



**D Y PATIL**  
DEEMED TO BE  
**UNIVERSITY**  
— SCHOOL OF —  
**BIOTECHNOLOGY &  
BIOINFORMATICS**  
NAVI MUMBAI

**UGC & AICTE Approved**

(Established under Section 3 of the UGC act, 1956 vide notification No. F.9.21/2000-U.3 Dated 20.06.2002 of the Govt. of India)

**NAAC Reaccreditation: “A” Grade**

Plot No - 50, Sector – 15,  
C.B.D. Belapur, Navi Mumbai – 400 614.  
Tel: (022) 2756 7904 / 06 / 51 / 49 / 1900 / 3600.

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# **ADMISSION 2019 – 20**

**PROSPECTUS AND APPLICATION FORM**

**FOR ADMISSION TO**

**INTEGRATED M.Sc. in BIOTECHNOLOGY**

## IMPORTANT INFORMATION AT A GLANCE

- Application Form Fee** : Rs. 500/- payable by cash/demand draft drawn in favour of '**D. Y. Patil University, School of Biotechnology and Bioinformatics**', payable at Navi Mumbai.
- Date of Availability of Application forms** : Available at C.B.D. Belapur Campus  
Available online on [www.dypatil.edu/schools/biotech-and-bioinformatics](http://www.dypatil.edu/schools/biotech-and-bioinformatics)
- Last date for receipt of Completed Application Form** : **Should reach the below address by 26<sup>th</sup> June, 2019**  
**School of Biotechnology and Bioinformatics,**  
**D. Y. Patil Deemed To Be University, Navi Mumbai**  
**Level – 5, Plot – 50, Sector – 15, CBD Belapur, Navi Mumbai – 400614.**  
**Tel: (022) 2756 7904 / 06 / 51 / 49 / 1900 / 3600.**
- Commencement of Classes** : Will be notified at the time of admission
- Documents to be brought** :
1. S.S.C / Equivalent Examination mark statement & Certificate.
  2. H.S.C. / Equivalent Examination mark statement & Certificate.
  3. Bonafide and character certificate from the Head of Institution last attended
  4. Leaving and / or Transfer Certificate from the Institute last attended.
  5. Aadhar Card
  6. Income / Salary Certificate of Parent
  7. Residence Proof
  8. Backward Class / Caste Certificate duly verified by the Competent Authority
  9. Passport in case of Foreign Nationals / Wards of Persons of Indian Origin / Wards of Non Resident Indians
  10. Physical Fitness certificate from a registered Medical Practitioner.

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# D. Y. PATIL DEEMED TO BE UNIVERSITY, NAVI MUMBAI

## ADMISSION PROCESS

### 1. INTRODUCTION

For admission to Integrated M.Sc. in Biotechnology at the School of Biotechnology & Bioinformatics, CBD Belapur, Navi Mumbai.

The medium of instruction for the above programmes is English. The duration of the Integrated M.Sc. in Biotechnology programme is 5 years.

The programme wise intake capacity is as follows:

Programme	Intake Capacity
Integrated M.Sc. in Biotechnology	30

### 2. ELIGIBILITY CRITERIA FOR ADMISSION 2019:

The candidate must be either 17 years of age or attain the age at the time of admission. Candidate must have passed HSC (10+2) or equivalent examination from a recognized Board, securing minimum 50% marks in the aggregate of all subjects. Physics, Chemistry and English are compulsory and the student should have cleared either Mathematics / Biology in standard XII examinations leading to an aggregate of 50% as mentioned above.

- The students belonging to Scheduled Caste, Scheduled Tribe and OBC categories shall have a relaxation of 5% in the aggregate marks required for eligibility.

