

# SOCIAL COMMUNICATIONS MEDIA DEPARTMENT

## Sophia - Smt. Manorama Devi Somani College

*Accredited by NAAC - 'A' Grade*

A Christian Minority Institution

Affiliated to Mumbai University's Garware Institute of Career Education And Development

Application No.

### ADMISSION FORM


Please complete this form in BLOCK LETTERS

1. Surname \_\_\_\_\_ Name \_\_\_\_\_ Father's Name \_\_\_\_\_ Mother's Name \_\_\_\_\_
2. Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Day Month Year
3. Nationality: \_\_\_\_\_ Religion: \_\_\_\_\_ Marital Status: \_\_\_\_\_
4. If a member of scheduled caste/schedule tribe/community classified as backward class, tick off the appropriate columns and attach a supporting State Government certificate.  
 SC  NT  DT  OTHER
5. Residential address of parents: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_
6. Father's occupation/designation: \_\_\_\_\_  
Address (Work): \_\_\_\_\_  
Phone (Work): \_\_\_\_\_ Phone (Res.): \_\_\_\_\_ Mobile: \_\_\_\_\_
7. Father's income: \_\_\_\_\_ Father's email: \_\_\_\_\_
8. Mother's occupation/designation: \_\_\_\_\_  
Address (Work): \_\_\_\_\_  
Phone (Work): \_\_\_\_\_ Phone (Res.): \_\_\_\_\_ Mobile: \_\_\_\_\_
9. Mother's income: \_\_\_\_\_ Mother's email: \_\_\_\_\_
10. Candidate's permanent address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_
11. Candidate's Mumbai address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_
12. Candidate's email: \_\_\_\_\_ Mobile: \_\_\_\_\_

ACADEMIC QUALIFICATIONS					
Examination	Name and Address of School / College University / Institution	Year of Passing	Marks Obtained/ Out of	%	Class/ Division
SSC/ICSE/Std. X	Name : _____ Address : _____				
Std. XII	Name : _____ Address : _____				
Bachelor's Degree	Name : _____ Address : _____ Subjects : _____				
Second Year <small>(If third year marks are not declared please fill this column)</small>	Name : _____ Address : _____ Subjects : _____				
Post Graduate	Name : _____ Address : _____ Subjects : _____				

13. If married, Spouse's Name: ..... Email: .....  
Phone (Work): ..... Phone (Res.): ..... Mobile: .....

**SPECIAL ACHIEVEMENTS**

Academic: .....

Extra curricular: .....

**SPECIAL INTERESTS:** .....

**COURSE PARTICULARS**

1. How did you learn about this course? .....

2. Have you applied for any other course elsewhere this year ?  
Yes... No... If yes, name them :  
.....

3. Is hostel accommodation needed ? Yes...No... (Please tick) If Yes, please fill in a separate hostel form.

**Candidates appearing for their sixth semester examinations in this summer can also apply; but their admission will be provisional and it will only be finalised on clearing the Semester VI examinations and submitting the mark-sheet of Semester VI latest by 31st August.**

**PLEASE ATTACH TO YOUR APPLICATION FORM:**

1. An essay on yourself which should include your PERSONAL reasons for applying to this course. Avoid writing on the media in general. The essay should be written on a separate piece of paper, in your OWN handwriting and in NOT MORE THAN 500 words.
2. A typed bio-data
3. Attested photocopies of:
  - i) Mark sheets of all six semesters of the Bachelor's degree (If mark sheet of the last semester is not available, please attach a letter explaining the reason.)
  - ii) S.S.C. mark sheet, H.S.C. mark sheet, college leaving certificate.
  - iii) Certificates of additional qualifications, internship or work experience, special achievements etc. to support every item listed in the bio-data
4. Two recent passport size copies of the candidate's photograph (4cms X 5cms).

**Registration fees**

**Students residing outside Mumbai (outstation students)**

The application form must be accompanied by a demand draft of Rs. 700/- drawn in the name of 'Sophia SCM Account I'.

**Students residing within Mumbai (local students)**

The application form must be accompanied by a banker's cheque or pay order of Rs. 700/- drawn in the name of 'Sophia SCM Account I'. Local candidates could also pay by cash at Sophia Polytechnic.

**YOU ARE REQUIRED TO BRING WITH YOU THE FOLLOWING FOR THE INTERVIEW:**

1. Any certificates or letters of recommendation that you may have
2. Clippings of your published material, if any
3. Samples of your creative work even if unpublished - e.g. short stories, articles, poems, photographs etc.
4. Samples of your artistic endeavours such as handicrafts, fabric painting (or photographs of the same if they are difficult to carry e.g. oil paintings, pottery, fashion designs etc.)

I hereby certify that the above mentioned information is true to the best of my knowledge. I agree to abide by the Rules and Regulations laid down in the Prospectus and those which may be formulated later. If admitted I agree to abide by the attendance rules of the Institute.

Date

Signature of applicant

**Admission is not confirmed until fees are paid.**

For Office Use Only : Reg. Fee pd. on \_\_\_\_\_

Interviewed on : \_\_\_\_\_ Adm./Not Adm./W.L.Sign. \_\_\_\_\_

Admission finalized on : \_\_\_\_\_ Sig. Director \_\_\_\_\_

Fees pd. on : \_\_\_\_\_ Receipt No. \_\_\_\_\_ Sig. of Cashier \_\_\_\_\_

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Sophia Smt.Manorama Devi Somani College is a Christian Minority Institution. However, we are required to submit to the University information regarding admissions under the different categories outlines below. Kindly tick the relevant ones and submit the necessary certificates in support of them (whenever necessary)

Name of the Applicant \_\_\_\_\_

Categories: Please tick in appropriate square(s) under A & B & C if applicable.

A. Do you belong to :

1. Christian Minority
2. Other Religion

B. Do you belong to Reserved Category Yes  No   
If Yes – Please tick in appropriate

1. SC
2. ST
3. DT(A)
4. NT(A)
5. NT(B)
6. NT(C)
7. NT(D)
8. OBC

C. Do you qualify for admission under any of the following special categories

Yes  No

If yes – Please tick in appropriate square:

1. Children of Transferred Central / Maharashtra Government Employee
2. Children of Service / Ex -Servicemen
3. Candidates who have excelled in Sports / Extra Curricular Activities of States / National / International.
4. Physically Handicapped Candidates
5. Children / Grand children of Freedom Fighters
6. Children of University / College Employees

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Student