THE KELKAR EDUCATION TRUST'S
V.G. VAZE COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)
PROSPECTUS - 2020-21

THE KELKAR EDUCATION TRUST'S
VINAYAK GANESH VAZE COLLEGE
OF ARTS, SCIENCE & COMMERCE
(AUTONOMOUS)

SELF-FINANCING COURSES

College with potential for Excellence (UGC)
NAAC accredited 5 –STAR grade in 1998
NAAC accredited 'A' grade in 2005
NAAC accredited 'A' grade in 2012
NAAC accredited 'A' grade in 2017
First Recipient of Best College Award (University of Mumbai)
College with grant under FIST and DBT STAR College Scheme

KET'S V. G. VAZE COLLEGE (AUTONOMOUS)
AIDED SFC - DEGREE PROSPECTUS -2020-21

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KELKAR EDUCATION TRUST'S VINAYAK GANESH VAZE COLLEGE OF

ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)

College Management

Mr. Ramesh Vaze	:	Trustee
Ms. Jyoti Bhadkamkar	:	Trustee
Mr. Dhananjay Sathaye	:	Trustee
Dr. M.R. Kurup	:	Secretary

College Executive Committee

Ms. Jyoti Bhadkamkar	:	Member
Dr. M.R. Kurup	:	Member
CA Arvind Bhorkar	:	Member
Mr. Gaurav Sathaye	:	Member
Prof. (Dr).Preeta Nilesh	:	Member
Dr. B.B. Sharma	:	Secretary

College Administration

Dr. B.B. Sharma	:	Principal
Prof. (Dr). Preeta Nilesh	:	Vice Principal (Degree College)
C.A.Vidyadhar Joshi	:	Vice Principal (Junior College)
Ms.JayashreeShaligram	:	Supervisor (Junior College)

College Development Committee

Ms. Jyoti Bhadkamkar	:	Chairperson
Mr. Gaurav Sathaye	:	Member Industry
Dr. M. R. Kurup	:	Member
C.A. A. D. Bhorkar	:	Member Education
Dr. B. B. Sharma	:	Member Secretary
Prof. (Dr). PreetaNilesh	:	Member
Dr. S. S. Barve	:	Member Research
Mr. Hitesh Thakkar	:	Member Social Service
Dr. Neeta Mehta	:	Co-Ordinator IQAC
Dr. Nilakshi Roy	:	Teaching Staff Member
Dr. A.V. Ambavane	:	Teaching Staff Member
Dr. Ajit A. Kengar	:	Teaching Staff Member

| Mr. Santosh Dagale | : | Non-Teaching Staff Member |
| Student | : | General Secretary Student's Council |

School Committee

Ms. Jyoti Bhadkamkar	:	Chairperson
Dr. M.R.Kurup	:	Secretary KET
C.A. A. D.Bhorkar	:	Management Nominee
Mr. Mihir Bhadkamkar	:	Member
Dr. B.B. Sharma	:	Secretary
Mr. Surendra P. Deokule	:	Non-teaching Staff representative
Mrs. Sheela Kalpesh	:	Teacher Member
C.A. Vidyadhar Joshi	:	Special Invitee
Ms. Jayashree Shaligram	:	Special Invitee

Phone Numbers

Principal (Direct)	:	21631004
College Office	:	2163 1421 / 23
Fax	:	21634262
Library	:	2163 2871
ISDN (Infotech)	:	21637850
VCTS	:	2163 3844
Trust Office	:	2163 2979
SRC	:	21631755 / 5404 /0391 / 0393

Email Identities

College	:	vazecollege@gmail.com
Principal	:	principal@vazecollege.net
ISDN	:	vazeinfo@bom4.vsnl.net.in
VCTS	:	vctsenq@gmail.com
Library	:	svgvclibrary@gmail.com

Websites

College	:	www.vazecollege.net
Library	:	http://vazecollegelibrary.weebly.com
SRC	:	www.kelkarresearchcentre.org
PGDPCM	:	www.kelkarperfumerycosmetics.org
VCTS	:	www.kelkarvcts.com

CHAPTER 2: INTRODUCTION

➢ **Location &Facilities:**

The Kelkar Education Trust, in memory of its founder trustee, Late Shri Annasaheb Vaze, established the Vinayak Ganesh **Vaze College** of Arts, Science & Commerce in 1984. Popularly known as **Kelkar College**, it is in the Mithagar area of Mulund East, a Northeastern suburb of Mumbai. The College complex is located on a 2.5 acres plot. With a fully built-up space of about 1,90,000 sq. ft., it offers all modern amenities needed for all round development of the students' personality. Prospective students, parents and visitors can travel to Mulund Railway Station and from the East one can come to the College by Rickshaw or BEST bus. TMT/BEST Bus services are also available to and from Thane and Vaishali Nagar, Mulund West. The College offers all modern facilities such as Library, Laboratory, Reading rooms, audio-visual library, air-conditioned auditoriums and classrooms equipped with 16 mm projector, overhead/slide/LCD projectors, computers, Info-Tech Centre, Gymkhana, Gymnasium, Canteen, Conference room, Students' common room, Cultural activity room, Multimedia room to mention a few.

➢ **Vision & Mission Statement:**

➢ **Vision:** To grow and consolidate as one of the foremost autonomous centers of excellence in learning that contributes to sustainable and inclusive development of a knowledge driven society and economy.

➢ **Mission** To improve society by educating the youth and enabling them to become highly qualified and matured men and women, able to meet the need of all human activities.

❖ **Goals and objectives:**

➢ Impart in-depth knowledge through empowerment of teachers and a robust self-rule governance mechanism.

➢ Leverage - resources to improve the quality and effectiveness of education.

➢ Ensure the comprehensive well - rounded development of students by developing;

a) Critical, analytical and leadership abilities,

b) Capability to relate and use knowledge in real life and work situations,

c) Vocational / professional and global competencies and skills,

d) Values: Social, moral, cultural and aesthetic.

▪ Empower faculty for collaboration and consultancy with industry, NGOs, Govt. Organizations and user sectors.

▪ Cultivate an inclusive working culture where all stakeholders are aligned to achieving institutional vision and mission.

Ensure every student to be a proud Vazeite with a specific set of graduate attributes.

➢ **Affiliation, Accreditation and Awards:**

The College received permanent affiliation from the University of Mumbai in 1990 and UGC recognition thereafter. The college was ranked among the top 20 colleges in India in a survey conducted by ORG-MARG and published in INDIA-TODAY magazine dated June 23, 1997. It was awarded "A" Grade by Shala Siddhi (2016-17). It also received Best college award 2004-05 along with cash prize of Rs. 50,000/- from University of Mumbai.

✪ Further, Vaze College holds the distinction of being the first affiliated Arts, Science and Commerce institution in the State of Maharashtra to be assessed for Accreditation by the National Assessment and Accreditation Council (NAAC), set up by UGC

✪ With the top (5-Star) status in 1998.

✪ With an 'A' grade in the second cycle of accreditation in 2005.

✪ With an 'A' Grade in the third cycle of accreditation in 2012.

✪ With an 'A' Grade in the fourth cycle of accreditation in 2017.

✪ College with Potential for Excellence (CPE)

✪ It is the first college affiliated to University of Mumbai which has received the award from University Grants Commission New Delhi in Sept 2004.

✪ The CPE status was renewed by UGC in 2008.

✪ The CPE status was further renewed by UGC in 2014.

✪ **The College has been granted the status of Autonomy.**

❖ **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

As per the guidelines of the National Assessment and Accreditation Council, Bangalore, for the purpose of realizing the goals of quality enhancement and Sustenance, the Internal Quality Assurance Cell (IQAC) is functional in the Degree College. Its broad objective is to channelize institutional activities towards promoting the holistic academic excellence considering the Peer Committee recommendations. the IQAC acts as a nodal agency of the college for coordinating quality related activities, developing and disseminating the best practices and quality benchmarks.

➢ **Some of The Specific Functions and Activities of IQAC are:**

• Preparation and submission of the Annual Quality Assurance Report (AQAR) to the NAAC every year

- Conducting Academic, Administrative and Activity Audits every year and following up the recommendations given and providing quality parameters for various activities of the institution.
- Collection and analysis of feedback about teachers from students, course and institutional facilities from students, about curriculum from employers and general feedback from parents, identifying the limitations and lacuna and recommending measures for overcoming gaps.
- Conduction of workshops, seminars on quality related themes for faculty, non-teaching staff and students for increasing quality literacy.
- Creation of a learner-centric environment for quality education through faculty training in participatory teaching-learning process.
- Documentation and maintenance of data for institutional activities.

❖ **Donation/Capitation Fee: The College or the Management does not accept any donation or capitation fee for admission**. Admission is given as per standard and transparent norms. Those interested in seeking admission to Vaze College, are requested not to fall a victim to those who promise admission against donation. Any rumor regarding donation being accepted against admission is false and needs to be instantly reported to the Principal/Chairman.

❖ **Professional and Vocational Courses:** The College admits students for quasi - professional courses such as:
1) Information Technology 2) Biotechnology 3) Accounting and Finance 4) Banking and Insurance 5) Bachelor of Mass Media. 6) Bachelor of Management Studies 7) Post Graduate Diploma in Perfumery and Cosmetics Management. 8) M.Sc. Biological Science Subject - Zoology (Oceanography - Sindhu Swadhyay) 9) Vocational course (Certificate, Diploma, Advanced Diploma and BVOC Degree) in Travel and Tourism (* The details of these courses are available in a separate SFC prospectus).

❖ **Postgraduation :** 1) The college has been recognized as a post-graduate centre for M.Sc. – Chemistry & Zoology (Papers & Research) and M.Sc. Botany by Research, MSc in Information Technology and MSc in Biotechnology. 2) M.Sc. in Physics (by research) and M.Com. (Accountancy).

❖ **Research:** The college is a recognized Centre for Ph.D. Programmes in Zoology, Botany, Chemistry, Physics, Economics & Biotechnology, History and English. The

college has research centers/ guides in the subjects of Physics, Chemistry, Botany, Zoology, Bio-Technology, Information Technology, History, Economics & English

❖ **Laboratory for Advanced Research in Natural and Synthetic Chemistry**:
The Kelkar Education Trust has set up a Laboratory for Advanced Research in Natural and Synthetic Chemistry in July 2004. A new laboratory equipped with modern instrumentation has been set up to undertake research with pharmaceutical, cosmetic, agrochemical, perfumery and flavour applications. The University of Mumbai has approved the laboratory for admitting students for research in Applied Organic Chemistry leading to M.Sc. and Ph. D. degree. In addition, assistance is being provided to industries in the development of compounds with pharmaceutical, perfumery, agrochemical and fine chemical applications. Research work in the following areas is being executed:

1. Development of new antimalarial, anti-HIV, anti-cancer drugs
2. Synthesis of molecules with cosmetic, agrochemical and perfumery applications.
3. Extraction, isolation and identification of herbal extracts/new molecules.
4. Commercial application of natural catalysts (Microbe/Enzymes) and synthetic catalysts.

For details contact Prof. Sujata V. Bhat at the laboratory, located on the ground floor of the college building.

❖ **Scientific Research Centre:** The Kelkar Education Trust has set up a Scientific Research Centre in Biotechnology and Cosmetology as a forward linkage to the respective UG and PG programmes in the college. A highly sophisticated laboratory has been set up to undertake research in areas relating to medicinal, aromatic, cosmetic and environmental biotechnology. The Centre, which has been recognized by DST, Government of India and the University of Mumbai as a "Recognized Institution" for Research, is focused towards application of technology in the chosen field. Students will be admitted at the Centre for M.Sc. (by research) and Ph.D. in Life Sciences (Bio-technology). For details, contact Dr. S. S. Barve at the Centre, located on the third floor of the College Building.

❖ **Cosmetology Research and Testing Laboratory**: A state-of-the art Cosmetology Research and Testing Laboratory has been set up for promoting entrepreneurship and industry interface. The Centre aims at providing services from "*Conceptualization to Production*" of herbal cosmetics. The services available at the Centre are as follows:

1. Screening of herbs for potential cosmetic activity.
2. Standardization and validation of herbal extracts and products.
3. Development of formulations.
4. Safety and efficacy testing of cosmetics.
5. Conducting manpower development programmes for the industry.
6. Independent assessment and certification of cosmetic formulations.

❖ **VAZE VISION: Centre of E-Resources for Visually Challenged Students:**
A separate section dedicated to the visually challenged students has been developed in the Reference Section of the Library under CSR. This section has three computers (and headphones) with dedicated talking software for assisting such students to use computers for accessing online resources on the internet as well as specially designed talking books and e-books. This section also has books in Braille. (Repeated in Library details)

❖ **Innovative Programmes:**
A Post Graduate Diploma in Perfumery and Cosmetics Management was launched in the academic year 2005-06. It is the first of its own kind where perfumery and cosmetic science is taught under one roof. The course gives dual competence to the students by imparting technical know-how as well as managerial training in perfumery and cosmetology. A separate prospectus is available for more details.

❖ **C.A. Study Centre:** The college library offers reading room facilities for past students of Vaze Students and students studying for the C.A. examination at a nominal fee. Interested professionals and students may contact the Librarian to avail of this facility.

❖ **G D Kelkar / Skill Development Centre and Finishing School:**
The G D Kelkar Skill Development Centre and Finishing School was inaugurated on 20th April 2016 by Mrs. Jyoti Bhadkamkar, Trustee, Kelkar Education Trust. The Skill Development Centre organizes short term skill-oriented courses that provide students with skills enabling employability. Students can engage with these courses alongside their regular Graduation programme. These courses are conducted in the Language Lab, Commerce Lab and E-Learning lab.

