

ज्ञानदीप मंडळ, उत्तर वसई

स्थापना १ जून १९९३ नोंदणी क्र. महा/१७६-९३/ठाणे, सा.वि.सं.क्र.एफ/३४७९ (ठाणे)

कार्यकारी मंडळ : सन २०१८ ते २०२१

सभासदाचे नाव	पद	धर्मग्राम
श्री. बाप्टीस्टा जॉन डिब्रिटो	अध्यक्ष	नंदाखाल
डॉ. व्हेलेरियन इग्नेशियस रॉड्रीगज	उपाध्यक्ष (प्रशासन व वित्त व्यवस्था)	नानभाट
श्री. आलेक्स अंतोन परेरा	उपाध्यक्ष (मालमत्ता व धर्मदाय)	गास
श्री. स्टॅनिस्लॉस जोसफ लोबो	सरचिटणीस	नंदाखाल
श्री. टोनी (अंतोनी) फ्रान्सिस डाबरे	खजिनदार	निर्मळ
श्री. जोसेफ साल्वादोर परेरा	सहचिटणीस	ज्योती

कार्यकारी मंडळ सदस्य

१. श्री. मायकल पास्कोल लोबो	नंदाखाल	२१. श्री. राकेश अंतोन परेरा	आगाशी
२. श्री. जॉन अंतोन लोपीस	नंदाखाल	२२. श्री. व्हिक्टर मोत्या फरगोज	उमराळे
३. श्री. जॉन अंतोन डिमेलो	नंदाखाल	२३. श्री. रोशन बेंजामिन फरगोज	उमराळे
४. श्री. कैतान पास्कोल लोपीस	नंदाखाल	२४. श्री. प्रणित पिटर घोन्सालविस	उमराळे
५. श्री. आलेक्स फ्रान्सिस तुस्कानो	नंदाखाल	२५. श्री. फ्रान्सिस सायमन रॉड्रीगज	बोळीज
६. श्री. सिल्वेस्टर सायमन ब्रिटो	नंदाखाल	२६. श्री. रॉबीन थॉमस रॉड्रीगज	बोळीज
७. श्री. अंतोन लुईस डिब्रिटो	नंदाखाल	२७. श्री. फ्रान्सिस कैतान डिसोझा	भुईगाव
८. श्री. जॉन इग्नेशियस रूमाव	नंदाखाल	२८. श्री. मॅकेन्झी पिटर डाबरे	भुईगाव
९. श्री. जोसेफ फिलीप डिमेलो	नंदाखाल	२९. श्री. पिटर फिलीप फर्नांडीस	मर्देस
१०. श्री. बावतीस लुईस डिब्रिटो	नंदाखाल	३०. श्री. विजय फ्रान्सिस दिब्रिटो	मर्देस
११. श्री. फ्रान्सिस जोसेफ तुस्कानो	नंदाखाल	३१. श्री. लुईस अॅण्ड्र्यू तुस्कानो	नानभाट
१२. श्री. विन्सेंट एलायस डिमोन्ते	नंदाखाल	३२. श्री. विल्यम सेबेस्टियन डाबरे	नानभाट
१३. श्री. व्हेलेरियन फिलीप मच्याडो	नंदाखाल	३३. श्री. अंतोन सायमन डिमेलो	शिरलय
१४. श्री. विल्यम अंतोन तुस्कानो	नंदाखाल	३४. श्री. सिल्वेस्टर फ्रान्सिस लोपीस	शिरलय
१५. श्री. प्रशांत पा. रॉड्रीगज	नंदाखाल	३५. श्री. मोझेस झुजू गुरग्या	अर्नाळा
१६. सौ. रिना सुनिल रॉड्रीगज	नंदाखाल	३६. श्री. जोसेफ कैतान आल्फान्सो	गास
१७. श्री. रॉजर बा. रॉड्रीगज	नंदाखाल	३७. श्री. रॉबर्ट सिल्वेस्टर आल्मेडा	गोम्सआळी
१८. श्री. डॉम्पिक इग्नेशियस रूमाव	नंदाखाल	३८. श्री. एलायस इग्नेशियस डिआब्रिओ	निर्मळ
१९. श्री. सिरील सांतीयोग लोपीस	आगाशी	३९. श्री. अॅलन पास्कोल रॉड्रीगज	राजोडी
२०. सौ. जेनिता विलीयम घोन्सालविस	आगाशी	४०. श्री. मनवेल लोपीस (स्विकृत)	बँक प्रतिनिधी
		४१. श्री. ट्रीझा परेरा (स्विकृत)	बँक प्रतिनिधी

सन्माननीय सभासद

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|-----------------------------|--------------------------------|------------------------|
| १. मॉन्सि. फ्रान्सिस कोरीया | ३. रे. फा. विल्सन रिबेलो | |
| २. रे. फा. जॉन रूमाव | ४. रे. फा. अॅण्ड्र्यू रॉड्रीगज | ५. श्री. आगुस्तीन दमेल |

ज्ञानदीप मंडळ, उत्तर वसई

स्थापना १ जून १९९३ नोंदणी क्र. महा/१७६-९३/ठाणे, सा.वि.सं.क्र.एफ/३४७९ (ठाणे)

आधारस्तंभ समिती

१. श्री. मायकल पास्कोल लोबो	प्रमुख आधारस्तंभ	तोरभाट	-	नंदाखाल
२. श्री. जॉन अंतोन लोपीस	आधारस्तंभ सचिव	बावखाल	-	नंदाखाल
३. श्री. बावतीस जॉन ब्रिटो		जेलाडी	-	नंदाखाल
४. श्री. सातु अंतोन लोपीस		मालोडी	-	शिरलय
५. श्री. जॉन अंतोन डिमेलो		दोनतलाव	-	नंदाखाल
६. श्री. लुईस अॅण्ड्र्यू तुस्कानो		चिंचोडी	-	नानभाट
७. श्री. फ्रान्सिस डॉम्प्रीक परेरा		जापके	-	बोळींज
८. श्री. कैतान पास्कोल लोपीस		बाणभाट	-	नंदाखाल
९. श्री. जोसेफ फ्रान्सिस डिमेलो		दोनतलाव	-	नंदाखाल
१०. श्री. आलेक्स फ्रान्सिस तुस्कानो		घोसाळी	-	नंदाखाल
११. श्री. अॅण्ड्र्यू पास्कोल लोपीस		बावखाल	-	नंदाखाल
१२. श्री. अंतोन लुईस ब्रिटो		जेलाडी	-	नंदाखाल
१३. श्री. सिल्वेस्टर सायमन ब्रिटो		जेलाडी	-	नंदाखाल
१४. श्री. फिलीप लुईस डाबरे		नवाळे नाका	-	भुईगाव
१५. श्री. एलायस सालु डिमेलो		वाघोली	-	मर्देस
१६. श्री. जॉन इग्नेशियस रूमाव		रूमावआळी	-	नंदाखाल
१७. श्री. चार्ल्स सांतियाग लोपीस		धोबीतलाव	-	आगाशी
१८. श्री. रिचर्ड सांतियाग लोपीस		धोबीतलाव	-	आगाशी
१९. सौ. इजमाल विन्सेंट तुस्कानो		घोसाळी	-	नंदाखाल
२०. श्री. जेरोम सिल्वेस्टर रूमाव		रूमावआळी	-	नंदाखाल
२१. श्री. जोसेफ जॉन आल्मेडा		मारियानगर	-	भुईगाव
२२. श्री. व्हिक्टर मोत्या फरगोज		करमाळे	-	उमराळे
२३. श्री. थॉमस पास्कोल लोपीस		इस्त्रायलवाडी	-	नानभाट
२४. श्री. मनवेल पास्कोल घोन्साल्वीस		खिवणी	-	नंदाखाल
२५. श्री. बावतीस लुईस डिब्रिटो		उंगणभाट	-	नंदाखाल
२६. श्री. फ्रान्सिस सायमन रॉड्रीगज		ख्रिश्चनआळी	-	बोळींज
२७. श्री. जोसेफ फिलीप डिमेलो		वटार	-	नंदाखाल
२८. श्री. फ्रान्सिस जोसेफ तुस्कानो		घोसाळी	-	नंदाखाल
२९. श्री. पिटर फिलीप फर्नांडीस		फर्नातआळी	-	मर्देस
३०. श्री. विन्सेंट एलायस डिमोन्ते		मेढे	-	नंदाखाल
३१. श्री. व्हेलेरियन फिलीप मच्याडो		कोलभाग	-	नंदाखाल
३२. श्री. सिरिल सांतियाग लोपीस		धोबीतलाव	-	आगाशी
३३. श्री. विल्यम अंतोन तुस्कानो		घोसाळी	-	नंदाखाल
३४. बॅसीन कॅथॉलिक को.ऑप. बँक लि.		पापडी	-	वसई

Dnyandeep Mandal's Management

St. Joseph college of Arts & Commerce, Satpala is owned and managed by

Dnyandeep Mandal, Uttar Vasai Trust, an organization designed and materialized by a group of eminent personalities belonging to the Christian Minority community. The **Dnyandeep Mandal** Trust has created a niche in the financing sector of higher education system in Palghar Dist, Virar (W). The Trust self has contributed significantly in extending higher education to the a economically and educationally marginalized Christian minority population in the t locality through one aided : Arts & Commerce College and one unaided section : B.B.I, B.M.S, B.A.F, M.A, M.Com and Junior college under its management.

The college aims to mould the student community hailing mostly from the marginalized, educationally backward minority community and weaker sections of the society into better individuals, and guide them to contribute constructively towards national goals by upholding the values of secularism, national integration and social commitment. We have a vision that the students coming out of our campus should be intellectually enlightened, emotionally sound and practically efficient. The college aims to mould leaders who are intellectually competent, morally upright, psychologically integrated, physically healthy and acceptable to the society, who will champion the cause of justice, truth and peace and who are open to further growth.

Vision

"To be universally respected institution for social and economic upliftment of students in the vicinity by providing value based quality education."

Mission

- ☞ To make higher education available to all students without any discrimination as to caste, creed and religion.
- ☞ To provide value based education to every stakeholder at large to help them to face challenges of life globally.
- ☞ To make students of this institution not only responsible but worthy citizens of our motherland.

- ☞ Committed to serve the society with honesty, interfaith and fairness, passion for excellence, team building, innovation & creativity, humanity and trust.
- ☞ Promoting college into an institution of excellence by serving rural youth with offering higher education which would provide them numerous job opportunities.

Objectives

- ☞ To transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The changing needs of the time are the basis for the selection of the programmes and imparting the courseware.
- ☞ To transform the students into well-meaning citizens through well prepared, socially committed patterns of the instruction.
- ☞ To impart quality education and help students excel in their area of interest thereby equipping them to cope up with the latest requirements, through innovative techniques and practices.

Admission Guidelines

Parents/Students are requested to go through the prospectus carefully. The guidelines for admissions are put up on the College Notice Board. Admission is as per merit and other norms as laid down by the University, Government of Maharashtra and College Management from time to time. The Principal reserves the right to amend/modify the guidelines regarding admissions as and when such amendments/modifications are recommended from the Government/ University or College Management, as the case may be. Students are advised to follow the schedule of admission strictly. They are also advised to write their phone numbers in the admission form.

Admission:

- 1) The applicants seeking admission to F.Y./S.Y./T.Y.B.A./B.Com. courses shall submit their application in the prescribed form duly completed in every respect.

The application to the F.Y.B.A. and F.Y.B.Com. courses should accompany the following documents :-

- a) A statement of marks of the H.S.C. Examination (Original with three self attested photo copies) & S.S.C. Examination (One self attested photo copy)
- b) Junior College Leaving Certificate (Original with two self attested photo copies)
- c) 2 recent passport size photos of the applicant one, duly affixed on the prescribed application form and additional photo for I - Card.
- d) F.Y.B.A. / 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.
- e) A candidate for being eligible for admission to the three year Integrated course leading to the Degree of Bachelor of Arts and Commerce must have passed the Higher Secondary School Certificate (S.Y.J.C.) Examination conducted by the Maharashtra State Board of Secondary & Higher Secondary Education, Mumbai or an examination recognized as equivalent with subjects as may be specified by the University in Arts or Commerce streams.
- f) Students passing an examination equivalent to S.Y.J.C. of the Higher

- Secondary Board, Mumbai and Intermediate (Arts / Commerce) from other states & immigrating from other Universities, Boards & seeking admission to the F.Y./S.Y./T.Y. of the Three Years 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 for the desired course. Such students should submit migration certificate, statement of marks and passing certificate in original along with two true copies within two months, from the date of admission, failing to which their admission is liable to be cancelled.
- g) produce Students from other colleges seeking admission to this college should **“No Objection Certificate”(NOC)** from the college he/she has last attended. The enrolment number should appear on their NOC.
 - h) An undertaking to fulfil certain conditions with regard to attendance/discipline/project work etc. should be submitted in a prescribed form duly signed by the applicant and his parents/guardian.

NOTE :- From the Academic year 2011 - 12 Mumbai University has introduced new Credit System. Details of Credit System and Grade System are available at website of Mumbai University. (www.mu.ac.in)

- 2) The names of the selected applicants will be displayed on the College Notice Board.:
- The students :**
- a) Must pay all the fees in full at the time of admission.
 - b) Submit all necessary documents along with the form.
 - c) Failing to comply with above mentioned conditions will result in losing the claim for the admission.
 - 4) All admissions are valid only for one academic year and required to be renewed by application in the prescribed form for every subsequent years of study in the college.
 - 5) A student once admitted will be considered as duly enrolled for the academic year unless he/she informs the Principal in writing his / her intention to leave the college at least a week before the commencement of the second term. If no such intimation is received full fees for the second term will have to be paid.

