

RAMANAND ARYA D.A.V. COLLEGE

BHANDUP (E), MUMBAI - 400 042.

PROSPECTUS FOR THE YEAR 2013-2014

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**Programme Available at the College
Academic Year 2013-2014**

Faculty of Cmmerce	Faculty of Science
<p>JR. COLLEGE PROGRAMMES</p> <p>Commerce</p> <p>Degree Programmes</p> <p>A) Tradititonal Programmes</p> <p>a) Graduate Level</p> <p>i) Bachelor of commerce (B.Com.)</p> <p>b) Post-graduate level</p> <p>i) Master of Commerce (M. Com.)</p> <p>• M.Com. in Advance Accountancy</p> <p>B) Speciality Programme</p> <p>a) Graduate Level</p> <p>i) Bachelor of commerce in Accouning and Finance (B.Com A and F)</p> <p>ii) Bachelor of Management Studies (B.M.S.)</p> <p>iii) Bachelor of Commerce in Banking & Insurance</p> <p>iv) Bachelor of Commerce in Financial Market</p>	<p>JR. COLLEGE PROGRAMMES</p> <p>Science</p> <p>Biofocal (Computer Science)</p> <p>Degree Programme</p> <p>A) Speciality Programme</p> <p>a) Graduate Level</p> <p>• B.Sc. in Information Technology</p>

Work Schedule of the College

COLLEGE TIME

Faculty	Time
Commerce	: 07.00 a.m. to 12.00 noon
Science (B.Sc. IT)	: 11.35 a.m. to 5.30 p.m.
Jr. College Commerce & Science	: 12.00 noon to 5.30 p.m.

OFFICE TIME

9.30 a.m. to 1.00 p.m.
and
1.30 p.m. to 5.10 p.m.

CASH TIME

0.9.30 a.m. to 01.00 p.m.

An Appeal to the Parents / Guardians

(Very Important)

- **General**

- **Parents and Guardians are requested to go through the 'Prospectus' while admitting their wards to the College.**
- **Parents and Guardians are requested to meet the Class Teacher/ Head of the Department Vice-Principal / Principal at least twice in a year to get the information about the progress of their ward.**
- **Bringing of Mobiles within the campus is strictly prohibited as per the norms of University of Mumbai. If any student found with mobile, the mobile set shall be forfeited and strict action shall be taken against the student. Parents are requested not to give mobile sets to their wards.**
- **The College does not enforce a dress code. However, it is expected that students will observe decorum to enhance the image of the college. T-shirts without collar or having any pictures or slogans and multi-pocket trousers or pants, short pants are strictly not allowed.**

- **F.Y. / S.Y. Programmes**

- **The examinations of these classes are on semester basis. So Parents are requested to see the regularity and compliance of internal examinations or evaluation of their wards, accordingly.**

- **T.Y. / P.G. Programmes**

- **Parents are requested to monitor the progress of their ward at internal / semester / terminal / preliminary examination/s to be conducted by the college. This is a pre-requisite for sending the examination forms for semester / annual examination to be conducted by the University.**
- **If the learners / wards are irregular and not up to the mark in internal evaluation / terminal examination / preliminary examination/s or fail to attend these examinations, they will not be allowed to fill in the University examination forms. Parents and learners / wards are personally responsible for the academic loss in such situation.**

INTRODUCTION

Education is not the amount of information that is put into young a brain and run riot there, undigested all our life. We must have life building, man making, character creating assimilation of ideas. The end and aim of all training is to make man good. The training, by which the expression of will is brought under control and becomes fruitful, is called education. What our country now needs is muscles of iron and nerves of steel, gigantic wills which will rest at nothing, but penetrate into the mysteries and secrets of the universe and accomplish their purpose come what may, even if it entails going down to the bottom of the ocean or meet death face to face. It is a man-making religion that we want, it is a man making education that we want to accomplish.

With the above mission The Uttari Bharat Sabha, which is a driving force behind the institution was established in 1949 by a band of selfless patriots who felt the need for an institution which could cater to the educational needs of children in and around economically & educationally backward area of Bhandup and also to foster and maintain the spirit of love and fraternity, to promote social reforms through education, to preserve and advance Indian Culture and Civilization and to do all such acts and things for the benefit of the citizens of Bhandup and surrounding areas.

Founder members of the Uttari Bharat Sabha were dedicated philanthropic people who came together to start this institution.

The Sabha started a primary school on 8th January 1950. It began its Herculean task having on its roll only twenty Students in a humble hut and within two years of inception, the school got Muncipal recognition. In 1955 the Government also granted recognition to the school when the 5th class was added thereto. It was in the year 1961 that the school became a full fledged secondary school. As a result of sincere efforts and wholehearted support of well wishers, Uttari Bharat Sabha today is running:

Hindi medium Primary and High School,

English medium Primary and High School,

U.B.S. Junior College of Science and Commerce,

Ramanand Arya D.A.V. Junior College of Science and Commerce and

Ramanand Arya D.A.V. Degree College offering B.Com, B.Com (Banking and Insurance), B.Com (Accounting & Finance), (B.Com Financial Market) M.Com, B.M.S. and B.Sc.(I.T) Courses. The total strength of these institutions is about 13000 students.

1.0 ADMISSION GUIDELINES :

Parents/students are requested to go through the Prospectus and the Guidelines and Admission Notices put up on the College Notice Board, before seeking admission in the College. Admission is as per merit and other norms as laid down by the University, the Government or the Management, from time to time. The Principal reserves the right to amend / modify the guidelines regarding admission, as and when such amendments / modifications are received from the Government / University or the Management, as the case may be. The guide lines will be displayed accordingly on the College Notice Board at the time of admission. He also reserves the right to refuse admission in case such an admission, in his opinion, is likely to adversely affect the overall discipline in the college. Students are advised to write their phone number on the admission form.

1.1 Junior College (F.Y.J.C.)

- (i) A student who has passed S.S.C. (Std. X) examination conducted by the Maharashtra State Board of Secondary & Higher Education or any other examination recognized as equivalent thereto by the Board is eligible for admission to the F.Y.J.C. (Std.XI) Class.

Ramanand Arya D. A. V. College

- (ii) The college will admit a student, who has passed an examination other than, that conducted by the Maharashtra State Board of Secondary Education, **provisionally**. Such students must contact the College Office, immediately after securing admission, for guidance in securing Eligibility / Migration / confirmation from the H.S.C. Board.
- (iii) Those students who have appeared in the S.S.C. merit list are admitted to F.Y.J.C. with scholarship. Such students/parents are welcome to see the Principal with the admission forms. All S.S.C.-Merit listed students admitted in the college are eligible to receive the R.A.D.A.V. Scholarship.
- (iv) Students who seeking admission to 11th Science / Commerce are required to note that admission is according merit, based on the aggregate/ percentage marks scored at the qualifying examination and that the seats are earmarked / reserved for different categories of students, as follows:-

Category - I

Punjabi Minority 50%

Category II

- A. Dependent wards of (i) Government employees on transfer,
(ii) employees of Defence forces, (iii) Ex. Servicemen, (iv) Freedom fighters 05%
- B. Handicapped children including Dyslexia, Dyscalculia,
Dysgraphia and Spastics affected, etc. 03%
- C. Sports, Games and Cultural achievers (only state & national level) 02%
- D. College Management 05%

Total of Category - II 15%

Category - III - Open/General Merit 35%

Grand Total 100%

- (v) The student seeking admission under Category -I [Caste/Tribe/Class/language] must produce caste certificate issued by a competent Government authority, failing which, their claim for admission will not be entertained under the Specified Category. In case, the students migrating from other States/Boards claim admission on the basis of reserved categories, they may be considered only if they submit necessary certificate from a competent Government authority.
- (vi) Students seeking admission under Category II (A & B) should produce a true copy of documentary evidence issued by appropriate authorities of the Government, failing which their claim for admission will not be entertained under the Specified Category. In case of the 2% seats reserved for Sports, Games and Cultural achievers, only those who stood first or second at the competitions conducted at the National, State or District levels by professional bodies sponsored by the Government will be considered. Copy of such certificates countersigned by the District Sports Officer (DSO), should be submitted along with the Admission Form. It is **mandatory** for students who have been admitted under 2% Sports & Games Category, to participate in the college events/ teams.
- (vii) Forms will be issued and accepted as per the schedule notified on the College Notice Board. There are separate counters for different categories, and the parents/students should submit “ their admission forms at the respective designated counter, failing which their claim will be considered in the Open Category.
- (viii) Merit list will be put up on the date and time so notified on the College Notice Board. Along with the Application Form, copies of the following documents are to be enclosed :
- (a) True copy of the SSC/Equivalent mark sheet.
- (b) True copy of School Leaving Certificate.

- (c) True copy of caste certificate issued by the competent authority.
- (d) True copy of the Sports, Games and Cultural proficiency certificate, countersigned by the DSO.
- (e) True copy of the certificate indicating Freedom fighters, employees on transfer, Ex. Servicemen, natural calamities affected, handicapped etc.
- (f) True copy of Aadhar Card.
- (g) Photo copy of Ration Card in case of girl students (needed for fee concession).
- (h) One stamp size photograph, affixed on the Application Form.
- (ix) Students who have been merit-listed for admission must complete the admission formalities by paying the fees and submitting the required documents, as per the time and schedule notified, **failing which their claim for admission will stand forfeited.**
- (x) The following documents are required while taking admission:-
 - (a) Original mark sheet, along with a photo copy.
 - (b) Original Passing certificate or provisional passing certificate for student from outside Maharashtra.
 - (c) Original School Leaving Certificate, along with a photo copy.
 - (d) Original Caste Certificate and a photo copy
 - (e) Original Certificates for sports, Games & Cultural activities (for verification) along with a set of copies.
 - (f) Original certificate of freedom fighters, employees on transfer, defence employees, Ex. servicemen, natural calamities affected, handicapped categories etc. (for verification).
 - (g) Original Aadhar Card.
 - (h) Two latest stamp size photographs.
 - (i) SC/ST/DT/NT/SBC/OBC students should produce one verified copies of the following documents :
 - 1) Income certificate 2) Caste certificate 3) leaving certificate 4) photocopy of ration card [first and last page] 5) Non-creamy layer certificate for DT/NT/OBC/SC students.
 - (j) Photo copy of Ration card or Electric Bill as address proof.
 - (k) Other requirements will be notified on the college Notice Board.
 - (l) Reserve Category student should fill up online form on following website http://mahaeschol.maharashtra.gov.in/Escholarship_students/login.aspx
- (xi) Students/parents are requested to fill in the admission form very clearly indicating the category of reservation, i.e. caste, freedom fighters, sports, etc., to which they belong, by indicating the code number or ticking the appropriate block. In case, the information is not applicable, they are requested to write N.A. For any clarification, parents/students may contact the designated teachers, who are available for HELP, at the time of admission. All are requested to read the Prospectus and the College Notice Board, before filling and submitting the Forms.
- (xii) All admissions are provisional until confirmed by the appropriate authorities, including previous school/college attended by the student.
- (xiii) Those who are desirous of enjoying Leave Travel Concession, i.e. Long Journey Railway Concession, should write their complete Home Town address and nearest railway station in the Admission Form at the time of admission, failing which no application for long journey Railway Concession will be entertained.

1.2 Caste Verification/Validation: F.Y.J.C./S.Y.J.C. (Science) students, who belong to reserved categories, may have to get their caste, as the case may be, verified from competent authorities.

They should submit caste verification form, along with certificates, latest by November 30th, failing which, the college will not entertain their claim for verification. For specific information/clarification, parents/students may contact the designated counter in the College Office.

