



# RVG Educational Foundation

57, Lallubhai Shamaldas Marg, Andheri (West), Mumbai - 400 058

Tel.: +91-22-3517 8397 / 3104 7444

Email : admin@rvgef.org • Website : www.rvgef.org

## Trustees

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Rajendra Barwale  
Nirmal Jhunjhunwala  
Ramakant Tibrewala  
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Ajay Kumar Rungta  
Sunil Kumar Kabra  
Nikhil Rajpuria  
Ajay Singhania

24<sup>th</sup> February 2025

## Notice for New Admission April 2025 – September 2025

Applications are hereby invited for new admission at RVG Educational Foundation for the period of April 2025 – September 2025.

**Eligibility Criteria: Students who have cleared both groups of IPC Examination and pursuing their Articleship under Mumbai region.**

Eligible applicants are advised to refer Rules & Regulations, Admission Procedure (Guidelines) and Fee Structure before applying Online through our website [www.rvgef.org](http://www.rvgef.org) under Admission Process & click link for 'Application for New Admission'

Candidate needs to fill the online application form and upload all documents online as per the admission guidelines. For further details, please contact RVG Educational Foundation office on +91-8655752551 & 8655752552 or email us at [admission@rvgef.org](mailto:admission@rvgef.org)

## Procedure (Guidelines) for New Admission Term April 2025 – September 2025

Students who are eligible for admission in the upcoming term in accordance to the Rules & Regulation of the Institution are advised to refer the following carefully:

1. New Admission Online Application Process shall commence from Saturday, 1<sup>st</sup> March 2025 (from 11 am) and end on Saturday, 8<sup>th</sup> March 2025 (up to 5 pm).
2. Applicant Students are advised to visit [www.rvgef.org](http://www.rvgef.org) > Admission Process & click link for 'Application for New Admission'.
3. After clicking on link, the application form will be displayed. **Kindly go through the Instructions before filling the form.**
4. **Candidates needs to fill all the details meticulously in the form and upload latest passport size photograph along with other documents (Self Attested) as mentioned.**
5. **On Submission of the form, any error/discrepancy/short coming shall be displayed on the screen and needs to be rectified immediately. After completing the rectification, submit the form. Post submission of the form, you will not be able to make any further changes.**
6. **If your application is incomplete, you will receive a notification via email and the Student Login Portal to complete and submit it.**



*(Signature)*

Madanlal Rajpuria Vidyarthi Griha

Agrawal Oswal Chhatrawas

Vijay Shrigopal Khetan Girls Hostel

Premlata Ramesh Chandra Sharma RVG Girls Hostel

*(Signature)*



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7. **Multiple accounts creation is strictly prohibited. Candidates have to create an account with a single email id for login credentials.**
8. **After submitting, a PDF copy of the filled application form is generated. You can take the print of the form. Also a notification is sent to your e-mail id stating that you have successfully submitted the form. You will also be able to take the print of the form from this notification.**
9. After applying Online, take print out of form and submit all required documents at the Office from 10:00 am to 6:00 pm between 2<sup>nd</sup> March 2025 to 10<sup>th</sup> March 2025. In case you are not able to personally submit the forms and documents, kindly ensure its receipt at our office i.e. **RVG Educational Foundation, 57, Lallubhai Shamaldas Marg, Andheri (W), Mumbai 400058** by courier / post.
10. Following documents are required to be sent at RVG Office:
  - i) Student Application Form (PDF)
  - ii) Students address proof
  - iii) Students DOB proof
  - iv) Original LG Letter with photo copy of PAN Card & Aadhar Card
  - v) Original CA Firm Letter as per prescribed format
  - vi) Original Donor Letter, if applied on Donor Seat
  - vii) Original Medical Fitness Certificate
  - viii) IPC (Inter) Passing Certificate/Marksheet (Both Group)
  - ix) Letter of Recommendation/Introduction, if the student has not taken his/her signature on the application form.
11. Please ensure that the admission status on the portal reflects as **VALIDATED BY ADMIN** before taking print out of the application.
12. Kindly keep a soft copy of the below documents ready to be uploaded on the website.
  - Applicants passport size photograph and signature in JPG format
  - Letter from the Chartered Accountant firm in prescribed format (If CA firm Confirmed, arrange an Offer letter, Confirmation letter, Interview schedule email etc.)
  - If registered in one firm and working in another firm, arrange a **staff loan agreement, contract note, secondment letter** etc.
  - True Copy of Articleship Registration Letter duly attested by Principal, if received. **(If not, it should be submitted immediately on its receipt)**
  - True Copy of Form Nos. 102 & 103 with acknowledgement by ICAI
  - True Copy of Form No. 109 with acknowledgement by ICAI (in case of transfer of Articleship)
  - Self declaration in the prescribed format duly signed by the applicant