- 6) All admissions are provisional until confirmed by the appropriate authorities, including previous college attended by the students.
- 7) 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 to do so no application for Long Journey Railway Concession will be entertained.

Please Note :

- 1) **Any increase in the fees by the University will have to be borne by the students.**
- 2) Applicants belonging to S.C. / S.T./D.T./N.T./ O.B.C. are required to pay fees as per statement of fees for reserved category on production of caste certificate & Income certificate from Tahasildar. They are required to apply for freeship & scholarship, as the case may be, to the Government of Maharashtra in the prescribed form before the last date declared by the college, failing to which they will have to pay the full fees.
- 3) Students whose parents are teachers in the primary or secondary school and who have first class in S.S.C. or any other equivalent university examination may apply for scholarship.

Holidays / Office Timings :

- 1) **The College will be closed :**
 - a) On Sundays and all public holidays as prescribed by the Government.
 - b) On holidays prescribed by the University.
 - c) On such days as the Principal may declare from time to time.
- 2) **The College Office will remain open for students:**
 - a) From Monday to Friday - 9.00 a.m. to 1.00 p.m.
- 1.30 p.m. to 4.00 p.m.
 - b) On Saturdays - 9.00 a.m. to 1.00 p.m.
 - c) During Vacations - 9.00 a.m. to 1.00 p.m.

COURSES AVAILABLE

ARTS

F.Y.B.A. Sem I

- 1) Introduction to Rural Development (Rural Development)
- 2) Communication Skills in English - I
- 3) ऐच्छिक मराठी
- 4) अनिवार्य मराठी
- 5) पायाभूत अभ्यास - - I
- 6) Micro Economics
- 7) Hindi - Ancillary - I
- 8) History of Modern India

F.Y.B.A.Sem II

- 1) Rural Development - Issues Related to Rural Development
- 2) Communication Skills in English - II
- 3) ऐच्छिक मराठी
- 4) अनिवार्य मराठी
- 5) पायाभूत अभ्यास - - II
- 6) Macro Economics
- 7) Hindi - Ancillary - I
- 8) History of Modern India

S.Y.B.A. Sem - III

- 1) Rural Development Part - II - Rural Society
- 2) Rural Development Part - III - Rural Administration
- 3) पायाभूत अभ्यास - III
- Contemporary Issues, Foundation Course III
- 4) Marathi II - साहित्यप्रकारचा अभ्यास : कांदबरी
- 5) Marathi III - साहित्याची भाषा, कला आणि संस्कृती
- 6) Economics - II - Macro Economics
- 7) Economics - III- Contemporary Issue of Indian Economy
- 8) Company Secretarial Practice
- 9) Hindi II - मद्यकालीन एवं आधुनिक काव्य
- 10) Hindi III - प्रयोजनमूलक हिंदी
- 11) History Paper II - Landmarks in World History
- 12) History Paper III - Ancient India

S.Y.B.A. Sem - IV

- 1) Rural Development Part - II - Development Strategies
- 2) Rural Development Part - III - Laws related to Rural Development
- 3) पायाभूत अभ्यास - IV
Contemporary Issues, Foundation Course IV
- 4) Marathi II - साहित्यप्रकारचा अभ्यास : आत्मकथन
- 5) Marathi III - मराठीच्या बोलींचा अभ्यास : आगरी बोली
- 6) Economics - II - Macro Economics
- 7) Economics - III- Development Issues of Maharashtra's Economy
- 8) Company Secretarial Practice
- 9) Hindi II - आधुनिक हिंदी गद्य
- 10) Hindi III - जनसंचार माध्यम
- 11) History Paper II - Landmarks in World History
- 12) History Paper III - Ancient India

T.Y.B.A. Sem - V

1) RURAL DEVELOPMENT

- 1) Rural Development Part - IV - Agriculture & its importance in Rural Dev.
- 2) Rural Development Part - V - Rural Marketing & Finance
- 3) Rural Development Part - VI - Applied Agriculture

2) MARATHI

- 4) मराठी वाङ्मयाचा इतिहास - मराठी - IV
- 5) भारतीय साहित्यशास्त्र - मराठी - V
- 6) साहित्य आणि समाज - मराठी - VI

3) ECONOMICS

- 7) Economics - IV - Advanced Economic Theory
- 8) Economics - V - Growth and Development
- 9) Economics - VI - Economics of Agriculture and co-operation Paper IX

4) HINDI

- 10) Hindi IV - हिंदी साहित्य का इतिहास
- 11) Hindi V - स्वातंत्र्योत्तर हिंदी साहित्य
- 12) Hindi VI - हिंदी में सूचना प्रौद्योगिकी

5) HISTORY

- 13) History IV - History of Sultanate Period
- 14) History V - History of Modern India
- 15) History VI - Archaeology & Heritage Tourism

T.Y.B.A. Sem - VI

1) RURAL DEVELOPMENT

- 1) Rural Development Part - IV - Agriculture & its importance in Rural Development
- 2) Rural Development Part - V - Rural Marketing & Finance
- 3) Rural Development Part - VI - Applied Agriculture

2) MARATHI

- 4) मराठी वाङ्मयाचा इतिहास - मराठी - IV
- 5) पाश्चात्य साहित्यशास्त्र - मराठी - V
- 6) साहित्य आणि समाज - मराठी - VI

3) ECONOMICS

- 7) Economics - IV - Advanced Economic Theory
- 8) Economics - V - Growth and Development
- 9) Economics - VI - Economics of Agriculture and Co-operation Paper XV

4) HINDI

- 10) Hindi IV -आधुनिक हिंदी साहित्य का इतिहास
- 11) Hindi V - स्वातंत्र्योत्तर हिंदी साहित्य
- 12) Hindi VI - सोशल मीडिया

4) HISTORY

- 13) History IV - History of Mughal Rule
- 14) History V - History of Contemporary India
- 15) History VI - Museology & Introduction to Archival Science

COURSES AVAILABLE

COMMERCE

F.Y.B.Com. - Sem I

- 1) Business Communication - I
- 2) Foundation Course - I
- 3) Introduction to Business
- 4) Environmental Studies - I
- 5) Business Economics - I
- 7) Mathematical & Statistical techniques I

F.Y.B.Com. - Sem II

- 1) Business Communication - II
- 2) Foundation Course - I
- 3) Service Sector
- 4) Environmental Studies - II
- 5) Business Economics - II
- 7) Mathematical & Statistical techniques II

S.Y.B.Com. Sem. III

- 1) Contemporary Issues - Foundation Course - III
- 2) Business Law - III
- 3) Management (Functions and Challenges)
Production Finance - III
- 4) Advertising - III
- 5) Business Economics - III
- 6) Accountancy & Financial Management - III
- 7) Introduction to Management Accounting

S.Y.B.Com. Sem. IV

- 1) Contemporary Issues - Foundation Course - IV
- 2) Business Law - IV
- 3) Management Production Finance - IV
- 4) Advertising - IV
- 5) Business Economics - IV
- 6) Accountancy & Financial Management - IV
- 7) Auditing

T.Y.B.Com. Sem. V

- 1) Marketing
- 2) Business Economics - V
- 3) Financial Accounting - V
- 4) Cost Accounting - VI
- 5) Direct Tax
- 6) Computer System and Applications -I

T.Y.B.Com. Sem. VI

- 1) Human Resource Management
- 2) Business Economics - VI
- 3) Financial Accounting - VIII
- 4) Cost Accounting - IX
- 5) Indirect Tax GST
- 6) Computer Systems and Applications -II

Fees Structure for the Academic Year 2019-2020

Fees Head	OPEN CATEGORY Amt. (Rs.)					
	F.Y.B.Com	S.Y.B.Com	T.Y.B.Com	F.Y.B.A.	S.Y.B.A.	T.Y.B.A.
Tuition Fees	800	800	800	800	800	800
Library fees	200	200	200	200	200	200
Gymkhana Fees	400	400	400	400	400	400
Other Fees/ Extra Cur. Acti. Fees	250	250	250	250	250	250
Utility Fees	250	250	250	250	250	250
Development Fees	500	500	500	500	500	500
Group Insurance	20	20	20	20	20	20
Student Welfare Fund	50	50	50	50	50	50
I.D & Lib. Card Fees	50	50	50	50	50	50
Magazine Fees	100	100	100	100	100	100
Uni. Sports & Cul,Share Fees	30	30	30	30	30	30
Disaster Relief Fund	10	10	10	10	10	10
E-Charges	20	20	20	20	20	20
E-Suvidha	50	50	50	50	50	50
Admission Process Fees	200	200	200	200	200	200
V.C. Fund	20	20	20	20	20	20
Examination Fees	2000	2000	2000	2000	2000	2000
Enrolment Fees	220	0	0	220	0	0
Caution Money	150	0	0	150	0	0
Lib. Deposits	250	0	0	250	0	0
Computer LAB Fees	0	0	800	0	0	0
Lab. Deposits	0	0	0	0	0	0
Computer Practical Fees	0	0	600	0	0	0
Unaided Tuition Fees	0	0	600	0	0	0
Projects Fees (Per Subjects)	100	100	200	100	100	100
Internal Assesment - TY	0	0	100	0	0	100
Convocation Fees - TY	0	0	250	0	0	250
NSS Unit Fees	10	10	10	10	10	10
R. D. Fees				200	300	400
Total	5680	5060	7510	5880	5360	5810

* Fees will change subject to instructions from University of Mumbai

Fees Structure for the Academic Year 2019-2020

PARTICULARS	B.COM. / B.A. Amt.(Rs.)		
	F.Y.	S.Y.	T.Y.
	REVISED	REVISED	REVISED
*** Rs. 20 on 50,000 policy			
* Enrollment Fees - only at the time of Entry	220		
WHEREVER APPLICABLE			
– Transcript- 5 copies (Additional copy -50 /-each)	1000	1000	1000
– Admission Form - Pros + Inform Brochure	100	100	100
– Transfer Certificate	100	100	100
– Bonafide Certificate	20	20	20
– No Objection Certificate	20	20	20
– Industrial Visit Fees	500	500	500
– Computer Practical Fees		600	600
– Alumni Association Fees (To be charged from those students who are not from Board of Higher Secondary Education in Maharashtra)	25	25	25
– Document Verification Fees (To be charged from those students who are not from Board of Higher Secondary Education in Maharashtra)	400	400	400
– Project Fees (To be charged from the students who are required to do the project as per the syllabus.)	100	100	100
– Rural Development	200	300	400

AIDED TEACHING STAFF

Sr. No.	Name of the Staff	Designation	Qualification
1	Dr. Jayashree Mehta	Principal	M. Com., M. Phil. Ph.D.
2	Dr. Subhash A. D'souza	Vice Principal, Asst. Prof.	M. Com., M. Phil. Ph.D.
3	Dr. Vincent K. D'mello	Asst. Prof.	M. A., SET, Ph.D. LL.B
4	Dr. Joana W. Tuscano	Asst. Prof.	M. A., M. Com., M. Phil.Ph.D.
5	Dr. Clementine J. Rebello	Asst. Prof.	M. A., B. Ed., Ph. D.
6	Dr. Vandana N. Tuscano	Asst. Prof.	M. A., B. Ed., Ph.D
7	Mrs. Kavita R. Almeida	Asst. Prof.	M. A., SET.
8	Mr. Prasad J. Dabre	Asst. Prof.	M. Com., NET, ICWA (Inter)
9	Mrs. Romia R. Correia	Asst. Prof.	M. A., M.Phil., B.Ed.
10	Mr. Jagdish A. Sansare	Asst. Prof.	M. A., SET
11	Dr. Dinesh Sanadi	Librarian	M. Lib. NET, Ph.D. SET

AIDED NON TEACHING STAFF

SR. NO.	Name of the Staff	Designation	Quaification
1	Mr. William L. Rodrigues	Office Superintendent	B.Com
2	Mrs. Archana R. Rumao	Sr. Clerk	B.Com
3	Mrs. Jyoti R. Menezes	Jr. Clerk	B.A.
4	Mrs. Maya Y. Parkar	Jr. Clerk	B.Com
5	Mr. Noel J. Rodrigues	Lib. Attendant	S.S.C. Lib. Cert.
6	Mrs. Jane J. Rodrigues	Lib. Attendant	B.Com.M.LIB
7	Mr. Rajesh N. Bhuyal	Peon	9th Pass
8	Mr. Nilesh S. Lopes	Peon	9th Fail
9	Mr. Joel I. Gomes	Peon	S.S.C. Lib. Cert.

SELF FINANCE (B.B.I., B.M.S., B.A.F.)

1. Bachelor of Commerce (Accounting & Finance- B.A.F.)

a) A candidate for being eligible for admission to the Bachelor of Commerce (Accounting and Finance) degree course shall have passed XII Std. examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 0.2152. A candidate for being eligible for admission to the three year degree course leading to the Bachelor of Commerce must have passed the Higher Secondary School Certificate (Std. XII) examination conducted by the different Divisional Boards of the Maharashtra State Boards of the Maharashtra State Board of Secondary and Higher Secondary Education.

b) Every candidate admitted to the degree course in the constituent / affiliated college / recognized institution, conducting the course, shall have to register himself / herself with the University.