1.3 Degree College

- (i) F.Y.B.COM. admissions will be as per the directions issued by the University from time to time, and subject to availability of seats in the college.
- (ii) A candidate for being eligible for admission to the three year integrated course leading to the Degree of Bachelor Commerce must have passed the Higher Secondary School Certificate (S.Y.J.C.) Examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education, Mumbai or any examination recognized as equivalent, with subjects, as may be specified by the University in Arts, Science or Commerce streams.
- (iii) Students passing an examination equivalent to S.Y.J.C. of the Higher Secondary Board Mumbai and Inter-Mediate (Arts/Science/Commerce) of University of Mumbai or from other states & immigrating from other Universities, Boards & seeking admission to the First year of the Three Year Integrated Degree Course will be admitted only on production of a Valid **“Provisional Eligibility Certificate”** issued by the University of Mumbai for the current academic year and for the desired course. Such students should submit a migration certificate statement of marks and passing certificate in original along with true copies within two months from the date of admission, failing which their admission is liable to be cancelled Such students result will be declared after the Receipt of verification Reports from their Previous Board and Eligibility by Mumbai University.

Students are asked to see the University of Mumbai website www.mu.ac.in for various courses and eligibility rules.

- (iv) Students from other colleges seeking admission to the degree college should produce **“No objection certificate”** from the previous college attended. However their admission will be confirmed only on receipt of the transfer certificate and enrolment confirmation certificate from the previous college.
- (v) All admissions are provisional until confirmed by the appropriate authorities, including previous school/college attended by the student. Students whose admissions are not confirmed before the final examination are liable to lose the attendance kept by them and their admission to college may be cancelled.
- (vi) Those who are desirous of enjoying Leave Travel Concession, i.e. Long Journey Rail Concession, should write their complete Home Town address and nearest railway static: the Admission Form at the time of admission, failing which no application for long jour Railway Concession will be entertained.
- (vii) Documents required at the time of admission :
 - a) Original HSC Marksheet along with two photo copies.
 - b) Original leaving certificate along with two photo copies.
 - c) Private candidate should submit Xth & XIth Leaving Certificate and letter from the institution from where they have appeared for H.S.C. Examination (Original along with two photocopies).
 - d) Original copies of necessary proof alongwith two photo copies in case of any other reserved category such as ex-service men, freedom fighter, handicapped students, sports/ cultural achievers etc.
 - e) SC/ST/DT/NT/OBC/SBC students should submit one verified copy of the following documents:
 - 1] Caste certificate
 - 2] Income certificate
 - 3] Leaving certificate
 - 4] Photo copy of ration card (first and last page).
 - 5] Non creamy layer certificate for DT/NT/OBC/SBC
 - 6] mark sheet
 - f) True copy of Ration Card or Electricity Bill as address proof.
 - g) One Photocopy copy of S.S.C. passing certificate.
 - h) SC/DT/NT/OBC/SBC scholarship student open Bank Account in the corporation Bank, Mulund (W), Mumbai - 80.

2.0 FEES CHART :

Fee structure for all courses i.e. UG, PG, are under revision by the University. The revised fees will be charged to students as and when implemented by the University.

FEES STRUCTURE 2013-2014 (Yearly)

Sr. No.	Name of the Fees	XI Commerce				XII Commerce			
		Open Boys	Girl's Free-ship	PTC/STC/Ex-ser-vice Man/EBC	SC/ST/DT. NT/SBC/OBC Stu-dents	Open Boys	Girl's Free-ship	PTC/STC/Ex-ser-vice Man/EBC	SC/ST/DT. NT/SBC/OBC Stu-dents
1.	Tuition Fees	240	-	-	-	264	-	-	-
2.	Admission Fees	20	-	-	-	-	-	-	-
3.	Term Fees	40	-	-	-	44	-	-	-
4.	Examination Fees	5	5	5	5	-	-	-	-
5.	Library Deposit	10	10	10	-	-	-	-	-
	Total (A)	315	15	15	5	308	0	0	0
6.	Admission form Fees & Prospectus	20	20	20	20	20	20	20	20
7.	Cultural Festival	20	20	20	20	20	20	20	20
8.	Printing & Stationery	100	100	100	—	100	100	100	—
9.	Group Insurance	20	20	20	20	20	20	20	20
10.	I/Card & Lib. Card	20	20	20	20	20	20	20	20
11.	Magazine	50	50	50	50	50	50	50	50
12.	Gymkhana Fees	30	30	30	30	30	30	30	30
	Total (B)	260	260	260	160	260	260	260	160
	Total C (A + B)	575	275	275	165	568	260	260	160

Note : Girlfreeship upto 3rd Child

For New Admission In XII- Com

Adm. Fees	22
Library Deposit	10

Total **32**

FEES STRUCTURE 2013-2014 (Yearly) (UN-AIDED)

Sr. No.	Name of the fees	XI COMMERCE	XII COMMERCE
1.	Tuition Fees	4800	4800
2.	Admission Fees	40	-
3.	Term Fees	600	600
4.	Examination Fees	1000	1000
5.	Library Deposit	-	-
6.	Admission form Fees & Prospectus	20	20
7.	Cultural Festival	20	20
8.	Printing & Stationery	100	100
9.	Group Insurance	20	20
10.	I/Card & Lib. Card	20	20
11.	Magazine	50	50
12.	Gymkhana Fees	-	-
13.	Misc. Dev. fund.	150	150
	Total	6820	6780

FEES STRUCTURE 2013-2014- (Yearly)

Sr. no.	Name of the Fees	XI SCIENCE				XII SCIENCE			
		Open Boys	Girl's Freeship	PTC/STC/ Ex-service Man/EBC	SC/ST/DT. NT/SBC/ OBC Students	Open Boys	Girl's Freeship	PTC/STC/ Ex-service Man/EBC	SC/ST/DT. NT/SBC/ OBC Students
1.	Tuition Fees	240	-	-	-	264	-	-	-
2.	Admission Fees	20	-	-	-	-	-	-	-
3.	Term Fees	40	-	-	-	44	-	-	-
4.	Examination Fees	5	5	5	5	-	-	-	-
5.	Library Deposit	10	10	10	-	-	-	-	-
6.	Labrotary Deposit	15	15	15	-	-	-	-	-
7.	Labrotary Fees	70	-	-	-	70	-	-	-
	Total (A)	400	30	30	5	378	0	0	0
8.	Admission form Fees & Prospectus	20	20	20	20	20	20	20	20
9.	Cultural Festival	20	20	20	20	20	20	20	20
10.	Printning & Stationery	100	100	100	-	100	100	100	-
11.	Group Insurance	20	20	20	20	20	20	20	20
12.	I/Card & Lib. Card	20	20	20	20	20	20	20	20
13.	Magazine	50	50	50	50	50	50	50	50
14.	Gymkhana Fees	30	30	30	30	30	30	30	30
15.	Laboratory Exps	230	230	230	230	230	230	230	230
	Total (B)	490	490	490	390	490	490	490	390
	Total C (A + B)	890	520	520	395	868	490	490	390

Note : Girlfreeship upto 3rd Child

For New Admission In XII- SCI.

Adm. Fees	22
Library Deposit	10
Labrotary Depositi	15

Total **47**

Note:-

Additional Fees :

Computer Science Students will have to pay additional fees of Rs. 20,000/-

FEE STRUCTURE 2012-2013- (Yearly)

Sr. No.	Name of the Fees		F.Y.B.COM				S.Y.B.COM				T.Y.B.COM				
			Open Category		SC/ST Stud.	DT. NT/ OBC/ SBC Stud.	PTC/ STC/Ex-Ser. Man/ EBC	Open Category	SC/ST Stud.	DT. NT/ OBC/ SBC Stud.	PTC/ STC/Ex-Ser. Man/ EBC	Open Category	SC/ST Stud.	DT. NT/ OBC/ SBC Stud.	PTC/ STC/Ex-Ser. Man/ EBC
			Aided	Un-aided	Aided/ Unaided	Aided/ Unaided	Aided	Aided	Aided	Aided	Aided	Aided	Aided	Aided	Aided
1.	Tuition Fees		800	3000	0	0	0	0	0	0	800	0	0	0	0
2.	Library Fees		200	200	0	0	200	0	0	200	200	0	0	0	200
3.	Gymkhana Fees		200	200	0	0	200	0	0	200	200	0	0	0	200
4.	Other Fees/Extra Curricular Activity		250	250	0	0	250	0	0	250	250	0	0	0	250
5.	Exam. Fees		1320	1320	0	0	1320	0	0	1320	0	0	0	0	0
6.	Enrolment Fees		220	220	0	0	220	0	0	220	0	0	0	0	0
7.	Admi Processing		200	200	200	200	200	200	200	200	200	200	200	200	200
8.	Utility Fees		250	250	0	0	250	0	0	250	250	0	0	0	250
9.	Magazine		100	100	0	0	100	0	0	100	100	0	0	0	100
10.	I/Card & Library Fee		50	50	50	50	50	50	50	50	50	50	50	50	50
11.	Group Insurance		20	20	20	20	20	20	20	20	20	20	20	20	20
12.	Student Welfare Fund		50	50	50	50	50	50	50	50	50	50	50	50	50
13.	Development Fund		500	500	0	500	500	0	500	500	500	0	500	500	500
14.	Vice Chancellors' Fund		20	20	20	20	20	20	20	20	20	20	20	20	20
15.	Univ. Sports & Cult. Activity		30	30	0	0	30	0	0	30	30	0	0	0	30
16.	E' Charges		20	20	0	0	20	0	0	20	20	0	0	0	20
17.	Project Fee		100	100	-	-	100	100	-	100	200	-	-	-	200
18.	Disaster Relief Fund		10	10	10	10	10	10	10	10	10	10	10	10	10
19.	M.K.C.L. (E-swidha)		50	50	0	0	50	0	0	50	50	0	0	0	50
20.	Adm. Form & Prospectus Fee		100	100	50	50	100	100	50	100	100	100	50	50	100
21.	Alumni Assoc. Fees		25	25	25	25	25	25	25	25	25	25	25	25	25
22.	NSS		10	10	10	10	10	10	10	10	10	10	10	10	10
	(A)		4525	6725	435	935	3725	4305	435	935	3505	435	935	3505	435
23.	Computer/ Tuition Fees		0	0	0	0	0	0	0	0	300	300	300	300	300
24.	Computer Practical		0	0	0	0	0	0	0	0	600	600	600	600	600
25.	Laboratory Fees		0	0	0	0	0	0	0	0	800	800	800	800	800
	(B)		0	0	0	0	0	0	0	0	1700	1700	1700	1700	1700
26.	Caution Money		150	150	0	0	150	0	0	150	0	0	0	0	0
27.	Library Deposit		250	250	0	0	250	0	0	250	0	0	0	0	0
28.	Laboratory Deposit		0	0	0	0	0	0	0	0	400	400	400	400	400
	(C)		400	400	0	0	400	0	0	0	400	400	400	400	400
	Grand Total		4925	7125	435	935	4125	4305	435	935	3505	435	935	3505	4385

Eligibility

* Document verification fees of Rs.400/-, Enrollment fees of Rs.220/- and Provisional fees of Rs.320/- be charged from the students those who are not from Board of Higher Secondary Education in Maharashtra.

* Project Fees will be collected from the students who are required to do the project as per the syllabus.

FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	F.Y.B.Sc.IT			S.Y.B.Sc.IT			T.Y.B.Sc.IT		
		Open Category	SC/ST/ Stud.	DT. NT/ OBC/ SBC Stud.	Open Category	SC/ST/ Stud.	DT. NT/ OBC/ SBC Stud.	Open Category	SC/ST/ Stud.	DT. NT/ OBC/ SBC Stud.
		Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees
1.	Tuition Fees	10000	0	0	10000	0	0	10000	0	0
2.	Library Fees	1200	0	0	1200	0	0	1200	0	0
3.	Gymkhana Fees	200	0	0	200	0	0	200	0	0
4.	Other Fees/Extra Curricular Activity	250	0	0	250	0	0	250	0	0
5.	Exam. Fees	1320	0	0	1320	0	0	0	0	0
6.	Enrolment Fees	220	0	0	0	0	0	0	0	0
7.	Industrial Visit Fee	0	0	0	0	0	0	0	0	0
8.	Admi Processing	200	200	200	200	200	200	200	200	200
9.	Utility Fees	250	0	0	250	0	0	250	0	0
10.	Magazine	100	0	0	100	0	0	100	0	0
11.	I/Card & Library Fee	50	50	50	50	50	50	50	50	50
12.	Group Insurance	20	20	20	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50	50	50	50
14.	Development Fund	500	0	500	500	0	500	500	0	500
15.	Vice Chancellors' Fund	20	20	20	20	20	20	20	20	20
16.	Univ. Sports & Cult. Activity	30	0	0	30	0	0	30	0	0
17.	E' Charges	20	0	0	20	0	0	20	0	0
18.	Project Fee	0	0	0	0	0	0	1000	500	500
19.	Disaster Relif Fund	10	10	10	10	10	10	10	10	10
20.	M.K.C.L. (E-suvidha)	50	0	0	50	0	0	50	0	0
21.	Adm. Form & Prospectus Fee	100	50	50	100	50	50	100	50	50
22.	Alumni Asso.fees	25	25	25	25	25	25	25	25	25
23.	NSS	10	10	10	10	10	10	10	10	10
	(A)	14625	435	935	14405	435	935	14085	935	1435
24.	Computer/ Laboratory Fees	0	0	0	0	0	0	0	0	0
25.	Computer Practical	1000	0	0	1500	0	0	2500	0	0
26.	Laboratory Fees	6000	0	0	6000	0	0	6000	0	0
	(B)	7000	0	0	7500	0	0	8500	0	0
27.	Caution Money	150	0	0	0	0	0	0	0	0
28.	Library Deposit	250	0	0	0	0	0	0	0	0
29.	Laboratory Deposit	400	0	0	0	0	0	0	0	0
	(C)	800	0	0	0	0	0	0	0	0
	Grand Total	22425	435	935	21905	435	935	22585	935	1435

Eligibility

* Document verification fees of Rs.400/-, enrollment fees of Rs.220/- and provisional fees of Rs.320/- be charged from the Students those who are not from Board of Higher Secondary Education in Maharashtra.

* Project fees will be collected from the students who are required to do the project as per the syllabus.

FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	F.Y.B.M.S.		S.Y.B.M.S.		T.Y.B.M.S.	
		Open Category	SC/ST/ Students	Open Category	SC/ST/ DT. NT/ SBC/ OBC Students	Open Category	SC/ST/ Students
		Fees	Fees	Fees	Fees	Fees	Revised Fees
1.	Tuition Fees	10000	0	10000	0	10000	0
2.	Library Fees	300	0	300	0	300	0
3.	Gymkhana Fees	200	0	200	0	200	0
4.	Other Fees/Extra Curricular Activity	250	0	250	0	250	0
5.	Exam. Fees	1270	0	1270	0	0	0
6.	Enrolment Fees	220	0	0	0	0	0
7.	Industrial Visit Fee	500	0	500	0	500	0
8.	Admi Processing	200	200	200	200	200	200
9.	Utility Fees	250	0	250	0	250	0
10.	Magazine	100	0	100	0	100	0
11.	I/Card & Library Fee	50	50	50	50	50	50
12.	Group Insurance	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50
14.	Development Fund	500	0	500	0	500	0
15.	Vice Chancellors' Fund	20	20	20	20	20	20
16.	Univ. Sports & Cult. Activity	30	0	30	0	30	0
17.	E' Charges	20	0	20	0	20	0
18.	Project Fee	0	0	0	0	500	0
19.	Disaster Relif Fund	10	10	10	10	10	10
20.	M.K.C.L. (E-suvidha)	50	0	50	0	50	0
21.	Adm. Form & Prospectus Fee	100	50	100	50	100	50
22.	Alumni Asso.fees	25	25	25	25	25	25
23.	NSS	10	10	10	10	10	10
	(A)	14175	435	13955	435	13185	435
24.	Computer/ Laboratory Fees	0	0	0	0	0	0
25.	Computer Practical	1000	0	1000	0	1000	0
26.	Laboratory Fees	1000	0	1000	0	1000	0
	(B)	2000	0	2000	0	2000	0
27.	Caution Money	150	0	0	0	0	0
28.	Library Deposit	250	0	0	0	0	0
29.	Laboratory Deposit	400	0	0	0	0	0
	(C)	800	0	0	0	0	0
	Grand Total	16975	435	15955	435	15185	435

Eligibility

* Document verification fees of Rs.400/-, enrollment fees of Rs.220/- and provisional fees of Rs.320/- be charged from the Students those who are not from Board of Higher Secondary Education in Maharashtra.

* Project fees will be collected from the students who are required to do the project as per the syllabus.

FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	F.Y.BBI		S.Y.BBI		T.Y.BBI	
		Open Category	SC/ST/ Students	Open Category	SC/ST/ Students	Open Category	SC/ST/ Students
		Fees	Fees	Fees	Fees	Fees	Fees
1.	Tuition Fees	10000	0	10000	0	10000	0
2.	Library Fees	600	0	600	0	600	0
3.	Gymkhana Fees	200	0	200	0	200	0
4.	Other Fees/Extra Curricular Activity	250	0	250	0	250	0
5.	Exam. Fees	1320	0	1320	0	0	0
6.	Enrolment Fees	220	0	0	0	0	0
7.	Industrial Visit Fee	500	0	500	0	500	0
8.	Admi Processing	200	200	200	200	200	200
9.	Utility Fees	250	0	250	0	250	0
10.	Magazine	100	0	100	0	100	0
11.	I/Card & Library Fee	50	50	50	50	50	50
12.	Group Insurance	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50
14.	Development Fund	500	0	500	0	500	0
15.	Vice Chancellors' Fund	20	20	20	20	20	20
16.	Univ. Sports & Cult. Activity	30	0	30	0	30	0
17.	E' Charges	20	0	20	0	20	0
18.	Project Fee	0	0	0	0	1000	500
19.	Disaster Relif Fund	10	10	10	10	10	10
20.	M.K.C.L. (E-suidha)	50	0	50	0	50	0
21.	Adm. Form & Prospectus Fee	100	50	100	50	100	50
22.	Alumni Asso.fees	25	25	25	25	25	25
23.	NSS	10	10	10	10	10	10
	(A)	14525	435	14305	435	13985	935
24.	Computer/ Laboratory Fees	0	0	0	0	0	0
25.	Computer Practical	2000	0	1000	0	1000	0
26.	Laboratory Fees	1000	0	1000	0	1000	0
	(B)	3000	0	2000	0	2000	0
27.	Caution Money	150	0	0	0	0	0
28.	Library Deposit	250	0	0	0	0	0
29.	Laboratory Deposit	400	0	0	0	0	0
	(C)	800	0	0	0	0	0
	Grand Total	18325	435	16305	435	15985	935

Eligibility

* Document verification fees of Rs.400/-, Enrollment fees of Rs.220/- and Provisional fees of Rs.320/- be charged from the students those who are not from Board of Higher Secondary Education in Maharashtra

* Project fees will be collected from the students who are required to do the project as per the syllabus

FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	F.Y.B.COM (A/F)			S.Y.B.COM (A/F)			T.Y.B.COM (A/F)		
		Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.	Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.	Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.
		Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees
1.	Tuition Fees	10000	0	0	10000	0	0	10000	0	0
2.	Library Fees	600	0	0	600	0	0	600	0	0
3.	Gymkhana Fees	200	0	0	200	0	0	200	0	0
4.	Other Fees/Extra Curricular Activity	250	0	0	250	0	0	250	0	0
5.	Exam. Fees	1320	0	0	1320	0	0	0	0	0
6.	Enrolment Fees	220	0	0	0	0	0	0	0	0
7.	Industrial Visit Fee	500	0	0	500	0	0	500	0	0
8.	Admi Processing	200	200	200	200	200	200	200	200	200
9.	Utility Fees	250	0	0	250	0	0	250	0	0
10.	Magazine	100	0	0	100	0	0	100	0	0
11.	I/Card & Library Fee	50	50	50	50	50	50	50	50	50
12.	Group Insurance	20	20	20	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50	50	50	50
14.	Development Fund	500	0	500	500	0	500	500	0	500
15.	Vice Chancellors' Fund	20	20	20	20	20	20	20	20	20
16.	Univ. Sports & Cult. Activity	30	0	0	30	0	0	30	0	0
17.	E Charges	20	0	0	20	0	0	20	0	0
18.	Project Fee	0	0	0	0	0	0	0	0	0
19.	Disaster Relif Fund	10	10	10	10	10	10	10	10	10
20.	M.K.C.L. (E-suvidha)	50	0	0	50	0	0	50	0	0
21.	Adm. Form & Prospectus Fee	100	50	50	100	50	50	100	50	50
22.	Alumni Asso.fees	25	25	25	25	25	25	25	25	25
23.	NSS	10	10	10	10	10	10	10	10	10
	(A)	14525	435	935	14305	435	935	12985	435	935
24.	Computer/ Laboratory Fees	0	0	0	0	0	0	0	0	0
25.	Computer Practical	1000	0	0	1000	0	0	1000	0	0
26.	Laboratory Fees	1000	0	0	1000	0	0	1000	0	0
	(B)	2000	0	0	2000	0	0	2000	0	0
27.	Caution Money	150	0	0	0	0	0	0	0	0
28.	Library Deposit	250	0	0	0	0	0	0	0	0
29.	Laboratory Deposit	400	0	0	0	0	0	0	0	0
	(C)	800	0	0	0	0	0	0	0	0
	Grand Total	17325	435	935	16305	435	935	14985	435	935

Eligibility

* Document verification fees of Rs.400/-, enrollment fees of Rs.220/- and provisional fees of Rs.320/- be charged from the Students those who are not from Board of Higher Secondary Education in Maharashtra

* Project fees will be collected from the students who are required to do the project as per the syllabus

FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	F.Y.B.COM (F.M.)			S.Y.B.COM (F.M.)			T.Y.B.COM (F.M.)		
		Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.	Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.	Open Cat-egory	SC/ST/ Stud.	DT. NT/ SBC/ OBC Stud.
		Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees
1.	Tuition Fees	10000	0	0	10000	0	0	10000	0	0
2.	Library Fees	600	0	0	600	0	0	600	0	0
3.	Gymkhana Fees	200	0	0	200	0	0	200	0	0
4.	Other Fees/Extra Curricular Activity	250	0	0	250	0	0	250	0	0
5.	Exam. Fees	1320	0	0	1320	0	0	0	0	0
6.	Enrolment Fees	220	0	0	0	0	0	0	0	0
7.	Industrial Visit Fee	500	0	0	500	0	0	500	0	0
8.	Admi Processing	200	200	200	200	200	200	200	200	200
9.	Utility Fees	250	0	0	250	0	0	250	0	0
10.	Magazine	100	0	0	100	0	0	100	0	0
11.	I/Card & Library Fee	50	50	50	50	50	50	50	50	50
12.	Group Insurance	20	20	20	20	20	20	20	20	20
13.	Student Welfare Fund	50	50	50	50	50	50	50	50	50
14.	Development Fund	500	0	500	500	0	500	500	0	500
15.	Vice Chancellors' Fund	20	20	20	20	20	20	20	20	20
16.	Univ. Sports & Cult. Activity	30	0	0	30	0	0	30	0	0
17.	E Charges	20	0	0	20	0	0	20	0	0
18.	Project Fee	0	0	0	0	0	0	0	0	0
19.	Disaster Relif Fund	10	10	10	10	10	10	10	10	10
20.	M.K.C.L. (E-suvidha)	50	0	0	50	0	0	50	0	0
21.	Adm. Form & Prospectus Fee	100	50	50	100	50	50	100	50	50
22.	Alumni Asso.fees	25	25	25	25	25	25	25	25	25
23.	NSS	10	10	10	10	10	10	10	10	10
	(A)	14525	435	935	14305	435	935	12985	435	935
24.	Computer/ Laboratory Fees	0	0	0	0	0	0	0	0	0
25.	Computer Practical	1000	0	0	1000	0	0	1000	0	0
26.	Laboratory Fees	1000	0	0	1000	0	0	1000	0	0
	(B)	2000	0	0	2000	0	0	2000	0	0
27.	Caution Money	150	0	0	0	0	0	0	0	0
28.	Library Deposit	250	0	0	0	0	0	0	0	0
29.	Laboratory Deposit	400	0	0	0	0	0	0	0	0
	(C)	800	0	0	0	0	0	0	0	0
	Grand Total	17325	435	935	16305	435	935	14985	435	935