➢ In the last few years, the GDKSDC & FS has conducted several short-term certification programs including German, Saral Hindi, English Speaking and English Enhancement, Research Methodology in Social and Natural Sciences, Positive Psychology, Quantitative Techniques and Bridge Courses in Mathematics. The Centre has also conducted Stock Marketing Operations, Soft Skills and Personality Development Programmes, GD

Sessions, Courses on Interview Skills and Resume Writing and various short-term Computer Courses .

For details, contact Prof. (Dr.) Preeta Nilesh, Coordinator, G D Kelkar Skill Development Centre and Finishing School.

❖ **CET Coaching:** The Trust has set up a Centre for coaching students to prepare for medical and engineering examinations conducted by Maharashtra State as well as All-India authorities. Those who are interested may contact the Course Coordinator.

❖ **Internet Based Education**: The college supports curriculum through the Internet. Ecoguide India is a site hosted for the purpose of providing online assistance to TYBCOM students in Economics. The site provides reading material, interactive feedback and a bulletin board with information updates for preparation of examination.

❖ **INFOTECH Centre:** The College has two Infotech laboratories. The Centre conducts a wide range of short -term and advanced courses in computer software and design. Software professionals from the industry conduct these courses. The state-of-the-art Computer Lab is equipped with technology, which can handle advanced software courses. Students are requested to contact Ms. Pournima Bhangale at the IT Department for further details of the course.

❖ **ISR: In** keeping with the requirements of the Companies Act, Keva Fragrances has an yearmarked CSR grant. A part of the grant is utilized for the Institutional Social Responsibility Program of Vaze College.

❖ **College Website:** The College has an official website**www.vazecollege.net**. Students are advised to visit the website for more details about the college and college activities. Notices are also posted on the website regularly regarding examinations, schedules for submissions and form filling, attendance, changes in the time - table etc.

❖ **Flying bird-Counseling Cell:**

The Counseling Cell wishes to help students achieve and an empowered and elevated state of mind.

The objectives of the cell are-

 1. To offer Counseling services to students facing day to day difficulties in studies and in their personal lives.

2. To offer first aid to students facing major mental health issues and refer them to the counseling services outside the college

3. To conduct seminars/workshops for students to develop a positive attitude to life skills to meet the challenges of life

4. To help students with special needs.

Students/parents are requested to contact Dr. Neeta Mehta and/or Ms. Geeta Kale, the counselors attached to the Counseling Cell. Confidentiality is ascertained.

CHAPTER 3: INFORMATION REGARDING FREESHIPS/SCHOLARSHIPS

RESERVED CATEGORY STUENTS :-

Category	Department	Scheme name		Courses name
		Scholarship	Freeship	
SC	Social Justice and Special Assistance Department	Government of India Post-Matric Scholarship	Post- Matric Tution Fee and Examination Fee (Freeship)	B.Sc IT, BT B.Com AF, BI, BMS,BMM, M.Com M.Sc IT & BT
ST	Tribal Development department	Post-Matric Scholarship Scheme (government of India)	Tution Fee and Exam Fee for Tribal students (Freeship)	
OBC	VJNT,OBC and SBC Welfare Department	Post-Matric Scholarshipto OBC students	Tution Fee and Exam Fees to OBC students	BSc BT B.Com AF,BI, BMM M.Com M.Sc BT
VJNT		Post-Matric Scholarship to VJNT students	Tution Fee and Exam Fee to VJNT students	
SBC		Post-Matric Scholarship to SBC students	Tution Fee and Exam Fee to SBC students	
OPEN	Directorate of Higher Education	State Government Open Merit Scholarship		B.Com AF, BI BMS M.Com M.Sc It & BT
		Rajarshri Chhatrapati Shahu Maharaj SAhikshan Shulk Shishyavrutti Scheme		

ELIGIBILITY FOR SCHOLARSHIP / FREESHIP :-

1. Income Limit :-

Category	Scholarship	Freeship
SC	Less than Rs. 2,00,000/-	No Income Limit
ST	Less than Rs. 2,50,000/-	No Income Limit
OBC, VJNT, SBC	Less than Rs. 1,00,000/-	More than Rs 1,00,000/- Up to 8,00,000/-

2. Exceptions: As per Social Welfare Department

    I. B.M.S. and B.Sc. I.T. : Only SC Category students will get Freeship / Scholarship.

    II.B.M.M. : Only OBC Category students will be sanctioned 50% Freeship.

3. All Reserve category students have to open savings Account in a Nationalized   Bank.
4. Students must write Mobile / Contact Number in the application form.
5. The college will not be responsible for any claim under Freeship / Scholarship in case students do not submit the required documents by 31st October 2020 of the academic year or the claim is rejected by Govt. Such students will have to pay full fees of the academic year.
6. Student can only avail of any one scholarship of freeship from only one course or department of Government Authorities.

Common Documents Required for freeship & Scholarship form :

1.   Hard copy of online form submitted
2.   True copy of Caste Certificate
3.   True copy of Caste Validity Certificate (Only for ST Caste)
4.   True copy of Domicile Certificate
5.   True copy of Ration Card
6.   True copy of S.S.C. Marksheet (10th)
7.   True copy of H.S.C. Marksheet (12th)
8.   True copy of 12th Leaving Certificate
9.   True Copy of Income Certificate of previous year form Thasildar office valid up to **31-3-2021**
10.   Income Certificate i.e. form 16 for ST & SC category the Financial Year 2019-20.
11.   True copy of Adhar Card
12.   True copy of Bank Passbook (First Page)

13. True copy of Non Creamy layer certificate only for SBC, OBC & VJNT caste (only Freeship application forms)
14. Adhar Card seeding from for Bank (Forms are available in college Website)
15. Self Declaration Form

Note :

1. Students who are submitting mother's income certificate are required to meet Counter No.3 in college office personally.
2. Students, who have been admitted in this college from other districts, have to submit District Change Certificate.
3. Students, who have taken a drop, are required to submit gap certificate from Court.
4. Freeship Concession is available only up to Second Child in the case both boys. For girls there is no restriction as to the numbers.

PROCEDURE OF SUBMISSION OF ONLINE FORM OF FREESHIP / SCHOLARSHIP

1. ONLINE SITE →htpp:// mahaDBT (For SC/ VJNT/ OBC/ SBC/ ST / Open/ Minority/ Handicap)
2. In fees paid column student should put the Full fees paid
3. Students Adhar Card should be link to students Mobile Number.
4. Select the title of the course as per the following list.
    I. Bachelor of Commerce in Banking Insurance
    II. Bachelor of Accounts & Finance
    III. Bachelor of Mass Media
    IV. Bachelor of Science (Biotechnology)
    V. Bachelor of Science (IT)
    VI. Bachelor of Management Studies
    VII. Master of Science (IT)
    VIII. Master of Science (Biotechnology)
    IX. Master of Commerce
4. Refer to above site for further information or contact SFC / Freeship/Scholarship counter. (Counter 3 & 4)
5. Caste Validity Site : htpp://evalidity.online.com
6. Adhar Card Site : www.eaadhar.uidai.gov.in
7. Freeship Concession is available only up to second child.
8. For third and fourth child affidavit has to be submitted. Details of the affidavit will be explained in counter No.3 of the college office.

Notes Relating to Fees:

- Fee Structure is subject to revision by University / College.
- Fee receipt should be retained by the student till the end of the academic year.
- Psychology / Computer / Vocational Course Fees and Deposits are to be paid by only those who have offered the respective subjects.
- In case the terms are not granted, the examination fees will be refunded, and such students will not be eligible to appear for the Exams.
- Full amount of fees should be paid by all girl students seeking admission to Information Technology (IT) degree courses as the course is on unaided basis.
- Admission Fee is determined by Class to which admission is sought, Caste Code, Subject Code and Gender. Hence Fill the Form carefully.

1. **ALL FEE RELATED OTHER COMMUNICATIONS WILL BE THROUGH A 10-DIGIT MOBILE NUMBER REGISTERED WITH THE COLLEGE.**
2. **THE STUDENTS ARE ADVISED NOT TO CHANGE THEIR MOBILE NUMBER**

Fees for other Services

a. **Transcript fee: Degree / Junior College Rs.500/, (Additional copy Rs. 50/- each)**
b. **b)Verification of documents - Rs.400/- (payable by student belonging to other than Maharashtra State Board)**

Notes Relating to Fees:

a) Fees as prescribed by the Government will not be collected from eligible girl students of XI & XII Arts/Science/Commerce (up to 3rd child with15 years domicile). They should fill in the FEG (Freeship for Girls) at the time of admission along with necessary documents.
b) Fees will not be collected from eligible SC/ST/VJ/NT students for aided courses. They should fill in the Government Freeship/Scholarship Form along with necessary documents at the time of admission on notification by the college, failing which they are liable to pay their fees.
c) Government Freeship to SC/ST/VJ/NT/SBC/OBC students of aided courses:
   I. Male Category-Upto 2nd child in male sequence in the family are eligible for freeship.
   II. Female Category - All girl children of junior college are eligible for freeship.
   III. Students who do not submit prescribed freeship / scholarship form in time, have to pay the prescribed fee.
d. Examination fees from SYJC students will be collected along with examination forms as and when notified by the HSC Board.

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e. For Junior College, SMAF etc., account includes journals for 3 science subjects, Mathematics and 2 languages, Physics and Mathematics workbook and chemistry charts, an English supplementary Reader (only for FYJC student)

f. Only fresh entrants will pay admission fees and deposits.

g. Every student admitted to the college will pay contribution towards College Societies, VPM, Dimensions at the time of admission. The membership fees are collected at the time of admission for convenience (for details see para 15).

h. The fees are for an academic year. Those who have any genuine difficulty in paying the fees in one installment may approach the Principal in writing, for permission to pay the fees in two installments.

   a. In case of any change in the fees, the same will be notified as and when received from the Government.

Mode of Refund of fees and deposits:

Students / Parents are requested to go through the refund of fees chart put up on notice boards in the office and collect the refund before 31st March of each financial year. On closing of financial year there will be no refund of fees.

If a student informs the institution in writing before the commencement of the academic year that he/she wants to withdraw his/her admission and that he/she cannot continue his/her education in the college for certain reasons, the institution shall refund the Tuition fees, term fees, laboratory fees (if any) and library and laboratory deposits, if any, in full. The admission fee shall however be retained by the institution.

If a student desires to withdraw his/her admission after the commencement of the academic year, the institution shall retain the admission fee, term fee and laboratory fee (if any) in full and also the proportionate amount of the tuition fees till the end of the month in which the refund is claimed. The remaining amount of tuition fee, if any, shall be refunded along with library and laboratory deposits.

Refund/withdrawal of admission counter will be open from 10.00 a.m. to 1.00 p.m. only. In case of cancellation of admission, if the refund is not collected by the end of financial year, it will stand forfeited.

If a student has informed in advance that he/she is not able to appear for the examinations, then the respective examination fees will be refunded as per the rule.

CHAPTER 4:UNDER -GRADUATE, POST-GRADUATE COURSES , SUBJECT COMBINATIONS & SUBJECT CODES

F.Y.BSc- Information Technology

4311 Semester I

Imperative Programing,   Digital Electronics,   Operating System,

Discrete Mathematics,   Communication Skills

4321   Semester II

Object Oriented Programing,   Microprocessor Architecture,

Web Programing,   Numerical & Statistical Methods,

Green Computing

S.Y.BSc- Information Technology

4411 semester III

Python Programming,   Data Structures,   Computer Networks,   Database Management Systems,   Applied Mathematics

4421   Semester IV

Core Java,   Introduction to Embedded Systems ,

Computer Oriented Statistical Techniques,   Software Engineering,

Computer Graphics and Animation

T.Y.BSc- Information Technology

4511 Semester V

Software Project Management,   Internet of Things,

 Advanced Web Programming

Artificial Intelligence / Linux System Administration,

Enterprise Java/ Next Generation Technologies

4521 Semester VI

Software Quality Assurance,   Security in Computing,

Business Intelligence,

Principles of Geographic Information Systems / Enterprise Networking,

IT Service Management / Cyber Laws

MSc IT

4601 (IT) Part-I   (by papers)   4701 (IT)   Part-II (by papers)

5601 Biotech Part-I(by papers)   5701 Biotech   Part- II (by papers)

FYBSC- BIOTECHNOLOGY

5301 Semester- I   Ability Enhancement ,   Basic Chemistry ,

Basic Life Science   Biotechnology

5302 Semester- II   Ability Enhancement   Basic Chemistry

Basic Life Science   Biotechnology

SYBSC -BIOTECHNOLOGY

5401   Semester- III

Core subjects: Biophysics, Applied Chemistry I, Immunology, Cell Biology & Cytogenetics, Molecular Biology

Skill Enhancement Elective : Bioprocess Technology

General Elective: Research Methodology

5402 Semester- IV

Core subjects: Biochemistry , Applied Chemistry I, Medical Microbiology, Environmental Biotechnology, Biostatistics & Bioinformatics

Skill Enhancement Elective : Molecular Diagnostics

General Elective: Entrepreneurship Development

TYBSC- BIOTECHNOLOGY

5501   Semester- V

 Core Subjects: Cell Biology, Medical Microbiology & Instrumentation, Genomes & Mol. Biology, Marine Biotechnology

Applied component: Biosafety

5502   semester- VI

Core subjects: Biochemistry, Industrial Microbiology, Pharmacology and Neurochemistry, Environmental Biotechnology

Applied component: Agribiotechnology

FYBCOM   BANKING & INSURANCE

6311   Semester -I   6321   Semester- II

SYBCOM   BANKING & INSURANCE

6411   Semester -III   6421   Semester- IV

TYBCOM   BANKING & INSURANCE

6511   Semester -V   6521   Semester- VI

FYBCOM   ACCOUNTING &   FINANCE

7311   Semester -I   7321   Semester- II

SYBCOM   ACCOUNTING &   FINANCE

7411   Semester -III   7421   Semester- IV

TYBCOM   ACCOUNTING &   FINANCE

7511   Semester -V   7521   Semester- VI

FYB.M. M (Bachelor of Mass Media)

8311   Semester -I8321   Semester- II

SYB.M. M (Bachelor of Mass Media)

8411   Semester -III 8421   Semester- IV

TYB.M. M (Bachelor of Mass Media)

8512   Semester -V (Journalism) 8522   Semester- V (Journalism)

8511   Semester -V (Advertising) 8521   Semester- V (Advertising)

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

9311   Semester -I   9312   Semester- II

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

94111   Semester -III MKT   94121   Semester- IV MKT

94112   Semester -III HR   94122 Semester- IV HR

94113   Semester -IIIFin94123   Semester- IV Fin

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

95111   Semester - V MKT   95121   Semester- VI MKT

95112   Semester - V HR   95122   Semester- VI HR

95113   Semester – V Fin   95123   Semester- VI Fin

Post Graduate Diploma in Perfumery and Cosmetics Management

9101   Part- I   9201   Part-II

M.Sc. Zoology- Oceanography – Sindhu Swadhyaya

9601   Part-I   9701   Part-II

Bachelor of Science in Biotechnology

**Bachelor of Science in Biotechnology, Mumbai University Degree Course :
Admission to F.Y.BSc Biotechnology Degree Course**

BSc Biotechnology Degree Course is an integrated Three-Year BSc Degree Course. The College has State of Art Biotechnology Laboratories and the Scientific Research Center in Biotechnology.