2. Bachelor of Commerce (Banking & Insurance - B.B.I.)

A candidate for being eligible for admission to the Bachelor of Commerce (Banking and Insurance) degree course should 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 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 enroll himself/ herself with the University.

3. Bachelor of Commerce (Management Studies - B.M.S.)

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.) Admissions are purely based on merit duly following the reservation policy as per the norms of Government of Maharashtra. While drawing the merit list, weightage has to

be given to students from Arts, Commerce and Science Stream at 12th standard level. The stream wise Weightage to be given is as under :

STREAM	COMMERCE	ARTS	SCIENCE	DIP. IN ENGINEERING AND OTHER
PERCENTAGE	45%	25%	25%	5%

The application are to be accepted and processed by the colleges stream wise separately and the merit list is to be displayed stream wise taking into account the reservation policy prescribed by the Government of Maharashtra.

- a) The merit list is to be prepared and displayed stream wise.
- b) In case if no applications are received under the "Diploma in Engineering and other Category" or if the seats remain vacant in "Diploma in Engineering and other Category" after all the merit lists / forms are exhausted, the vacant seats must be transferred to Commerce Stream.
- c) In case if not application is received from any stream the vacant seats are to be distributed equally between the remaining two streams only.
- d) After the first merit list is displayed, if any seat allotted to one stream remains vacant, the same shall be distributed equally between the remaining two streams. In case of vacancy in one stream is of single/odd number of seats, the single seat is to be allotted to the Commerce Stream. In case if no applications are available from the two streams, then all the vacant seats of such two streams must be transferred to the third stream.
- e) Step (d) be repeated for the subsequent merit lists till all the forms are exhausted or the final merit list is displayed, whichever is earlier.

B.Com Programme

(Under Choice Based Credit, Grading and Semester System)
Course Structure

F.Y.B.Com (unaided)

(To be implemented from Academic year 2019-2020)

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1A	Discipline Specific Elective (DSE) Courses		1A	Discipline Specific Elective (DSE) Courses	
1	Accountancy and Financial Management - I	03	1	Accountancy and Financial Management - II	03
1B	Discipline Related Elective (DSE) Courses		1B	Discipline Related Elective (DSE) Courses	
2	Commerce - I	03	2	Commerce - 1	03
3	Business Economics - II	03	3	Business Economics - II	03
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)		2A	Ability Enhancement Compulsory Course (AECC)	
4	Business Communication-I	03	4	Business Communication - II	03
5	Environmental Studies I	03	5	Environmental Studies - II	03
2B	* Skill Enhancement Courses (SEC)		2B	** Skill Enhancement Courses (SEC)	
6	Any one course from the following list of courses	02	6	Any one course from the following list of courses	02
3	Core Courses (CC)		3	Core Courses (CC)	
7	Mathematical and Statistical Techniques - I	03	7	Mathematical and Statistical Techniques - II	03
	Total Credits	20		Total Credits	20

* List of Skill enhancement Courses (SEC) for Semester I (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	Foundation Course - I	1	Foundation Course - II
2	Foundation Course in NSS - I	2	Foundation Course in NSS - II
3	Foundation Course in NCC - I	3	Foundation Course in NCC - II
4	Foundation Course in Physical Education - I	4	Foundation Course in Physical Education - II

Note : Course selected in Semester I will continue in Semester II

* Subject to changes as prescribed by University of Mumbai

S.Y.B.Com (Unaided)

(To be implemented from Academic year 2019-2020)

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1A	Discipline Specific Elective (DSE) Courses		1A	Discipline Specific Elective (DSE) Courses	
1Aa	Discipline Specific Elective (DSE) Courses		1Aa	Discipline Specific Elective (DSE) Courses	
1	Accountancy and Financial Management - III	03	1	Accountancy and Financial Management - IV	03
1Ab	Discipline Specific Elective (DSE) Courses		1Ab	Discipline Specific Elective (DSE) Courses	
2	* Any one course from the following list of the course	03	2	* Any one course from the following list of the course	03
1B	Discipline Related Elective (DRE) Courses		1B	Discipline Related Elective (DRE) Courses	
2	Commerce - III	03	2	Commerce - IV	03
3	Business Economics - III	03	3	Business Economics - IV	03
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
2A	* Skill Enhancement Course (SEC) Group A		2A	** Skill Enhancement Course (SEC) Group A	
5	*Any one course from the following list of the course	03	5	*Any one course from the following list of the course	03
2B	* Skill Enhancement Courses (SEC) Group B		2B	* Skill Enhancement Courses (SEC) Group B	
6	Any one course from the following list of courses	02	6	Any one course from the following list of courses	02
3	Core Courses (CC)		3	Core Courses (CC)	
7	Business Law I	03	7	Business Law II	03
Total Credits		20	Total Credits		20

1Ab* List of Discipline specific Elective (DSE) Courses for Semester III (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	Financial Accounting and Auditing Introduction of Management Accounting	1	Financial Accounting and Auditing Audition
2	Business Management - Marketing Management	2	Business Management - Marketing Management
3	Banking & Finance - Introduction to Banking in India	3	Banking & Finance - Introduction to Banking in India
4	Commerce - International Business Relations	4	Commerce - International Business Relations

Note : Course selected in Semester I will continue in Semester II

* Subject to changes as prescribed by University of Mumbai

*List of Skill Enhancement Courses (SEC) Group A for Semester III (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	Advertising - I	1	Advertising - II
2	Field Sales Management I	2	Field Sales Management II
3	Public Relations I	3	Public Relations II
4	Mass Communication I	4	Mass Communication II
5	Travel & Tourism Management Paper I	5	Travel & Tourism Management Paper II
6	Journalism I	6	Journalism II
7	Company Secretarial Practice I	7	Company Secretarial Practice II
8	Rural Development I	8	Rural Development II
9	Co-operation I	9	Co-operation II
10	Mercantile Shipping I	10	Mercantile Shipping II
11	Indian Economic Problem I	11	Indian Economic Problem II
12	Computer Programming I	12	Computer Programming II
13	Logistic and Supply Chain Management I	13	Logistic and Supply Chain Management II
14	Economics Systems I	14	Economics Systems II

Note : Course selected in Semester III will continue in Semester IV

*List of Skill Enhancement Courses (SEC) Group B for Semester III (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	Foundation Course - Contemporary Issues-III	1	Foundation Course - Contemporary Issues-IV
2	Foundation Course in NSS - III	2	Foundation Course in NSS - IV
3	Foundation Course in NCC - III	3	Foundation Course in NCC - IV
4	Foundation Course in Physical Education - III	4	Foundation Course in Physical Education - IV

Note : Course selected in Semester III will continue in Semester IV

T.Y. B com (Unaided)

**Bachelor of Commerce (B.Com) Programme
Under Choice Based Credit, Grading and Semester System**

(To be implemented from Academic year 2019-2020)

No. of Courses	Semester I	Credits	No. of Courses	Semester VI	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1A	Discipline Specific Elective (DSE) Courses		1A	Discipline Specific Elective (DSE) Courses	
1 & 2	*Any one of Courses From the following list of the Groups (A/B/C/D/E/F)	04+04	1	Accountancy and Financial Management - II	04+04
1B	Discipline Related Elective (DRE) Courses		1B	Discipline Related Elective (DRE) Courses	
3	Commerce - V	03	3	Commerce - VI	03
4	Business Economics - V	03	4	Business Economics - VI	03
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
5 & 6	**Any two Courses from the Following List of the Courses	03+03	5 & 6	**Any two Courses from the Following List of the Courses	03+03
	Total Credits	20		Total Credits	20

<i>List of groups of Discipline Specific Elective (DSE) Courses for Semester V (Any One Group)</i>		<i>List of groups of Discipline Specific Elective (DSE) Courses for Semester V (Any One Group)</i>	
Group A : Advanced Accountancy			
1	Financial Accounting and Auditing VII - Financial Accounting	1	Financial Accounting and Auditing XI - Financial Accounting
2	Financial Accounting and auditing VIII - Cost Accounting	2	Financial Accounting and auditing X - Cost Accounting
Group B : Business Management			
1	Business Management Paper- I	1	Business Management Paper- III
2	Business Management Paper - II	2	Business Management Paper - IV
Group C : Banking and Finance			
1	Banking and Finance Paper - I	1	Banking and Finance Paper - III
2	Banking and Finance Paper -II	2	Banking and Finance Paper -IV
Group D : Commerce			
1	Commerce Paper -I	1	Commerce Paper -III
2	Commerce Paper - II	2	Commerce Paper - IV
Group E : Quantitative Techniques			
1	Quantitative Techniques - I	1	Quantitative Techniques -III
2	Quantitative Techniques - II	2	Quantitative Techniques - IV
Group F : Economics			
1	Economics Paper - I	1	Economics Paper -II I
2	Economics Paper -II	2	Economics Paper -IV
Note : Group selected in Semester V will continue in Semester VI			

Faculty of Commerce, University of Mumbai

**List of ability Enhancement Courses (AEC) for Semester V (Any Two)		**List of ability Enhancement Courses (AEC) for Semester VI (Any Two)	
1	Trade Unionism and Industrial Relations Paper - I	1	Trade Unionism and Industrial Relations Paper - II
2	Computer systems & applications Paper- I	2	Computer systems & applications Paper- II
3	Export Marketing Paper - I	3	Export Marketing Paper - II
4	Marketing Research Paper - I	4	Marketing Research Paper - II
5	Investment Analysis and Portfolio management Paper - I	5	Investment Analysis and Portfolio management Paper - II
6	Transport Management Paper - I	6	Transport Management Paper - II
7	Entrepreneurship & M.S.S.I. Paper - I	7	Entrepreneurship & M.S.S.I. Paper - II
8	International Marketing Paper - I	8	International Marketing Paper - II
9	Merchant Banking Paper - I	9	Merchant Banking Paper - II
10	Direct & Indirect Taxation Paper - I	10	Direct & Indirect Taxation Paper - II GST
11	Labour Welfare & Practice Paper - I	11	Labour Welfare & Practice Paper - II
12	Purchasing & Store keeping Paper - I	12	Purchasing & Store keeping Paper - II
13	Insurance Paper - I	13	Insurance Paper - II
14	Banking Law & Practice Paper - I	14	Banking Law & Practice Paper - II
15	Regional Planning Paper - I	15	Regional Planning Paper - II
16	Rural Marketing Paper - I	16	Rural Marketing Paper - II
17	Elements of Operational Research Paper - I	17	Elements of Operational Research Paper - II
18	Psychology of Human Behaviour at work Paper - I	18	Psychology of Human Behaviour at work Paper - II
Note : Course selected in V will continue in Semester VI			

Fees Structure For the Academic Year 2019-20
B.Com (UNAIDED)

Sr. No.	Particulars	F.Y B Com	S.Y B Com	T.Y B Com
		Fees Chargeable	Fees Chargeable	Fees Chargeable
1	Tuition Fees	3000	3000	3000
2	Library Fees	200	200	200
3	Gymkhana Fees	400	400	400
4	Other Fees / Extra Curricular Activities	250	250	250
5	Examination Fees (F.Y. / S.Y.)	2000	2000	2000
6	Enrollment Fees	220	00	00
7	Disaster Relief Fund	10	10	10
8	Admission Process Fees	200	200	200
9	Utility Fees	250	250	250
10	Magazine Fees	100	100	100
11	ID Card & Library Card	50	50	50
12	Group Insurance	20	20	20
13	Vice Chancellor's Fund	20	20	20
14	Uni. Sports & Cultural Activity	30	30	30
15	E - Service / Suvidha	50	50	50
16	E - Charges	20	20	20
17	NSS Unite Fees	20	20	20
18	Student Welfare Fund	50	50	50
19	Caution Money	150	00	00
20	Library Deposit	250	00	00
21	Development Fee	1500	1500	1500
22	Computer Lab Fee	00	00	800
23	Computer Practical Fee	00	00	600
24	Unaided Tuition Fee	1400	1400	2000
25	Project Fee	00	00	200
26	Internal Assesment Fee	100	100	100
27	Convocation Fee	00	00	250
	Total	10,290	9,670	12,120

Rupees :

* Subject to change as prescribed by University of Mumbai

Bachelor of Management Studies (BMS) Programme

(Under Choice Based Credit, Grading and Semester System)
Course Structure

F.Y.B.M.S.

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1	Introduction to Financial Accounts	03	1	Principal of Marketing	03
2	Business Law	03	2	Industrial Law	03
3	Business Statistics	03	3	Business Mathematics	03
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)		2A	Ability Enhancement Compulsory Course (AECC)	
4	Business Communication-I	03	4	Business Communication-II	03
2B	* Skill Enhancement Courses (SEC)		2B	** Skill Enhancement Courses (SEC)	
5	Any one course from the following list of courses	02	5	Any one course from the following list of courses	02
3	Core Courses (CC)		3	Core Courses (CC)	
6	Foundation of Human Skills	03	6	Business Environment	03
7	Business Economics-I	03	7	Principles of Management	03
	Total Credits	20		Total Credits	20

* List of Skill enhancement Courses (SEC) for Semester I (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	<u>Foundation Course - I</u>	1	<u>Foundation Course - Value Education and Soft Skill - II</u>
2	Foundation Course in NSS - I	2	Foundation Course in NSS - II
3	Foundation Course in NCC - I	3	Foundation Course in NCC - II
4	Foundation Course in Physical Education - I	4	Foundation Course in Physical Education - II
Note : Course selected in Semester I will continue in Semester II			

* Subject to change as prescribed by University of Mumbai

S.Y.B.M.S.