Eligibility

* Document verification fees of Rs.400/-, enrollment fees of Rs.220/- and provisional fees of Rs.320/- be charged from the Students those who are not from Board of Higher Secondary Education in Maharashtra

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FEES STRUCTURE 2013-2014 (Yearly)

Sr. no.	Name of the Fees	M.COM-I			M.COM II		
		Open Category	SC/ST/ Students	DT. NT/ SBC/ OBC Students	Open Category	SC/ST/ Students	DT. NT/ SBC/ OBC Students
1.	Tuition Fees	6000	-	-	6000	-	-
2.	Library Fees	1000	-	-	1000	-	-
3.	Gymkhana Fees	200	-	-	200	-	-
4.	Other Fees & Extra Curricular Activity	250	-	-	250	-	-
5.	P. G. Reg. Fees	800	-	-	-	-	-
6.	P. G. Reg. Form Fees	25	25	25	-	-	-
7.	Utility Fees	250	-	-	250	-	-
8.	Adm. Form & Prospectus Fees	100	50	50	100	50	50
9.	Disaster Relief Fund	10	10	10	10	10	10
10.	E' Charges	20	-	-	20	-	-
11.	Group Insurance	40	40	40	40	40	40
12.	I/Card & Lib Card	50	50	50	50	50	50
13.	Magazine	100	-	-	100	-	-
14.	Student Welfare Fund	50	50	50	50	50	50
15.	Univ. Sports & Cult. Fees	30	-	-	30	-	-
16.	M.K.C.L. (E-suvidha)	50	-	-	50	-	-
17.	Adm.processing Fees	200	200	200	200	200	200
18.	Vice Chancellor Fund	20	20	20	20	20	20
19.	Development Fund	500	-	500	500	-	500
20.	Ashwamedha Fees	20	20	20	20	20	20
21.	NSS	10	10	10	10	10	10
	A	9725	475	975	8900	450	950
22.	Library Deposit	250	-	-	-	-	-
23.	Caution Money	150	-	-	-	-	-
	B	400	25	25	-	-	-
	GRAND TOTAL	10125	475	975	8900	450	950

Eligibility

* Document verification fees of Rs.400/-, enrollment fees of Rs.220/- and provisional fees of Rs.320/- be charged from the Students those who are not from Board of Higher Secondary Education in Maharashtra

* Project fees will be collected from the students who are required to do the project as per the syllabus

2.4 Additional Fees : Besides the above fee, additional fees will be paid by the following category of students:

Computer Science Students will have to pay additional fees of Rs. 20,000/-.

2.5 Reserved categories students Fees will be charged as per direction of social welfare office.

2.6 Transcript fee: Junior College Rs.500/- Degree College Rs.1000 (for five copies) and for additional copy Rs. 50/-.

2.7 Notes Relating to Fees

- (a) Examination fees from S.Y.J.C. / T.Y.BCOM. / T.Y.BMS. / T.YB.Sc. IT / T.Y.B&I / T.Y.A&F / T.Y.B.FM / M.COM. will be collected along with examination forms as and when notified by the HSC Board / University.
- (b) Computer/Vocational Course Fees and Deposits are to be paid by only those who have been offered the respective subjects.
- (c) Only fresh entrants will pay admission fees and deposits.
- (d) Every student admitted to the college will pay contribution towards College Societies, UDAAN, College Festival at the time of admission. The membership fees are collected at the time of admission for convenience.
- (e) The fees are for an academic year. Those who have any genuine difficulty in paying the fees in one installment may approach the Principal in writing, for permission to pay the fees in two installments.
- (f) Total amount of fees should be paid by all girl students seeking admission to Information Technology (IT) in Junior College courses as the Subject is on unaided basis.
- (g) In case of any change in the fees, the same will be notified as and when received from the University/ Government.

3.0 MODE OF REFUND OF FEES AND DEPOSITS

3.1 Junior College

- a) If a student informs the institution in writing before the commencement of the academic year that he/she wants to withdraw his/her admission and that he/she cannot continue his/her education in the college for certain reasons, the institution shall refund the Tuition fees, term fees, laboratory fees (if any) and library and laboratory deposits, if any, in full. The admission fee shall however be retained by the institution.
- b) If a student desires to withdraw his/her admission after the commencement of the academic year, the institution concerned shall retain the admission fee, term fee and laboratory fee (if any) in full and also the proportionate amount of the tuition fee till the end of the month in which the refund is claimed. The remaining amount of tuition fee, if any, shall be refunded along with library and laboratory deposits.
- c) 'Refund/withdrawal of admission' counter will be open from 10.00 a.m. to 1.00 p.m. only. In case of cancellation of admission, if the refund is not collected by the end of financial year, it will stand forfeited.

3.2 Degree College (O.2859)

REFUND OF FEES

O.2859: Refund of Tuition, Development and all other fees after cancellation of admissions:

The candidates who have taken admission in under graduate courses in Govt. colleges, In Govt. aided and unaided courses conducted by affiliated colleges, and recognized Institutions may request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30th day there after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows:

Table - 1. Fee Deduction on cancellation of admission

Period and Percentage of deduction charges						
	(i)	(ii)	(iii)	(iv)	(v)	(vi)
	Prior to commencement of academic term and instruction of the course	Upto 20 days after the commencement of academic term of the course.	From 21 st day upto 50 days after commencement of the academic term of the course.	From 51 st day upto 80 days after the commencement of academic term of the course or August 31st whichever is earlier.	From September 1 st to September 30 th	After September 30 th
Deduction Charges	Rs. 500/- Lump sum	20% of the total amount of fees.	30% of the total amount of fees.	50% of the total amount of fees.	60% of the total amount of fees.	100% of the total amount of fees.

3.3 Deposits :

1. The amount of Caution Money, Library Deposit, Laboratory Deposits, if any, will be refunded when a student leaves the college or cancels the admission. Deposits not claimed within one year of leaving the college or cancellation of admission will be forfeited.
2. The amount of deposits will be refunded to the student after 15 days from the date of receipt of their application duly signed by the student and guardian and NOC from the concerned departments.
3. The students who have not surrendered their Identity Cards, Original Deposit receipts must surrender the same against refund of deposits otherwise he/she stands to lose the deposits.

3.4 Junior and Degree college :

1. For the purpose of refund of fees, the date of commencement of the academic year is the date reopening of the college for the new academic year, as notified by the University for the relevant year.
2. Refund of fees and deposits will commence after 15th August every year.

4. DISCIPLINE: AND CODE OF CONDUCT :

4.1 Discipline

1. Discipline is the most important part of education. All students are expected to observe rules and regulations currently in force to enable the smooth working of the college.
2. Students are prohibited to do anything inside or outside the college that will interfere with its orderly administration or affect its public image. No outside influence, political or any other should be brought into the college directly or indirectly.

4.2 Code of Conduct

1. Students should always carry and display their valid college Identity card whenever in college or representing the college at any other place. Further, it should be produced whenever demanded by any of the college staff.
2. During the conduct of lectures, students should not loiter in and around the college premises.
3. The college does not enforce a dress code. However, all students are expected to observe decorum with regards to both clothing and behaviour.
4. While representing the college at any other place, the student's behaviour should not be detrimental to the image of the college.
5. In case of any problem, personal or academic, students should report to the Prof-in-charge of their respective class, Junior College Supervisor or the Vice-Principal, who will help them solve their problems.
6. Students are directed not to bring any outsider to the college premises.
7. Students should not collect any fund from other students or from outsiders without the written permission of the Principal.
8. Students shall not organize on their own picnics, excursions, trips etc. without prior written permission of the Principal.
9. Students should not write on benches/walls and should help in maintaining the learning environment neat and clean.
10. All circulars and notices related to examinations and other programmes etc. are displayed on the college notice Board. Concerned students will be held responsible for the loss if they fail to read the notices.

11. Use of cell phones inside the college premises is prohibited.

[The powers relating to the disciplinary action in the college will vest with the Principal , and his decision in this respect shall be final. Any one who violates the code of conduct will be severely dealt with accordingly.]

4.3 Ragging Prohibited : Government of Maharashtra has notified Ragging as a cognizable offence. Anyone reported to be involved in any form of ragging, will be severely dealt with. Therefore, students are required to restrain from indulging in any form of ragging.

4.4 Counselling Cell: It has been observed that some of the students have personal problems, causing stress and strain. The college has set up a counselling cell to help such students to cope with these problems. The students/parents are requested to make use of this facility and all matters will be kept confidential.

5.0 ATTENDANCE AND GRANT OF TERMS

5.1 Junior College

- a) It is mandatory for students to keep a minimum attendance of 75% of the lectures, practicals and tutorials each term separately, failing which their terms will not be granted. Those who fail to get the terms granted will not be eligible to appear for the terminal / annual exam as the case may be.
- b) SYJC students are required to note that the HSC examination forms are liable to be withdrawn, if they fail to maintain the minimum attendance condition of 75% in both the terms separately.

- c) Parents are requested to take special note of the mandatory condition of minimum attendance of their ward. Applications of leave of absence on account of illness or other reasons, deemed genuine by the Principal, should be submitted to the college office (inward section), for condonation of absence. The decision of the Principal shall be final and binding in such matters.

5.2 Degree College

- a) **Attendance of students is regulated by 0.119.** The explanation issued by the University vide No.UG/235/98 dated 03/07/98 relating to 0.119 says that

“For granting of terms, attendance of 75 % of theory, practical and tutorials (wherever prescribed) separately will be required, out of the total number of lectures, practical and tutorials conducted in the term.”

- b) Students who fail to maintain the condition of minimum attendance on account of bonafide illness, or any other reason which is deemed right by the Principal, should apply in writing to the Principal for leave of absence, prior or within 3 days from the date of commencement of such leave, failing which they will be treated as defaulters.
- c) All applications for leave of absence along with medical certificate, if any, should be submitted to the college office (inward section) and not directly to any teacher.

5.3 General

- a) Students who request leave of absence from lectures/practical/tutorials for participating in sports, games, cultural or any other activities for and on behalf of the College/Activity group, should submit the application countersigned by the respective Prof-in-charge before the commencement of such leave failing which they will be treated as defaulters.
- b) Parents of Degree/Junior College students are requested to kindly contact the Prof-in-charge of class, Head of Department, Vice-Principal or the Principal, at least once in a term, to keep themselves abreast with their ward's attendance and progress.

6.0 COURSE OF STUDIES :

Students are requested to fill in the admission form carefully by indicating the subject code number correctly. The subject combinations and code numbers are as follows:-

6.1 Junior College

Code

Subject Combinations

XI & XII COMMERCE

5001	English, Marathi, Eco., O.C., B.K., S.P, EVS
5002	English, Marathi, Eco., O.C., B.K., Maths, EVS
5003	English, Hindi, Eco., O.C., B.K., S.P, EVS
5004	English, Hindi, Eco., O.C., B.K., Maths, EVS
5005	English, I-T, Eco., O.C., B.K., Maths, EVS
5006	English, I-T, Eco., O.C., B.K., S.P, EVS

XI & XII SCIENCE

5007	English, Marathi, Physics, Chemistry, Biology, Maths, EVS
5008	English, Hindi, Physics, Chemistry, Biology, Maths, EVS
5009	English, I.T., Physics, Chemistry, Biology, Maths, EVS

BIOFOCAL STREAM

5010	English, Physics, Chemistry, Computer Science, Maths, EVS
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6.2 DEGREE COLLEGE

F. Y. B. Com (All papers are compulsory)

Semi -I

1. Foundation Course Paper -I
2. Commerce Paper - I
3. Economics Paper -I
4. Accounting & Fin. Mgmt. Paper - I
5. Maths & Stats. Techniques - I
6. Business Communication - I
7. Environmental Studies - I

S. Y. B. Com (All papers are compulsory)

Semi -III

1. Foundation Course Paper - III (Human Rights)
2. Commerce Paper - III
3. Economics Paper - III
4. Accounting & Fin. Mgmt. Paper - III
5. Business Law
6. Advertismg

T.Y.B.Com. - Semi - V

A (Compulsory Papers)

1. Economics Paper - V
2. Commerce Paper - V (MHRM)
3. Financial Accounting & Auditing -I
4. Financial Accounting & Auditing - II
5. Introduction to Management. Accounting -III

B Ancillary Papers

(Choice of any one combination)

- (a) Direct & Indirect Taxation and Export Marketing
- (b) Direct & Indirect Taxation and Computer Systems and Application

POST-GRADUATE COURSES :

Semi - I

M.Com. (Part -1) Compulsory Papers

1. Business Policy and Strategic Management
2. Economics of Global Trade and Finance
3. Advanced Financial Accounting - Paper – I

Optional Papers

4. Advanced Cost Accounting - Paper - II

Semi -II : Compulsory Papers

1. Business Policy and Strategic Management
2. Economics of Global Trade and Finance
3. Advanced Financial Accounting - Paper – I

Optional Papers

4. Advanced Cost Accounting - Paper - II

Note :

1. Students are required to carefully consider all aspects before selecting subjects, as subjects once allotted will not be changed.
2. As the seats are limited, Computer System at T.Y.B.COM will be given on merit to only those students who have passed fully at FY/SYBCOM. in case seats are available, students with one ATKT will be considered on merit, provided they have similar training in computers, (proof of training should be submitted).
3. Admission for any subject/paper will depend on the minimum number of students required to start a course.
4. FYJC-IT admission 60 seats per stream (Sci. & Com.) will be allotted on merit on the basis of aggregate marks. They should collect and fill separate form for the same. They will be merit listed separately.

