSc -C.S.

Following Staff members have been assigned duty for the admission Verification and submission of forms of SFC Degree College for the year 2021-2022 commencing from 11.09.2021. All are directed to report on time in the college on the allotted days and perform the assigned duty and has to complete the work and submit the report accordingly.

Timing: 10.00. A.M. TO 2.30 P.M.

Course	Work Assigned	Date of Verification	Staff Name	Sign
F.Y.BBI	Verification of Admission Forms	11.09.2021 SATURDAY	Ms. Carolina Kina Mr. Fahmi Rizvi Mr. Vijayan Thankian Mr. Shahnawaz Khan	
F.Y.B.COM (UN-AIDED)	Verification of Admission Forms	13.09.2021 MONDAY	Mr. Ahmed B. Mr. Zahid Hussain Mr. Mahe Zafar Mr. Niyaz Shaikh Mr. Matin Shaikh Mr. Vijayan Thankian	
F.Y.BAF	Verification of Admission Forms	14.09.2021 TUESDAY	Mr. Ahmed B. Mr. Zahid Hussain Mr. Mahe Zafar Mr. Niyaz Shaikh Mr. Matin Shaikh Mr. Fazal Abbas	
F.Y.BSc - (C.S.)	Verification of Admission Forms	15.09.2021 WEDNESDAY	Mr. Ahmed B. Mr. Fahmi Rizvi Mr. Zahid Hussain Mr. Fazal Mr. Niyaz Shaikh	
F.Y.BMS	Verification of Admission Forms	16.09.2021 THURSDAY	Ms. Carolina kini Mr. Ahmed B. Mr. Zahid Hussain Mr. Sandeep Yadav Mr. Vijayan Thankian Mr. Matin Shaikh Mr. Fazal Abbas	
F.Y.BSc - (I.T.)	Verification of Admission Forms	17.09.2021 FRIDAY	Ms. Carolina Kini Mr. Sandeep Yadav Mr. Fahmi Rizvi Mr. Fazal Abbas Mr. Vijayan Thankian	
F.Y.BMM	Verification of Admission Forms	18.09.2021 SATURDAY	Ms. Carolina Kini Mr. Sandeep Yadav Mr. Vijayan Thankian Mr. Shahnawaz Khan	

REQUIREMENT OF DOCUMENTS TO BE SUBMITTED FOR F.Y.STUDENTS:

1. Original 12th Marksheet with 2 xerox copies and Original Leaving Certificate
2. For Eligibility Students Original Marksheet/Passing Certificate/L.C/T.C./Migration Certificate with 2 xerox copies
3. Residential proof: Xerox copies of Aadhar Card/ Ration Card/Rent Receipt/Electricity bill/ Telephone
4. Reserve Category proof if any.
5. Copy of Aadhar card & Copy of Fee Receipt.

Note: Students are requested to follow Strict Social Distancing Norms, Wearing of Masks and Guidelines given by the Government and College Authorities.

Office Suptd - SFC



[Signature]
PRINCIPAL I/C