Course Objectives

➢ Biotechnology Degree Course is a High Utility Course
➢ It has immense potential to develop Specialized Skills and Knowledge
➢ To improve the competence of Students
➢ On the Job Training is made compulsory, enabling the students to comprehend the curriculum with the user sector practices.
➢ To provide Skills for Self Employment
➢ To train Students to suit the industry requirements
➢ To Apply High Technology in Teaching and Training
➢ To establish industry-Academic interface

Guidelines for Eligibility

A candidate for being eligible for admission to the Three Year Integrated course leading to the degree of Bachelor of Science (B.Sc.) must have passed Higher Secondary School Certificate Examination (Std. XII) in Science conducted by the Maharashtra State Board of Secondary and Higher Secondary Education or it's equivalent in Science stream. Admission will be on merit, based on order of preference as follows :

➢ Aggregate Marks at H.S.C. or equivalent.
➢ Aggregate Marks in Science Group (Physics, Chemistry and Biology).
➢ Marks in Biology and Chemistry.
➢ Marks in Biology.

A candidate who has not offered Mathematics and Statistics as one of the Subject at H.S.C. (Std. XII) shall have to satisfactorily complete a course on Mathematics and Statistics (of 15 hours duration) during the academic year of First Year B.Sc. in which he is admitted of Eligibility and Migration before the close of the academic term in which the candidate is provisionally admitted to the University. Application forms of candidates from other University will not be accepted if they are not accompanied by provisional Certificate of Eligibility. Similarly the Transfer Certificate will have to be produce by the candidate wherever necessary.

If a candidate fails to obtain the Final Certificate of Eligibility / Migration Certificate / Transfer Certificate before the close of the academic term, in which he/she is provisionally admitted to the University, his/her admission to the Department / College and his/her attendance at lectures during the term are liable to be cancelled.

Required Documentation for Admission

At the time of Admission the Students should submit the following Documents in Original along with duly Attested Xerox Copies of each Document

1   SSC Mark sheet & Passing Certificate
2   HSC Mark sheet
3   Caste certificate and Validity Certificate (if applicable)
4   Valid Documentary Evidence regarding Special Category Status
5   Leaving Certificate
6   Recent Three Passport Size Photographs

B Sc Biotechnology Degree Course :

FEE STRUCTURE :

B.Sc Biotechnology Degree Program is an Unaided Course.

The Annual Fees : Ref. Fee Chart

FYBsc:-
(Sem-I & II) Total Credits : 20 per Semester)
1.   2 CREDITS / Theory Paper : a) Basic Chemistry (2 Papers / Semester)
          b) Basic Life Science (2 Papers / Semester)   c) Biotechnology (2 Papers / Semester)
2.   2 CREDITS / Practical : a) Basic Chemistry b) Basic Life Science
          c) Biotechnology
3.   2 CREDITS : Ability Enhancement Course.

SYBSc : (Sem-III & IV, Total Credits : 20 per Semester)
(Sem - III)
1.   2 CREDITS / CORE SUBJECT :
      (a.) Biophysics (b.) Applied Chemistry - I (c.) Immunology   (d.) Cell Biology &
      Cytogenetics (e) Molecular Biology
          2. 2 Credits / core Subject (2) and Skill Enhancement Elective Practicals (1)
          3. 2 Credits / Skill Enhancement Elective : Bioprocess Technology
          4. 2 Credits / General Elective : Research Methodology

   (Sem - IV)
1.   2 CREDITS / CORE SUBJECT :
          (a.) Biochemistry (b.) Applied Chemistry-II (c.) Medical Microbiology (d.)
          Environmental Biotechnology (e.) Biostatistics and Bioinformatics.

2. **2 CREDITS** / CORE SUBJECT (2) and Skill Enhancement Elective Practical (1)
3. **2 CREDITS** / Skill Enhancement Elective : Molecular Diagnostics
4. **2 CREDITS** / General Elective : Entrepreneurship Development.

TYBSc :-   (Sem-V & VI, Total Credits Allotted : 20 per Semester)

     (Sem- V) (a) Cell Biology (b) Medical Microbiology & Instrumentation (c) Genomes & Molecular Biology (d) Marine Biotechnology.
Applied Component- Biosafety.

     (Sem-VI) (a) Biochemistry (b) Industrial Microbiology (c) Pharmacology & Neurochemistry (d) Environmental Biotechnology.
Applied Component- Agribiotechnology.

1. **10 CREDITS** (Single Major) Theory : (Paper - I, II, III & IV)
           Bio-Technology, (For each Paper (Theory) 2.5 Credits)
2. **6 CREDITS** : Practical :- (Paper-I, II, III & IV) Bio-Technology,
3. **4 CREDITS** : Applied Components (Paper-I & II) (For each Paper 2 Credits)

Faculty Biotechnology

1)	Dr. Deepali Karkhanis	M.Sc., NET, Ph.D,
2)	Ms. Neha Joglekar	M.Sc.
3)	Dr. Amit Breed	M.Sc., Ph.D
4)	Dr. Shruti Baadkar	M.Sc., Ph.D
5)	Dr. Tanuja Tirodkar	M.Sc., Ph.D
6)	Ms. Khalida Sheikh	M.Sc., SET

Post Graduate Program :-

     M.Sc. (Biotech) by papers (Two years)

i)	No. of Seats	:-	20
ii)	Admission	:-	On the Basic of B.Sc. (Biotech Marks and according to Merit)
iii)	Eligibility	:-	A Candidate must have passed T.Y.BSc. (Biotech) 6 Units OR 3 Units of Biotech + 3 Units of any other Major Subject.
iv)	Duration	:-	2 Years
v)	Pattern	:-	Semester

M.Sc. Biotech Part I

(Sem I)

Courses
Biochemistry
Immunology
Cell Biology
Emerging Technologies and Molecular Diagnostics.

(Sem II)

Courses
Bioinformatics and Biostatistics.
Plant and Animal Biotechnology.
Bioprocess Engineering and Technology.
Intellectual Property Rights and Bioethics.

M.Sc. Biotech Part II (Likely to be revised from academic year 2020-21)

Bachelor of Science in Information Technology Mumbai University

Degree Course : Admission to FYBSc Information Technology

BSc Information Technology Course is an integrated Three-Year B Sc Degree Course

> **Divided in to Six Semesters.**

Course Objectives :

- ➢ To synergize information Technology with all its ramifications.
- ➢ The focus of the program is IT and Management of IT
- ➢ The program contents are Theory and Practical oriented. Students will have to exert more in order to grasp the skills and concepts.
- ➢ Excellent facilities are provided for the Practical on Computer related subjects. There are two state-of-the-art Info-Tech Laboratories
- ➢ Experts from industry and academic institutions are invited to support the teaching of IT courses.
- ➢ A Continuous Evaluation process through Assignments, Tutorials, and Periodic Tests is implemented.

Guidelines for Eligibility

Total Number of Seats :   60

Reservation as per Government Rules.

There will be NO Common Entrance Test (CET)

a)A candidate for being eligible for admission to the degree course of Bachelor of Science-Information Technology, shall have passed XII standard examination of the Maharashtra Board of Higher Secondary Education or it's equivalent with Mathematic and Statistics as one of the subject and should have secured not less than 45% marks in aggregate for open category and 40% marks in aggregate in case of Reserved category candidates.

b)Candidate who have passed Diploma (Three years after S.S.C. - Xth Std.) in information Technology / Computer Technology / Computer Engineering / Computer Science / Electrical, Electronics and Video Engineering and Allied Branches / Mechanical and Allied Branches / Civil and Allied branches are eligible for direct admission to the Second Year of the B.Sc. (I.T.) degree course.However, the Diploma should be recognized by the Board of Technical Education or any other recognized Government Body. Minimum marks required 45% aggregate for open category candidates and 40% aggregate for reserved category candidates.

OR

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

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

Admissions will be granted strictly on Merit.
The Merit will be decided on the basis of the following

Marks in Mathematics at HSC. In case of tie aggregate of HSC Science or Commerce/Marks in Mathematics at SSC/Marks in Science at SSC/Grand Total at SSC in order.
Fee Structure   - B.Sc (IT) is an Unaided Course.

The Annual Tuition Fees is : Ref. Chart

Required Documentation for Admission :

At the time of admission the students should submit the following documents in original along with duly attested Xerox copies of each document :

1   SSC Mark sheet & Passing Certificate

2   HSC Mark sheet

3   Caste certificate and Validity Certificate (if applicable)

4   Valid Documentary Evidence regarding Special Category Status

5   Leaving Certificate

6   Recent Three Passport Size Photographs

Faculty Information Technology :

1) Ms. Pournima P. Bhangale   M.Sc., M.Phil, UGC-NET & MHT-SET

2) Ms. Vandana Narvade   M.Sc., M.Phil

3) Ms. Rakhee Rane   M.Sc., M.Phil

4) Ms. Nanda Rupnar   M.Sc.

5) Ms. Mohini Bhole   BE (Computer Science), MTech. IT

6) Ms. PranaliPawar   M.Sc.

B Sc IT :

1)   Credit Based Grading System (CBGS) has been introduced from Year 2011-12

      (FYBSc.IT) and Year 2012-2013 (SY BSc. IT) & Year 2013-14(TY BSc.IT) UG program

2)   The total credit value shall be 120 credits for all UG program acc ross the faculties.

3)   Each semester has 20 credits.

4)   Credit of 3 of Theory and 1 of practical for any course is to be awarded only if student clears both theory and practical. Issues related to Term Work, tutorial, assignments and **Practical :**

Following is the marks distribution for theory and practical.

Minimum 10 marks out of 25 and 30 marks out of 75 are required for passing in theory.

Minimum 20 marks out of 50 are required for passing in Practical.

Theory

Internal Assessment		External Assessment	Total (100 marks)
Class test	Other activities	Theory Exam	
20	05	75	100

Practical

External Assessment	Total (50 marks)
Case study / Problem solving/ Lab and Journal as applicable	50

Outline of Syllabus

B. Sc. IT
Semester I
Theory :
  1. Imperative Programming
  2. Digital Electronics
  3. Operating Systems
  4. Discrete Mathematics
  5. Communication Skills

Practicals :

  1. Imperative Programming Practical
  2. Digital Electronics Practical
  3. Operating Systems Practical
  4. Discrete Mathematics Practical
  5. Communication Skills Practical

Semester II
Theory :
  1. Object oriented Programming
  2. Microprocessor Architecture
  3. Web Programming
  4. Numerical and Statistical Methods
  5. Green Computing

Practicals :

  1. Object oriented Programming Practical
  2. Microprocessor Architecture Practical

25

3. Web Programming Practical
4. Numerical and Statistical Methods Practical
5. Green Computing Practical

Semester III
Theory :
1. Python Programming
2. Data Structures
3. Computer Networks
4. Database Management Systems
5. Applied Mathematics

Practicals :

1. Python Programming Practical
2. Data Structures Practical
3. Computer Networks Practical
4. Database Management Systems Practical
5. Mobile Programming Practical

Semester IV
Theory :
1. Core Java
2. Introduction to Embedded Systems
3. Computer Oriented Statistical Techniques
4. Software Engineering
5. Computer Graphics and Animation

Practicals :

1. Core Java Practical
2. Introduction to Embedded Systems Practical
3. Computer Oriented Statistical Techniques Practical
4. Software Engineering Practical
5. Computer Graphics and Animation Practical

Semester V
Theory :
1. Software Project Management
2. Internet of Things
3. Advanced Web Programming
4. Artificial Intelligence / Linux System Administration
5. Enterprise Java / Next Generation Technologies

Practicals :

1. Project Dissertation
2. Internet of Things Practical
3. Advanced Web Programming Practical
4. Artificial Intelligence Practical / Linux Administration Practical

5. Enterprise Java Practical / Next Generation Technologies Practical

Semester VI
Theory :
1. Software Quality Assurance
2. Security in Computing
3. Business Intelligence
4. Principles of Geographic Information Systems / Enterprise Networking
5. IT Service Management / Cyber Laws

Practicals :

1. Project Implementation
2. Security in Computing Practical
3. Business Intelligence Practical
4. Principles of Geographic Information Systems Practical / Enterprise Networking Practical
5. Advanced Mobile Programming

Post Graduate Programme :-

M.Sc. (IT) by papers (Two years)

No of Seats : 20

M.Sc. IT
Credit Based Semester and Grading System with effect from the academic year 2012-2013
Total credit for M.Sc. Part I = (Sem I-24 and Sem II-24) = 48
Total credit for M.Sc. Part II = (Sem III -24 and Sem IV-24) = 48

Evaluation : The students will be evaluated internally externally. The external evaluation will be done by the committee appointed by the University norms. Standard of passing & scale as per the university norms.