Semi -II

1. Foundation Course Paper -II
2. Commerce Paper - II
3. Economics Paper -II
4. Accounting & Fin. Mgmt. Paper -II
5. Maths & Stats. Techniques - II
6. Business Communication - II
7. Environmental Studies - II

Semi -IV

1. Foundation Course Paper - IV (Human Rights)
2. Commerce Paper - IV
3. Economics Paper - IV
4. Accounting & Fin. Mgmt. Paper - IV
5. Business Law
6. Advertismg

Semi - VI

A (Compulsory Papers)

1. Economics Paper - V
2. Commerce Paper - V (MHRM)
3. Financial Accounting & Auditing -I
4. Financial Accounting & Auditing - II
5. Introduction to Management. Accounting -III

B Ancillary Papers

(Choice of any one combination)

- (a) Direct & Indirect Taxation and Export Marketing
- (b) Direct & Indirect Taxation and Computer Systems and Application

Semi -III

M.Com. (Part - II) Subjects -

1. Research Methodology (Compulsory) (Optional group)
2. Advanced Financial Management -Paper - III
3. Advanced Auditing - Paper - IV
4. Advanced taxation - Paper - V

Semi -IV : Subjects -

1. Research Methodology (Compulsory) (Optional group)
2. Advanced Financial Management -Paper - III
3. Advanced Auditing - Paper - IV
4. Advanced taxation - Paper - V

UGC VOCATIONAL COURSES :

7.0 CAREER ORIENTED / JOB ORIENTED ADD ON COURSES :

Objectives

- To provide skills for self-employment or ready employability.
- To train students to suit the user industry requirement.
- To apply high technology methods of teaching and training.
- To establish industry-curriculum interface for mutual advantage.

The admission should be sought at the First year level. Application for this stream: made separately, after admission in the respective general stream, each course can admit only 30 students per batch. The selection of students will be made on merit, interview and Once admitted, the students cannot change the specialization ordinarily.

The University is modifying the Vocational Stream by converting the same into Certificate Diploma/Advanced Diploma Programme. These high utility courses, taught along with traditional subjects, have immense potential of developing specialized skills and knowledge of the students to improve their competencies. The following Certificate/Diploma/Advance Diploma & Degree courses are available in the college.

8.0 INFORMATION TECHNOLOGY :

FYJC/SYJC-IT :- The information technology subject is available in place of one of the optional languages (i.e. Hindi or Marathi,).

Objectives :-

- To acquire the basic knowledge of information technology.
- To learn the concepts of content creation.
- To expand the capabilities to access the information using internet.
- To acquire skills for creation of static/dynamic web applications using multimedia.
- To develop an ability to use office automation tools.
- To recognize the areas of information technology applications.
- To develop an ability to implement IT in education.
- To understand the impact of e-commerce.
- To acquire skills of data presentation.

8.1 B.Sc. - IT :-

This is an integrated three year degree course divided into six semesters. The admission will be as per the guidelines issued by University of Mumbai. The focus of the programme is IT & Management of IT.

Objectives :-

- To provide basic inputs in various aspects and a broad understanding of IT and its other disciplinary interfaces.
- To synergies information technology in all its ramifications.

The programme contents are theory and practical oriented. Students will have to exert more in order to grasp the skills and concepts. Excellent facilities are provided for practicals on computer related subjects through **COMPUTER CENTRE** of the College.

The course is divided into six semesters and there is continuous evaluation process through tests, tutorials and assignments.

Eligibility for admission to B.Sc. IT (0.5051)

- a. A candidate for being eligible for admission to the degree course of Bachelor of Science-Information Technology, shall have passed XII standard examination of the Maharashtra Board of Higher Secondary Education or it's equivalent with Mathematic and Statistics as one of the subject and should have secured not less than 45% marks in aggregate for open category and 40% marks in aggregate in case of reserved category candidtes.
- b. Candidates who have passed Diploma (Three years after S.S.C. Xth Std.) in Information Technology / Computer Technology / Computer Engineering / Computer Science / Electrical, Electronics and video Engineering and Allied Branches / Mecnanical and Allied Branches / Civil and Allied Branches of are eligible for direct admission to the Second Year of the B.Sc. (I.T.) degree course.

However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body. Minimum marks required 45% aggregate for open category candidates and 40% aggregate for reserved category candidates.

OR

Candidates with post HSC-Diploma in Information Technology / Computer Technology / Computer Engineering / Computer Science / and Allied branches will be eligible for direct admission to the Second Year of B.Sc. (I.T.).

However, the Diploma should be recognized by the Board of Technical Education of any other recognized Government Body. Minimum Marks required 45% aggregate for open category candidates and 40% aggregate for reserved category candidates.

Students passing an examination equivalent to S.Y.J.C. of the Higher Secondary Board Mumbai and Inter-Mediate (Arts/Science/Commerce) of University of Mumbai or from other states & immigrating from other Universities, Boards & seeking admission to the F. Y. of the Three Year Integrated Degree Course will be admitted only on production of a Valid **“Provisional Eligibility Certificate”** issued by the University of Mumbai for the current academic year and for the desired course. Such students should submit a migration certificate, statement of marks and passing certificate in original along with true copies within two months, from the date of admission, failing which their admission is liable to be cancelled.

Student are asked to see the University of Mumbai website www.mu.ac.in for various courses and eligibility rules.

B.Sc. IT (Subject Chart)

F.Y. B.Sc. IT

Sem - I

Professional Communication Skills
Applied Mathematics I
Fundamental of Digital Computing
Electronics and Telecommunication
Introduction to C++

Sem - II

Web Designing & Programming
Applied Mathematics II
Microprocessor and Microcontroller
Data Communication and Network Standards
Data Base Management System

S.Y. B.Sc. IT

Sem - III

Logic and Discrete Mathematics
Computer Graphics
Advanced SQL
Object Oriented Programming with C++
Modern Operating Systems

Sem - IV

Software Engineering
Multimedia
Jaya and Data Structures
Quantitative Techniques
Embedded Systems

T.Y. B.Sc. IT

Sem - V

Internet Security
Visual Basic
Web Designing and Internet based Applications
Elective - I
(Elective - II)
Management Information System

Sem - VI

C SHARP
Internet Technologies
Customer Relation Management
Project Management
IT LAWS & PATANTS

Ramanand Arya D. A. V. College

Bachelor of Management Studies (B.M.S.)

The B.M.S. degree course is conducted in Ramanand Arya D.A.V. College of Commerce since the year 2001. The objectives of the course as cited by the University of Mumbai are as follows:

Objectives

- To Provide a rich blend of business subjects designed to equip students with a range of knowledge and skills needed to start a successful career.
- To create for the student an additional avenue of self-employment and also benefit industry by providing them with suitably trained person.
- To provide basic understanding about Management Education among the students.
- To give an adequate exposure to operational environment in the field of Management. To inculcate the habit of using modern technology to solve the practical problems in the real world.

Eligibility for Admission to B.M.S. (0.3941)

1. General Category :

“A candidate for being eligible for admission to the B.M.S. Degree Course shall have passed H.S.C. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branches with two years or three years duration after S.S.C., conducted by the Board of Technical Education, Maharashtra State or its equivalent examination by securing minimum 45% marks for general category (in one attempt) at the respective Examination and minimum 40% marks for the reserved category (in one attempt)”

Students are asked to see the University of Mumbai website www.mu.ac.in for various courses and its eligibility.

8.2 B.M.S. SYLLABUS

R-(i) The Scheme of modules shall be as follows :

B.M.S.		
Sem-I	Sem-II	Sem - III
Principles of Management Business Communication - 1 Business Law Foundation of Human Skill - I Introduction to Computers - 1 Business Statistics Introduction to Financial Account	Industrial Law Introduction To Cost Accounting Computer Applications In Business Business Environment Managerial Economics -1 Business Mathematics Environmental Management	Management Accounting Production Management & Material Management Marketing Management Managerial Economics - II Business Aspect in Banking & Insurance Strategic Management

B.M.S.		
Sem - IV	Sem - V	Sem - VI
Research Methods In Business Direct & Indirect Taxes Export-import Procedures & Documentation Productivity & Quality Management Public Relations Management Cooperatives & Rural Markets	Human Resource Management Financial Management Service Sector Management Business Ethics & CSR Element of Logistics & supply Chain mgt Elective I - Special Studies in Marketing Project Work II - Special Studies in Financial Management	<ul style="list-style-type: none"> • Entrepreneurship & Management of Small And Medium Enterprises • Operation Research • International Marketing • Indian Management thoughts and practices. International Finance Elective Paper I - Retail Management II - Investment Analysis and Portfolio Management

8.3 Bachelor of Commerce : (Banking & Insurance) Mumbai University Degree Course. Three year B.Com Course divided into six semesters.

The Title: The Degree should be titled as Bachelor of Commerce (Banking & Insurance)

Objective of the Degree:

- 1) To create for the students of University of Mumbai on additional avenue of employment and also to benefit Banks. Insurance Companies & Industries providing them with suitable trained person in the field of Banking and Insurance.
- 2) To prepare student to exploit opportunities, being newly created, in the field of Banking & Insurance due to Globalisation. Privatization & Liberalisation.
- 3) To provide adequate basic understanding about Banking, Insurance and other financial services among the student.
- 4) To give and adequate exposure to operational environment in the field of Banking Insurance & other related financial services.
- 5) To include training and practical approach among the student by using modern technologies in the field of Banking Insurance etc.

Eligibility for Admission B.Com. (Banking & Insurance) (0.5209)

- 1) A candidates for being eligible for admission to the Bachelor of Commerce (Banking Insurance) Degree Course shall have passed XII std. Examination of the Maharashtra State Board of Secondary and Higher Secondary Education. Pune, or its equivalent and secured not less than 45% marks in aggregate (40% in the case of reserved category candidates) at one and the same sitting. Every candidate admitted to the Degree Course in the affiliated colleges conducting the course shall have to register enrol himself herself with the University.

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- 2) Every Candidate admitted to the degree Course in the Constituent/affiliated College recognize institutions, Conduction the course. Shall have to register himself/herself with the University.
- 3) Students passing an examination equivalent to S. Y. J.C. of the Higher Secondary Board, Mumbai and Inter-Mediate (Arts/Science/Commerce) of University of Mumbai or from other states & immigrating from other Universities, Boards & seeking admission to the F. Y. of the Three Yea Integrated Degree Course will be admitted only on production of a Valid "Provisional Eligibilit Certificate" issued by the University of Mumbai for the current academic year and for the desired course. Such students should submit a migration certificate, statement of marks am passing certificate in original along with true copies within two months, from the date of admission failing which their admission is liable to be cancelled.

Student are asked to see the University of Mumbai website www.mu.ac.in for various courses and eligibility rules.