No. of Courses	Semester III	Credits	No. of Courses	Semester IV	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1&2	* Any one group of course from the following list of the courses	06	1&2	** Any one group of courses from the following list of the courses	06
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
3	Information Technology in Business Management - I	02	3	Information Technology in Business Management - II	02
3	Core Courses (CC)		3	Core Courses (CC)	
4	Environmental Management	03	4	Business Economics - II	03
5	Business Planning & Entrepreneurial Management	03	5	Business Research Methods	03
6	Accounting for Managerial Decisions	03	6	Ethics & Governance	03
7	Strategic Management	03	7	Production & Total Quality Management	03
Total Credits		20	Total Credits		20

* List of Group of Elective Courses (EC) for Semester III (Any Two)		** List of Group of Elective Courses (EC) for Semester IV (Any Two)	
Group A : Finance Electives (Any Two Courses)			
1	Basic of Financial Services	1	Financial Institutions & Markets
2	Introduction to Cost Accounting	2	Auditing
3	Equity & Debt Market	3	Strategic Cost Management
4	Corporate Finance	4	Behaviourial Finance
Group B : Marketing Electives (Any Two Courses)			
1	Consumer Behaviour	1	Integrated Marketing Communication
2	Production Innovations Management	2	Rural Marketing
3	Advertising	3	Event Marketing
4	Social Marketing	4	Tourism Marketing
Group C : Human Resource Electives (Any Two Courses)			
1	Recruitment & Selection	1	Human Resources Planning & Information System
2	Motivation and Leadership	2	Training & Development in HRM
3	Employees Relations & Welfare	3	Change Management
4	Organisation Behaviour & HRN	4	Conflict Negotiation

Note : Group selected in Semester III will continue in Semester IV

* Subject to change as prescribed by University of Mumbai

T.Y.B.M.S.

(To be implemented from Academic year 2016-2017)

No. of Courses	Semester V	Credits	No. of Courses	Semester VI	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1, 2,3 & 4	* Any four course from the following list of the courses	12	1, 2,3 & 4	** Any four course from the following list of the courses	12
2	Core Course (CC)		2	Core Course (CC)	
5	Logistics & Supply Chain Management	04	5	Operation Research	04
3	Ability Enhancement Course (AEC)		3	Ability Enhancement Course (AEC)	
6	Corporate Communication & Public Relations	04	6	Project Work	04
Total Credits		20	Total Credits		20

Note : Project work is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/difficult problem. Project work would be of 04 credits. A project work may be undertaken in any area of Elective Course / study area selected.

* List of Group of Elective Courses (EC) for Semester V (Any Four)		** List of Group of Elective Courses (EC) for Semester VI (Any Four)	
Group A : Finance Electives			
1	Investment Analysis & Portfolio Management	1	International Financial
2	Commodity & Derivatives Market	2	Innovative Financial Services
3	Wealth Management	3	Project Management
4	Financial Accounting	4	Strategic Financial Management
5	Risk Management	5	Financing Rural Development
6	Direct Taxes	6	Indirect Taxes
Group B : Marketing Electives			
1	Services Marketing	1	Brand Management
2	E-Commerce & Digital Marketing	2	Retail Management
3	Sales & Distribution Management	3	International Marketing
4	Customer Relationship Management	4	Media Planning & Management
5	Industrial Marketing	5	Sports Marketing
6	Strategic marketing Management	6	Marketing of Non Profit Organisation
Group C : Human Resource Electives			
1	Finance for HR Professionals & Compensation Management	1	HRM in Global Perspective
2	Strategic Human Resource Management & HR Policies	2	Organisational Development
3	Performance Management & Career Planning	3	HRM in Service Sector Management
4	Industrial Relations	4	Workforce Diversity
5	Talent & Competency Management	5	Human Resource Accounting & Audit
6	Stress Management	6	Indian Ethos in Management

Note : Group selected in Semester III will continue in Semester V & Semester VI

* Subject to change as prescribed by University of Mumbai

B.M.S. Fees Structure For The Academic Year 2019-20

Sr. No.	Particulars	Amount (Rs.)		
		F.Y	S.Y.	T.Y.
1	Tuition Fees**	10000	10000	10000
2	Library Fees	300	300	300
3	Gymkhana Fees	400	400	400
4	Other Fees / Extra Curricular Activities	250	250	250
5	Exam Fees	2000	2000	2000
6	Enrollment Fees	220	00	00
7	Development Fees	500	500	500
8	Industrial Visit Fees	500	500	500
9	Admi. Processing	200	200	200
10	Utility Fees	250	250	250
11	Megazine Fees	100	100	100
12	I-Card & Library Card	50	50	50
13	Group Insurance (Rs. 50.000 Insured)	20	20	20
14	Student Welfare Fund	50	50	50
15	Disaster Relief Fund	10	10	10
16	vice Chancellor's Fees	20	20	20
17	Uni Sports & Cultural Activities	30	30	30
18	E-Suvidha	50	50	50
19	E-Charges	20	20	20
20	Computer Practicals	00	1000	00
21	Laboratory Fees	00	1000	00
22	Laboratory Deposit	400	00	00
23	Library Deposit	250	00	00
24	Caution Mony	150	00	00
25	Project Fee	00	00	500
26	Alumini Association	25	25	25
27	Convocation Fees	00	00	250
28	N.S.S. Fees (Self Finance)	20	20	20
	Total	16,815	16,795	16,545
	Wherever Application			
	-Transcript-5 copies (Additional copy Rs. 50/- each	1000	1000	1000
	-Admin From-Prospectus , Brochure	100	100	100
	-Transfer Certificate	125	125	125
	-Bonafied Certificate	20	20	20
	-No Objection Certificate	20	20	20
	-Document Verification Fees-(to be change from the Students those are not from Board of Higher Secondary Education, Maharashtra)	400	400	400

* Fees will change subject to Instructions from University of Mumbai

B.Com (Accounting & Finance) Programme

(Under Choice Based Credit, Grading and Semester System)
Course Structure

F.Y.B.Com (Accounting & Finance)

(To be implemented from Academic year 2016-2017)

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1	Financial Accounting (Elements of Financial Accounting) - I	03	1	Financial Accounting (Special Accounting Areas) - II	03
2	Cost Accounting (Introduction and Element of Cost) -I	03	2	Auditing (Introduction and Planning) -I	03
3	Financial Management Introduction to Financial Management) - I	03	3	Innovative Financial Services (Revised and to be Implemented from 2018-19)	03
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)		2A	Ability Enhancement Compulsory Course (AECC)	
4	Business Communication-I	03	4	Business Communication-II	03
2B	* Skill Enhancement Courses (SEC)		2B	** Skill Enhancement Courses (SEC)	
5	Any one course from the following list of the courses	02	5	Any one course from the following list of the courses	02
3	Core Courses (CC)		3	Core Courses (CC)	
6	Commerce (Business Environment)-I	03	6	Business Law (Business Regulatory Framework)-I	03
7	Business Economics-I	03	7	Business Mathematics-I	03
	Total Credits	20		Total Credits	20

* List of Skill enhancement Courses (SEC) for Semester I (Any One)		** List of Skill enhancement Courses (SEC) for Semester II (Any One)	
1	Foundation Course - I	1	Foundation Course - II
2	Foundation Course in NSS - I	2	Foundation Course in NSS - II
3	Foundation Course in NCC - I	3	Foundation Course in NCC - II
4	Foundation Course in Physical Education - I	4	Foundation Course in Physical Education - II

Note : Course selected in Semester I will continue in Semester II

Note : Course No. 3 entitled Taxation - (Indirect Taxes I) Semester II has been substituted to Innovative Financial Services and to be implemented from the academic year 2018-19

Board of Studies-in-Accountancy, University of Mumbai

S.Y.B.Com (Accounting & Finance)

No. of Courses	Semester III	Credits	No. of Courses	Semester IV	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1,2 & 3	the following list of the courses	09	1,2 & 3	** Any three course from the following list of the courses	09
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)		2A	Ability Enhancement Compulsory Course (AECC)	
4	Information Technology in Accountancy -	03	4	Information Technology in Accountancy -	03
2B	*Skill Enhancement Course (SEC)		2B	**Skill Enhancement Course (SEC)	
5	Any one course from the following list of the courses	02	5	Any one course from the following list of the courses	02
3	Core Courses (CC)		3	Core Courses (CC)	
6	Business Law (Business Regulatory Framework)-II	03	6	Business Law (Company Law) - III	03
7	Business Economics - II	03	7	Research Methodology in Accounting and Finance	
	Total Credits	20		Total Credits	20

* List of Skill Enhancement Course (SEC) for Semester III (Any One)

1	Foundation Course in Commerce (Financial Market Operation) - III	1	Foundation Course in Management (Introduction to Management) - IV
2	Foundation Course - Contemporary Issues-III	2	Foundation Course - Contemporary Issues-IV
3	Foundation Course in NSS - III	3	Foundation Course in NSS - IV
4	Foundation Course in NCC - III	4	Foundation Course in NCC - IV
5	Foundation Course in Physical Education - III	5	Foundation Course in Physical Education - IV

* List of Elective Course (EC) for Semester IV (Any Three)

* List of Elective Course (EC) for Semester III (Any Three)

1	Financial Accounting (Special Accounting Areas) - III	1	Financial Accounting (Special Accounting Areas) - IV
2	Cost Accounting (Methods of Costing)-II	2	Management Accounting (Introduction to Management Accounting)
3	Auditing (Techniques of Auditing and Audit Procedures)-II	3	Auditing - III
4	Taxation-II (Direct Taxes Paper-II)	4	Taxation-III (Direct Taxes - II)
5	Principles & Practices of Banking	5	Wealth Management

** List of Elective Course (EC) for Semester IV (Any Three)

Note : Course selected in Semester III will continue in Semester IV

* Subject to change as prescribed by University of Mumbai

T.Y.B.Com (Accounting & Finance)

(To be implemented from Academic year 2016-2017)

No. of Courses	Semester V	Credits	No. of Courses	Semester VI	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1,2,3 & 4	* Any four course from the following list of the courses	12	1,2,3 & 4	* Any four course from the following list of the courses	12
2	Core Courses (CC)		2	Core Courses (CC)	
5	Financial Accounting - V	04	5	Financial Accounting - VI	04
6	Financial Accounting - VI	04	6	Project Work	04
Total Credits		20	Total Credits		20

Note : Project work is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/difficult problem. Project work would be of 04 credits. A project work may be undertaken in any area of Elective Course / study area selected.

* List of Elective Course (EC) for Semester V (Any Four)		** List of Elective Course (EC) for Semester VI (Any Four)	
1	Cost Accounting - III	1	Cost Accounting - IV
2	Financial Management - II	2	Financial Management - III
3	Taxation - IV (Indirect Taxes - II)	3	Taxation - V (Indirect Taxes - II)
4	International Finance	4	International Finance
5	Financial Analysis and Business Valuation	5	Financial Analysis and Business Valuation
6	Management - II (Management Applications)	6	Economics Paper - III (Indian Economy)

Note : Course selected in Semester V will continue in Semester VI

* Subject to change as prescribed by University of Mumbai

B.A.F. Fees Structure For The Academic Year 2019-20

Sr. No.	Particulars	Amount (Rs.)		
		F.Y	S.Y.	T.Y.
1	Tuition Fees**	10000	10000	10000
2	Library Fees	600	600	600
3	Gymkhana Fees	400	400	400
4	Other Fees / Extra Curricular Activities	250	250	250
5	Exam Fees	2000	2000	2000
6	Enrollment Fees	220	00	00
7	Development Fees	500	500	500
8	Industrial Visit Fees	500	500	500
9	Admi. Processing	200	200	200
10	Utility Fees	250	250	250
11	Megazine Fees	100	100	100
12	I-Card & Library Card	50	50	50
13	Group Insurance (Rs. 50.000 Insured)	20	20	20
14	Student Welfare Fund	50	50	50
15	Disaster Relief Fund	10	10	10
16	vice Chancellor's Fees	20	20	20
17	Uni Sports & Cultural Activities	30	30	30
18	E-Suvidha	50	50	50
19	E-Charges	20	20	20
20	Computer Practicals	00	1000	00
21	Laboratory Fees	00	1000	00
22	Laboratory Deposit	400	00	00
23	Library Deposit	250	00	00
24	Caution Mony	150	00	00
25	Project Fee	00	00	500
26	Alumini Association	25	25	25
27	Convocation Fees	00	00	250
28	N.S.S. Fees (Self Finance)	20	20	20
	Total	17,115	17,095	16,845
	Wherever Application			
	-Transcript-5 copies (Additional copy Rs. 50/- each	1000	1000	1000
	-Admin Form-Prospectus , Brochure	100	100	100
	-Transfer Certificate	125	125	125
	-No Objection Certificate	20	20	20
	-Bonafied Certificate	20	20	20
	-Document Verification Fees-(to be change from the Students those are not from Board of Higher Secondary Education, Maharashtra)	400	400	400

* Fees will change subject to Instructions from University of Mumbai

B.Com (Banking & Insurance) Programme

(Under Choice Based Credit, Grading and Semester System)

Course Structure

F.Y.Bcom. (Banking & Insurance)