Admissions : The admissions will be on merit (i.e. Percentage of aggregate marks secured for the qualifying examination or as directed by university of Mumbai.) Reservation criteria shall be followed as prescribed by government at the time of admission.

Eligibility : The candidate must have passed B.Sc. degree in Information Technology of the University of Mumbai or any recognized University with minimum 45 percent marks.

OR

B.Sc. in computer Science, Bachelor of Computer Science (B.Sc.) with minimum 45 percent marks.

OR

BE degree in any branch with 45 percent marks.

<div align="center">OR</div>

B.Sc. (Mathematics) with minimum 45 % marks

B.Sc. (Physics) with minimum 45 % marks

<div align="center">OR</div>

B.Sc. (Statistics) with minimum 45 % marks

B.Sc. (Electronics) with minimum 45 % marks

With mathematics as one of the subjects at 10+2 or its equivalent examination.

or as per university rules.

M.Sc. Information Technology

Outline of Syllabus

M.Sc. IT

Semester I
Theory :
1. Research in Computing
2. Data Science
3. Cloud Computing
4. Soft Computing Techniques

Practical :
1. Research in Computing Practical
2. Data Science Practical
3. Cloud Computing Practical
4. Soft Computing Techniques Practical

Semester II
Theory :
1. Big Data Analytics
2. Modern Networking
3. Microservices Architecture
4. Image Processing

Practical :
1. Big Data Analytics Practical
2. Modern Networking Practical
3. Microservices Architecture Practical
4. Image Processing Practical

M.Sc Biological Science Subject- Zoology

(Oceanography- Sindhu Swadhyay)

M.Sc. Oceanography - (Sindhu Swadhyay) is an Unaided Course for M.Sc. Zoology. It covers M.Sc. Part - I regular course with other Zoology students and M.Sc. Part - II specialization in Oceanography.

It has total of 5 seats of which 3 are allotted by the University and 2 seats are allotted by college on merit basis. All B.Sc. Zoology students are eligible for admission to this course.

Oceanography :

Semester III :
Paper I   :   Basics of Industrial and Environmental Biotechnology I
(PSZOBT301)
Paper II   :   Genetic Engineering Techniques and its Application
(PSZOBT302)
Paper III   :   General, Physical, Chemical and Biological Oceanography
(PSZOOCN303)
Paper IV   :   Planklology, Fish, Fishery Science and Aquaculture.
(PSZOOCN304)

Semester IV :
Paper I :   Basics of Industrial and Environmental Biotechnology II
(PSZOBT401)
Paper II   :   Genome Management, Mainpulation regulations and patents in
                         Biotechnology
(PSZOBT402)
Paper III   :   General, Physical, Chemical and Biological Oceanography
(PSZOOCN403)
Paper IV   :   Planklology, Fish, Fishery Science and Aquaculture.
(PSZOOCN404)

Bachelor of commerce (Accounting and Finance)

Bachelor of Commerce (Accounting and Finance) Mumbai University Degree Course. Three year B.com degree course divided in to six semesters. The Degree shall be titled as Bachelor of Commerce (Accounting and Finance)

Intake : 120

Faculty Members :

1)	Ms. Seema Pawar -	DMS, B.Lib, MHRDM, UGC-NET
2)	Dr. ShyamChoithani -	M.A. (English), M.Phil. (English), UGC-NET
		PhD in English literature
3)	Ms. Anita Yakkali -	M.Com, ICWAI
4)	Ms. Khursheed Shaikh -	DPM & IR, MHRDM
5)	Ms. Laveleen Kaur Narang -	M.Com, M.Phil, PGDBA, GDCA
6)	Mr. Rajesh Mane -	M.Com, PGDFM, GDCA
7)	Ms. Amruta Khanolkar -	B.E. (Electronics), MMS (Marketing)
8)	Ms. Aarti Shah -	M.Com, DFM, MHRDM, LLB
9)	Ms. Annu Singh -	M.Com
10)	Ms. NitiShirke –	M.Com

Visiting Faculty : Professionals working in the Industry / Corporate House / Banks & Insurance / Markets.

Objectives :

a) To create for the students of University of Mumbai an additional avenue of self employment and also to benefit the industry by providing them with suitable trained persons in the field of Accounting & Finance.

b) To prepare students to explore new opportunities in the professional world of Accounting & Finance.

c) To Provide adequate basic understanding about Accounting and Finance to the students.

d) To give the students an adequate exposure to operational environment in the field of Accounting and Finance.

e) To inculcate training and practical approach by using modern technology amongst the students in the field of Accounting & Finance.

Eligibility :

a)   A candidate for being eligible for admission to the Bachelor of Commerce (Accounting &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 45% marks in aggregate at first attempt (40% in case of reserved category)

b)   Every Candidate admitted to the Degree Course in the Constituent / affiliated college/recognized institution, conducting the course, shall have to register Autonomy rule himself/herself with the University.

Required Documentation for Admission

At the time of Admission the Students should submit the following Documents in Original along with duly Attested Xerox Copies of each Document

1   SSC Mark sheet & Passing Certificate
2   HSC Mark sheet
3   Caste certificate and Validity Certificate (if applicable)
4   Valid Documentary Evidence regarding Special Category Status
5   Leaving Certificate

Duration of the Course and Related Information :

a)   The course shall be a full time course. The duration of the course shall be six Semesters spread over in three years.
b)   Number of students: A batch shall consist of not more than 60 students.
c)   The course shall consist of 39subjects and   1projects.
d)   Total number of lectures per paper (subject) shall be 03 Credits 60 lectures and   02 Credits 45 lectures , each of 48 minutes duration.

Bcom (A & F) :

a)   FYBCom (A & F) Sem - I & II, Total credits allotted 20 per Semester - 3 credits x 06 Subjects and 02 credits for foundation course.
b)   SYBCom (A & F) Sem - III & IV, Total credits allotted 20 per Semester - 3 credits x 06 Subjects and 02 credits for foundation course.
c)   TYBCom (A & F) Sem - V & VI Total credits allotted 20 per Semester - 3 credits x 04 subjects and 04 Credit for compulsory subject, 04 credits for project.

COURSE STRUCTURE

SEMESTER I	SEMESTER II
Core Courses 1. Commerce- I(Business Environment)	**Core Courses** 1. Business Law-I (Business Regulatory Framework)
2. Business Economics- I	2. Business Mathematics
Ability Enhancement Courses 3. Business Communication- I	**Ability Enhancement Course** 3. Business Communication -II
Skill Enhancement Courses 4. Foundation course -I	**Skill enhancement course1.** 4. Foundation course –II
Elective Courses 5. Financial Accounting -I (Elements of Financial Accounting)	**Elective Courses** 5. Financial Accounting -II (special Accounting Areas)
6. Cost Accounting -I (Introduction and Element Of Cost)	6. Auditing(Introduction and Planning)
7. Financial Management -I (Introduction to Financial management)	7. Innovative Financial Services

SEMESTER III	SEMESTER IV
Core Courses 1. Business Law (business regulatory framework)-II	**Core Courses** 1. Business Law-III (Company Law)
2. Business Economics - II	2. Research Methodology in Accounting and Finance
Ability enhancement compulsory courses 3. Information Technology in Accountancy – I	**Ability Enhancement Complusory Courses** 3. Information Technology in Accountancy-II
Skill Enhancement Courses 4. Foundation Course-III (Financial Market Operations)	**Skill Enhancement Courses** 4. Foundation Course in Management-IV(Introduction to Management)
Elective Courses 5. Financial Accounting-II (Special Accounting Areas)	**Elective Courses** 5. Financial Accounting -IV (Special Accounting Areas)
6. Cost Accounting-II (Methods of costing)	6. Management Accounting (Introduction to Management Accounting)
7. Taxation I (Direct Tax -I)	7. Taxation-II (Direct Tax-II)

SEMESTER V	SEMESTER VI
Core Courses	**Core Courses**
1. Financial accounting-V	1. Financial Accounting- VII
2. Financial Accounting- VI	2. Project Work
Elected Courses	**Elected Courses**
3. Cost Accounting- III	3. Cost Accounting-IV
4. Financial Management-II	4. Financial Management-III
5. Taxation-III (Indirect Taxes-II)	5. Taxation-IV (Indirect Taxes-III)
6. International Finance	6. Security Analysis and Portfolio Management

Banking & Insurance

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

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

Intake : 60

Faculty Members :

1) Ms. Seema Pawar -   DMS, B.Lib, MHRDM, UGC-NET
2) Dr. ShyamChoithani -   M.A. (English), M.Phil. (English), UGC-NET, PhD in English literature
3) Ms. Anita Yakkali -   M.Com, ICWAI
4) Ms. Khursheed Shaikh -   DPM & IR, MHRDM
5) Ms. Laveleen Kaur Narang -   M.Com, M.Phil, PGDBA, GDCA
6) Mr. Rajesh Mane -   M.Com, PGDFM, GDCA
7) Ms. Amruta Khanolkar -   B.E. (Electronics), MMS (Marketing)
8) Ms. Aarti Shah -   M.Com, DFM, MHRDM, LLB
9) Ms. Annu Singh -   M.Com
10)   Ms. NitiShirke-   M.Com

Visiting Faculty : Professionals working in the industry / corporate house / Banks & Insurance / Markets.

Objective of the Degree :

a. To create for the students of University of Mumbai an additional avenue of employment and also to benefit Banks, Insurance companies & industries providing them with suitable trained persons in the field of Banking and Insurance.

b. To prepare students to exploit opportunities, being newly created, in the field of Banking& Insurance due to Globalization, Privatization & Liberalization.

c. To provide adequate basic understanding about the Banking, Insurance & other financial services, among the students.

d. To give an adequate exposure to operational environment in the field of Banking Insurance & other related financial services.

e. To inculcate training & practical approach among the students by using modern technologies in the field of Banking, Insurance etc.

Eligibility :

A candidate for being eligible for admission to the Bachelor of Commerce (Banking & Insurance) Degree Course shall have passed XII std. Examination or the equivalent and secured not less than 45% marks in aggregate at (40% in case reserved category) one & the same sitting. 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.

Required Documentation for Admission :

At the time of Admission the Students should submit the following Documents in Original along with duly Attested Xerox Copies of each Document

1   SSC Mark sheet & Passing Certificate
2   HSC Mark sheet
3   Caste certificate and Validity Certificate (if applicable)
4   Valid Documentary Evidence regarding Special Category Status
5   Leaving Certificate

Duration of the Course and Related information :

a)   The Course shall be a full time course. The duration of the course shall be six semesters spread over in three years.

b)   Number of students : A batch shall consist of not more than 60 students;

c)   The course shall consist of 39 subjects & 1 project.

d)   Total number of lectures per paper per semester (Subject shall be 03 credits 60 lectures. 02 credits 45 lectures of 48 minutes duration)

Bcom (B & I) :

a)   FYBCom (B & I) Sem - I & II, Total credits allotted 20 per Semester - 3 credits x 06

Subjects & 02 credits for foundation course.

b)   SYBCom (B & I) Sem - III & IV, Total credits allotted 20 per Semester - 3 credits x 06
      Subjects & 02 credits for foundation course.

c)   TYBCom (B & I) Sem - V & VI Total credits allotted 20 per Semester - 3 credits x 04
      Subjects & 04 credits for compulsory subject, 04 credits for project.

COURSE STRUCTURE-

SEMESTER I	SEMESTER II
Core Courses	**Core Courses**
1. Business Economics- I	1. Organizational Behavior
2. Quantitative Methods-I	2. Quantitative Methods-II
Ability Enhancement Complusory Courses	**Ability Enhancement Complusory Courses**
3. Business Communication -I	3. Business Communication -II
Skill Enhancement Courses	**Skill Enhancement Courses**
4. Foundation Course- I	4. Foundation Course- II
Elected Courses	**Elected Courses**
5. Environment and Management of Financial Services	5. Principles and Practices of Banking and Insurance
6. Principles of Management	6. Business Law
7. Financial Accounting-I	7. Financial Accounting- II

SEMESTER III	SEMESTER IV
Core courses	**Core courses**
1. Organizational Behavior	1. Corporate and Security Law
2. Financial Markets	2. Business Economics II
Ability Enhancement Complusory Courses	**Ability Enhancement Complusory Courses**
3. Information Technology in in Banking and Insurance- I	3. Information Technology in in Banking and Insurance- II
Skill Enhancement Courses	**Skill Enhancement Courses**
4. Foundation Course -III (An Overview of Banking Sector)	4. Foundation Course -IV(An Overview of Insurance Sector)
Elected Courses	**Elected Courses**
5. Financial Management-I	5. Financial Management – II
6. Management Accounting	6. Cost Accounting
7. Direct Taxation	7. Entrepreneurship Management

SEMESTER V	SEMESTER VI
Core Courses	**Core Courses**
1. International Banking and Finance	. Central Banking
Ability Enhancement Complusory Courses	**Ability Enhancement Complusory Courses**
2. Research Methodology	2. Project work in Banking and Insurance
Elected Courses	**Elected Courses**
3. Financial Reporting & Analysis (corporate Banking & Insurance)	3. Security Analysis and Portfolio Management
4. Strategic Management	4. Human Resource Management
5. Financial Services Management	5. Turnaround Management
6. Business Ethics and Corporate	6. International Business

BACHELOR OF MANAGEMENT STUDIES - BMS

(Three Year Full Time Course of the University of Mumbai)

Intake : 120

Faculty :

1)	Ms. Seema Pawar -	DMS, B.Lib, MHRDM, UGC-NET
2)	Dr. ShyamChoithani -	M.A. (English), M.Phil. (English), UGC- NET, PhD in English literature
3)	Ms. Anita Yakkali -	M.Com, ICWAI
4)	Ms. Khursheed Shaikh -	DPM & IR, MHRDM
5)	Ms. Laveleen Kaur Narang -	M.Com, M.Phil, PGDBA, GDCA
6)	Mr. Rajesh Mane -	M.Com, PGDFM, GDCA
7)	Ms. Amruta Khanolkar -	B.E. (Electronics), MMS (Marketing)
8)	Ms. Aarti Shah -	M.Com, DFM, MHRDM, LLB
9)	Ms. Annu Singh -	M.Com
10)	Ms .NitiShirke-	M.Com

Visiting Faculty : Professionals working in the industry / corporate house / Banks / Markets / media firms having relevant experience.