Duration of the Courses and Related information

- a) The course shall be a full time course. The durtion of the course shall be six semesters spread over in three years.
- b) Number of students. A batch shall consist of not more than 60 students.
- c) The course shall consist of 38 subject and 2 project.
- d) Total number of lectures per paper per semester (Subject shall be maximum of 60 each of 50 minutes duration

B. Com (Banking & Insurance) Syllabus

Sr. No.	SEM - I
1.	Environment & Management of financial services
2.	Principles of Management
3.	Effective Communication - 1
4.	Economics - 1 (Micro)
5.	Quantative Method - (1)
6.	Introduction to Computer Systems
	SEM - II
1	Principles and Practices of Banking and Insurance
2	Financial Accounting
3	Effective Communication - II
4	Economics - II (Macro)
5	Quantative Method - II
6	Business Law

B. Com (Banking & Insurance) Syllabus

Sr. No.	SEM - III
1	Laws Governing Banking & Insurance
2	Financial Management -1
3	Management Accounting (Tools & Techniques, Focus on Banking & Insurance)
4	Customer Relationship (Management in Banking And Insurance)
5	Information Technology in Banking & Insurance
6	Organisational Behaviour
7	Taxation
	SEM - IV
1	Universal Banking
2	Financial Management- II
3	Innovations in Banking and Insurance
4	Corporate Law and Laws Governing Capital Markets
5	Entrepreneurship Management
6	Financial Market (Equity, Debt, Forex and Derivatives.)
7	Cost Accounting
	SEM - V
1	Marketing in Banking & Insurance
2	Financial Services Management
3	International Banking & Finance
4	Financial Reporting and Analysis (Corporate Banking & Insurance)
5	Security Analysis and Portfolio Management
6	Auditing
7	Project : Banking
	SEM - VI
1	Strategic Management (Banking & Insurance)
2	Central Banking
3	International Business (Banking & Insurance)
4	Human Resource Management in Banking and Insurance
5	Business Ethics & Corporate Governance
6	Turnaround Management
7	Special Studies in Banking and Insurance
8	Projects (Insurance)

8.4. Bachelor of Commerce: (Accounting and Finance) Mumbai University Degree Course. Three year B.Com Course divided into six semesters.

The Degree shall be titled as Bachelor of Commerce (Accounting and Finance)

Objective

- 1) To create for the students of University of Mumbai an additional avenue of self employment and also to benefit the industry by providing them with suitable trained person in the field of accounting and Insurance.
- 2) To prepare student to exploit opportunities, being newly created, in the accounting and finance profession.
- 3) To provide adequate basic understanding about accounting and finance educational among the students.
- 4) To give and adequate exposure to operational environment in the field of accounting and finance.
- 5) To include training and practical approach by using modern technologies amongst the student in the field of Accounting and Finance.

Eligibility: for Admission (B.Com. Banking & Insurance) (0.5204)

- a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting & Finance) Degree Course shall have passed XII std. Examination or the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at first attempt (40% in case of reserved category).
- b) Every Candidate admitted to the degree Course in the Constituent/affiliated College recognised institution, conducting the course. Shall have to register himself/herself with the University.
- c) Students passing an examination equivalent to S. Y. J .C. of the Higher Secondary Board, Mumbai and Inter-Mediate (Arts/Science/Commerce) of University of Mumbai or from other states & immigrating from other Universities, Boards & seeking admission to the F.Y. of the Three Year Integrated Degree Course will be admitted only on production of a Valid⁴ **“Provisional Eligibility Certificate”** issued by the University of Mumbai for the current academic year and for the desired course. Such students should submit a migration certificate, statement of marks and passing certificate in original along with true copies within two months, from the date of admission, failing which their admission is liable to be cancelled.

Students should see the University of Mumbai website www.mu.ac.in for various courses and eligibility rules.

Duration of the Courses and Related information

- a) The course shall be a full time course. The duration of the course shall be six semesters spread over in three years.
- b) Number of students. A Batch shall consist of not more than 60 students.
- c) The course shall consist of 40 subject.
- d) The Total number of lectures per paper per semester (Subject) shall be maximum of 50 and a maximum of 55 each of 50 minutes duration.

B. Com (Accounting & Finance) Syllabus

Sr. No.	SEM - 1
1.	Financial Accounting Paper - I (Elements of Environment Accounting)
2.	Cost Accounting Paper - I (Introduction and Elements of Cost)
3.	Economics - Paper - I (Micro Economics)
4.	Commerce Paper - I (Business Environment)
5.	Information Technology Paper - I (Introduction & Elements)
6.	Business Communication Paper - I
7.	Foundation Course - paper - I (Fundamentals of Environment Management)
	SEM - II
1.	Financial Accounting Paper - II (Special Accounting Areas)
2.	Auditing Paper - II (Introduction and planning for Audit)
3.	Financial Management - I
4.	Taxation Paper - I (Indirect Taxes Paper)
5.	Business Law Paper - I (Business Regulatory Frame Work)
6.	Quantitative Methods For Business Paper - I
7.	Business Communication Paper - II
	SEM - III
1.	Financial Accounting Paper - III (Special Accounting Areas)
2.	Cost Accounting Paper - II (Methods of Costing)
3.	Auditing Paper- II (Techniques of Auditing)
4.	Economics - Paper -II (Macro Economics)
5.	Business Law Paper - II (Company Law)
6.	Management Paper - I (Principles of Management)
7.	Foundation Course - Paper - II (Fundamentals of Investment Analysis)

Sr. No.	SEM - IV
1.	Financial Accounting Paper- IV (Techniques of Financial Management)
2.	Management Accounting Paper- I (Introduction to Management Accounting)
3.	Taxation Paper - II (Indirect Taxes Paper - II)
4.	Commerce Paper - II (Financial Market Operations)
5.	Business Law Paper - III (Industrial Regulatory Frame Work)
6.	Information Technology Paper - II (Application in Accounting & Finance)
7.	Quantitative Methods for Business Paper - II
	SEM - V
1.	Financial Accounting Paper - V (Corporate Accounting)
2.	Cost Accounting Paper - III (Methods and Accounting)
3.	Financial Accounting VI
4.	Management Accounting Paper- II (Financial Statement Analysis)
5.	Taxation - Paper - III (Direct Taxes Paper - I)
6.	Economics - Paper - III (Indian Economy)
	SEM - VI
1.	Financial Accounting Paper - VII
2.	Cost Accounting Paper - IV (Techniques of Costing)
3.	Auditing Paper - III (Audit of Companies)
4.	Financial Accounting Paper- VIII (Security Analysis & Management)
5.	Taxation Paper - IV (Direct Taxes paper - II)
6.	Manamement Paper - II (Principles of Management and Application)

8,5 Bachel of commences (Finances Market)) Mumbai University Degree Course,, Three year B,Com Course division into six semesters

O. A candidate for being eligible for admission to the Bachelor of Commerce (Financial Markets) Degree Course shall have passed XII Std. Examination of the Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate at(z0% in case of reserved category) one & the same sitting.

Every Candidate admitted to the Degree Coui oe in the Constituent/affiliated college/recognized institution, conducting the course, shall have to register himself/herself with the University.

R. DURATION OF THE COURSE AND RELATED INFORMATION.

- a) The course shall be a full time course. The duration of the course shall be six semesters spread over in three years.
- b) Intake Capacity - 60 students:
- c) The course shall consist of 38 modules of 100 marks each & 2 projects of 100 marks each. Total 4000 marks.
- d) Total number of lectures per paper per semester shall he maximum 60 of 50 minutes duration each. Number of lectures per paper per week shall be 4 in case of Theory papers.
- e) For subjects having practical component like 1.3, 1.4, 2.3, 3.5 & 6.3, total no.of Theory lectures per paper per week-Shall be 3 & I lecture of practical (consisting the duration equal to 3 lectures of 50 minutes) per week per batch.(Batch is of 20 Students)
- f) On an average 15 working weeks area available in every semester.

Bachelor of Commerce Financial Markets)

	SEMESTER - 1
1.1	Principles of Investment
1.2	Micro-Economics
1.3	Basic Statistics
1.4	Basic Computer Skills
1.5	Financial Accounting
1.6	Business Environment
	SEMESTER - 2
2.1	Environment of Financial System
2.2	Macro-Economics
2.3	Statistical Applications
2.4	Communication Skills
2.5	Management Accounting
2.6	Principles of Business Management

SEMESTER - 3	
3.1	Debt Markets
3.2	Corporate Finance
3.3	Equity Markets - I
3.4	Banking in Financial System
1.:	Computer Applications in Investments
3.6	Business Ethics
3.7	Organizational Behaviour
SEMESTER - 4	
4.1	Commodities Markets
4.2	Corporate Finance-II
4.3	Equity Markets-II
4.4	Financial Services
4.5	Taxation for Investments
4.6	Security Analysis
4.7	Business Law
SEMESTER - 5	
5.1	Global Capital Markets
5.2	Regulation of Securities Markets
5.3	Insurance-(Fund) Management
5.4	Derivative Markets
5.5	Foreign Exchange Markets
5.6	Portfolio Management
5.7	Project-I
SEMESTER - 6	
6.1	Risk Management
6.2	Corporate Governance
6.3	Computer Applications is Financial Services
6.4	Marketing of Financial Services
6.5	Mutual Fund Management
6.6	<u>Customer</u> Relationship Management in Financial Services
6.7	Project-II

Note on Projects — 5.7 i.e. Project I will be a basic in nature like collection and Presentation of Data on the topic allotted, while 6.7 i.e. Project II will be a analytical in nature based on the Project I, Topics for projects will be finalized latter on in the workshops.

9.0 EXAMINATIONS

The college conducts First Year Junior College and F.Y./S.Y- Degree examinations, the HSC Board and the University conducts the S.YJ.C. and T.Y- B.Com-B.M.S. B.S.C. – LT B.Com (Banking & Insurance) B.Com (Accounting & Finance) and M.COM Degree examinations respectively. The schemes are briefly stated below.

9.1 Junior College : Junior College students will have to appear for 2 Internal Tests and 2 Term end examinations. Guardians/Parents of the Junior college students should verify the performance of their ward's examinations attending the parents-teachers interaction session as and when organised by college.

Parents and Guardians are welcome to contact the Jr. College Vice-Principal, Supervisor or Class Teacher for any clarification.

According to the rules laid down by the Maharashtra State Board of Secondary and Higher Secondary Education, promotion to the SYJC class will be determined on the basis of the marks obtained at the Internal Tests and Two Term-end examinations (200).

The final result of a student will be decided on the basis of the average of marks obtained at these tests/examinations, the formula being = (a) + (b) + (c) / 2 per subject.

EVS is a compulsory subject. The examinations pattern of EVS is :

Project	-	30
Seminar / Internal assement	-	20
		<hr/>
		50
		<hr/>

FYJC Science Examination

Total Marks 200

First Terminal	50 marks
Second Terminal	70 marks
	<hr/>
	120 marks
	<hr/>

Internal Assessment / Unit Test

Ist Term	25 marks
IInd Term	25 marks
Practical	30 marks
	<hr/>
	80 marks
	<hr/>

(Students should Pass in both Practical and Theory Exams separately)

Semester End Assessment 60 %

60 Marks

- Duration – These examinations shall be of 2 Hours duration.
- Question Paper Pattern:
 - 1) There shall be four questions each of 15 marks.
 - 2) All questions shall be compulsory with internal choice within the questions.
 - 3) Question may be subdivided into subquestions a, b, c, d & e only and the
 - 4) allocation of marks depends on the weightage of the topic.

Standard of Passing

- The learners shall have to obtain a minimum of 40% marks in aggregate to qualify each course where the course consists of Internal Assessment & Semester End Examination. However, the learners shall obtain minimum of 40% marks i.e. 16 out of 40 in the Internal Assessment and i.e. 24 out of 60 in Semester End Examination and i.e. 24 out of 60 in Semester End Examination separately.
- To qualify each course minimum grade E shall be obtained by the learners in each course and project wherever applicable in a particular semester.