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
1	<i>Elective Courses (EC)</i>		1	<i>Elective Courses (EC)</i>	
1	Environment and Management of Financial Service	03	1	Environment and Management of Financial Service	03
2	Principles of Management	03	2	Principles of Management	03
3	Financial Accounting - I	03	3	Financial Accounting - I	03
2	<i>Ability Enhancement Courses (AEC)</i>		2	<i>Ability Enhancement Courses (AEC)</i>	
2A	<i>Ability Enhancement Compulsory Course (AECC)</i>		2A	<i>Ability Enhancement Compulsory Course (AECC)</i>	
4	Business Communication-I	03	4	Business Communication-I	03
2B	<i>* Skill Enhancement Courses (SEC)</i>		2B	<i>* Skill Enhancement Courses (SEC)</i>	
5	Any one course from the following list of the courses	02	5	Any one course from the following list of the courses	02
3	<i>Core Courses (CC)</i>		3	<i>Core Courses (CC)</i>	
6	Business Economics-I	03	6	Business Economics-I	03
7	Quantitative Methods - I	03	7	Quantitative Methods - I	03
		Total Credits			20

* List of Skill enhancement Courses (SEC) for Semester I (Any One)

** List of Skill enhancement Courses (SEC) for Semester II (Any One)

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">1</td> <td>Foundation Course - I</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Foundation Course in NSS - I</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Foundation Course in NCC - I</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Foundation Course in Physical Education - I</td> </tr> </table>	1	Foundation Course - I	2	Foundation Course in NSS - I	3	Foundation Course in NCC - I	4	Foundation Course in Physical Education - I	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">1</td> <td>Foundation Course - II</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Foundation Course in NSS - II</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Foundation Course in NCC - II</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Foundation Course in Physical Education - II</td> </tr> </table>	1	Foundation Course - II	2	Foundation Course in NSS - II	3	Foundation Course in NCC - II	4	Foundation Course in Physical Education - II
1	Foundation Course - I																
2	Foundation Course in NSS - I																
3	Foundation Course in NCC - I																
4	Foundation Course in Physical Education - I																
1	Foundation Course - II																
2	Foundation Course in NSS - II																
3	Foundation Course in NCC - II																
4	Foundation Course in Physical Education - II																

Note : Course selected in Semester I will continue in Semester II

* Subject to change as prescribed by University of Mumbai

S.Y.Bcom. (Banking & Insurance)

(To be implemented from Academic year 2019-2020)

No. of Courses	Semester III	Credits	No. of Courses	Semester IV	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1,2&3	*Any three course from the following list of the courses	09	1,2&3	*Any three course from the following list of the courses	09
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)	
4	Information Technology in Banking & Insurance - I	02	4	Information Technology in Banking & Insurance - II	02
3	Core Courses (CC)		3	Core Courses (CC)	
5	Laws Governing Banking & Insurance	03	5	Corporate Laws & laws Governing Capital Market	03
6	Financial Market (Equity, Debt, Forex and Derivatives)	03	6	Universal Banking	
7	Taxation of Financial Services	03	7	Business Economics - II	03
	Total Credits	20		Total Credits	20

* List of Discipline Related Elective (DRE) Courses for Semester III (Any Three)		* List of Discipline Related Elective (DRE) Courses for Semester IV (Any Three)	
1	<u>Financial Management - I</u>	1	<u>Financial Management - II</u>
2	<u>Management Accounting (Tools & Techniques, Focus on Banking & Insurance)</u>	2	<u>Financial Market (Equity, Debt, Forex and Derivatives)</u>
3	<u>Organizational Behaviour</u>	3	<u>Wealth Management</u>
4	Risk Management	4	Cost Accounting of Banking Insurance
5	Mutual Fund Management	5	Entrepreneurship Management

Note : Course selected in Semester I will continue in Semester II

* Subject to change as prescribed by University of Mumbai

B.Com (Banking & Insurance) Programme Under choice Based Credit, Gradind and semester System

T.Y.Bcom. (Banking & Insurance)

No. of Courses	Semester V	Credits	No. of Courses	Semester VI	Credits
1	Elective Courses (EC)		1	Elective Courses (EC)	
1,2,3 & 4	*Any four course from the following list of the courses	12	1,2,3 & 4	*Any four course from the following list of the courses	12
2	Core Courses (CC)		2	Core Courses (CC)	
5	International Banking and Finance	04	5	International Banking and Finance	04
3	Ability Enhancement Courses (AEC)		3	Ability Enhancement Courses (AEC)	
6	Research Methodology	04	6	Research Methodology	04
	Total Credits	20		Total Credits	20

Note : Project work is considered as a special course involving application of knowledge in solving / analysing / exploring a real life situation/difficult problem. Project work would be of 04 credits. A project work may be undertaken in any area of Elective Course / study area selected.

* List of Elective Courses for Semester IV (Any Four)		** List of Elective Courses for Semester VI (Any Four)	
1	Financial Reporting & Analysis (Corporate Banking & Insurance)	1	Security Analysis & Portfolio Management
2	Auditing - I	2	Auditing - I
3	Strategic Management	3	Human Resource Management
4	Financial Services Management	4	Turnaround Management
5	Business Ethics and Corporate Governance	5	International Business
6	Actuarial Analysis in Banking & Insurance	6	Actuarial Analysis in Banking and Insurance

Note : Course selected in Semester V will continue in Semester VI

* Subject to change as prescribed by University of Mumbai

B.B.I Fees Structure For The Academic Year 2019-20

Sr. No.	Particulars	Amount (Rs.)		
		F.Y	S.Y.	T.Y.
1	Tuition Fees**	10000	10000	10000
2	Library Fees	600	600	600
3	Gymkhana Fees	400	400	400
4	Other Fees / Extra Curricular Activities	250	250	250
5	Exam Fees	2000	2000	2000
6	Enrollment Fees	220	00	00
7	Development Fees	500	500	500
8	Industrial Visit Fees	500	500	500
9	Admi. Processing	200	200	200
10	Utility Fees	250	250	250
11	Megazine Fees	100	100	100
12	I-Card & Library Card	50	50	50
13	Group Insurance (Rs. 50.000 Insured)	20	20	20
14	Student Welfare Fund	50	50	50
15	Disaster Relief Fund	10	10	10
16	vice Chancellor's Fees	20	20	20
17	Uni Sports & Cultural Activities	30	30	30
18	E-Suvidha	50	50	50
19	E-Charges	20	20	20
20	Computer Practicals	00	00	00
21	Laboratory Fees	00	1000	00
22	Laboratory Deposit	00	00	00
23	Library Deposit	250	00	00
24	Caution Mony	150	00	00
25	Project Fee	00	00	1000
26	Alumini Association	25	25	25
27	Convocation Fees	00	00	250
28	N.S.S. Fees (Self Finance)	20	20	20
	Total	17,115	18,115	17,345
	Wherever Application			
	-Transcript-5 copies (Additional copy Rs. 50/- each	1000	1000	1000
	-Admin From-Prospectus , Brocture	100	100	100
	-Transfer Certificate	125	125	125
	-No Objection Certificate (Other Certificates)	20	20	20
	Bonafied Certificate	20	20	20
	-Document Verification Fees-(to be change from the Students those are not from Board of Higher Secondary Education, Maharashtra) other Certificates	400	400	400

* Fees will change subject to Instructions from University of Mumbai

Self Finance Department - TEACHING STAFF

Sr. No.	Name	Qualification
1	Mrs. Deepa Lopes-Co-ordinator	M.C.A. PG.DCA
2	Mr. Macnoble D'cruz	M.Com., PG.D.F.M., M.phil, NET, SET
3	Ms. Jeslina Correia	MMS - HR, M. Com (Mgmt)
4	Mrs. Elvia Gonsalves	MMS - Finance
5	Mrs. Lovina Rodrigues	MMS - HR
6	Mrs. Shraddha Pereira	MMS - Finance, M.Com B.Ed. NET
7	Mr. Wilfred D'monte	MMS - Marketing
8	Ms. Sabina Correia	MMS - Marketing, M.A. (ECO)
9	Mrs. Sampada Almeida	MMS - Finance
10	Mr. Joy Dias - Part Time	MMS - Marketing
11	Mrs. Sangeeta Pandit	M.Com - Management, SET
12	Ms. Alina Dabre	MMS - HR, M Com(Mgmt)
13	Mrs. Sonal Dabre	M.Com, B.Ed.
14	Mrs. Alisha Tuscano	M.Com, B.Ed.
15	Mr. Jordin Carvalho	M.Com, B.Ed.
16	Ms. Stevina Dodti	B.L.S., LLB
17	Ms. Dora Rodrigues	(MMS) -Fin., M.Com (Mgmt), SET (Com), SET (Mgmt)
18	Ms. Shifa Correa	(M.Com, B.Ed)

B.A.F., B.M.S. & B.B.I. - NON TEACHING STAFF

SR. NO.	Name of the Staff	Designation	Quaification
1	Mrs. Shaila W. Fernandes	Admin. Officer	B.Com
2	Mr. Denis S. Pereira	Sr. Clerk	B.A. (Eco.)
3	Mrs. Christina B. Lobo	Clerk	M.A. B.ed.
4	Mrs. Geeta R. Fernandes	Peon	

UNIVERSITY OF MUMBAI

CREDIT, GRADE & SEMESTER SYSTEM TO BE INTRODUCED FROM THE ACADEMIC YEAR 2011-2012

(ARTS, COMMERCE FACULTY ONLY.)

DECISION REGARDING CREDIT, GRADING & SEMESTER SYSTEM

- ⇒ Decision of University Grants commission (UGC) for introducing the semester and choice based credit system in all the central, state and deemed universities and institutions of higher learning in the country under the Eleventh Five-Year Plan (D.O. No. F.1- 2/ 2008- XI Plan dated January 31, 2008 from the Chairman, UGC)
- ⇒ The decision of implementation of Credit & Grade point system has been passed by the Academic Council at its meeting held on 10th June, 2010 and subsequently the Management Council gave the concurrence at its meeting held on 18th July, 2010 after suggesting minor changes with the help of Deans of the concerned faculties and resolved to implement it from the Academic Year 2011-12.

CONCEPT OF CREDIT SYSTEM

- ⇒ Involves breaking down the curriculum into measurable units that can be combined to get a degree/diploma.
- ⇒ A 'credit' is generally a 'value' used to measure a student's work load in terms of learning time required to complete course units, resulting in learning outcomes.
- ⇒ Credit is used in higher education to summarize and describe an amount of learning.
- ⇒ The number of credits awarded to a learner is determined by Credit Value or Credit Points assigned to a particular course.
- ⇒ It is a way of expressing the 'learner's workload'. (Student's)
- ⇒ It affords more flexibility to the learners allowing them to choose inter-disciplinary courses.
- ⇒ One (01) Credit is thirty (30) learning hours.
- ⇒ Credits once gained cannot be lost.

TERMINOLOGY USED IN CREDIT SYSTEM *

- ⇒ Programme : A programme is a set of courses that are linked together in an academically meaningful way and generally ends with the award of a Certificate or Diploma or Degree depending on the level of knowledge attained and the total duration of study, e.g. Certificate in office Computing, Diploma in Journalism, B.Com, M.Sc. M.S.W. etc. are the 'Programmes'.

- ⇒ Course : A course is essentially a constituent of a 'programme' and may be conceived of as a composite of several learning topics taken from a certain knowledge domain, at a certain level. A 'course' in simple term corresponds to the word 'subject' used in many Universities.
- ⇒ Module or Unit : A module or Unit is a part of the course, which may be studied in conjunction with other learning modules or studied independently.
- ⇒ Credit Points : This has reference to the 'Workload' of a learner and is an index of the number of learning hours deemed for a certain segment of learning. The course may be assigned anywhere between 4 and 8 credit points wherein 1 credit is equal to 30 learning hours.
- ⇒ Credit completion or Credit acquisition : It may be considered to take place after the learner has successfully cleared all the evaluation criteria with respect to a single course.
- ⇒ Credit Bank : The process of accumulating Credits over a period of time, leads to the idea of a 'Credit Bank'. Conceptually, a Credit Bank in simple term refers to stored and dynamically updated information regarding the number of Credits obtained by any given student along with the details regarding the course/s for which Credit has been given, the course-level, nature, etc.
- ⇒ Credit Transfer : Credit Transfer means that credits earned at one institution for one or more courses under a given programme are accepted under another programme either by the same institution or another institution.
- ⇒ Performance Transfer : When a student who has successfully completed a certain academic programme, is allowed to transfer his past performance to another academic programme having some common courses, performance transfer is said to have taken place.
- ⇒ Course Exemption : The student who has already completed one of these academic programmes is then allowed to skip these 'equivalent' courses when registering for the new programme. He is then 'exempted' from 're-learning' the common or equivalent content area and from re-appearing for the concerned examinations.
- ⇒ Block Transfer : This refers to a group of courses, such as a completed certificate or diploma programme that are accepted for transfer of credit into a degree programme.
- ⇒ Shelf Life : This has a reference to the time duration for which the content of a given course is relevant and is directly linked with the obsolescence of knowledge in a certain field. Some institutions have time limits for granting credit transfer.
- ⇒ Transfer Agreement : This is an agreement that must be made between two institutions (a sender and a receiver) that specifies how the sending institution's course or programme will be accepted (for transfer of credits) at the receiving institution.