### 3. INSTRUCTIONS FOR FILLING THE APPLICATION FORM

- Candidates are advised to retain with them a photocopy of the completed application form before sending the form to the Admission Committee for their personal record and future reference.
- Write in CAPITAL LETTERS only and tick in appropriate boxes using a blue or black ball point pen.
- Ensure that the candidate's name and date of birth are the same as those mentioned in their High School or Board certificate.
- Fill in the form completely. **Incomplete application forms will be rejected.**

#### 3.1 Name of the Candidate

Enter your name as given in your original certificate of the High School or the Board Examination. Enter only one letter in one box leaving one box blank between any two parts of the name, as shown in the following example:

**Example:** Dighe Amit Suresh

(Surname First)

D	I	G	H	E		A	M	I	T		S	U	R	E	S	H
---	---	---	---	---	--	---	---	---	---	--	---	---	---	---	---	---

#### 3.2 Category

Tick the appropriate box

#### 3.3 Nationality

#### 3.4 Religion

#### 3.5 Passport Details (In case of foreign nationals)

#### 3.6 Date of Birth

Enter the date, month and year of your birth as per English calendar and as recorded in your High School or the Board Examination Certificate. Use numeral 01 to 31 for date, 01 to 12 for month and the year as per the following example.

For one whose date of birth is 18<sup>th</sup> June 1994.

DATE		MONTH		YEAR			
1	8	0	6	1	9	9	4

- 3.7 Sex**  
Tick the appropriate box
- 3.8 Place of Birth**
- 3.9 Address for Correspondence**  
Enter your complete postal address to which communication is to be sent. Also mention Tahsil and District in which the place is situated.
- 3.10 State**  
Mention name of the state with respect to the above correspondence address.
- 3.11 PIN code**
- 3.12 E-Mail ID**
- 3.13 Tel No (With STD Code)**  
Enter your contact telephone number with STD code prefixed to it.
- 3.14 Tel No Office**
- 3.15 Fax No (With STD Code)**  
Enter your fax number, if any, with STD code prefixed to it.
- 3.16 Permanent Address**
- 3.17 Board of Qualifying Examination**  
Enter name of the Board from which qualifying examination is passed / appeared.
- 3.18 Name of qualifying examination**  
Enter the name of the Qualifying examination passed or appeared for.
- 3.19 Whether passed or appeared for the qualifying examination.**  
Tick the appropriate box.
- 3.20 If Passed, percentage of marks in the qualifying examination.**  
Fill in percentage of marks.
- 3.21 Details of marks in the qualifying examination.**
- 3.22 Whether for recognized national / state level entrance examination**  
Tick the appropriate option
- 3.23 Name of entrance examination**
- 3.24 Details of Application Form Fees**  
Fill in details of date, amount, DD number and name of bank with branch in the space provided.

**Photograph**

Paste recent **(taken not more than 3 months prior)** good photograph of size **3.5 cm x 2.5 cm** in the box provided in the application form. It is expected that the candidate will have the same appearance at the time of examination as in the said photograph.

**4. SUBMISSION OF APPLICATION FORM**

The Application Form fee payable is **Rs. 500/-**. The fees is payable by cash / demand draft drawn in favor of **D. Y. Patil Deemed To Be University, School of Biotechnology and Bioinformatics** on a nationalized / scheduled bank, payable at Navi Mumbai. Particulars of the draft must be filled in the body of the forms as well in both parts of the receipt attached along with the form. The candidates should write their full name address and application number on the reverse of the demand draft.

**The last date of receipt of completed application forms at the following address is upto Wednesday, 29<sup>th</sup> June, 2019.**

**The Admission Coordinator:  
School of Biotechnology and Bioinformatics  
Plot – 50, Sector – 15, CBD Belapur,  
D. Y. Patil Deemed To Be University, Navi Mumbai, Pin Code – 400614.  
Tel No.: (022) 2756 7904 / 06  
Email: [drdebjanid@dypatil.edu](mailto:drdebjanid@dypatil.edu) / [biosciences@dypatil.edu](mailto:biosciences@dypatil.edu)**

It will be the responsibility of the candidate to ensure that his/her demand draft for application form fees reaches the office of the Coordinator of Admission Committee with in the specified time and date.

#### **5. FN/ PIO/ NRI CATEGORY**

As students from countries other than India come from a wide range of countries graduating at different times each year, an examination for them becomes a difficult task, as such. The students desirous of getting admission in this category are exempted. Preference will be given to the Foreign Nationals and wards of Persons of Indian Origin settled abroad.

The candidates in General Category who desire to be considered for admission against vacant seats in FN/ PIO/ NRI category and who agree to be governed by the fee structure of this category, will have to submit a separate application which can be obtained from the Admission Office of the University in addition to application. The vacant seats will be filled on the basis of inter-se-merit of such applications based on their Entrance Test marks.