Method to Carry forward the Marks

- A learners who PASSES in the Internal Assessment but FAILS in the Semester End Examination of the Course shall reappear for the Semester End Examination of that Course. However, his/her marks of the Internal assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing of the complete course.
- A learners who FAILS in the Internal Assessment but PASSES in the Semester End Examination of the course shall submit and reappear for the Internal assessment in the form of projects for that course. However, his/her marks of the Semester End Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on qualifying the course.
- The Evaluation for students who fails in Internal Assessment will consist of one project of 40 marks which will be divided into 20 marks for the documentation of the project given by the concerned teachers on the curriculum, 10 marks each for the presentation and for the viva.

ATKT (Allowed to keep term)

ATKT for Faculties of Commerce is read as under:-

- a) A learner shall be allowed to keep term for Semester II irrespective of number heads of failure in the Semester I,
- b) A learner shall be allowed to keep term for Semester III- if he/she peasses each of Semester I & Semester II.

OR

A learner who fails in not more than four courses of Semester I and Semester II taken together with not more than two courses each in semester I & II

- c) A learner shall be allowed to keep term for Semester IV irrespective of number of heads of failure in Semester III. However, the learner shall pass each course of Semester I and Semester II in order to appear or Semester IV.

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- d) A learner shall be allowed to keep term for Semester V - if he/she passes Semester I , Semester II, Semester III and Semester IV.

OR

A learner shall pass Semester I and Semester II and fails in not more than four courses of Semester III and Semester IV taken together with not more than two courses each in sem. III & Sem. Iv.

- e) A learner shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V. However, the learner shall pass each course of Semester III and Semester IV in order to appear for Semester VI.
- f) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

ATKT for Faculty of Science (B.Sc. IT) is read as under:-

- i) A learner shall be allowed to keep term for Semester II irrespective of grades obtained in each course of Semester I.
- ii) A learner shall be allowed to keep term for Semester III if he/she passed (grade 'E' or above in each course) each of Semester I and Semester II.

OR

He/she fails in not more than three course, in each of Semester I and Semester II. **(For all Science Programmes, carrying total 900 or more marks).**

He/she fails in not more than three course with not more than total 200 marks, in each of Semester I and Semester II. (For all Science programmes, carrying less than total 900 marks).

- iii) A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III. However learner has to pass either of Semester I or Semester II in order to appear for Semester IV.
- iv) A learner shall be allowed to keep term for Semester V if he/she passes Semester I, Semester II, Semester III and Semester IV.

OR

He/she has passed Semester I and Semester II and fails in not more than three courses in each of Semester III and Semester IV. **(For all Science programmes, carrying total 900 or more marks)**

He/she has passed Semester I and Semester II and fails in not more than three course with not more than total 200 marks, in each of Semester III and Semester IV. **(For all Science Programmes, carrying less than total 900 marks).**

- v) A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained in each course of Semester V.
- vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

Additional Examinations

➤ **Class test or assignment for Internal Assessment**

- a) **A learner who is absent for the two class test and the assignment will be declared fail in the Internal Assessment Scheme.**
- b) **A learners who is absent for the two class tests and has appeared for the assignment will be allowed to appear for the additional class test of 10 marks. However, his marks for the class test will be taken as out of 20 and internal assessment will be calculated as out of 40 marks and not 30 marks.**
- c) **A learners who has appeared for both the class test but remains absent for the assignment will be allowed to appear for the additional assignment and the internal assessment will be calculated as out of 40 marks.**
- d) **A learners who is absent for one of the 2 class test or assignment as the case may be, and the internal assessment will be calculated as out of 40 marks.**

➤ **Semester End Examinations**

- a. There will be one additional examination for semester I, II, III and IV for those who have failed or remained absent.
- b. The absent student will be allowed to appear for the examination by the head of the institution after following the necessary formalities.
- c. This examination will be held 20 days after the declaration of results but not later than 40 days.

The Seven (7) point grading system

Grades	Marks	Grade Points
O	70 & Above	7
A	60 to 69.99	6
B	55 to 59.99	5
C	50 to 54.99	4
D	45 to 49.99	3
E	40 to 44.99	2
F (Fail)	39.99 & below	1

9.3 T.Y. B.COM. students are to note that Examination forms of the following categories of students will not be sent, will be withdrawn for :

- a) Poor attendance (As per Ordinance 119, 1255 etc.), and
- b) Poor conduct and performance.

9.4 Any change in the Rules regarding examinations will be notified for information of students as and when received from the University. They are advised to read notice board periodically.

9.5 Unfair means at Examinations :

Appendix A

The Broad Categories of Unfair Means Resorted to by Students at the University/College/Institution Examination and the Quantum of Punishment for each Category thereof.

Sr. No.	Nature of Malpractice	Quantum of Punishment
(1)	Possession of copying material	Annulment of the performance of one student at the University/College/Institution examination in full.* (Note :— This quantum of punishment shall apply also to the following categories of malpractices at Sr. No. (2) to Sr. No. (12) in addition to the punishment prescribed thereat.
(2)	Actual copying from the copying material	Exclusion of the student from University or College or Institution examination for one additional examination.
(3)	Possession of another student's answer-book.	Exclusion of the student from University or College or Institution examination for one additional examination. (BOTH THE STUDENTS).
(4)	Possession of another student's answer-books + Actual evidence of copying themfrom.	Exclusion of the student from University or College or Institution examination for two additional examinations (BOTH THE STUDENTS).
(5)	Mutual/Mass copying.	Exclusion of the student from University or College or Institution examination for two additional examinations.
(6)	(i) Smuggling-out or smuggling-in of answer book. as copying material.	Exclusion of the student from University or College or Institution examination for two additional examinations.
	(ii) Snuggling-in of written answer- book based on the question paper set at the examination.	Exclusion of the student from University or College or Institution examination for three additional examinations.
	(iii) Smuggling-in of written answer-book and-forging signature of the Jr. Supervisor thereon.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(7)	Attempt to forge the signature; of the Jr. Supervisor on. the answer-book or supplement.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(8)	Interterring with or counterfeiting of University/College/institution seal, or answer-books or office stationery used in the examinations.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(9)	Answer-book, main or supplement written outside the examination hall or any other, insertion in answerbook.	Exclusion of the student from University or College or Institution examination for four additional examinations.

Sr. No.	Nature of Malpractice	Quantum of Punishment
(10)	Insertion of currency notes/to bribe or attempting to bribe any of the person/s connected with the conduct of examinations.	Exclusion of the student from University of College Institution examination for four additional examinations. <i>(Note:- This money shall be credited to the Vice-Chancellor's Fund)</i>
(11)	Using obscene language/violence threat at the examination centre by a student at the .University/College/Institution examination to Jr./Sr. Supervisors/ Chief Conductor or Examiners.	Exclusion of the student from University or College or it Institution examination for four additional examinations.
(12)	(a) Impersonation at the University/ College/Institution examination.	Exclusion of the student from University or College or Institution examination for five additional examinations. <i>(both the students if impersonator is University or College or Institute student).</i>
	(b) Impersonation by a University/ College/ Institute student at S.S.C./ H.S.C, any other examinations.	Exclusion of the impersonator from University or College or Institution examination for five additional examinations.
(13)	Reveling identity in any form in the answer written or in any other part of the answer-book by the student at the University or College or Institution examination.	Annulment of the performance of the Student at the University or College or Institution examination <u>in full</u> .
(14)	Found having written on <u>palms</u> or on the <u>body</u> , or on the clothes while in the examination.	Annulment of the performance of the student at the University or College or Institution examination <u>in full</u> .
(15)	All other malpractices not covered in the aforesaid categories.	Annulment of the performance of the student at the University or College or Institution examination in full, and severe punishment depending upon the gravity of the offence.
(16)	If on previous occasion a disciplinary action was taken against a student for malpractice used at examination and he/she is <u>caught again</u> for malpractices used at the examinations, in this event he/she shall be dealt with <u>severely</u> . Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence when committed at the second or subsequent examination.	
(17)	Practical/Dissertation/Project report Examination. Student involved in malpractices at Practical/Dissertation/Project report examinations shall dealt with as per the punishment provided for the theory examination.	
(18)	The Competent Authority, in addition to the above mentioned punishments, may impose a fine on the student declared guilty.	

**(Note : The term "Annulment of Performance in full" includes performance of the student at the theory as well as Annual Practical examination, but does not. include performance at term work project work with its term work, oral or practical and dissertation examinations unless malpractice used threat).*

9.6 As per circular No. Exam/Photo & Rev./College/VCD/4636 of 2010 of Mumbai University regarding Rules and Procedure for providing the Photo/Xerox copies of assessed answer book/s to the examinee and Process of Revaluation of the Answer-books of the examinee who apply for the revaluation is available in the office.

10 LIBRARY

The college has a well equipped library located on the 2nd floor. The library contains books and periodicals pertaining to the courses of studies and also of general interest. Besides the Reference Section, Special facilities are available for the home issue of library books.

10.1 General Rules

- i) Every student entering the Library premises should have a valid College Identity Card. It should be produced as and when demanded by any of the Library staff.
- ii) Identity Card and Reader's Ticket are non transferable.
- iii) Students must handle the books or periodicals etc. with great care. Any attempt to damage books or periodicals by defacing or tearing the pages will be treated as misconduct and strictly dealt with.
- iv) If the original I-Card or Reader's ticket is lost, a duplicate will be issued.

10.2 Study Room Rules

- a) A complete silence and strict discipline be maintained in the Library & Study Room.
- b) Text books, reference books & Journals will be issued to students against I-Cards. Students are not allowed to take them outside the Study Room.
- c) If any reference is required, students should approach the Librarian/Assist Librarian.

10.3 Home Issue :-

- a) Every student is expected to read and strictly follow the instructions given of the reverse side of the Reader's Ticket.
- b) In case of late return of books, students will have to pay a fine @ Rs.2/- per day for the first week and Rs.4/-per day afterwards. In case of serious default, the amount of fine may be increased upto Rs.10/-per day.
- c) While charging the fine, holidays will be counted.
- d) Only textbooks will be issued for Home-Reading.
- e) Re-issue of the books will depend upon the demand for the same.
- f) Any disregard of these rules will be reported to the Principal for appropriate action.

10.4 Book Bank : College has run Book Bank Scheme for needy students. Interested students may contact the Librarian for membership of Book Bank Scheme.

10.5 E-mail/Internet: We provide to our students and faculty an access to International Libraries and their information databases through internet facility. For details, contact the Librarian.

10.6 Scholar's Card : To promote excellence, Scholar's Cards are issued to the top 10 students from each class. These cards facilitate the students the students to borrow an additional book for home reading (2 books instead of 1)

10.7 Identity Card / Readers Ticket: Two stamp size photographs should be submitted by each student with full details like address with pin code, phone number, date of birth, etc.

10.8 Each and every student should see the Library Notice Board everyday.

11 Student's Council: The Student's Council is formed in accordance with the provisions of the MU Act, 1994. The council is then integrated with the council formed for the Junior College, consisting of Divisional Representatives. One of the teachers will be designated as working-chairman. The principal is the Chairman of the Student' Council. One of the students of the degree college will be elected / nominated as the University Representative.

11.1 R.A.D.A.V. Alumni: The Association of RADAV College Alumni, is an external appendage of the college. The executive committee has a Chairman, The Alumni are actively involved in show case projects, social work, and public relations. The college invites its alumni to register their details with the committee or the College office.

In response to the request from some of the ex-students, it has been decided to accept their contribution and support for institutional development as well as towards student/staff welfare endowments.

12 Gymkhana / Gymnasium: A Committee, consisting of teachers and the physical instructors, manages activities of the Gymkhana. The previous year's sports/games champion of the Degree College, if available, will be the secretary. In case of his non availability, another student whose all round performance during the previous year has been found satisfactory, will be nominated by the Gymkhana Committee as the Secretary. The Committee will regulate the Gymnasium timing and the students are required to strictly follow the schedule without fail.

12.1 National Service Scheme : The College has a NSS Unit. Students, who are really interested in doing social work, are welcome to join the college NSS Unit. The actual enrolment however will depend upon the University guidelines.