OBJECTIVES :-

1. To give students an insight about modern management practices.
2. To help students in becoming focused and determined about their career.
3. To provide adequate training to the students for becoming competitive management aspirants.
4. To cultivate culture of self discipline preparing students to face external competition.
5. To build talent pool and make students employable for corporate jobs.
6. To make students Techno Savvy and help them to stay updated.

Eligibility :

Candidate having passed their 12th std/HSC exams from Maharashtra State Board of Higher Education any exam recognized as equivalent of diploma in any engineering branch with two or three years duration after SSC, conducted by the Board of Technical Education. Candidate from Arts, Commerce, Science & Diploma streams with minimum 45% aggregate (40% in case of reserved category) at first attempt are eligible for the course.

Required Documentation for Admission:

At the time of Admission the Students should submit the following Documents in Original along with duly Attested Xerox Copies of each Document

1. SSC Mark sheet & Passing Certificate
2. HSC Mark sheet
3. Caste certificate and Validity Certificate (if applicable)
4. Valid Documentary Evidence regarding Special Category Status
5. Leaving Certificate

Duration of the Course and Related information :

a) The Course shall be a full time course. The duration of the course shall be six semesters spread over in three years.
b) Number of students : A batch shall consist of not more than 60 students;
c) The course shall consist of 39 subjects & 01 project.
d) Total number of lectures per paper per semester (Subject shall be 03/04 credits - 60 lectures, 02 credits - 45 lectures of 48 minutes duration)

B.M.S :

a) F.Y.B.M.S Sem - I & II, Total credits allotted 20 per Semester - 3 credits x 06 Subjects & 02 credits for foundation course.
b) S.Y.B.M.S Sem - III & IV, Total credits allotted 20 per Semester - 3 credits x 06

Subjects & 02 credits for foundation course.

c)　　　T.Y.B.M.S Sem - V & VI Total credits allotted 20 per Semester - 3 credits x 04
Subjects & 04 credits for compulsory subject, 04 credits for project.

COURSE STRUCTURE :

FYBMS

SEMESTER I	SEMESTER II
Core Courses	**Core Courses**
1. Foundation of Human Skills	1. Business Environment
2. Business Economics-I	2. Principles of Management
Ability Enhancement Course	**Ability Enhancement Course**
3. Business Communication - I	3. Business Communication - II
Skill Enhancement Course	**Skill Enhancement Course**
4. Foundation Course – I	4. Foundation Course – II
Elected Courses	**Elected Courses**
5. Introduction to Financial Accounts	5. Principles of Marketing
6. Business Law	6. Industrial Law
7. Business Statistics	7. Business Mathematics

SYBMS

SEMESTER III	SEMESTER IV
Core Courses	**Core Courses**
1. Business Planning & Entrepreneurial Management	1. Business Economics-II
2. Accounting for Managerial Decisions	2. Business Research Methods
3. Strategic Management	3. Production & Total Quality Management
Ability Enhancement Course	**Ability Enhancement Course**
4. Information Technology in Business Management - I	4. Information Technology in Business Management - II
Skill Enhancement Course	**Skill Enhancement Course**
5. Foundation Course – III (Environmental management)	5. Foundation Course – IV (Ethics and Governance)

List of group of Elective Courses

SEMESTER III	SEMESTER IV
Group A : Marketing Electives	**Group A : Marketing Electives**
6 .Consumer Behavior	6. Integrated Marketing Communication
7. Advertising	7. Rural Marketing

Group B: Human Resource Electives	Group B: Human Resource Electives
6. Recruitment & Selection	6. Training & Development in HRM
7. Motivation and Leadership	7. Change Management
Group C: Finance Electives	**Group C: Finance Electives**
6. Introduction to Cost Accounting	6. Strategic Cost Management
7. Corporate Finance	7. Corporate Restructuring

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

TYBMS

SEMESTER V	SEMESTER VI
1. Core Courses	**1. Core Courses**
1. Logistics & Supply Chain Management	1. Operation Research
2. Ability Enhancement Courses	**2. Ability Enhancement Courses**
2. Corporate Communication & Public Relations	2. Project work

List of group of Elective Courses

SEMESTER V	SEMESTER VI
Group A : Marketing Electives	**Group A : Marketing Electives**
3. Service Marketing	3. Brand Management
4. E-Commerce & Digital marketing	4. Retail Management
5. Sales and Distribution Management	5. International Marketing
6. Customer Relationship Management	6. Media Planning and Management
Group B: Human Resource Electives	**Group B: Human Resource Electives**
3. Finance for HR Professionals & Compensation Management	3. HRM in Global Perspective
4. Strategic Human Resource Management & HR Policies	4. Organizational Development
5. Performance Management & Career Planning	5. HRM in service Sector Management
6. Industrial Relations	6. Human Resource Accounting & Audit
Group C: Finance Electives	**Group C: Finance Electives**
3. Investment Analysis & portfolio Management	3. International Finance
4. Financial Accounting	4. Innovative Financial Services
5. Risk Management	5. Strategic Financial Management
6. Direct Taxes	6. Indirect Taxes

Note: Group selected in semester III will continue in semester IV & semester V and VI.

BMS B..A. in Multimedia and Mass Communication
(BAMMC for First and Second Year)

&

Bachelor of Mass Media

(BMM for Third Year)

*B.A.M.M.C. is the revised nomenclature of BMM introduced by the Board of Studies in Mass Media (University of Mumbai), to be implemented progressively from 2019-2020

Faculty Members:

1. Dr. ShyamChoithani— M.A. (English), M.Phil. (English), UGC-NET, Ph.D. (English)
2. Ms. AshwathiAnilkumar— M.A. (Entertainment Media & Advertising)
3. Prof. (Dr.) PreetaNilesh— M.A. (History), M.Phil. (History), Ph. D. (History)
4. Mr. Rajesh Mane — M.Com., PGDFM, GDCA
5. Ms. Laveleen Kaur Narang — M.Com., M.Phil., PGDBA, GDCA

Visiting Faculty : Professionals working in media industry and corporate houses.

Objectives:

1. To provide students with a firm grounding in studies related to various mass media through understanding of society's diverse cultural foundations, and stimulate social responsibility.
2. To develop critical thinking, creativity and personal integrity.
3. To give the students an opportunity to combine theoretical curriculum with practical applications through detailed research, lucid writing skills, oral presentation skills and mastery of various mass communications media in a global information age.
4. To offer the students additional avenues in the job market, by giving them an opportunity of specializing in a variety of analytical and practical options in the communication industry.

Eligibility:

A candidate, for being eligible for admission to the degree course in Bachelor of Arts in Multimedia and Mass Communication, shall have passed in XII Std. Examination of the Maharashtra State Board of Higher Secondary Education or its equivalent from the Science,

Arts or Commerce streams with a minimum of 40 % marks (As per the Board of Studies in Mass Media of the University of Mumbai)

Required Documentation for Admission:

1. SSC Mark sheet & Passing Certificate
2. HSC Mark sheet
3. Caste certificate and Validity Certificate (if applicable)
4. Valid Documentary Evidence regarding Special Category Status
5. Leaving Certificate

At the time of Admission the Students should submit the following Documents in Original along with duly Attested Xerox Copies of each Document

Duration:

BAMMC is a full-time programme with a duration of three years. Each academic year consists of two semesters. The programme offers specialization for students in Third Year between Journalism and Advertising.

A division shall consist of not more than 60 students as per the rules of the University of Mumbai. However, this rule is subject to change with amendment/s carried out by the relevant decision-making authorities/academic bodies at the university or government department/s.

Semester-wise course structure of the programme:

BAMMC (First and Second Year) and BMM (Third Year Advertising and Journalism)

Subjects, Codes and Credits

Programme: B.A.M.M.C.		Year: F.Y.B.A.M.M.C.	
Academic Year: 2020-2021		Semester: I	
Course	**Credit points allotted in the semester**	**Course Code**	**Title**
Effective Communication - I	3	**MMEC-101**	**AECC**
Foundation Course - I	2	**MMFC-102**	**AEEC**

Visual Communication	4	MMVC-103	DSC
Fundamentals of Mass Communication	4	MMFMC-104	DSC-CORE-I
Current Affairs	4	MMCA-105	DSC-CORE-II
History of Media	3	MMHM-106	DSE
Total Credit Points in Semester I	20		

Programme: B.A.M.M.C.		Year: F.Y.B.A.M.M.C.	
Academic Year: 2020-2021		Semester: II	
Course	Credit points allotted in the semester	Course Code	Title
Effective Communication–II	3	MMEC-201	AECC
Foundation Course–II	2	MMFC-202	AEEC
Content Writing	4	MMCW-203	DSC
Introduction to Advertising	4	MMIA-204	DSC-CORE - I
Introduction to Journalism	4	MMIJ-205	DSC-CORE - II
Media, Gender & Culture	3	MMMGC-206	DSE
Total Credit Points in Semester I	20		

AECC: Ability Enhancement Compulsory Course

AEEC: Ability Enhancement Elective Course

DSC: Discipline Specific Course

DSE: Discipline Specific Elective

Total number of credits in FYBAMMC = 20 + 20 = 40

Programme: B.A.M.M.C.	Year: S.Y.B.A.M.M.C.		
Academic Year: 2020-2021	Semester: III		
Course	Credit points allotted in the semester	Course Code	Title
Theatre and Mass Communication-I	02	MMTMC-301	AEEC
Corporate Communication and Public Relations	04	MMCCPR-302	DSC
Media Studies	04	MMMS-303	DSC
Introduction to Photography	04	MMIP-304	DSC
Film Communication-I	04	MMFCO-305	DRG
Computers and Multimedia-I	02	MMCMM-306	DRG (Practical)
Total Credit Points in Semester III	20		

Programme: B.A.M.M.C.	Year: S.Y.B.A.M.M.C.		
Academic Year: 2020-2021	Semester: IV		
Course	Credit points allotted in the semester	Course Code	Title
Theatre and Mass Communication-II	02	MMTMC-401	AEEC
Writing and Editing for Media	04	MMWEM-402	DSC

Media Laws and Ethics	04	MMMLE-403	DSC
Mass Media Research	04	MMMMR-404	DSC
Film Communication-II	04	MMFCO-405	DRG
Computers and Multimedia-II	02	MMCMM-406	DRG (Practical)
Total Credit Points in Semester III	20		

AECC: Ability Enhancement Compulsory Course

AEEC: Ability Enhancement Elective Course

DSC: Discipline Specific Course

DSE: Discipline Specific Elective

DRG: Discipline Related General Paper

Total number of credits in SYBAMMC = 20 + 20 = 40

Programme: B.M.M.	Year: T.Y.B.M.M.	
Academic Year: 2020-2021	Semester: V - Advertising	
Course	Credit points allotted in the semester	Course Code
Media Planning & Buying	04	MMAMPB-501
Brand Building	04	MMABB-502
Advertising in Contemporary Society	04	MMAACS-503

Consumer Behaviour	04	MMACB-504
Copywriting	04	MMACW-505
Ad Design (Practical)	04	MMAAD-506
Total Credit Points in Semester I	24	

Programme: B.M.M.		Year: T.Y.B.M.M.	
Academic Year: 2020-2021		Semester: VI - Advertising	
Course		Credit points allotted in the semester	Course Code
Contemporary Issues		04	MMACI-601
Financial Management for Marketing & Advertising		04	MMAFMMA-602
Agency Management		04	MMAAM-603
Advertising & Marketing Research		04	MMAAMR-604
Legal Environment & Advertising Ethics		04	MMALEAE-605
Digital Media		04	MMADME-606
Direct Marketing		04	MMADMT-607
Total Credit Points in Semester I		28	

Total number of credits in TYBMM Advertising = 24 + 28 = 52

Programme: B.M.M.	Year: T.Y.B.M.M.

Academic Year: 2020-2021	Semester: V - Journalism	
Course	Credit points allotted in the semester	Course Code
Editing	04	MMJE-501
Reporting	04	MMJR-502
Features and Opinion	04	MMJFO-503
Journalism & Public Opinion	04	MMJJPO-504
Indian Regional Journalism	04	MMJIRJ-505
Newspaper & Magazine Making (Practical)	04	MMJNMM-506
Total Credit Points in Semester I	24	

Programme: B.M.M.	Year: T.Y.B.M.M.	
Academic Year: 2020-2021	Semester: VI – Journalism	
Course	Credit points allotted in the semester	Course Code
Contemporary Issues	04	MMJCI-601
Internet and Issues in the Global Media	04	MMJIIGM-602
Broadcast Journalism	04	MMJBJ-603

Press Laws & Ethics	04	MMJPLE-604
Business & Magazine Journalism	04	MMJBMJ-605
Digital Media	04	MMJDME-606
News Media Management	04	MMJNMM-607
Total Credit Points in Semester I	**28**	

Total number of credits in TYBMM Journalism = 24 + 28 = 52

Scheme of Evaluation in FYBAMMC, SYBAMMC and TYBMM (Advertising) and TYBMM (Journalism)

1. External examination at the end of the semester for 60 marks.
2. Internal examination through continuous evaluation for 40 marks.