**Documents required for admissions under FN/ PIO/NRI** (having results of qualifying examination declared)

Attach the Original documents or attested copies

- Indian embassy in the student's country OR  
Mission/Embassy of the Student's country in New Delhi, OR  
Ministry of education in student's country
- Provisional admission application form completed in all respect
- Eight passport size photographs
- 10+2 or equivalent mark sheet/grade sheet
- 10<sup>th</sup> or equivalent mark sheet/grade sheet
- Gap certificate if applicable
- Migration certificate
- Student's passport
- Sponsor's passport and Visa
- Sponsor's Letter
- Registration certificate
- Residence permit

Interested students/parents should approach University Office for the details and compliance of the documents.

Reservation will be as per the directive of the Government of India **(MHRD)**

## 6. Fee Structure

The Annual Fees payable by the candidates, admitted to various programmes for academic year 2019-2020 is as follows:

Programme	Annual Fees
<ul style="list-style-type: none"><li><b>General Category</b></li></ul> Integrated M.Sc. (5 Years)	Rs. 75,000/- (Per Annum)
<ul style="list-style-type: none"><li><b>FN/ PIO/ NRI Category</b></li></ul>	4000 USD

### A) Mode of Payment

- Rs. 75,000/- (Annual Fees) by cheque / demand draft in case of Integrated M.Sc. in Biotechnology programme.
- D.D. drawn should be in favor of **D. Y. Patil University, School of Biotechnology and Bioinformatics** on a nationalized/scheduled bank, payable at Navi Mumbai. Fees may also be paid either by NEFT/RTGS.
- Enrolment fees, Eligibility fees and Examination fees (per semester) will be separately.**
- Admission and Registration fees of Rs. 10,000/- will be charged at the time of admission in the 1<sup>ST</sup> year only.**

### B) MERIT SCHOLARSHIP

The candidate who secures the highest mark in each semester examinations will be awarded with merit scholarship of Rs. 1000/- per month for the next semester.

## 7. DOCUMENTS

The candidates are required to have original copies of the following documents along with two sets of their photocopies duly attested.

In case the candidate has submitted original documents to some other institute, he should bring a letter from the Head of that institute certifying submission of documents to that institute.

- S.S.C/Equivalent Examination mark statement and certificate.
- H.S.C/ Equivalent Examination mark statement and certificate
- Bonafide and character certificate from the Head of Institution last attended
- Leaving and/or Transfer Certificate from the institute last attended
- Nationality Certificate
- Aadhar Card
- Income / Salary Certificate of Parent
- Residence Proof
- Backward Class / Caste Certificate duly verified by the Competent Authority
- Passport (in case of Foreign Nationals / wards of Persons of Indian Origin / Non - Resident Indians).
- Physical fitness Certificate from a registered Medical Practitioner.

## 8. COMMENCEMENT OF CLASSES

The date of commencement of classes will be communicated to the candidates at the time of counseling.

Candidates will be required to be present in the campus for the orientation program so that they are aware of the academic calendar, co-curricular activities, rules of discipline, facilities, structures and organization of the School and the University.

## 9. DISCIPLINE

The candidates admitted in the School of the University are subject to the discipline and conduct rules of the University. A Disciplinary Committee will deal with all cases either suo moto or when referred to it by the Director of the School or the Vice Chancellor of the University. The decision of the Vice-Chancellor shall be final in this regard.



## 10. COURT JURISDICTION

Any legal dispute arising out of the conduct of admission procedure to the School of Biotechnology & Bioinformatics, D.Y. Patil Deemed To Be University shall be subject to the jurisdiction of the Courts of Navi Mumbai and High Court at Mumbai only.

## 11. DISCLAIMER

**D.Y. Patil University, Navi Mumbai has not authorized any individual agent or agency to deal with the admissions to its Departments. The University will not be responsible for any activities of such individual agents/agencies.**

Whilst every effort has been made to ensure accuracy of contents at the time of publication of the Entrance Test Prospectus, the University reserves the right to amend or alter information without notice. No liability can be accepted by the University in connection with such alterations or amendments. All differences and disputes arising in the interpretation and implementation of the sections of the prospectus will be referred to the Vice Chancellor and his decision shall be final and binding.