13 Canteen : The college provide concern facility for students and staff.

14 COLLEGE SOCIETIES

College Societies are meant for promoting co-curricular activities and competencies. A Committee of Teachers, one of who will be its chairman, and two students, one from Degree College and other from Junior College, will manage each society. The teachers concerned will nominate these students on the basis of merit. The Degree student will work as the Secretary while the Junior college student will work as the Jr. Secretary. It is compulsory for every student to be a member of at least two societies of his/her choice, to ensure desired growth and development of the personality.

The Principal is the Ex-officio President of all College Societies and his decisions shall be final and binding on all matters. No person shall be invited to address meetings in the college without the prior permission of the Principal.

List of Societies / Activity Groups

- | | |
|-----------------------------------|---------------------------------------|
| 1. Student's Council | 2. English Literary Association |
| 3. Hindi Sahitya Parishad | 4. Marathi Vangmaya Mandal |
| 5. Udaan (College Magazine) | 6. Cultural Society (Intercollegiate) |
| 7. Nature Club | 8. Gymkhana / Gymnasium |
| 9. NSS | 10. Career Guidance & Placement |
| 11. Science Forum | 12. Counseling Cell |
| 13. Book Bank & Students Welfare | 14. Student Teacher Forum |
| 15. R.A.D.A.V. Alumni Association | 16. Commerce & Economics Forum |
| 17. Women's Development Cell | 18. Quizers club |
| 19. English Proficiency Course | |

Committee for Administration

- | | |
|---------------------------|----------------------------|
| 20. Examination Committee | 21. Unfair means Committee |
| 22. Discipline Committee | 23. Time Table Committee |
| 24. Grievance | 25. Students Attendance |
| 26. Library | 27. Adult Education |
| 28. Staff Common Room | |

15 STUDENTS WELFARE SCHEMES :

- 1) **Scholarships/Awards/Freeship** : There are large number of scholarships and Freeships available for needy and deserving students. Students/parents may contact the designated counter or the Chairperson of Scholarship Committee for further information.

Students who stand first in HSC Examination Science and Commerce and TYBCOM will receive a cash award of Rs. 1,000 each from the Honorary President Mr. Jagdish Chandra.

Students who stand first in TYBCOM Financial Accounting & Auditing will receive a cash award of Rs. 1000 from Hon. Secretary Mr. Vinod Sharma.

a) Government Scholarship

1. Govt. Open merit Scholarship
2. National Merit Scholarship
3. National Talent Search Scholarship
4. Financial aid to Scholars

5. National Loan Scholarship
6. S.C./S.T. Students Scholarship (Annual Income upto Rs. 2,00,000)
7. DT/NT/OBC/SBC Students Scholarship (Annual income upto 1,00,000)

b) Government Freeship

1. E.B.C Freeship
2. SC/ST Student Freeship (No income limit Upto Third Child)
3. DT/NT/OBC/SBC Student Freeship (Annual income upto Rs.4,50,000 Upto Third Child)
4. P.T.C. Freeship (Provisional) upto second child
5. S.T.C. Freeship (Provisional) upto second child
6. Girls Freeship (Jr. Commerce) upto third child
7. Ex-Serviceman Freeship (upto third child) ;

C) Required Documents For Scholarship Freeship

1. Income Certificate (Tahsildar / Form No. 16)
2. Caste Certificate (Tahsildar / Collector)
3. Leaving Certificate
4. Marksheet Previous Exam
5. Ration Card Xerox First & Last Page

NOTE:

- 1. Freeship Sanctioned Upto 3rd Child**
- 2. Non Criminal Certificate For N.T.(c), N.T. (D), & O.B.C. Students**
- 3. O.B.C. Freeship Not Sanctioned For Unaided Faculty (F.Y.B.Com. 5th Division, B.M.S. B.Sc.(IT.), M.Com., B.Com (B&I), B.Com. (A&F) & B.M.M.as Per Govt. Gr.**
- 4. Students should fill up Online form on following website http://mahaeschol.maharashtra.gov.in/Escholarship_students/login.aspx**
- 5. For S.T. Students website <http://etribal.maharashtra.gov.in>**

16 EXTENSION PROGRAMMES

16.1 English Language Proficiency Certificate Course

FYJC students coming from Marathi, Gujarati and Hindi medium schools are specially trained to speak and write better English. Interested students may meet Vice-Principal/Supervisor of the Junior College.

Ramanand Arya D. A. V. College

16.2 CET Coaching : The Trust has set up a Centre for coaching students to prepare for medical and engineering examinations conducted by Maharashtra State as well as All-India authorities. Those who are interested, and for further details, may contact the College office.

16.3 The College also conducts contact sessions for students pursuing education through the institute of Distance Education University of Mumbai

17 INFOTECH Centre: The College has two Infotech laboratories. The centre conduct wide range of short term and advanced courses in computer software and design. Software professionals drawn from the industry conduct these courses. The state-of-the-art Computer Lab is equipped with technology, which can handle advanced software courses. The college students will have an advantage in terms of concessional fee & convenient timing

18 Teacher Evaluation by Students :

The College conducts annual Teacher Evaluation by students. The feedback and evaluat scheme is conducted on the basis of a structured questionnaire which enables an analysis certain important aspects of teaching-learning process, such as class control, command o the subject and the medium of instruction, presentation skills, use of interactive presentation participation in extra curricular activities etc. Individual teachers conduct the feedback exercise and calculate their respective weighted ratings for self-analysis and improvement.

19 Emergency Medical Service :

The College provides emergency medical services to students and staff whenever the contingency arises. The College has medical services available at call, which can be availed by students on need. First aid room is available in the campus.

20 The group insurance scheme initiated by the college has been extended to all the students the Government of Maharashtra vide letter no.PRE-2001/57783/2891/PRA-SHI-I dated July 2002. Every student therefore is governed by accident insurance scheme introduced the Government of Maharashtra.

Principal : Dr. Ajay M. Bhamare M.Com., Ph.D.

21 LIST OF DEGREE COLLEGE FACULTY

FOUNDATION COURSE

Mr. Probal Gupta (**Vice Principal**) - M.A.

ECONOMICS

Mrs. Madhu Swami (H.O.D.) M.A., M. Phil.

Mrs. Chandrakala Srivastava (BMS Co-Ordination) - M.A.

ACCOUNTS

Mr. Rajiv Khurana (H.O.D.) M.Com., C.A., C.S., AICWA, L.L.B.

Mr. Uday Shetty C.A.

Mr. Virendra Prajapati (M.Com. L.L.B.)

Mr. Ravindra Naik (C.A. M.Com.)

MATHS, STATISTICS & COMPUTERS

Mr. Padmakar Mane (Vice Principal) M.Sc.

Mrs. Grace Varghese M.Sc.,(Maths) M.Phil

Mr. R. Kathiresan M.Sc.,PGDCA M.Phil

BUSINESS COMMUNICATION :

Mrs. Saroj Tulankar M.A., Dip. in ELT., B.Ed.

COMMERCE

1) DR. Ajay M. Bhamare (H.O.D.), M.Com., Ph.D)

2) DR. Sushma Patil M.com., Ph.D

3) Ms. Dipika Bakshi M.com.

EVS

Mrs. Sunita Bhargava M.A., M.Ed.

BUSINESS LAW

Mrs. Janine Almeida B.Sc., L.L.M.

LIBRARIAN

Mrs. Rajalaxmi Dash M.A., M.Lib., B.Ed., M. Phil

SPORTS IN-CHARGE

Mr. R. S. Pandey M.A., M.Ed.

LIST OF JUNIOR COLLEGE FACULTY -

Vice-Principal : Mr. Daniel Shankori M.A., B.Ed.

Supervisor : Mr. Shailesh Nagda M.Com., B.Ed.

Supervisor : Mr. Satish Narayan M.Sc., B.Ed.

HINDI

- 1) Ms. Amita Prabhu M.A.,M.Ed.
- 2) Mrs. Sushila Dahiya M.A.,B.Ed.
- 3) Mrs. Yogita Patil M.A.,B.Ed.

ENGLISH

- 1) Mr. Daniel Shankori M.A.,B.Ed.
- 2) Mrs. Debjani Gupta M.A., B.Ed.
- 3) Mr. Umesh Badgujar M.A,B-Ed.
- 4) Mr. Prashant Bhavsar M.A, B.Ed.
- 5) Mr. Sunil Patil M.A,B-Ed.

MARATHI

- 1) Mrs. Smita Kolatkar M.A.,B.Ed.
- 2) Mrs. Neha Shirke M.A.,B.Ed.

PHYSICS

- 1) Mr. Satish Narayan M.Sc.,B.Ed.
- 2) Mrs. Mugdha Ajantiwalya M.Sc.,B.Ed.
- 3) Mr. Vikas Khairnar M.Sc.,B.Ed.

CHEMISTRY

- 1) Mrs. Sunita Bhamare M.Sc.,B-Ed.
- 2) Mrs. Aarti Sawant M.Sc.,B.Ed.
- 3) Mrs. Kishor Patil M.Sc., B.Ed.

BIOLOGY

- 1) Mrs. Vidya Deshmukh M.Sc., B.Ed.
- 2) Mr. Omprakash Tiwari M.Sc.B-Ed
- 3) Mrs. Suja Nair M.Sc.B-Ed

MATHS

- 1) Mrs. Agnes Nirmala M.Sc.,M.Ed., M.Phil
- 2) Mr. Yogesh Patil M.Sc.,B-Ed.
- 3) Ms. Kavita Kale M.Sc., B.Ed.
- 4) Ms. Jitendra Dixit M.Sc., B.Ed.

COMMERCE

- 1) Mr. Shailesh Nagda M.Com.,B.Ed.
- 2) Mr. Mahendra Totlani M.Com.,B.Ed.
- 3) Mrs. Hema Kapur M.Com., B.Ed.
- 4) Mrs. Uma Iyer M.Com., B.Ed., M.Phil
- 5) Mr. Ashok Bhatia M.Com.,B.Ed.
- 6) Mrs. Dolly Roy M.Com.,M.Ed., M.B.A.
- 7) Mrs. Smita Ghate M.Com, B.Ed.
- 8) Mrs. Babita Kaur M.com, B.Ed.

ECONOMICS

- 1) Mrs. Keerthi Venkatram M.A.,B.Ed.
- 2) Mrs. Messy Paulson M.A.,B.Ed.M Phil
- 3) Mrs. Shyna Ramesh M.A.,B.Ed.

PHYSICAL EDUCATION

Mr. Sanjay Patil M.A.,M.Ed.

VALUE ADDED COURSES

RAMANAND ARYA D.A.V. COLLEGE

TECHNOLOGY CENTRE

LIST OF COURSES

I) CATEGORY:- **COMPUTERS & INFORMATION TECHNOLOGY**

- ★ Master Diploma in Computers & IT (MDCIT) - 18 Months.
- ★ Higher Diploma in Computers & IT (HDCIT) - 12 Months.
- ★ Diploma in Computers & IT (DCIT) - 6 Months.

II) CATEGORY:- **FASHION DESIGNING**

- ★ Basic Diploma in Fashion Designing (BDFD) - 5 Months.
- ★ Advance Diploma in Fashion Designing (ADFD) - 9 Months.

III) CATEGORY:- **INTERIOR DESIGNING & DECORATION**

- ★ Basic Diploma in Interior Designing (BDID) - 5 Months.
- ★ Advance Diploma in Interior Designing (ADID) - 9 Months.

Eligibility for above courses is SSC pass.

IV) CATEGORY:- **DEGREE COURSES FROM**

TILAK MAHARASHTRA UNIVERSITY / J.N.U. UNIVERISTY

- ★ Bachelor of Computer Application (B.C.A.) - 3 years.
- ★ Bachelor of Business Administration (B.B.A.) - 3 years.
- ★ Master of Computer Application (M.C.A.) - 3 years.
- ★ Master of Business Administration (M.B.A.) - 2 years

Eligibility for above courses is HSC pass.

All courses - Job oriented / Part Time
Government Recognized Certification from College / University

For Admission Contact:- Technology Centre, 3rd Floor, Opp. Biology Lab.
Tel.: 022-3192 9262/ 9324971703 www.tmcmubai.com