* **These terminologies will be incorporated in the existing ordinances in due course by placing them before the appropriate authority**

TYPES OF CREDIT TRANSFER

- ⇒ Lateral or Horizontal : Credit transfer from one programme to another programme of same-level, e.g. B.A. (Mass Media) from one University to B.M.M. of Mumbai University.
- ⇒ Vertical : It is also referred as 'Career Laddering'. Credit Transfer from one programme to another programme of higher level. It provides a upward mobility to the learner. e.g. Diploma in Engineering gets direct admission to the Second Year Engineering of UG programme.
- ⇒ Intra-Institutional Credit Transfer :When the process of Credit Transfer takes place within a University or Institution it is called as Intra-Institutional Credit Transfer.
- ⇒ Inter -Institutional Credit Transfer :When the process of Credit Transfer takes place across two or more University or Institution it is called as Inter-Institutional Credit Transfer.
- ⇒ Both type of Credit Transfer may operate across the levels i.e. Lateral & Vertical.

PHILOSOPHY OF CREDIT ASSIGNMENT

- ↳ Generally there are four different types of courses in all the programmes conducted at University of Mumbai :
 - ↳ Compulsory Courses = 4 credits per course
 - ↳ Core/ Special Courses = 3 credits per course
 - ↳ Applied Components = 3 credits per course
 - ↳ Foundation Courses = 2 credits per course
 - ↳ Skill Courses = 2 credits per course
- ↳ The total credit value shall be 120 credits for all UG programmes across the faculties.
- ↳ The total credit value shall be 80 credits for PG programmes under the faculty of Arts & Commerce and 96 credits in case of faculty of Science.

ALLOCATION OF TIME PER CREDIT

- ↳ The time duration per credit is divided into two parts :
 1. Approximately fifty percent of the time will be spent on class room instructions including practical as prescribed by the University.
 2. Rest of the time spent for assignments, projects, journal writing, case studies, library work, industrial visits, attending seminars / workshops, preparations for examinations etc. will be considered as notional hours.

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)

- ⇒ **AMENDED R.8438**

Eligibility for Admission to all the Under Graduate Programs (aided and Non-aided) in the faculties of Arts, Science and Commerce under Credit Based Semester and Grading System

- i) Eligibility criteria for a learner, to be admitted in Semester V (Third year) of UG programs (aided and non-aided) in Faculties of Art and Commerce is amended as follows,
- a) Shall have passed Semester I, II, III and IV in full **OR**
 - b) Shall have passed Semester I and II in full and secured ATKT in the Second year by failing in not more than Two Courses in each of Semester III and Semester IV **OR**
 - c) Shall have Secured ATKT in First Year by failing in not more than Two Courses in each of Semester I and Semester II and have passed Semester III and Semester IV in full
- ii) Eligibility for admission to Semester V (Third year) of UG programs (aided and non-aided) in Faculty of Science is amended as follows :
- ↳ Learner shall have passed Semester I, II, III and IV in full **OR**
 - ↳ Learner shall have passed Semester I and Semester II in full and secured ATKT in Second Year by failing in
 - For programs with 900 and above marks in not more than Three Courses in each of Semester III and IV.
 - For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester III & IV.
- OR**
- ↳ Learner shall have passed Semester III and Semester IV in full and secured ATKT in First Year by failing in,
 - For programs with 900 and above marks in not more than Three Courses in each of Semester I and II.
 - For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester I & II.

- ⇒ **AMENDED R.8439**

Additional Examination for Semester I and Semester II be held after the conduct of Semester II Examination in March / April every year and Additional Examination for Semester III and Semester IV be held after the conduct of Semester IV Examination in March / April every year. However, Additional Examination for Semester II and Semester IV be held after 20 days and before 40 days from the date of declaration of result of the respective Semester End Examination.

WHAT IS GRADING ?

- ↳ The word Graduate is derived from the Latin word 'gradus'.
- ↳ 'Gradus' means 'Grade'
- ↳ It is a method of declaring the result of the learner's performance by means of evaluation.
- ↳ It involves the set of alphabets which clearly defined, designated and understood by all the stakeholders..
- ↳ Properly introduced grading system is not only provides for the "Comparison" of the learners but it estimates the "quality" of the learner's performance.

THE TEN (10) POINT GRADING SYSTEM

Marks	Grade Points	Grade	Performance
80 & Above	10	O	Outstanding
70-79.99	9	A+	Excellent
60-69.99	8	A	Very Good
55-59.99	7	B+	Good
50-54.99	6	B	Above Average
45-49.99	5	C	Average
40-44.99	4	D	Pass
Less then 40	0	F	Fail

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

CONVERSION OF MARKS TO GRADES AND CALCULATIONS OF GPA

► Abbreviations and formulas used.

- **G** : Grade
- **GP** : Grade Points
- **C** : Credits
- **CP** : Credit Points
- **CG** : Credit × Grades (Product of Credits & Grades)
- ΣCG : Sum of Product of Credits & Grades points
- ΣC : Sum of Credits points
- $GPA = \frac{\Sigma CG}{\Sigma C}$
- **SGPA** : Semester Grade Point Average shall be calculated for individual semesters. (It is also designated as GPA)
- **CGPA** : Cumulative Grade Point Average shall be calculated for the entire course by taking all semesters taken together.

GRADE CARDS

- The result gazette and the format of the Grade Cards for the semesters conducted by colleges on behalf of the university will be uniform for all the Colleges/ Institutions.
- The Grade Cards will be printed along with the marks shown for all the concerned courses in the programme.
- The Grade Cards will be issued to the learners who will qualify all the courses with Credit Earned and the remark as 'PASSES'
- The SGPA will be calculated only for the learners who will qualify in all the courses and accordingly the Grade will be awarded to them.
- In case a learner/s is not qualified in a particular course/s of a programme, he/she shall be allowed to accumulate the credits of qualified courses only of the said programme and the Grade Card will be issued with 'Credit Accumulate' and the remark as 'FAIL'.

PROGRAMMES ALONG WITH THEIR CREDITS ASSIGNMENT UNDER THE FACULTY OF ARTS

The course content of the Under Graduate Programme leading to B.A. degree is such that the difficulty level of subjects is gradually raised to enable the learner to grasp all that is taught and also as a stepping stone to Post Graduate level study. The course content also incorporates non-core subject components aimed at all round development.

6.1 SUBJECT COMPOSITION AT B.A. LEVEL :

There are Core/ Major subjects, non major/ non-core subjects, non credit (add on) optional component, compulsory componenet/ electives etc. The total credits cover the core, elective, field work or extension activities, soft skills etc. Each core course has 3 credits whereas Foundation course, compulsory language and communication skills courses and general applied component courses have 2 credits each. There is a project component (2 in number) for 2 credits in the last Semester

M. A. (Economics)

The applicants seeking admission to M. A. Part-I shall submit their application in the prescribed form duly completed in all respects.

Eligibility :

A candidate should have passed B. A. from University of Mumbai

Duration of Course :

The course shall be a full time course. The duration shall be one academic year for M. A - I and M. A. - II respectively

The subjects for the course and the fees of the course shall be as per the University norms.

- Subject** **M.A. (Economics) Sem. - I**
- 1) Micro Economics -I
 - 2) Macro Economics - II
 - 3) Economics of Development
 - 4) Statistical Methods in Economics

- Subject** **M. A. (Economics) Sem. - II**
- 1) Mathematical Techniques for Economics
 - 2) Public Economics
 - 3) Micro Economics - II
 - 4) Macro Economics - II

- Subject** **M. A. (Economics) Sem. - III**
- 1) International Trade
 - 2) Economic of Labour Market
 - 3) Banking Theory & Policy
 - 4) Theory of Monetary Institutions
 - 5) Trade Union and Industrial Relation

- Subject** **M. A. (Economics) Sem. - IV**
- 1) International Finance
 - 2) Demographical Economics
 - 3) Industrial Economics -by research

M. A. (Marathi)

The applicants seeking admission to M. A. Part-I shall submit their application in the prescribed form duly completed in all respects.

Eligibility :

A candidate should have passed B. A. from University of Mumbai

Duration of Course :

The course shall be a full time course. The duration shall be one academic year for M. A - I and M. A. - II respectively

The subjects for the course and the fees of the course shall be as per the University norms.

M. A. (मराठी) Sem. I & II

- १) अ.प.क्र. मराठी वाङ्मयाचा इतिहास (१८७४—१९६०)
- २) अ.प.क्र. मराठी भाषावैज्ञानिक अभ्यास
- ३) अ.प.क्र.साहित्यशास्त्र
- ४) अ.प.क्र.उपयोजित समीक्षा

M. A. (मराठी) Sem. III & IV

- १) साहित्य प्रकाराचा अभ्यास : कादंबरी
- २) साहित्य प्रकाराचा अभ्यास : कविता
- ३) साहित्य प्रकाराचा अभ्यास : नाटक
- ४) महानगरीय साहित्य
- ५) प्राचीन कालखंडाचा अभ्यास: शिवकाल
- ६) आदिवासी संस्कृती,कला आणि साहित्य
- ७) प्रसार माध्यमे आणि भाषा व्यवहार
- ८) प्रकल्प लेखनसंशोधन

Fees Structure M. A. (Economics & Marathi)

Amt. (Rs.)

Particulars	Part - I	Part - II
Tuition	5545	5320
Library	1000	1000
Other Fee	250	250
Exam Fees	2800	2800
Gymkhana	200	200
Disaster Relief Fund	10	10
Admission Processing	200	200
Utility Fees	250	250
Magazine Fees	100	100
I - Card & Library Card	50	50
Development Fees	500	500
Uni - Sport & Cultural Activities	30	30
E - Suvidha	50	50
E- Charges	20	20
Group Insurance	40	40
Registration Fees	1025	00
V C Fund	20	20
Student Welfare Fund	50	50
Convocation Fee	00	250
TOTAL	12,140	11,140

* Fees will change subject to Instructions from University of Mumbai

M.A. (Marathi) TEACHING STAFF				M.A. (Economics) TEACHING STAFF	
SR. NO.	NAME	Qualification		NAME	Qualification
1	Mr. Jagdish Sansare	M.A.,SET	5	Ms. Glorita Pereira	M.A. NET
2	Mr. Felix D'souza	M. A.,SET	6	Ms. Sunitha Nair	M.A., M.Com., B.Ed
3	Ms. Aparna Naik	M.A.	7	Ms. Samiksha Naik	B. Com., M.A.
4	Mr. Nandkumar Aher	M.A.,M.Phil	8	Ms. Harshvardhini Borvankar	M.A., NET
			9	Mrs. Akruti Bose	M.A.

M. Com - I (Accountancy)

The applicants seeking admission to M. Com. Accountancy Part-I shall submit their applications in the prescribed form duly completed in all respects.

Eligibility :

A candidate should have passed B. Com / B. Com (Banking & Insurance) / B.Com (Accounts & Finance) from University of Mumbai

Duration of Course :

The course shall be a full time course. The duration shall be two academic years.

The subjects for the course and the fees of the course shall be as per the University norms.

M. Com - I (Management)

The applicants seeking admission to M. Com. Accountancy Part-I shall submit their applications in the prescribed form duly completed in all respects.

Eligibility :

A candidate should have passed B. Com / B. Com (Banking & Insurance) / B.Com (Accounts & Finance) / B.M.S. from University of Mumbai

Duration of Course :

The course shall be a full time course. The duration shall be two academic years.

The subjects for the course and the fees of the course shall be as per the University norms.

M. Com (I) - Accountancy / Management

No. of Course	Sem I	No. of Course	Sem II
1	Strategic Management	1	Research Methodology for Business
2	Economics for Business Decision	2	Macro Economics Concepts & Application
3	Cost & Management A/C	3	Corporate Finance
4	Business Ethics & Corporate Social Responsibility	4	E-Commerce

M. Com (II) - Accountancy

No. of Course	Sem III	No. of Course	Sem IV
I	Any three out of five 1) Advanced Financial A/C 2) Direct Tax 3) Adv. Cost A/C 4) Advance Auditing 5) Financial Services	I	Any three out of five 1) Corporate Financial A/C 2) Indirect Tax 3) Financial Management 4) IFRS 5) Personal Financial planning
II	Project Work	II	Project Work

M. Com (II) - Business Management

No. of Course	Sem III	No. of Course	Sem IV
I	Any three out of five 1) Human Resource Management 2) Entrepreneurial Management 3) Organizational Behaviour 4) Marketing Strategies & Practices 5) Rural Marketing	I	Any three out of five 1) Retail Management 2) Advertising & Sales Management 3) Tourism Management 4) Supply Chain Management & Logistics 5) Management of Business Relations
II	Project Work	II	Project Work

M.COM. (I & II) TEACHING STAFF

Sr. No.	Name	Qualification
1	Dr. Subhash D'souza, Vice Principal	M.Com., M.Phil. Ph.D
2	Mr. Macnoble D'cruz, (co-ordinator)	M.Com., M.Phil. NET, SET, P.G.D.F.M.
3	Mr. Gating Koli	M. Com., NET, M.A. (Eco), SET
4	Mr. Nelson Lopes	M.Com. Chartered Accountant, SET
5	Ms. Glorita Pereira	M.A., NET
6	Mrs. Rubina D'mello	M. Com., M.M.S., NET
7	Mrs. Evelyn Corriea	M.Com, M.M.S.
8	Mrs. Nileshwari Ghumre	M.Com, MBA, NET

Fees Structure M.Com

Amt. (Rs.)