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- Letter from Donor in the prescribed format, if applied on Donor's Seat (If not submitted, your application may be rejected)
- Undertaking from Local Guardian in the prescribed format along with latest photograph (passport size) & photo copy of PAN CARD & Aadhar Card
- True copy of mark sheets of all examinations appeared
- Cancelled cheque of your own bank account
- True Copy of Pan Card and Aadhar Card for Age Proof
- Latest Medical Fitness Certificate from a Practicing Doctor
- Blood Group certificate.

13. Applicant shall have to make an online payment of Rs. 590/- (Rupees Five Hundred Ninety Only) towards application charges. The screenshot of the payment confirmation needs to be attached before submission of the form.

14. Please Note: While making online payment do mention your Name and purpose of payment as description on the payment portal for us to identify and record your payment details.

15. Student can apply for admission and if admission is confirmed, stay at the hostel will be permitted only after submission of required documents and joining articleship at Mumbai.

16. Fee Structure: New admission at RVG Educational Foundation.

Particulars	Madanlal Rajpuria Vidyarthi Griha	Agarwal Oswal Chhatrawas	Vijay Shrigopal Khetan Girls Hostel	Premlata Rameshchandra Sharma Girls Hostel
<b>Fees Part (A)</b>				
Security Deposit (Refundable)	20,000/-	20,000/-	20,000/-	20,000/-
Hostel Term Fee 01.04.2025 to 30.09.2025 (183 days)	51,000/-	57,000/-	39,000/-	57,000/-
Associate Membership Fees of RVG Alumni	5,000/-	5,000/-	5,000/-	5,000/-
Contribution towards Group Mediclaim Insurance (April 2025 – March 2026)	1800/-	1800/-	1800/-	1800/-
<b>Total Part Fees (A)</b>	<b>77,800/-</b>	<b>83,800/-</b>	<b>65,800/-</b>	<b>83,800/-</b>
<b>Fees Part (B)</b>				
Admission Processing Fees (Non-Refundable)	7,670/-	7,670/-	7,670/-	7,670/-
Cost of Blazer (Non-Refundable)	4,040/-	4,040/-	4,040/-	4,040/-

Madanlal Rajpuria Vidyarthi Griha

Agarwal Oswal Chhatrawas

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Agarwal Oswal Chhatrawas

Saraf



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Personality & Communication Skill Development Course (PCSDC) (Non-Refundable)	2,360/-	2,360/-	2,360/-	2,360/-
T-Shirt (Qty-2)	1,050/-	1,050/-	1,050/-	1,050/-
RVG Fest Contribution	354/-	354/-	354/-	354/-
<b>Total Fees (B) (Rs.)</b>	<b>15,474/-</b>	<b>15,474/-</b>	<b>15,474/-</b>	<b>15,474/-</b>
<b>TOTAL Amount to be paid (A+B):</b>	<b>93,274/-</b>	<b>99,274/-</b>	<b>81,274/-</b>	<b>99,274/-</b>

1. Fees to be paid only after confirmation of admission with two parts i.e. part 1 - Security Deposit, Hostel Term Fees, RVG Alumni Fees, Group Mediclaim Insurance & Part 2 – Other remaining fees.
2. **Note:** The payment of fees should be done **online** in favour of “**RVG Educational Foundation**” through Payment Gateway. Link will be available on your student portal & also shared over email.
3. If Selected, Room allotment will be subject to availability of rooms in a particular hostel.

## Note:

1. **Filling the application form does not guarantee admission. All eligible candidates shall be called for an interview. Students who clear the interview shall be listed under provisional admission and will be asked to pay the fees.**
2. **The Application fee of Rs. 590/- is non-refundable.**
3. **Kindly fill correct correspondence details in the form to ensure you receive timely updates from the institution. All future communication shall happen through Telephone / Email.**

For any more information / assistance please write an email on [admission@rvgef.org](mailto:admission@rvgef.org).

For RVG Educational Foundation

  
Administrator



Madanlal Rajpuria Vidyarthi Griha

Agrawal Oswal Chhatrawas

Vijay Shrigopal Khetan Girls Hostel

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