

University of Mumbai
Department of Students' Welfare

Procedure for Attestation

The University Department of Students' Welfare is authorised to attest the documents for the purpose of higher education abroad only on behalf of the Registrar, University of Mumbai.

The candidates are requested;

- 1.To bring the originals for verification of documents to be attested.
- 2.The documents once submitted will be delivered within 25 working days of submission.
- 3.Not more than 25 documents or three sets maximum can be attested at a time.
- 4.The Department does not accept scan copies from abroad and does not deliver/Post copies to the candidates.
- 5.Please write full name and address of the University on the envelope.
- 6.Attestation requestes are accepted between 11a.m. to 2.00p.m. only.
- 7.Urgent attestation will not grant.
- 8.If the document is older than 10 years, the documents needs to be verified from the Examination Department in Kalina Campus (Mahatma Phule Bhavan)
- 9.The Department shall charge Rs.5/- per document as attestation charges.

Director, DSW