

University of Mumbai



Director,
Board of Examinations and Evaluation
Chhatrapati Shivaji Maharaj Bhavan
Vidyanagari, Kalina, Santacruz(E),
Mumbai – 400098
Email - dboee@exam.mu.ac.in

No. DBoEE/Exam/ICC/2025-26/ 5137

Date – 21st November 2025

CIRCULAR

Subject: *Submission of NEP-to-NEP Transfer Cases*

All Principals of Affiliated Colleges, Autonomous Colleges, Directors of Recognized Institutions, Heads of University Departments, and Coordinators/Directors of University Sub-Campuses are hereby informed that, if there are any pending **NEP-to-NEP transfer cases** or any other **administrative matters** related to your college/department/institution, the same must be submitted to this office **in the prescribed format**.

Email ID for communication: neptonep@mu.ac.in

Submission Format (Excel only):

1. Previous College Name
2. Previous College Code
3. Previous College Email Address
4. Previous College Contact No. (Mobile No.)
5. Previous Session
6. Previous Term/Semester
7. Previous Programme No.
8. Previous Programme Name
9. Student Name
10. ERN
11. Current College Name
12. Current College Code
13. Current College Email Address
14. Current College Contact No. (Mobile No.)
15. Current Session
16. Current Term/Semester
17. Current Programme No.
18. Current Programme Name

Important Instructions:

- The scanned copy of the information must be submitted **on the official letterhead** of the College/Institute, duly **signed by the Principal/Director**.
- The **Excel sheet** containing the same information must be **attached with the email** for ease of processing.
- Colleges/Institutions must ensure that **all details are accurate and complete** before submission.
- All are instructed to submit the required details **immediately** and coordinate with the **Admission Eligibility Migration Section** and **E-Samarth Team** to resolve any issues on a **priority basis**, ensuring the **smooth conduct of Winter 2025 Examinations** and the **timely declaration of results**.

All concerned are requested to take note of this and take necessary action



(Dr. Pooja Raundale)

Director

Board of Examinations and Evaluation

Copy to necessary action:

Director, Department of Information Communication Technology.

Deputy Registrar, Admission, Eligibility and Enrollment Section.

Senior System Programmer, DICT.

Copy for information:

PA to 1) Vice Chancellor 2) Pro-Vice Chancellor 3) Registrar