## 12. Disciplinary Measures against Ragging

The D. Y. Patil Deemed To Be University does not allow ragging in its campuses including Hostels. We have anti-ragging Committee to monitor and prevent ragging.

This is as per the guidelines of the University Grant Commission (UGC). Here is an extract from the report of the Committee Constituted by the University Grants Commission to frame guidelines to curb the menace of 'ragging' in University / educational institutions.

### Forms of Ragging

Ragging is found to take the following forms (the list is only indicative and not exhaustive)

Crisp orders

- To address seniors as 'Sir'
- To perform mass drills,
- To copy class notes for the seniors;
- To serve various errands,
- To do menial jobs for the seniors;
- To ask/answer vulgar questions;
- To look at pornographic pictures to shock the Fresher's out of their innocence;
- To force to drink alcohol, scalding tea, etc.,
- To force to do acts with sexual overtones, including homosexual acts;
- To force to do acts which can lead to physical injury/mental torture or death;
- To strip, kiss, etc.,
- To do other obscenities

### Punishments

The following could be the possible punishments for those who are found guilty of participation in or abetment of ragging. The quantum of punishments shall, naturally, depend upon the nature and gravity of the offence as established by the Disciplinary Committee or the Court of Law.

- Cancellation of Admission
- Suspension from attending classes.
- Withholding/withdrawing scholarship/Fellowship and benefits.
- Debarring from appearing in any test/examination or other evaluation process.
- Withholding results
- Debarring from representing the School in any national or international meet, tournament, youth festival, etc.
- Expulsion from the hostel
- Expulsion from the institution for periods varying from 1 to 1 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution.
- Fine up to Rs. 25,000/-
- Rigorous imprisonment up to three years.

While the first 10 types of punishments can be awarded by the appropriate authority of the institution itself, the last punishment can be awarded only by a court of law.

- **If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is found unsatisfactory, the authority would expel him from the institution.**

### **13. Maintenance of discipline among the students and disciplinary powers of the University**

(Under Rule 26 (h) of MOA)

#### **BL 466**

- a) Every student, during his programme of studies, shall be under disciplinary jurisdiction of the competent authority which shall take appropriate action, in case of indiscipline, misconduct on part of the student.
- b) Definitions : In this Bye-Laws unless the context otherwise requires,
  - i) **'Student'** means a person who is enrolled in the Institute for receiving instructions and / or qualifying for any degree or diploma or certificate of the Institute.
  - ii) **'College'** means a constituent college runs by the Institute.
  - iii) **'Competent Authority'** means the Vice Chancellor of the Institute or the person to whom the powers are delegated by the Vice- Chancellor under these Bye-Laws.
- c) The Vice- Chancellor may, by orders, delegates all or any of his powers under the Memorandum of Association as he deems fit, to such other officer as he may nominate in that behalf.
- d) The Vice- Chancellor may in exercise of his powers, by order direct that any student or students be expelled or rusticated for a specified period or be not admitted to a programme of study in college for a specified period or be punished with fine, not exceeding Rs. 5000/- or be debarred from appearing in an examination conducted by the Institute for a specified period not exceeding five years or that the result of the student or students concerned in the examination in which he or they have appeared be cancelled. Provided that, the Vice-Chancellor shall give reasonable opportunity to the student concerned of being heard if expulsion is for a period exceeding one year.
- e) Obligation of the students: Every student, shall at all the time,
  - i) conduct himself properly,
  - ii) maintain proper behavior,
  - iii) observe strict discipline both within the campus of the college, hostel, hospital and also outside, in buses, railways, or at public places or at picnic or study tours, organized by the college or playgrounds or in extra curricular activities.
  - iv) Ensure that no act of his purposely or otherwise brings the Institute or college in disrepute.
- f) Any act of a student which is contrary to the provisions of clause (e) above shall constitute misconduct and / or indiscipline, which terms shall mean and include, among others any one or more of the acts jointly or severally, mentioned hereinafter, namely:
  - i) Any act whether directly or indirectly causes or attempts to cause disturbance in the lawful functioning of college and / or Institute.
  - ii) Habitual unpunctual in attending lectures, tutorials, sessional examination and other programmes, as may be prescribed.
  - iii) Repeated absence from lectures, tutorials, practicals and other programmes, as prescribed.
  - iv) Any act whether direct or indirect through the media or newspapers and / or other media, by which, in the opinion of the competent authority, the college and Institute stand defamed, and any other act of intimidating and / or assailing and / or threatening the employees / officers / officials of the college and Institute and any act to cause

damage to the assets of the Institute and college by any means.

