



**UNIVERSITY OF MUMBAI**  
ACCREDITED A++ GRADE (CGPA3.65) IN THIRD CYCLE BY NAAC  
CATEGORY 1 UNIVERSITY STATUS AWARDED BY UGC  
**CENTRE FOR DISTANCE & ONLINE EDUCATION (CDOE)**  
(Formerly Institute of Distance & Open Learning (IDOL))

*Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Kalina, Santacruz (E), Mumbai-400 098*

## **Student Course/Subject Selection and Fees Payment Process**

### **Step 1: Login**

1. Go to [mucdoe.samarth.edu.in](http://mucdoe.samarth.edu.in)
2. Log in using your credentials.

### **Step 2: Fees Payment (For Second Year Post Graduate Students)**

1. After Login, go to the Student Dashboard.
2. Click on the Fee Section.
3. Check the Active Fee Section 2025-26.
4. Proceed to Pay Fees.

### **Step 3: Course Selection**

1. Click on the Course Selection tab.
2. Go to your respective program and click on the 'CLICK HERE' button.
3. Then click on 'CLICK HERE TO SELECT YOUR COURSE'.
4. Select your respective subjects carefully.
5. Click on the SUBMIT button.
6. Then click on the green 'SUBMIT COURSE SELECTION' button.

### **Step 4: Access the Exam Form**

1. Click on the MU button (top-left corner of the screen).
2. Open the drop-down menu and go to the Examination tab.
3. Click on the Registration option.
4. Then click on the 'CLICK HERE FOR EXAMINATION FORM' button.

### **Step 5: Disability Declaration**

- In the PwD (Person with Disability) section:
  - If applicable, select the correct option.
  - If not applicable, choose 'Not Applicable' from the dropdown.

### **Step 6: Final Submission**

1. Click the SUBMIT button.
2. Review your exam form carefully.
3. Click on the green 'SUBMIT EXAM FORM' button.

### **Step 7: Print and Submit**

1. Take a printout of the submitted exam form.
2. Submit it to your college within the given deadline.