

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

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MUMBAI - 400 020.

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A+ Grade (CGPA 3.27)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यु मरिन लाईन्स,
चर्चगेट, मुंबई - ४०० ०२०.

Telegram : UNIWOMEN
Website : sndt.ac.in

Ref : - AC/Finance/GST/2025-26/576

Date:- 02/01/2026

CIRCULAR

This is to inform all departments/ colleges that as per advise of GST Consultant the University has already paid the GST liability for the Financial Year 2023–2024, on behalf of departments/ colleges on a monthly basis. The payments were made after reviewing the Trial Balance for each respective month.

Accordingly, a department-wise and month-wise statement of the GST amount paid is attached herewith the circular for your reference.

Action Required:

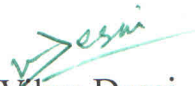
1. Each departments/ colleges is hereby requested to **reimburse the GST amount** pertaining to their departments/ colleges to the University.
2. The reimbursement should be made **through cheque in favour of: "The Registrar, SNDT Women's University"**
3. Along with the cheque, kindly ensure to attach a **month-wise summary statement of the respective component ledgers** for our reconciliation and audit purposes.
4. While making the reimbursement, the following entry must be passed in the Unisuite Software

SNDT Women's University A/c (Code: 2264) (Dr.)

to Bank Accounts (Cr.)

We request you to kindly complete the reimbursement process **at the earliest**, to ensure proper accounting and compliance.

For any queries, please contact the Finance & Accounts Department.


Shri Vikas Desai
Finance & Accounts Officer