- v) Occupation of any building such as, hostel, room, residential quarter or such other accommodation in the premises owned or hired by the college or Institute without prior permission from the competent authority.
- vi) Permitting or conniving with any person not authorized to occupy any hostel room, residential quarter, or any accommodation or any part thereof of the college or Institute.
- vii) Securing admission in the Institute, to any undergraduate or post-graduate programme or any other programme by fabrication of the documents or suppression of facts or information
- viii) Obstruction to any students or group of students in his or their legitimate activities pertaining to classroom, laboratories, fields, playgrounds, gymnasium or places of social and cultural activity within the campus of the Institute.
- ix) Suppressing material information or supply of false information to the college and Institute, for seeking any privilege.
- x) Possessing or using any fire arms, lethal weapons, explosive, or dangerous or corrosive substance on the premises of the college, hostel, playground and Institute.
- xi) Possessing or consuming any poisonous or stupefying drugs or intoxicant in any form in the college, hostel and Institute.
- xii) Ragging, bullying or harassing any students in college and Institute or hostels or outside thereof.
- xiii) Indulging in any act of violence, assault, intimidation or threatening in the Institution or hostels or outside thereof.
- xiv) Destroying or attempting to destroy or tamper with any official record or document of the Institute and college.
- xv) Misconduct of the student, at any meeting or special functions or sports and cultural activities arranged by the Institute, staff member of the college and Institute or any other public place.
- xvi) Stealing or damaging any form produce or any property belonging to the college and Institute, staff member of the college and Institute or any other public places.
- xvii) Instigation violence or participation in any demonstrations or violent agitation or violent strike in the college and Institute.
- xviii) Instigation or participation in any 'gherao' of any official or staff member of the Institute.
- xix) Violation of any of the rules and regulations of the Institute or of the competent authority.
- xx) Gambling in any form in the Institute or college, hostel etc.
- xxi) Disorderly behavior in any form or any act specifically forbidden by the competent authority.
- xxii) Refusal to appear to give evidence before enquiry officer appointed by the competent authority with respect to a charge against student concerned.
- xxiii) Any act violating any provision of the memorandum of association, Bye-Laws made thereunder.
- xxiv) Conviction in the court of law for criminal offence involving moral turpitude.
- xxv) Any other act not specifically mentioned hereto before which, whether by commission or omission, as would in the circumstances of the case be considered by the competent authority as an act of misconduct and / or indiscipline.