Fees Head	Part - I	Part - II
Tuition	6000	6000
Library	1000	1000
Gymkhana	400	400
Cultural & Other Activities	250	250
Exam Fees	2800	2800
Disaster Relief Fund	10	10
Admission Processing	200	200
Utility Fees	250	250
Magazine Fees	100	100
I - Card & Library Card	50	50
Development Fees	500	500
Uni - Sport & Cultural Activities	30	30
E - Service	50	50
E - Charges	20	20
Caution Money	150	00
Library Deposit	250	00
Group Insurance	40	40
Registration Fees	825	00
V C Fund	20	20
Student Welfare Fund	50	50
Convocation Fees	00	250
Total	12,995	12,020

* Fees will change subject to Instructions from University of Mumbai

Jr. College of Arts & Commerce **(English Medium)**

The applicants seeking admission to Jr. College shall submit their applications in the prescribed form duly completed in every respect.

Eligibility :

A candidate should have passed Xth Std - Secondary Education Board exam. Candidate admitted shall have to register himself / herself with the Education Board.

Duration of the course :

The course shall be a full time course of two years.

The Subjects for the Commerce stream are as follows :

- | | |
|-----------------------------|---|
| 1. English | 2. Economics |
| 3. Book Keeping | 4. Secretarial Practice/Maths |
| 5. Organisation of Commerce | 6. Marathi - Optional
Information Technology |
| 7. E.V.S. | 8. Physical Education |

The Subjects for the Arts stream are as follows

- | | |
|---------------|-----------------------|
| 1. English | 2. Economics |
| 3. Marathi | 4. History |
| 5. Psychology | 6. Sociology |
| 7. E.V.S. | 8. Physical Education |

Admission for Jr. College

The applicants seeking admission to XIth Jr. College shall submit their applications with following documents.

- A statement of marks of Xth (Original with Three attached photo copies.)
- School leaving certificate (Original with two attested photo copies)
- A recent passport size photo of the applicant duly affixed on the prescribed application form and additional photo for I-Card.
- Students other than State of Maharashtra should produce "Migration Certificate" from Educational Institute of concerned State.
- An undertaking to fulfill certain conditions with regard to attendance / discipline / project work etc. should be submitted with duly signed by the applicant and his / her parents.
- Adhar card of candidates & parents also.

Fees Structure for Jr. College

Sr. No.	Fees Heads	Rs.		Rs.	
		XI Com	XI Arts	XII Com	XII Arts
1	Tuition Fees	9000	8000	9000	8000
2	Library Fees	200	200	200	200
3	Gymkhana Fees Term Fees	600	600	600	600
4	Other Fees / Ad Fees	250	250	250	250
5	Cultural Activities / Sports Fees	50	50	50	50
6	Development Fee	350	350	350	350
7	I - Card & Library Card	50	50	50	50
8	Examination Fee	500	500	500	500
	TOTAL	11,000	10,000	11,000	10000
9	Computer Fee (IT)	4000	00	4000	00
10	Maths	1000	00	1000	00
	TOTAL	16,000	10,000	16,000	10,000

JR. COLLEGE - TEACHING STAFF

Sr. No.	Name	Qualification	Designation
1	Mrs. Snehal N. Kawli	M.A., B.Ed.	Principal
2	Mrs. Sabina J. Lopes	M.Com., B.Ed.	Asst. Teacher
3	Mrs. Manisha M. D'britto	M.Com., B.Ed.	Asst. Teacher
4	Mrs. Rani R. Kalsait	M.A., B.Ed.	Asst. Teacher
5	Mrs. Dakshata Naik	M.Sc. I.T., B.Ed.	Asst. Teacher
6	Mrs. Pinky R. Rodrigues	M.P. Ed., M.Com., B.Ed.	Asst. Teacher
7	Mrs. Sarita Lopes	M.A., B.Ed.	Asst. Teacher
8	Mrs. Sangita Fernandes	M.A., B.Ed.	Asst. Teacher

JR. COLLEGE - NON TEACHING STAFF

Sr. No.	Name	Qualification	Designation
1	Mr. Renold J. Lopes	M.Com/M.A (ECO)	Jr. Clerk
2	Mr. Nitin R. Bhandar	10th Fail	Peon

Exam Pattern of Jr. College

S. No.	Subjects	1st Term		2nd Term		Project	Total
		25 Marks	50 Marks	25 Marks	80 Marks		
1	B. K.	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	20 Marks	200 Marks
2	O. C.	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project	I + II + 20
3	S. P.	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project	
4	Economics	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project / Visit / Test / Discussion	
5	I. T.	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Practical	
6	Maths	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Practical	
7	Marathi	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Oral	
8	English	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Oral	
9	History	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project / Visit / Test / Discussion	
10	Sociology	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project / Visit / Test / Discussion	
11	Psychology	Tutorial / MCQ / TEST	Written Exam	Tutorial / MCQ / TEST	Written Exam	Project / Visit / Test / Discussion	
12	EVS	Project (30 Marks)	Seminar (20 Marks)	Project (30 Marks)	Seminar (20 Marks)	No written Exam	
13	PE	Project (25 Marks)	Written (25 Marks)	Project (25 Marks)	Written (25 Marks)	Total 100 Marks	

RULES FOR REFUND OF FEES

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

The candidates who have taken admission in undergraduate courses in Govt. colleges, 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 days after the date of cancellation and thereafter. Fees shall be refunded to the applicant after deducting cancellation charges as per the university rules in force.

Percentage of deduction charges are as under

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 the academic term of the course or August 31 st 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

Note : The total amount considered for the refund of fees from the commencement of academic term of the courses includes the following :-

- i) All the fee items chargeable for one year are as per relevant University circulars for different faculties (excluding the courses for which the total amount is fixed by other competent authorities).
- ii) The fee charged towards group insurance and all fee components to be paid as University share (including Vice - Chancellor fund, University fee for sports and cultural activities, E - charge, disaster management fund, exam. fee and enrollment fee) are non- refundable if payment is made by the college prior to the date of cancellation.
- iii) Fee collected for Identity Card and Library Card, admission form and prospectus and any other course specific fee are not refundable after the commencement of the academic term.
- iv) All refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned at the time of cancellation.

In case of admission to subsequent years of the course, O.2859 is applicable for cancellation for admission.

- V) The refund of fees will be as per University norms.

S.Y.B.A./B.Com. & T.Y.B.A/B.Com :

Deposits :

- 1) The amount of Caution Money, Library Deposit, Laboratory Deposit if any, will be refunded when a student leaves the college or cancels admission. Deposits not claimed within the period of one year of leaving the college or cancellation of admission will be forfeited.
- 2) The amount of deposits will be refunded to the students after 15 days from date of receipt of their application duly signed by student and guardian.
- 3) The students who have not surrendered their Identity Cards, Original Deposit receipts till then, must surrender along with their application for the refund of deposits, otherwise their deposits stand forfeited.
- 4) For the purpose of refund of fees, the date of commencement of the academic year is the date of reopening of the college for the new academic year, as notified by the University for the relevant year.

ORDINANCES CONDITIONS FOR GRANTING TERMS AT THE DEGREE COLLEGE

Attendance for learners

1. There shall be the Attendance Committee, for smooth conduct of this ordinance, in every college/institute Department of the University comprising of at least three members (to be nominated from other departments in case of the University Department having less than 3 teachers), the Vice-Principal / Senior Teacher (Convener) and at least two more teachers ensuring representation of the concerned faculties, nominated by the Principal / Director / Head.
2. Every bonafied learner shall ordinarily be allowed to keep terms for the given semester in a programme of his enrolment, only if he fulfills at least five percent (75%) of the attendance taken as an average of the total number of lectures, practicals tutorials etc. wherein short and / or long excursions /field visit/study tours organized by the college and supervised by the teacher as envisaged in the syllabus shall be credited to his attendance for the total no of periods which are otherwise delivered on the material days. Further it is mandatory for every learner to have minimum 50% attendance for each course & average attendance has to be 75%.
3. The same ratio shall be applied for computing the attendance of the learners by crediting the number of periods which are missed while participating in an extra curricular/co-curricular activity/competition/camp/workshop convention/ symposium /seminar etc. where the said learner is officially representing the College/University! /seminar etc. where the said permission of the Principal !Director Head of the College Institute/University Department or by the direction of the University Officer as the case may be wherein for the purpose of computing the average attendance the periods missed for what is envisaged here-in -above, at Sr. o. 2, shall be deemed to have attended by the said learner.
4. Without prejudice to what is stated here- in-above, the Principal, Director, Head of the concerned College, Institute, Department of the University shall be the competent authority to condone the absentee of any learner further up to additional 25% , if deemed fit and on recommendation of the attendance committee of the said college/ Institute/Department of the University, wherein it is mandatory on the said committee to do natural justice by giving personal hearing to every learner falling short of minimum attendance for keeping terms and recommending case by case to the competent authority having verified the genuineness and gravity of the problem that justifies the learner to remain absent, which generally shall be limited to his/her own sickness, sickness of his/her parent, death of his/her parent etc. supported by valid evidence, documentary or otherwise.

5. The attendance committee ensures that the attendance records are maintained in order and that the warning letters are issued to the defaulting learners at least twice in every semester & that in the first week of every month for the previous month default list it displays on college notice board. If they are falling short of attendance while also displaying the list of defaulters declaring their respective attendance for the month. The defaulting learners should also be called (along with the parent / guardian whenever necessary) to meet the Convener, Attendance Committee in the middle of the semester with a view to make the consequences adequately clear while understanding the difficulties if any and encouraging the learner to comply with the requirement of the attendance. Needless to say that the learner should be made aware of the provisions of the ordinances for attendance at the time of admission and an undertaking may be obtained from them (countersigned by the parent, guardian wherever necessary) assuring regular attendance while understanding the consequences of defaulting.

6. At the end of the semester on recommendation of the attendance committee the Principal / Director/Head of the college / Institute/ University Department shall display list of the learners who are not allowed to keep terms, allowing them to appeal to the Principal / Director / Head of the College / Institute / Department of University within 3 days from the date of the notice. After disposing the appeals the Principal / Director / Head shall intimate the same to the In-charge of Examinations /the Controller of examinations to withdraw the examination forms of such defaulting learners giving intimation to those learners ensuring that this communication reaches the concerned at least 10 clear days before the commencement of the respective examination.

7. The learner whos terms are not granted by the college / institute / department of the University can appeal to the Controller of examinations, if desired, in a prescribed form and by paying fees prescribed by the Management Council within 3 days from the receipt of this intimation and that the controller of examinations shall arrange a hearing of the learners along with their concerned Principal /Director / Heads of the Department, represented in person or through a teacher nominated by them before the committee (one each for every faculty) nominated by the Management Council comprising of 3 members including the Convener. The respective committees shall convey their decisions to the Controller of examinations which shall be final and binding on the learners onc accepted and communicated by the controller of examinations.

LIBRARY

LIBRARY TIMINGS CIRCULATION (9.10am to 4.35pm) READING ROOM (7.00am to 5.00pm)

Rules and Regulation:-

- 1) Readers shall maintain perfect order and silence in the Library. Silence is required in the library.
- 2) Belongings (Any type of Bags & Personal Books or Umbrellas or Mobiles, folders) are not allowed in the Library.
- 3) Enter your name & other details in student's entry Register in the Library. Student's entry Register is available in the Library. Students are requested to use this whenever they enter the Library every day.
- 4) The timings of the Library would be fixed by the authorities keeping the student's requirements in mind. Students are required to adhere to the schedule intimated. The timings of the library may be changed at the short notice in case of emergencies. Any changes in the Library Timings shall be intimated to the students from time to time. (NOTICE BOARD)
- 5) Making noise, sleeping, talking loudly, spitting, drinking tea or eating in Library premises or smoking or doing anything else which may disturb other readers or which may be against the discipline to the Library is strictly prohibited, fine will be imposed (Rupees 100) for the same. Consumption of food and drink (with the exception of bottled water) or doing anything else which may disturb other readers / staff or which may be against the discipline of the Library is strictly prohibited.
- 6) No person entitled or permitted to use the Library shall mutilate, disfigure, deface by writing in the margins by under-lining sentences, by making passages or damaging in any other way a book, periodical, map or chart or any other property of the Library.
- 7) A reader responsible for any damage caused to the reading materials or to any other property of the Library shall be required to replace the reading material or pay for the property besides the penalty imposed upon them by the authorities.
- 8) All the students are instructed to wear their **own I-Card** around their neck as long as they are in the premises of the college. Students are not allowed admission to the Library unless they produce college ID Card/Reader Tickets.

