

**SHETH T.J. EDUCATION SOCIETY'S
SHETH N.K.T. THANAWALA COLLEGE OF COMMERCE &
SHETH J.T. THANAWALA COLLEGE OF ARTS (AUTONOMOUS) THANE**

Tel No: 022-25431119

Email ID: Admin@nktt.edu.in

Website: <https://nktt.edu.in/>

**PROCEDURE FOR ISSUE OF ONLINE DOCUMENTS TRANSFER CERTIFICATE,
TRANSCRIPT CERTIFICATE, N.O.C. & BONAFIDE CERTIFICATE**

- All students are hereby informed that, for the convenience of the students, college office has introduced 'Online facility' for the above mentioned services.
- Using this facility students are not required to report college in person for the submission of application & documents.
- Students need to visit the college website and fill up the Google form and upload required documents.

Process to fill TRANSFER CERTIFICATE, TRANSCRIPT CERTIFICATE, N.O.C. & BONAFIDE CERTIFICATE

- Visit College website- <https://nktt.edu.in/>
- Click on the **Students Services** tab & then on the **Download Forms**
- Download the PDF file for **Google Forms of TC, Transcript Certificate, NOC, and Bonafide Certificate**
- Click on the required link of the form & fill the registration form & then save.
- Online **approval** of the application will be received to your email. **Then contact to office for online / offline payment**. The students before 2019-20 need to pay offline payment and the students from 2019-20 onwards can make online payment through WIZAPP.
- Fees for the TRANSFER CERTIFICATE is Rs 100/-, TRANSCRIPT CERTIFICATE Rs.1000/- & for N.O.C. & BONAFIDE CERTIFICATE have to pay Rs.100/-

Bonafide Certificate – (Require to pay fees online after getting e mail from the Office) https://forms.gle/EtkqM7uo5T8kYnMz8 (Estimated period-3 Working days)	No Objection Certificate – (Require to pay fees online after getting e mail from the Office) https://forms.gle/9QQ6EaWbn4oLsVdb9 (Estimated period-3 Working days)
Transfer Certificate – (Require to pay fees online after getting e mail from the Office) https://forms.gle/knXvqmLZyTHuxEUN9 (Estimated period-15 Working days)	Transcript Certificate - (Require to pay fees online after getting e mail from the Office) https://forms.gle/an2JyLS69xYzPW4v6 (Estimated period-15 Working days)