



Date : 05 May 2025

# NOTICE

## Marksheet Distribution

This is to inform you that the distribution of below listed class marksheets of November, December 2024 and January 2025 examinations will start from 07<sup>th</sup> MAY 2025. Venue will be Examination section (IDOL Room No.211) & Time will be 11.00 am to 05.00pm.

### JAN-DEC SESSION and JULY SESSION

PROGRAMME	SEMESTER
<b>F.Y.B.A.</b>	I,II November, December 2025
<b>S.Y.B.A.</b>	III, IV January 2025
<b>F.Y.B.COM.</b>	I,II November, December 2025
<b>S.Y.B.COM.</b>	III, IV January 2025
<b>F.Y.B.A.F.</b>	I, II November, December 2025
<b>S.Y.B.A.F.</b>	III, IV January 2025
<b>F.Y.B.SC.COMP.SCI.</b>	I, II November, December 2025
<b>S.Y.B.SC. COMP.SCI.</b>	III,IV January 2025
<b>F.Y.B.SC. I.T.</b>	I, II November, December 2025
<b>S.Y.B.SC. I.T.</b>	III, IV January 2025

Students are requested to collect their marksheets within 15 days from the date of distribution of marksheet. If they fail to collect the same within the said period, the institute will not be responsible for any damage.

If the student is not able to collect the marksheet it will be issued to the parents only after providing the authority letter signed by the student.

N.B.: Students from Mahad, Khed, Ratnagiri and Sawantwadi Centres please note that marksheets will be made available by CDOE within a month from 07<sup>th</sup> May 2025.

(Dr. Madhura Kulkarni)  
Deputy Director

## **AUTHORITY LETTER FROM STUDENT**

Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mob : \_\_\_\_\_

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

To,  
Director,  
Centre for Distance and Open Learning,  
Dr. Shankar Dayal Sharma Bhavan,  
University of Mumbai,  
Vidyanagari, Kalina Campus,  
Santacruz (East), Mumbai – 400 098.

Subject: Authority letter for collect my marksheet.

Sir/Madam,

I am informing you that, I am student of CDOE. I give exam of F.Y./S.Y./B.A./B.Com. I am unable to collect my marksheet. I am sending my relatives to collect my marksheet on my behalf. If any wrong thing done after collecting my marksheet, all responsibility is mine.

Student Name	
Class F.Y./S.Y./B.A./B.com./B.Sc.C.S./ B.Sc.I.T./ P.G.D.F.M./ M.M.S.	
Seat No.	
Month & Year	
Reason	
Name of authorize person	

Please give my marksheet to my relatives for help me to complete the procedure for the coming exam. I am really sorry for the inconvenience caused. Your Co-operation will be highly appreciated.  
Thanking you.

Yours faithfully

Signature