- 9) Every student will be issued one Library Card and allowed to issue one book at a time for seven days. However student can borrow one book for reference on I-Card. Library card is valid for current academic year. Students are required to carry their library card and must produce the same as and when demanded by an authorized person. Only the member to whom it is issued must use this card. Library card is not transferable. Readers should keep their Readers Ticket in safe custody so that nobody else misuses them. Using other's Library Card is strictly not allowed.
- 10) A Student is allowed to take one book at a time for seven days on his/her Library card. Issued material can be renewed after presenting the same physically. A student can have maximum three renewals, unless the book is reserved by another user. A reserved item is subject to recall once it has been issued for seven days i.e. it will not be re-issued to the current reader. The date of return is written on the rear cover of the book. (on the due date slip). The book should be returned on or before that date. If the due date for return of book/periodicals falls on a holiday, the next working day will be considered as the due date.
- 11) Magazine (Back Issues) will be issued to each student for 2 two days only. Current issues are not allowed to be taken for home issue.
- 12) Users are responsible for material borrowed on their cards and will be required to pay for any damage to, or loss of material borrowed at replacement cost, plus an administrative charge. Borrowing rights shall be withdrawn if payments are outstanding. Students are also directed not to draw or write any kind of remarks or highlight any content of the book. This will invite penalty. If any book is lost or damaged beyond repair, the person responsible shall replace it with a new copy for the cost of the current price and handling charges.
- 13) Library will not be responsible for any loss of valuables.
- 14) A fine of Rs. 1/- per day will be charged for delayed return of book for first week and Rs. 4/- per day afterwards & Rs. 10/- per day will be charged for delayed return of magazines.
- 15) Students who take books for zerox / to be referred in computer lab or in classroom must return the book on same date otherwise penalty of Rs. 10/- per day will be charged.
- 16) Library newspapers are not allowed to be taken outside the Library.
- 17) If the Library Card is lost, fresh Library Card will be issued on payment of Rs. 50/-
- 18) Late Library Card fine (after the due date) is Rs. 150/-
- 19) Admission rights are reserved.
- 20) Students should vacate their seats five minutes before the closing time of the Library if the Librarian or in the absence of the Librarian, the senior most staff member of the Library orders to do so.

- 21) When the students have any complaint about the services provided by the Library they should not enter into arguments with the Library staff. Instead they are advised to bring it to the notice of the Librarian/Principal.
- 22) Any infringement of the Library rule will attract cancellation of privileges of using Library.
- 23) In all other matters, the Principal shall have the power to take such action as he/she may deem fit.
- 24) No mobile is allowed in the library, if anyone is found using mobile will be fined Rs. 250/- in the library
- 25) Use of the Library is conditional on observance of the Rules and Regulations. Users must comply with the rules issued by authority. Anyone failing to do so may not be allowed to use any library facilities henceforward or he/she will have to pay fine upto Rs. 500 for any offence.
- 26) The amount of fine is subject to change without any prior intimation.
- 27) No library material can be taken out of the Library without permission.
- 28) Every student is expected to read and strictly follow the rules, instructions displayed at the notice board regularly.
- 29) Library rules will be amended from time to time.
- 30) The Principal / Librarian reserves the right to suspend/cancel the membership of reader if he/she is found misbehaving with any library staff

NOTE : THE MAIN PURPOSE OF THESE RULES IS TO SAFEGUARD THE COMMON INTEREST OF ALL STUDENTS/READER/STAFF AND TO ENABLE THE LIBRARY TO CARRY OUT ITS FUNCTIONS EFFICIENTLY AND SMOOTHLY

RULES FOR USING E-LIBRARY

- 1) Enter your details in Register which is available on the Counter before using the library PC.
- 2) Deposit your College ID on the counter & then occupy the seat on that PC ONLY which you have entered in the register .
- 3) User of the PC will be solely responsible for the damage caused to the PC /Internet due to the negligence & carelessness of the user.
- 4) Only one user per PC is allowed. Voilation of any instructions & rules of the library, will result in disciplinary action. The user wiil not be able to avail the library services with immediate effect, along with the fine to be charged as per the norms.
- 5) Complete silence to be maintained in the e-library zone. No disussions in the zone is allowed.
- 6) In case of number of users waiting for their turn to use the PC increases, library staff will allot the time for every users.
- 7) Shut down the PC properly before leaving your seat.
- 8) Collect your College ID before leaving the library.

College Rules and Regulations

- 1) Students are requested to note that tutorials and examinations will be conducted as per the schedule for tests and examinations. They must show satisfactory performance as per the rules failing to which their term/terms may not be granted.
- 2) Every student must get his/her Identity Card / Library Card. The procedure for obtaining the required Identity Card will be put up on the notice board.
- 3) Students must always carry their college Identity Card with them duly attested by the Principal and produce it as and when demanded by the college authority. The fine for not wearing I Card in the college premises will be Rs. 200/-
- 4) Attendance for all lectures is compulsory. A student failing to maintain the minimum of 75% attendance in each term will be penalized as per university rule. He/She may not be allowed to appear for the future exams.
- 5) In case of illness, a student must apply for leave of absence with the doctor's certificate. and should submit it to concerned teachers through Principal to avail the benefit.
- 6) Conduct of student in the classes as well as in the college campus shall be such as it will cause no disturbance to the fellows or to other classes. Damage caused by students to college properties will be fined upto Rs. 10,000/-.
- 7) Students must not loiter on the college campus or the premises when the lectures are on.
- 8) Smoking, drinking alcoholic, pan eating, gutkha, tobacco chewing and spitting are strictly prohibited in the college campus.
- 9) No society or association which is not benefited to student community shall be formed in the college. No person to be invited to address a meeting without prior permission of the principal.
- 10) Students shall not collect any money as contribution for picnic, trip, educational tours, get-together, study-notes, charity or any other purpose without the sanction of the principal.
- 11) Students are expected to take proper care of the college property and to help in keeping premises neat and clean. Damaging and disfiguring college property (e.g.. disfiguring walls, desk, doors fitting, breaking furniture etc.)

is a breach of discipline and the concerned students will be duly penalized. The concerned students will be restituted from the college immediately. The penalty for any damage will be minimum rupees 5000/- or at the discretion of the Principal/Management.

- 12) If for any reason the continuance for a students in college is in the opinion of the Principal detrimental to the best interest of the college, the principal may ask such students to leave the college without giving reason.
- 13) Minimum attendance necessary is three fourth of the days on which lectures are delivered during the First Term and the Second Term separately.
- 14) Matters not covered by the existing rules will rest at the absolute discretion of the Principal.
- 15) Students shall not attend classes other than this college without the permission of the Principal.
- 16) No student shall communicate any information or write about matters dealing with the college administration to the press or any other Social Media.
- 17) The students should not leave their books, valuables and other belongings in their classroom / gymkhana room / common room etc. whenever they move away from their rooms. The college is not responsible for such property lost.
- 18) In case, the student remains absent even for a lecture, he/ she is required to submit a leave note duly signed by the parent / guardian and report the same to the Teacher / Principal, immediately after resuming college.
- 19) Use of mobile phones is not allowed in college premises. If caught, the mobile phones will be confiscated. The fine for Mobile phone will be Rs. 500/- and shall be returned at the end of the academic year only.
- 20) Regular Lectures commence at 7.00 a.m. Students are required to be inside the college premises by 6.50 a.m. sharp. They are advised not to come after 7.00 a.m. as they will not be allowed to enter the lecture hall/college premises after lecture commences.
- 21) Ragging is Prohibited : Government of Maharashtra has notified ragging as cognizable offence. Any one reported to be involved in any form of ragging will be severely dealt with. Therefore students are required to refrain from indulging in any form of ragging.**
- 22) Under CCI Rule : All the students (Boys & Girls) must wear decent clothes and conform to generally acceptable standards of respectable or moral behaviour in the college premises.
- 23) Use of mobile in the classroom & in the college campus is prohibited. Fine Rs. 300/-will be charged besides college authorities can confiscate your mobile too.
- 24) For late submission of any project fines upto 300/- will be charged.
- 25) For late AT KT Exam forms submission, Late fees of Rs. 500/- will be charged extra.

सेंट जोसेफ कला आणि वाणिज्य महाविद्यालय, सत्पाळा शिष्यवृत्ती तपशील

शिष्यवृत्ती तपशील	शिष्यवृत्ती पुरस्कर्ता
एम्. कॉम.(अकाऊंटन्सी) प्रथम क्रमांक	स्व. अँथनी लॉरेन्स तुस्कानो, घोसाळी
एम्.ए. (इकॉनॉमिक्स) प्रथम क्रमांक	स्व. अँथनी लॉरेन्स तुस्कानो, घोसाळी
बारावी (कॉमर्स) प्रथम क्रमांक	स्व. मोत्या पावलू फरगोज, उमराळे
बारावी (आर्ट्स) प्रथम क्रमांक	स्व. मेरी फिलीप बरबोज, ज्योती, मेरी व्हिला
बी.कॉम (बी.बी.आय.) प्रथम क्रमांक	स्व. जेसन जेकब लोपीस स्मरणार्थ देणार जेकब कैतान लोपीस, बाणभाट, नंदाखाल
एम्. कॉम. (मॅनेजमेंट) प्रथम क्रमांक	स्व. जेरोम कॅजीटन डिक्रु, अंजेरी
बी. कॉम (बी.एम्.एस) प्रथम क्रमांक	सौ. ग्रेसी जोसेफ आल्मेडा
बी. कॉम (बॅफ) प्रथम क्रमांक	सौ. ग्रेसी जोसेफ आल्मेडा
प्राध्यान्य - आदिवासी विद्यार्थीनी शेवटचे वर्ष नसल्यास - आदिवासी विद्यार्थी शेवटचे वर्ष नसल्यास- बुद्ध विद्यार्थीनी- विद्यार्थी शेवटचे वर्ष	स्व. तेरेज बावतीस दाबरे, भुईगाव
अतिशय गरीब	सेंट जोसेफ हायस्कूल (SSC Batch - 1966 - 67)
तृतीय वर्ष कला -प्रथम क्रमांक	स्म. फिलोमीना जोसेफ दालमेत, निर्मळ
तृतीय वर्ष कला -प्रथम क्रमांक	स्म. अँड्र्यू ईजा तुस्कानो, चिंचोडी
तृतीय वर्ष कला -प्रथम क्रमांक	स्म. ग्रेसी मॅथ्यू कोरीया, उंगणभाट
तृतीय वर्ष कला -प्रथम क्रमांक	स्म.पास्कोल मर्यान मिनेझीस, घोसाळी
तृतीय वर्ष कला - प्रथम क्रमांक	स्व. फिलीप अंब्रोज फर्नांडीस
तृतीय वर्ष कला -द्वितीय क्रमांक	स्म. फिलोमीना जोसेफ दालमेत, निर्मळ
तृतीय वर्ष कला -द्वितीय क्रमांक	स्म. अँड्र्यू ईजा तुस्कानो, चिंचोडी
तृतीय वर्ष कला -द्वितीय क्रमांक	स्व. फिलीप अंब्रोज फर्नांडीस

शिष्यवृत्ती तपशील	शिष्यवृत्ती पुरस्कर्ता
तृतीय वर्ष कला-इतिहास उच्चांक	स्म. ऑल्वियानो रेजीन डिसील्वा. मर्सेस
तृतीय वर्ष कला -हिंदी उच्चांक तृतीय वर्ष कला -हिंदी उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग स्म. पास्कोल मर्यान मिनेझीस, घोसाळी
तृतीय वर्ष कला -ग्रामीण विकास उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
तृतीय वर्ष कला -मराठी उच्चांक	कु. संदेश अँथोनी घोन्सालविस, लालोडी
तृतीय वर्ष कला- मराठी उच्चांक	स्म. स्टीफन फ्रान्सिस मिनेझीस, भाटी नानभाट
तृतीय वर्ष कला - अर्थशास्त्र उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
तृतीय वर्ष कला - अर्थशास्त्र उच्चांक	स्म. पास्कोल मर्यान मिनेझीस, घोसाळी
तृतीय वर्ष वाणिज्य-प्रथम क्रमांक	स्म. अँड्र्यू ईजा तुस्कानो, चिंचोडी
तृतीय वर्ष वाणिज्य-प्रथम क्रमांक	स्म. संज्याव पेद्रू लुद्रिक, परसाव
तृतीय वर्ष वाणिज्य-प्रथम क्रमांक	स्म. जॉन मॅथ्यू तुस्कानो, घोसाळी
तृतीय वर्ष वाणिज्य-प्रथम क्रमांक	स्म. अंतोन चिमा दमेल, दोनतलाव
तृतीय वर्ष वाणिज्य-प्रथम क्रमांक	स्व. फिलीप अंब्रोज फर्नांडीस
तृतीय, वर्ष वाणिज्य - MHRM उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
तृतीय वर्ष वाणिज्य - द्वितीय क्रमांक	स्म. अँड्र्यू ईजा तुस्कानो, चिंचोडी
तृतीय वर्ष वाणिज्य - द्वितीय क्रमांक	स्व. फिलीप अंब्रोज फर्नांडीस
तृतीय वर्ष वाणिज्य Financial Accounting उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
तृतीय वर्ष वाणिज्य - Auditing & Costing (A. C. II) उच्चांक	स्म. अंतोन चिमा दमेल, दोनतलाव
तृतीय वर्ष वाणिज्य - Taxation उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
तृतीय वर्ष वाणिज्य - अर्थशास्त्र उच्चांक	स्म. डॉम्बिका फिलीप मच्याडो, कोलभाग
सर्वोत्कृष्ट विद्यार्थी	स्म. जॉन सायमन ब्रिटो, जेलाडी
सर्वोत्कृष्ट विद्यार्थिनी तृतीय वर्ष वाणिज्य प्रथम क्रमांक	स्म. जॉन सायमन ब्रिटो, जेलाडी स्व. डॉम्बिका परेरा, जापके, बोळींज



Dnyandeep Mandal, Uttar Vasai's

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Sr. No.	Courses Offered (Proposed Courses: **)	Duration
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**	7) KHADI GRAMODHYOG COURSES	2 MONTHS
**	8) BEAUTY PARLOUR COURSE	2 MONTHS
**	9) LIBRARY SCIENCE	2 MONTHS
**	10) LOKSEVA FOUNDATION - SC/ST (Vocational Courses)	6 MONTHS

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