

S.N.D.T. Women's University

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A- Grade (CGPA 3.08)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यू मरिन लाईन,
चर्चगेट, मुंबई - ४०० ०२०.

Telegram : UNIWOMEN

Website : sndt.ac.in

Circular No.: Acad/OJT/2025-26/ 1814

Date: 29.10.2025

To:

All Heads of University Departments / Principals of Conducted and Affiliated Colleges / OJT Coordinators and Students

Subject: Implementation of Online OJT (On-the-Job Training) Registration of Students from Academic Year 2025-2026

The University has implemented an Online OJT Module developed for managing the registration of students participating in On-the-Job Training (OJT) programmes, all Heads of University Departments / Principals of Conducted and Affiliated Colleges are instructed to circulate this information widely among OJT Coordinators and Students for the registrations of all eligible students from your Department / College from 1st November 2025 and guide students to complete online OJT process within stipulated timeframe, follow the guidelines mentioned below:

For HOD / Principals / OJT-Coordinators :

- The College / Department shall ensure that all students eligible for OJT must complete their Online OJT registration and Fee payment before the notified deadline.
- The College / Department shall communicate these details to all students and guide them during the registration process.

For of Students:

- Eligible Students must register below mentioned URL of University's OJT portal [<https://sndtwuonline.org.in/ojt/index.php>].
- Each student must create their OJT profile on the same portal and complete all mandatory details.
- Each student shall pay the following registration fees online through the **University Payment Gateway** :

Particulars	Base Amount	GST (18%)	Total
Profile Registration	₹275.00	₹49.50	₹325.00
Processing Charges (University Share)	₹50.00	₹9.00	₹59.00
Total Payable			₹384/-

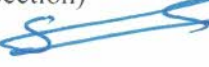
- After successful fee payment students will receive an electronic receipt and after required **verification** from respective college / department students can apply for **five (5)** positions without any additional charge.
- For each additional position beyond five, a nominal fee of **₹15/- per application** will apply.
- The payment must be made **online only**; no offline or cash payments will be accepted.

- Payment gateway support: (Only for Payment related Queries)
sndt_support@unisuite.in
- Academic or procedural queries: **Academic Section, SNDT Women's University**
(academic@sndt.ac.in).

All Head of Departments / Principal of Colleges / Conducted Colleges are instructed to circulate this Circular to the Students to complete the Online OJT registration process of Students in between 1st November 2025 to 15th November 2025 later date will not be extended.


(Dr. Himmat Jadhav)

Dean, Faculty of Science & Technology
(Additional Charge, Academic Section)



Copy to:

- The Finance and Accounts Officer, SNDT Women's University, Mumbai
- All the Dean's, SNDT Women's University, Mumbai
- Dr. Bharat Sidram Vhankate, Principal, SNDT Arts and Commerce college for Women, Pune
- Co-ordinator, Nirmal Software Services Pvt. Ltd.
- Co-ordinator, TM Network for necessary actions