Internal examination/evaluation will be in the break-up of three components:

1. A project, assignment, field visit report, filmmaking, newspaper or magazine making or any other course-specific work as assigned by the reacher for 20 marks.
2. A written class test or viva voce for 10 marks.
3. Participation of students in activities and events organized by the Department of Mass Media, activity groups, various committees and college. The overall conduct and participation of students in classroom discussions and debates will also be considered. This component is for 10 marks.

Master in Commerce (M.com in Accountancy)

Coordinator- C.A. Anil Naik- B.Com, F.C.A., DISA

The college conducts fulltime Post Graduate Degree Course in Commerce – (Master in Commerce- M.com) with specialization in the subjects of Accountancy.

A candidate for being eligible for admission to the Master of Commerce (M.Com) Course shall have passed:
1. Bachelor of Commerce (Regular) or
2. Bachelor of Commerce (Accounting & Finance) or

3. Bachelor of Commerce (Banking & Insurance) or

The faculties include regular as well as guest faculties who are renowned teachers, eminent practicing Chartered Accountants, and well known professionals from various Industries.

Course Content:
The entire course (M.Com I and M.Com II) is of four Semesters
Total Duration of the course : Two years
The Class timings are from 7.00 am to 9.00 am on all working days

M.Com Part I :

Sem I	Sem II
1. Strategic management	1. Research Methodology for Business
2. Economics for Business Decisions	2. Macro Economics-Concepts &App
3. Cost & Management Accounting	3. Corporate Finance
4. Business Ethics& CSR	4. E-Commerce

M.Com Part II

Sem III	Sem IV
1. Advanced Financial Accounting	1. Financial management
2. Direct Tax- Income tax	2. Indirect Tax-GST
3. Advanced Cost Accounting	3. Corporate Financial Accounting
4. Project Work	4. Project Work

5. Post Graduate Diploma In Perfumery & Cosmetics Management (PGDPCM)
(Affiliated to University of Mumbai)
Recognized by the UGC as Innovative Program.
Goals And Objectives : The main objective of the program is development of directly employable manpower – middle level technical and managerial – for the fast growing cosmetic and perfumery industry in India and abroad.
The Perfumery and Cosmetology course, is the first of its kind in India where Perfumery and Cosmetic Science & Commerce is taught under one roof. It is a niche area where there is no integrated industry recognized training programs or courses in the country. The skilled personnel are imported from other countries or the industry spends huge funds for training programs.
The Curriculum of the courses will give a dual competence to the students by imparting technical know-how as well as managerial training required by the perfumery and cosmetology industry.
The students are thoroughly acquainted with the classical as well as applied approach to both the techniques. Every theoretical detail will be supplemented by hands on practical

training. On the other hand, the management training engineers the persons into proactive managers. As the result the students emerge out as excellent management executives with adequate knowledge of the product in hand and the industrial manufacturing process. PGDPCM, programs envisages short term Certificate Courses on topics like Herbal Cosmetics,
Safety Testing, Efficacy Testing, Clinical Trial Procedures, Fragrance Application, Soaps and Detergents, Toiletries, Aroma Therapy etc at a later stage.

Nature Of Course:
The course is two-year full time and is established in academic year 2005-06.

Faculty

Visiting Faculty : Entrepreneurs in the field and Professionals working in the industry with at least two years relevant experience

Specific Infrastructure: The infrastructure requirements of the programme are as per the industrial guidelines.

Library :
The college provides a full-fledged and exclusive library covering a wide range of books and journals on all the technical, theoretical and managerial aspects of perfumery and cosmetics industry. The library also provide selected access to the worldwide web for specific literature search relevant to the course.

Computing Facilities :
General computing facilities are made available to the students wherein they can access the Internet for general searches to facilitate their project work and also avail of the MS Office software for their daily assignments, tutorials and presentations.

Laboratories :
There are four air conditioned state of the art laboratories such as Perfumery Lab, Decorative Cosmetics Lab, Personal Care Lab and Instrumentation Lab. All the laboratories are Fully equipped with the necessary fittings, materials & instruments.

Curricular Procedures :

Admissions :
Number of seats for the course: 25 students per batch. Admission will be given on merit. Up to 20 percent of the seats may be reserved for candidates sponsored by the industry.

Eligibility :
Minimum qualification for eligibility is Graduation with Chemistry as one of the Major/Subsidiary subject or B pharm or B.Tech.

Relaxation :
Students with Graduation in any subject will be considered provided they have acquired acknowledged professional experience of at least three years in the specific perfumery/cosmetics industry.

Entrance / Aptitude Test :
An Entrance/ Aptitude Test (written or viva) will be conducted if needed. In case of written test, there will be 60 Objective Type Questions, made up of General Aptitude (10) and Chemistry Aptitude 50. Each correct answer will carry 3 marks and each wrong answer will carry minus one(-1) mark. Basic knowledge of chemistry in the following areas will be tested:

Laws of chemical combination - mole concept - chemical and ionic equilibrium - chemical thermodynamics and energetics - theory of absorption and colloidal chemistry - principles and methods of purification of substances - chemistry of carbon compounds and IUPAC system - aromatic compounds - silicon - optical activity - carbohydrates, proteins and fats and synthetic fibers.

Syllabus :

The course syllabi is made up of 8 Technical Papers in Perfumery and Cosmetics equally distributed in two years and 8 Commercial / Managerial Papers equally distributed in two years as given in the prospectus.

Number of Lectures :

There will be two lectures per paper per week of 60 minutes duration. Papers with regular practical components will have three periods of practical per week. (In case of Decorative Cosmetics, there will be one practical of three periods per month.)

Examination And Grading :

Marking Scheme :

Perfumery Papers I & II, Cosmetics Paper I to IV, Fundamental & Applied Chemistry and Decorative Cosmetics and Management papers:

Annual Exam 60 marks and Continuous Assessment 40 Marks

Continuous Assessment :

Internal or Continuous Assessment will Include Practical, Tutorials, Fieldwork, Industry Visit, Product Development, Research Work, Project work, Assignments, GD, Viva, etc as per requirement of subject.. The respective faculty members will announce the scheme in the beginning of the academic year.

While the Annual Examination is treated as one head of passing, the Practical, Project and other forms of assignments taken together will be treated as one-head of passing.

Standard of Passing :

A student will be declared Pass and eligible for the PGDPCM provided he/she secures 40 percent marks each in Internal / Continuous Assessment (including project taken together) and Annual Examinations separately and 40 percent marks in aggregate.

On-The-Job Training :

At least two months of Industrial exposure (on the job training etc) is a condition for the award of the Diploma either during the course or immediately after the course. The scheme will be finalized in consultation with the collaborating industry.

Faculty Members PGDPCM (Post Graduate Diploma in Perfumery and Cosmetics Management)

1. Ms. Anuya Joshi - B.Sc, PGDPCM
2. Ms .PranaliSalankeB.Sc.PGDPCM

Visiting Faculty
1. Dr. B.B. Sharma M.Sc (Zoology), Ph.D (Zoology)
2. CA. Arvind BhorkarB.Com, F.C.A
3. CA. Vidyadhar Joshi B.Com, F.C.A
4. Chintamani LagooM.Sc, Organic Chemistry
5. Dr. Vijay Bambulkar (Cosmetology and Regulatory)

6. Dr. Bhole K. G. M.Sc, Ph.D (Physics)
7. Dr. Leena ThattePh.D (Economics), M.A. (Economics)
8. Chitra Subramaniam M.Com, M.Phil
9. Dr. AdhirAmbavaneM.Com, M.Phil, M.BA, LL.B, Ph.D (Management)
10. Dr. Geetanjali Ranade Ph.D (Chemistry)
11. Dr. Sunita ShailajanPh.D
12. Mr. Hemant Kale IIM (L)
13. Mr. Uday YadkikarB.Com (MBA Marketing)
14. Mr. Sampat Krishnan

GIST OF SYLLABUS

FIRST YEAR

Section I .**PERFUMERY& COSMETICS**

(60 PERFUMERY, PAPER 1:

(60 Final + 40 Continuous Assessment)
- ❖ Raw materials in perfumery
- ❖ History of perfumes
- ❖ Indian and Global perfumery trends
- ❖ Analytical Chemistry and Separation Techniques relating to Perfumery
- ❖ Instrumental Analysis - GC, MS, HPLC, HPTLC, Supercritical Extraction relating
to Perfumes

2. **COSMETICS:**

PAPER 1, (60 Final + 40 Continuous Assessment)
- ❖ Raw materials in cosmetics: Water, Oils, Fats, Waxes
- ❖ Powders, Emulsifiers, Thickeners and gums
- ❖ Other raw materials

3. **COSMETICS PAPER II :**

(60 Final + 40 Continuous Assessment)
- ❖ Physiology of skin, hair and tooth
- ❖ Sensorial evaluation and psychophysiology
- ❖ Packaging materials in Cosmetics
- ❖ Analytical Chemistry and Separation Techniques relating to Cosmetics

4. **FUNDAMENTAL AND APPLIED CHEMISTRY (60 Final + 40 Continuous Assessment)**
- ❖ Chemistry of surfactants
- ❖ Theory of emulsions
- ❖ Macromolecular chemistry
- ❖ Fragrance selection, stability and testing
- ❖ Environmental safety and industrial network
- ❖ Legislation and regulations for perfumes and cosmetics
- ❖ Safety testing and toxicology

SectionII. **THE COMMERCE / MANAGERIAL MODULES**

1. **OPERATIONS & PROJECT ANALYSIS (60 Final + 40 Continuous Assessment)**
- ❖ Concepts & Theories of General Management
- ❖ Production Planning & Management
- ❖ Work Measurement

❖ Quality management & Assurance
❖ Capacity Management
❖ Operations Strategy
❖ Resource Planning in Service and Manufacturing Environments
❖ Inventory Control and Material Requirement Planning
❖ Project Feasibility,
❖ Project Report,
❖ Project Appraisal
❖ Project Management

2. **HUMAN RESOURCE MANAGEMENT (60 Final + 40 Continuous Assessment)**
❖ Overview of Management.
❖ Motivation and behavior of Individuals and groups in organizations.
❖ Principles and models of HRM and personal Management.
❖ Scientific recruitment, Selection, Appraisal and Reward of employees.
❖ Issue of control and effective handling and Management of employee
❖ Grievances and discipline.
❖ Identification of training and development needs, Continuous Professional
❖ Development, lifelong learning, and personal development, e-Training and
❖ Succession Planning.
❖ Employee participation, Representation, Commitment and Involvement
❖ Brief Introduction to labour laws as applicable to Industries in India.

3. **ANALYSIS AND MANAGEMENT OF INFORMATION (60 Final + 40 Continuous Assessment)**
❖ Information vs Data; their uses in underpinning the decision making process in business.
❖ Data collection methods; primary and secondary data; electronic sources.
❖ Questionnaire Design and Survey methodology, Data storage.
❖ Methods of summarizing data using Business Graphics, Statistics and Tables.
❖ Hypothesis testing methods and its use in business, Advanced analysis methods including correlation, Regression, Forecasting and simple multivariate techniques, use of computers. Use of these methods in providing information for the decision maker, information systems.
❖ Basics of Computing systems, Terminology, Downsizing.
❖ Impact of systems management. Networking and Communication.
❖ The Electronic Office. Data base design – flat files and relational structures.
❖ Use of relational database tools.
❖ Systemxs development methodologies – SSADM, RAD. Outsourcing
❖ Identification of Business problems and development of I.T. solutions. Budget
❖ control. Timing. Security.
❖ Electronic Business and Electronic Commerce. Business models; Electronic Payment methods; Security issues, SSL and encryption methods, Legal and ethical issues. Managing CIT in organizations. Training and Development issues.

4. BASIC ACCOUNTING AND FINANCE (60 Final + 40 Continuous Assessment)

- ❖ Basic Accounting Concepts and Conventions
- ❖ The Profit & Loss Account
- ❖ The Balance Sheet
- ❖ The Importance of Cash
- ❖ Cash & Fund flow statements
- ❖ Accounting for Limited Companies
- ❖ Financing the Business & Source of Finance

SECOND YEAR
Section I. PERFUMERY & COSMETICS
1. PERFUMERY II (60 Final + 40 Continuous Assessment)
- ❖ Basic Alcoholic Perfumery
- ❖ Functional Perfumery
- ❖ Manufacturing and Packaging processes of Perfumes
- ❖ Market trends in Perfumery.

