

University of Mumbai



Circular

No. Exam / Marks & Cert./ 611 of 2025

NEP-2020 : Marksheet Generation Policy

1. **ABC ID Requirement:**
 - a) ABC ID is a mandatory prerequisite for mark sheet generation.
 - b) While the **gadget** (result compilation) will be generated for all candidates, mark sheets will only be issued upon **valid ABC ID verification**.
 - c) If ABC ID is not available, the result will be marked as "**Reserved due to ABC ID not available.**"
2. **Marksheet Generation:**
 - a) Mark sheets for UG/PG programs will be generated through **E-Samarth** after the declaration of results.
 - b) Students can access their mark sheets through their students's login portal.
3. **Two-Level Locking System for Marksheet Generation:**
 - a) **First Lock (University level):** Open by default. The university may lock mark sheets for specific colleges if required.
 - b) **Second Lock (College level):** Open by default. Colleges can lock a student's mark sheet if necessary.
 - c) The mark sheet will be **accessible and downloadable** only when **both locks are open** and ABC ID is updated.
4. **Credit Upload on NAD Portal:**
 - a) All awarded credits must be uploaded to the **National Academic Depository (NAD) Portal**.
5. **Marksheet & Degree Certificate Templates:**
 - a) Each NEP program marksheet template must receive prior approval from the authorities.
 - b) The degree certificate template must also be approved by the **respective authorities**.

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6. College Responsibilities:

- Colleges will receive **all student marksheets in their admin login**. It is the college's responsibility to **print and distribute** the mark sheets to the students.
- Colleges will also receive the **gadget copy (program-wise result compilation) in their admin login**.
- In case of any changes or amendments, the **updated gadget copy** must be made available in the college's admin login.

7. NEP Exit Option:

- UG/PG students can apply for the **exit option** after even semester (e.g SEM II SEM IV etc) and within **one month** from the declaration of the result of their respective program.
- As per Exit policy the further process will be carried out for issuing appropriate exit level marksheet and degree certificate.
- refer Exit-Policy

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(Dr. Pooja Raundale)

Director,

Board of Examinations and Evaluation

Date: 01/07/2025

Mumbai 400 098

Copy for information: -

A) All the Heads/Directors of the various Departments / Institutions of the University and all the Principals /Directors of the affiliated / conducted / autonomous Colleges / Institutions in Arts, Science, Commerce, Technology, Law and Management, Directors of recognized Institutions concerned, the Registrar Goa University, Goa, Co-ordinators / Directors of the university sub- Campus Ratnagiri, Thane, Kalyan and all the concerns.

B) Copy for information to :-

- Director, The University Department of Students welfare
- The Executive Secretary to the Hon'ble Vice-Chancellor
- The Personal Assistant to the Hon'ble Pro-Vice-Chancellor
- The Personal Assistant to the Registrar, the Director, Board of Examinations and Evaluation and the Finance and Accounts Officer

C) Copy for information and further necessary action to :-

- Director, University Department Information of Communication Technology
- All the Sr. System Programmers, C.C.F. to the University of Mumbai
- All the Deputy Registrar to the University of Mumbai
- All the Assistant Registrar to the University of Mumbai

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