

NOTICE

Notice No. LIB. 04/ 18-19

Date:-8th AUG 2018

JUNIOR COLLEGE

'Online Requisition System' for issuing the Railway Concession Certificates is being introduced for all eligible students. For this Students are advised to visit the Sathaye College Site, Students Corner and go to the Tab of Railway Concession Certificate.

The students can register for the requisition of Railway Concession Certificate 4 days prior to expiry of Certificate. Students will get a specific date on this form for availability of the Certificate.

Procedure for Filling Online Railway Concession Application:

- Step 1) Visit "sathayecollege" Website
- Step 2) In "Students Corner" open " Application for Railway Concession"
- Step 3) The Students need to enter his UID Number which is present on the ID Card/ Fee Receipt.
- Step 4) Click and Get personal Details . It will retrieve all the personal details of the students.
- Step 5) Students are supposed to enter the following details in the specified columns in the Application
 - a. Date of Expiry of Previous Season Ticket
 - b. To Station (Station of Residence)
 - c. Railway Route : Western / Central
 - d. Travelling Class: I/ II
 - e. Category of Season Ticket : GENERAL / CAST
- Step 6) After Submitting the request, the student will be allotted with a date on which the Railway Certificate will be ready in the Library at the counter.

VERY IMP. : The students who fail to collect the prepared certificate within a week's time will automatically debarred for three months time in the system of Application of Railway.



I/C Principal

Copy To:-

1. Supervisor's Copy (SMA, MDM)
2. Library N.B.
3. Student's N.B.