2. COSMETICS PAPER III (60 Final + 40 Continuous Assessment)
- ❖ Basic Cosmetic Skin care products - Emulsions, Cream and Lotions
- ❖ Specialty products – Sun protection, Skin lightening etc
- ❖ Herbal Cosmetics, Cosmeceuticals and ISI Guidelines
- ❖ Manufacturing Processes of Cosmetics

3. COSMETICS PAPER IV (60 Final + 40 Continuous Assessment)
- ❖ Cosmetic Cleansing Preparations
- ❖ Soaps, Cleansing Preparation for skin, hair and teeth
- ❖ Cosmetic Product Development Sequence and Logic
- ❖ Techniques of Product Development
- ❖ Market Trends in Cosmetics and Toiletries
- ❖ Microbiological Testing, Efficacy Testing and Clinical Trials For Cosmetics

4. DECORATIVE COSMETICS (60 Final + 40 Continuous Assessment)
- ❖ Colour science
- ❖ Pigments and dyes, Colour cosmetic formulations
- ❖ Beauty and salon treatment
- ❖ Aroma Therapy

Section II. COMMERCE / MANAGEMENT
1. MANAGEMENT ACCOUNTING & COSTING (60 Final + 40 Continuous Assessment)
- ❖ Comparative & Common size statements
- ❖ Financial Ratios
- ❖ Management of Working Capital
- ❖ Budgeting
- ❖ Cost-Volume-Profit Analysis
- ❖ Relevant Costs for Decision Making
- ❖ Full costing and Marginal Costing Techniques
- ❖ Capital Investment Appraisal

2. CONTEXT OF BUSINESS ENTERPRISE (60 Final + 40 Continuous Assessment)

- ❖ Globalization-Forms of globalization, implications and impacts of globalization, globalization and Indian Business.
- ❖ Corporate governance, Business growth and expansions and its consequences, corporal social responsibility,
- ❖ Forms of Multinational Corporations.
- ❖ Impact of WTO an labor Market issues and Patents.
- ❖ Dimensions of organizational culture, International Cultural Contrasts in value
- ❖ and Motivation.
- ❖ Regulatory and legal constraints on Business-law of contract; Company law,
- ❖ Labour laws, Liability civil and criminal
- ❖ Environmental and regulatory matters relating to Aroma trade & industry

3. MARKETING MANAGEMENT (60 Final + 40 Continuous Assessment)
- ❖ What is marketing
- ❖ An examination of the ways in which environmental and competitive factors affect markets.
- ❖ The nature of market dynamics: customers, consumers and consumer decision- making.
- ❖ The market research process, methods and techniques used to understand
- ❖ and monitor markets.
- ❖ Identifying and satisfying market needs: segmentation, targeting and
- ❖ positioning
- ❖ The nature and uses of marketing information
- ❖ Marketing mix programmes: product policy, pricing, communications, distribution management, customer service
- ❖ Brand Management
- ❖ Marketing Strategies & Strategic Marketing Process
- ❖ Developing and implementing marketing planning decisions
- ❖ Customer Relations Management (CRM)

4. ENTREPRENEURSHIP & STRATEGIC ENTERPRISE DEVELOPMENT
(60 Final + 40 Continuous Assessment)
- ❖ Definitions, Characteristics of Entrepreneur
- ❖ Leadership, Product selection and Pricing,
- ❖ Location decision, Psychology of Winning,
- ❖ Management of Conflicts, Stress and Time,
- ❖ Successful Person Practices, Positive Thinking, Management of Resources,
- ❖ Business and Personal Taxation, Role of Government,
- ❖ Enterprise Sickness and Remedies
- ❖ Introduce to Enterprise Strategy: the Nature and Purpose of Enterprise Strategy; Competitive advantage; Value adding; the value chain; Value
- ❖ constellation; Economic concepts.
- ❖ Risk and Innovation: the economic analysis of risk taking; Introduction to the economics of innovation; Risk management; Technology; Government policy concerning innovation and enterprise
- ❖ Enterprise and the Environment: Industry analysis frame-works; the game

theory perspective; industry attractiveness analysis; the impact of government

❖ Strategic analysis: Environmental audits; Resources and Capabilities; Sources of competitive advantage; Strategies and implementation; Organizational Economics and agency theory; Choice of Enterprise Boundaries – Horizontal, Vertical and Corporate.

❖ **Few changes are proposed in the syllabus as per advancement intechnology.**

BVOC in TRAVEL AND TOURISM (Approved by U.G.C)

The UGC has launched a scheme for Skill Development in higher education as a part of College /University education, leading to three year Bachelor of Vocation (BVoc) degree with annual exits for those who wish to discontinue for any reason. The BVoc program is focused on Undergraduate studies which incorporate specific job roles along with general education. As the scope of employment in the Travel and Tourism sector is very bright having high potentials with varied opportunities, Kelkar Education Trust's V.G.Vaze college has designed a Three Year BVoc Degree program in Travel and Tourism under the guidelines of UGC. College has got UGC approval for the same from the year 2018-19, and the course has started successfully from 31st August, 2018. Maximum intake capacity is 50 students per year

The duration of the B.Voc (Travel and Tourism) programme is 3 years (6 semesters). B.Voc is a programme with multiple exits. Students may exit after 6 months with certificate (NSQF LEVEL 4) or may continue for Diploma or Advanced Diploma or B.Voc Degree level(NSQF LEVELS 5, 6 & 7 respectively)

College has proposed a syllabus including, General Components and Skill Component papers from Semester I to Semester VI. General Components have 40% weightage of credits in each of the 6 semesters. The General education components include the curriculums of normal university standards and attempt to provide holistic development of the students.

The syllabus of Skill Component in each semester in aligned to the Qualification Packs of the selected job roles in the Tourism sector. This curriculum is as per National Occupational Standards (NOS) defined by the Sector Skill Council.

Thus the curriculum in each of the years of the programme would be a suitable mix of General education and skill development components.

The programme structure includes-

❖ Language studies

❖ Soft skills and personality development programmes

❖ Projects industrial training

❖ Internship

❖ Study tours

PROGRAM STRUCTURE
GENERAL COMPONENT PAPERS

All the semesters from I to VI, contain 4 General Component papers which are assigned 3 credits each.   Each credit is equivalent to 15 periods for theory, workshop ,labs and tutorials. Therefore, each paper will account for 45 lectures in each of the 6 semesters. Syllabus of every general component paper contains 3 units i.e. 15 lectures per unit.

SKILL COMPONENT PAPERS

In every semester there will be 3 papers having 6 credits for each paper i.e. 18 credits as a total in each of the 6 semesters. The curriculum is necessarily aligned to Qualification
Packs of the selected job roles in the Travel and Tourism sector. The Skill Component papers are handled by THSC qualified trainers.

EVALUATION AND GRADING

The evaluation of each course shall contain 2 parts-

1.Internal or In-semester assessment (ISA)

2. External Or End- Semester Assessment (ESA)

For the general component papers in all 6 semesters   evaluation and grading will be done as per the prevailing standards and procedures under Mumbai University
General Component credits refers to a unit by which the course work is measured. It determines the number of hours of instructions required per week ,as per the UGC guidelines.
In the Skill component papers evaluation and grading will be independently done by the Tourism and Hospitality Sector Skill Council. The credits for the skill component will be awarded in terms of NSQF level certification which will have 60% weightage of the total credits of the course, as per the UGC guidelines.
Details of the papers-

	Subject Name	Course Code
	Semester I	
	General component (12 Credits)	
1	Communication skills in English	VTTCSE101
2	Communication skills in French I	VTTCSF101
3	Introduction to computers	VTTIC101
4	Foundation course I (General awareness and etiquette)	VTTFC101
	Skill component (18 credits)	

	QP code THC/Q4404- Travel consultant	
5	Skill paper I	VTTSP101
6	Skill paper II	VTTSP102
7	Skill paper IIII	VTTSP103
	Semester II	
	General component (12 Credits)	
1	Business communication	VTTBC201
2	Communication skills in French II	VTTCSF201
3	Principles of Management	VTTPM201
4	Foundation Course II (Cultural awareness)	VTTFC201
	Skill component (18 credits)	
	QP code THC/Q0106- Meeting, Conference,Event Planner	
5	Skill paper I	VTTSP201
6	Skill paper II	VTTSP202
7	Skill paper III	VTTSP203
	Semester III	
	General component (12 credits)	
1	Accountancy I	VTTAC301
2	Organizational Behaviour I	VTTOB301
3	Media and Advertising I	VTTMA301
4	History for tourism (India)	VTTHT301
	Skill component (36 credits) sem 3 & 4	
	QP code THC/Q4302 – Ticketing Consultant	
5	Skill paper I	VTTSP301
6	Skill paper II	VTTSP302

7	Skill paper III	VTTSP303
	Semester IV	
	General component (12 credits)	
1	Accountancy II	VTTAC401
2	Organizational behaviour II	VTTOB401
3	Media and Advertising II	VTTMA401
4	History for Tourism (World)	VTTHT401
	Semester V	
	General component (12 credits)	
1	Human Resource Management	VTTHRM501
2	Entrepreneurship I	VTTENT501
3	Tourism geography	VTTTG501
4	Marketing	VTTMKT501
	Skill component (36 credits) sem 5 & 6	
	QP code THC/Q0106- Duty Manager	
5	Skill paper I	VTTSP501
6	Skill paper II	VTTSP502
7	Skill paper III	VTTSP503
	Semester VI	
	General component (12 credits)	
1	Customer Service management	VTTCSM601
2	Entrepreneurship II	VTTENT601
3	Sustainable Tourism	VTTST601
4	Crisis Management	VTTCM601

❖ **Career oriented / Job oriented Add on courses:**

Objectives

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

Admission can be sought at the First-Year level. Application for this stream shall be made separately, after securing admission in the respective General stream. Each course can admit only 30 students per batch. The selection of students will be made on merit, interview and resume. Once admitted, the students cannot change the specialization ordinarily.

The University has modified the Vocational Stream by converting the same into Certificate/Diploma/Advanced Diploma programme. These high utility courses, taught along with existing traditional subjects, have immense potential of developing specialized skills and knowledge of the students to improve their competencies. For Certificate/Diploma/Advanced Diploma courses available in the College refer to the respective section.

CHAPTER 5: ADMISSION GUIDELINES & NORMS

❖ **ADMISSION GUIDELINES**:

Parents/students are requested to go through the Prospectus and the Guidelines and admission notices put up on the College Notice Board & college website before seeking the admission in the College. Admission is as per merit and other norms as laid down by the Government or the Management, from   time to time. The Principal reserves the right to amend/ modify the guidelines regarding the admission, as and when such amendments/modifications are received from the Government or the Management, as the case may be. It will be notified accordingly on the College Notice Board and the website at the time of the admission. The Principal also reserves the right to refuse admission in case such an admission, in his opinion, is likely to adversely affect the overall discipline in the college. Students are advised to follow the schedule of admission strictly and to write permanent mobile numbers and the same must not be changed during the course as communication from the college / university will be sent on the registered mobile number in the admission form. All students must mention the caste/ minority category they belong to, regardless of whether they avail of scholarship / freeship. This is a mandatory requirement of the university.

❖ **ADMISSION NORMS:**
I.   FY admissions will be as per the directions issued by the University from time to time and are subject to availability of seats in the College.
II. A candidate for being eligible for the admission to the three year integrated course leading to the Degree of Bachelor of Arts, Science or Commerce must have passed the Higher Secondary School Certificate (SYJC) 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, Science or Commerce streams (as per eligibility criteria)
III. Students passing an examination equivalent to SYJC of the Higher Secondary Board, Mumbai and Inter-Mediate (Arts/Science/Commerce) of University of Mumbai, or from other States & immigrating from other Universities, Boards & seeking admission to the FY/SY/TY of the Three Year Integrated Degree Course will be admitted only on production of a Valid **"Provisional Eligibility Certificate",** issued by the University of Mumbai for the current academic year and for the desired course. Such students should submit a migration certificate, statement of marks and passing certificate in original along with true copies within two months, from the date of the admission, failing which their admission is liable to be cancelled.

IV.   Students from other colleges seeking admission to FY/SY/TY may register their names in the college office. For details, see the College notice board or the College website.

V.   Students from other colleges seeking admission to the College should produce "No Objection Certificate" from the previous College. The enrolment number should appear on their NOC.

VI.   All admissions are provisional until confirmed by the appropriate authorities, including previous School/ College attended by the student.

VII.   Those who are desirous of enjoying Leave Travel Concession, i.e. Long Journey Railway Concession, should write their complete Home Town address and nearest railway station in the Admission Form at the time of admission, failing which no application for long journey Railway Concession will be entertained.

VIII.   Xerox copy of leaving certificate of HSC should be attached with the admission form for first year admission, for verifying date of birth, place of birth etc. which has to be written in the general register.

IX.   Original School leaving certificate and marksheet should be submitted at the time of the payment of fees.

X.   Enrolment forms or University registration forms (for the First year degree students) and Eligibility forms (for all those who come from other than Maharashtra State Board / University of Mumbai should be filled up by the students during the month of August every year, as per the notification by the College office from time to time.

XI.   In-house students will be admitted to various subjects according to the subjects they have offered at the HSC examinations.

XII.   External students / students coming from other faculties will be offered subjects according to the discretion of the admitting authorities.

XIII.   Two supernumerary seats are made available for students coming from Jammu and Kashmir in their respective Department/Institution/College as per UGC guidelines, directed by the Registrar, University of Mumbai vide circular no Aff/ICC/2012-13/22 dated 8th January 2013.