- g) The competent authority may impose any one or more of the following punishment(s) on the students found guilty of misconduct, indiscipline, in proportion thereof:
- i) Warning / censure / reprimand
  - ii) Fine not exceeding Rs. 5000/-
  - iii) Cancellation of the scholarship / award / prize / medal, awarded to the student by the Institute, with prospective effect.
  - iv) Expulsion from the college
  - v) Debarring from admission to a programme or programmes of study in the concerned college, debarring from appearing for examination or examinations, conducted by the Institute concerned, for a specific period, not exceeding five years.
  - vi) Cancellation of performance of the student concerned in an examination in which he has appeared.
  - vii) Rustication from the Institute for the period not exceeding five years.
- h) If the competent authority is satisfied that there is a prima-facie case for inflicting penalties, mentioned in clause No. (g) above it may itself or through other person(s), authorized by it, for this purpose, shall make inquiry, in following manner;
- i) Due notice in writing shall be given to the student concerned about his alleged act of misconduct / indiscipline.
  - ii) Student charged shall be required within three days of the receipt of the notice to submit his written representation about such charge(s).
  - iii) If the student fails to submit his written representation within specified time limit, the inquiry may be held separately.
  - iv) If oral evidence of the witness against student is recorded by the enquiry authority, the student charged shall be given an opportunity to cross examine the witness concerned.
  - v) If the student charged desires to see the relevant documents, which are being taken into consideration or are to be relied upon for the purpose of proving the charge or charges, the same may at the discretion of the enquiry authority, be shown to him after the notice as provided in sub-clauses (I) above is furnished to him.
  - vi) The student charged shall be required to produce documents, if any, in support of his defense. The enquiry authority may admit relevant evidence, documentary, or otherwise, at the stage before the final orders are passed.
  - vii) Legal practitioner shall not be allowed to appear either on behalf of the student charged or the institute, in the proceedings to the competent authority.
  - viii) Enquiry authority shall record findings on each implication of indiscipline and the reasons for such findings and submit the report along with proceeding to the competent authority.
  - ix) The competent authority on the basis of findings shall pass such orders, as it deems fit.
- i) Provided that procedure prescribed above need not be followed and all or any of its provisions may be waived in the following circumstances:
- i) When the student charged admits the charges in writing.
  - ii) When the student charged has absconded for any other reasons or it is impracticable to communicate with him.
  - iii) If in the opinion of the competent authority, a punishment or fine not exceeding Rs. 5000/- or reprimand, censure, warning is sufficient.
  - iv) If the punishment or rustication is imposed on a student by the Vice-Chancellor or such other person in whom the authority is vested by him, student shall be entitled to prefer an appeal to the grievance committee if the Institute within seven days of the receipt of the notice of the punishment.

- v) In respect of such student, Principal of the respective college shall maintain the record of punishment.
- j) The Institute shall, on each occasion of any punishment being imposed on any student, intimate by a letter, to be sent under a certificate of posting, the fact of such imposition to the parent or guardian of such student on the address available in the college record.
- k) **A copy of these rules shall be supplied to each student at the time of his admission to the School and a receipt for the same shall be obtained from the student. This receipt shall form a part of the record of admission of the students.**

**AUTHORISATION FOR REPRESENTATION**

I ..... son/daughter of .....  
being unable to attend the counseling session for admission to Integrated M.Sc. in Biotechnology in D. Y. Patil Deemed To Be University, Navi Mumbai at..... on.....  
do hereby authorize ..... whose photograph is affixed below and who will sign as shown there under, to represent me for the admission process. I hereby declare that the decision made by the said authorized representative will be irrevocable and that it will be final and binding on me. This authorized representative will present all the necessary documents in support of my eligibility, pay the requisite fees and complete all the formalities as may be necessary, on my behalf.

Name of the Candidate \_\_\_\_\_

Application Number \_\_\_\_\_ Hall Ticket Number \_\_\_\_\_

Examination Centre \_\_\_\_\_ Merit Number \_\_\_\_\_

Reason for absence \_\_\_\_\_

Paste recent  
Photograph of the  
candidate  
with his/ her  
signature thereon

Signature of Candidate

Paste recent  
Photograph of the  
representative  
with his/ her  
signature thereon

Signature of Representative

Signature of the Parent/ Guardian as  
recorded in the Application Form.

**Annexure – II**

**Medical Fitness**

A Candidate must be medically fit to undergo the professional programme applied for. The medical fitness must be certified by a Registered Medical Practitioner on his letterhead in the prescribed proforma, as given below:

**CERTIFICATE OF MEDICAL FITNESS**

This is to certify that I have conducted clinical examination of Mr/Ms ..... who is desirous of admission to Integrated M.Sc. in Biotechnology.

He/She has not given any personal history of any disease incapacitating him/her to undergo the professional programme. Also, on clinical examination it has been found that he/she is medically fit to undergo the professional programme.

Certified further, that he/she has not shown any evidence of major defects of posture, locomotion, vision, hearing or any other systemic disorder.

Though, following deviation has been revealed, in my opinion, these are not impediments to pursue a programme in Integrated M.Sc. in Biotechnology. (Strike, which is not applicable).

- 1. ....
- 2. ....
- 3. ....

Address of the Registered Medical Practitioner Signature:

Name :  
Registration No :  
Seal of Registered Medical Practitioner

Date:        /        / 20

[www.dypatil.edu](http://www.dypatil.edu)

**D. Y. PATIL DEEMED TO BE UNIVERSITY, NAVI MUMBAI**

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