<p style="text-align:center">CHAPTER 6. : FEES STRUCTURE</p>

KET'S V. G. VAZE COLLEGE OF ARTS, SCIENCE & COMMERCE

CLASSWISE FEE : DEGREE UNAIDED COURSE FEE CHART 2020-21

INFORMATION TECHNOLOGY & BIOTECHNOLOGY

Particulars	Information Technology			Biotechnology		
	Open / OBC/ VJNT /SBC /SC /ST			Open / OBC/ VJNT /SBC /SC /ST		
	FY IT	SY IT	TY IT	FY IT	SY IT	TY IT
Tuition Fees	10000	10000	10000	16000	18000	20000
Lib. Fees	1200	1200	1200	600	600	600
Gym. Fees	400	400	400	400	400	400
Other Fees/Extra Cur. Activitys	250	250	250	250	250	250
Examination & Marksheet Fees	2156	2156	0	2156	2156	0
Univ. Exam fee	0	0	2406	0	0	2406
Enrolment Fees	220	0	0	220	0	0
Disaster Relief Fund	10	10	10	10	10	10
Indust. Visit Fees	0	0	0	0	0	0
Adm Processing	200	200	200	200	200	200
Utility Fees	250	250	250	250	250	250
Magazine Fees	100	100	100	100	100	100
Id/Lib Cards	50	50	50	50	50	50
Stud Gr. Ins.	45	45	45	45	45	45
Stu. Welfare Fund	50	50	50	50	50	50
Development Fees	500	500	500	500	500	500
Vice Chancellor's Fund	20	20	20	20	20	20
Uni Sports & Cultural Activity	36	36	36	30	30	30
E - Suvidha	50	50	50	50	50	50
E- Charges	20	20	20	20	20	20
Project Fees	1000	1000	1900	2000	2000	2000
Computer Particals	1000	1500	2500	1000	1000	1000
Lab. Fees	6000	6000	6000	4000	4000	4000
Cuation Money	150	0	0	150	0	0
Lib. Deposit	250	0	0	200	0	0
Lab. Deposit	400	400	400	400	400	400
NSS Fee	10	10	10	10	10	10
FEEA (A)	**24367**	**24247**	**26397**	**28711**	**30141**	**32391**
Dimension	20	20	20	20	20	20
Associations	160	160	160	160	160	160
Alunmi Asso. Fee	25	25	25	25	25	25
Journals	0	0	0	740	500	600
Exam. & Convocation Fee	0	0		0	0	0
Other Fee	0	0	0	0	0	0
Sub. Total (B)	**205**	**205**	**205**	**945**	**705**	**805**
TOTAL (A+B)	**24572**	**24452**	**26602**	**29656**	**30846**	**33196**

Note:

*Document verification Rs. 400/- Applicable only to students from other than Mumbai University/Board

*Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee

* Fee revision is under consideration of University of Mumbai. Fees is likely to change

Accounting &Finance AND Banking & Insurance

Particulars	Accounting & Finance			Banking & Insurance		
	Open / OBC/ VJNT /SBC /SC / ST			Open / OBC/ VJNT /SBC /SC / ST		
	FY	SY	TY	FY	SY	TY
Tuition Fees	10000	10000	10000	10000	10000	10000
Lib. Fees	600	600	600	600	600	600
Gym. Fees	400	400	400	400	400	400
Other Fees/Extra Cur. Activitys	250	250	250	250	250	250
Examination Fees	2156	2156	50	2156	2156	50
Univ. Exam fee	0	0	2406	0	0	2406
Enrolment Fees	220	0	0	220	0	0
Disaster Relief Fund	10	10	10	10	10	10
Indust. Visit Fees	0	0	0	0	0	0
Adm Processing	200	200	200	200	200	200
Utility Fees	250	250	250	250	250	250
Magazine Fees	100	100	100	100	100	100
Id/Lib Cards	50	50	50	50	50	50
Stud Gr. Ins.	45	45	45	45	45	45
Stu. Welfare Fund	50	50	50	50	50	50
Development Fees	500	500	500	500	500	500
Vice Chancellor's Fund	20	20	20	20	20	20
Uni Sports & Cultural Activity	30	30	30	30	30	30
E – Suvidha	50	50	50	50	50	50
E- Charges	20	20	20	20	20	20
Project Fees	1400	1400	2000	1400	1400	2000
Computer Particals	1000	1000	1000	2000	1000	1000
Lab. Fees	1000	1000	1000	1000	1000	1000
Cuation Money	150	0	0	150	0	0
Lib. Deposit	250	0	0	250	0	0
Lab. Deposit	400	0	0	400	0	0
NSS Fee	10	10	10	10	10	10
FEEA (A)	19161	18141	19041	20161	18141	19041
Dimension	20	20	20	20	20	20
Associations	160	160	160	160	160	160
AlunmiAsso. Fee	25	25	25	25	25	25
Journals	0	0	0	0	0	0
Exam. & Convocation Fee	0	0	0	0	0	0
Other Fee				0		
Sub. Total (B)	205	205	205	205	205	205
TOTAL (A+B)	19366	18346	19246	20366	18346	19246

Note:

* Document verification Rs. 400/- Applicable only to students from other than Mumbai

* Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee

* Fee revision is under consideration of University of Mumbai. Fees is likely to change

BMM & B.MS

Particulars	BMM			B.MS		
	Open / OBC/ VJNT /SBC /SC/ST			Open / OBC/ VJNT /SBC /SC/ST		
	F.Y.	S.Y.	T.Y.	F.Y.	S.Y.	T.Y.
Tuition Fees	10000	10000	10000	10000	10000	10000
Lib. Fees	300	300	300	300	300	300
Gym. Fees	400	400	400	400	400	400
Other Fees/Extra Cur.Activitys	250	250	250	250	250	250
Examination Fees	2156	2156	0	2156	2156	50
Univ. Exam fee	0	0	2406	0	0	2406
Enrolment Fees	220	0	0	220	0	0
Disaster Relief Fund	10	10	10	10	10	10
Indust. Visit Fees	0	0	0	0	0	0
Adm Processing	200	200	200	200	200	200
Utility Fees	250	250	250	250	250	250
Magazine Fees	100	100	100	100	100	100
Id/Lib Cards	50	50	50	50	50	50
Stud Gr. Ins.	45	45	45	45	45	45
Stu. Welfare Fund	50	50	50	50	50	50
Development Fees	500	500	500	500	500	500
Vice Chancellor's Fund	20	20	20	20	20	20
Uni Sports & Cultural Activity	30	30	30	30	30	30
E – Suvidha	50	50	50	50	50	50
E- Charges	20	20	20	20	20	20
Project Fees	1200	1200	1700	1400	1400	2000
Computer Particals	1000	1000	1000	1000	1000	1000
Lab. Fees	1000	1000	1000	1000	1000	1000
Cuation Money	150	0	0	150	0	0
Lib. Deposit	250	0	0	250	0	0
Lab. Deposit	400	0	0	400	0	0
NSS Fee	10	10	10	10	10	10
FEEA (A)	18661	17641	18391	18861	17841	18741
Dimension	20	20	20	20	20	20
Associations	160	160	160	160	160	160
AlunmiAsso. Fee	25	25	25	25	25	25
Journals	0	0	0	0	0	0
Exam. & Convocation Fee	0	0	0	0	0	0
Other Fee	0	0	0	0	0	0
Sub. Total (B)	205	205	205	205	205	205
TOTAL (A+B)	18866	17846	18596	19066	18046	18946

Note:

* Document verification Rs. 400/- Applicable only to students from other than Mumbai

* Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee

* Fee revision is under consideration of University of Mumbai. Fees is likely to change

M.Sc I. T. ,M.Sc B.T &PGDPCM

Particulars	M.Sc I. T. Open / OBC/ VJNT /SBC /SC / ST		M.ScB.T Open / OBC/ VJNT /SBC /SC / ST		PGDPCM Open / OBC/ VJNT /SBC /SC / ST	
	I	II	I	II	I	II
Tution fee	15000	15000	15000	15000	27000	27000
Library fee	1000	1000	1000	1000	1500	1500
Gymkhana Fees	400	400	400	400	500	500
Other / Extra Cultural Activity	250	250	250	250	200	200
University Exam Fees	3027	3277	3027	3277	5160	5160
Registration fee	1025	0	1025	0	825	0
Disaster Relief Fund	10	10	10	10	10	10
Admission Processing Fee	200	200	200	200	0	0
Utiltiy Fees	250	250	250	250	300	300
Magazine Fees	100	100	100	100	100	100
ID/LIB CARDS	50	50	50	50	50	50
Student Group Insurance fee	45	45	45	45	45	45
Student Welfare fund Fee	50	50	50	50	50	50
Development Fee	500	500	500	500	1000	1000
Vice Chancellor's Fund	20	20	20	20	0	0
Univ. Sports & Cultural Activity	30	30	30	30	30	30
E - Suvidha	50	50	50	50	50	50
E- Charge	20	20	20	20	20	20
Project Fees	0	2000	0	2000	2000	2000
Computer Practicals	0	0	500	500	2000	2000
Laboratory Fees	15000	15000	20000	20000	15500	15500
On the Job training	0	0	0	0	3000	3000
MISC	0	0	0	0	500	500
Other fee	0	0	0	0	2000	2000
Industrial Visit Fee	0	0	0	0	1500	1500
Cuation Money	150	0	150	0	300	0
Library Deposit	250	0	250	0	300	0
Laboratory Deposit	400	0	400	0	600	0
NSS Fee	10	10	10	10	10	10
FEEA (A)	**37837**	**38262**	**43337**	**43762**	**64550**	**62525**
Dimension	20	20	20	20	20	20
Associations	160	160	160	160	160	160
AlunmiAsso. Fee	25	25	25	25	25	25
Journals	0	0	0	0	700	800
Marksheet & Convocation Fee	0	0	0	0	0	0
Other Fee	0	0	**0**	**0**	0	0
Sub. Total (B)	**205**	**205**	**205**	**205**	**905**	**1005**
TOTAL (A+B)	**38042**	**38467**	**43542**	**43967**	**65455**	**63530**

Note: * Document verification Rs. 400/- Applicable only to students from other than Mumbai

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* Fee revision is under consideration of University of Mumbai. Fees is likely to change

M. COM.

Particulars	Open / OBC/ VJNT /SBC /SC/ST	
	I	II
Tution fee	6000	6000
Library fee	1000	1000
Gymkhana Fees	400	400
Other / Extra Cultural Activity	250	250
University Exam Fees	3027	3277
Registration fee	825	0
Disaster Relief Fund	10	10
Admission Processing Fee	200	200
Utiltiy Fees	250	250
Magazine Fees	100	100
ID/LIB CARDS	50	50
Student Group Insurance fee	45	45
Student Welfare fund Fee	50	50
Development Fee	500	500
Vice Chancellor's Fund	20	20
Univ. Sports & Cultural Acticity	30	30
E - Suvidha	50	50
E- Charge	20	20
Projecst Fees	1600	1600
Computer Practicals	1500	1500
Laboratory Fees	0	0
On the Job training	0	0
MISC	0	0
Other fee	0	0
Industrial Visit Fee	0	0
Cuation Money	150	0
Library Deposit	250	0
Laboratory Deposit	0	0
NSS Fee	10	10
FEEA (A)	**16337**	**15362**
Dimension	20	20
Associations	170	170
AlunmiAsso. Fee	25	25
Journals	0	0
Marksheet & Convocation Fee	0	0
Other Fee	**0**	**0**
Sub. Total (B)	**215**	**215**
TOTAL (A+B)	**16552**	**15577**

Note: Document verification Rs. 400/- Applicable only to students from other than Mumbai
* Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee
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M.Sc. Biological Science Subject - Zoology   (Oceanography - Sindhu Swadhyay)

Particulars	I	II
Tuition Fees	15000	15000
Lib. Fees	1000	1000
Gym Fees	400	400
Other Fees / Extra Cur. Activity	250	250
Univ. Exam Fees	3027	3277
Marsheet	0	0
Registration Fee	1025	0
Disaster Relief Fund	10	10
Adm. Processing	200	200
Utility Fees	250	250
Magazine Fees	100	100
Id / Lib Cards	50	50
Stud. Gr. Ins.	45	45
Stu. Welfare Fund	50	50
Development Fees	500	500
Vice Chancellor's Fund	20	20
Uni Sports & Cultural	30	30
E- Suvidha	50	50
E –Charges	20	20
Project Fees	2000	2000
Computer Practical	500	500
Lab. Fees	15000	15000
Caution Money	150	0
Lib. Deposit	250	0
Lab. Deposit	400	0
NSS Fee	10	10
FEES (A)	**40337**	**38762**
Dimension	20	20
Associations	160	160
AlumiAsso. Fee	25	25
Marksheet & Convocation Fee	0	0
Sub. Total (B)	**205**	**205**
TOTAL (A+B)	**40542**	**38967**

Note:

* Document verification Rs. 400/- Applicable only to students from other than Mumbai

* Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee

* Fee revision is under consideration of University of Mumbai. Fees is likely to change

B. Voc. (Travel &Tourism)

Particulars	Open / OBC/ VJNT /SBC /SC/ ST		
	FY	SY	TY
Tuition Fees	7500	7500	7500
Lib. Fees	600	600	600
Gym. Fees	400	400	400
Other Fees/Extra Cur. Activitys	250	250	250
Examination & Marksheet Fees	2156	2156	2406
Univ. Exam fee	0	0	0
Enrolment Fees	220	0	0
Disaster Relief Fund	10	10	10
Indust. Visit Fees	0	0	0
Adm Processing	200	200	200
Utility Fees	250	250	250
Magazine Fees	100	100	100
Id/Lib Cards	50	50	50
Stud Gr. Ins.	45	45	45
Stu. Welfare Fund	50	50	50
Development Fees	500	500	500
Vice Chancellor's Fund	20	20	20
Uni Sports & Cultural Activity	30	30	30
E - Suvidha	50	50	50
E- Charges	20	20	20
Project Fees	1600	1600	1600
Computer Particals	545	545	545
Lab. Fees	545	545	545
Cuation Money	150	0	0
Lib. Deposit	250	0	0
Lab. Deposit	400	0	0
NSS Fee	10	10	10
FEES TOTAL (A)	**15951**	**14931**	**15181**
Dimension	20	20	20
Associations	160	160	160
AlunmiAsso. Fee	25	25	25
Journals	0	0	0
Exam. & Convocation Fee	0	0	0
Other Fee	0	0	0
Sub. Total (B)	205	205	205
TOTAL (A+B)	**16156**	**15136**	**15386**

Note:

* Document verification Rs. 400/- Applicable only to students from other than Mumbai

* Other Fee = Utility fee, Development Fee, E Suvidha, E-Charges & Project Fee

* Fee revision is under consideration of University of Mumbai. Fees is likely to change

CHAPTER 7 : INFORMATION REGARDING REFUND OF TUTION FEES

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

Students/Parents are requested to go through the refund of fee chart shown in the prospectus. Refund of fees on cancellation of admission will be made through RTGS after 15th August every year. Students must submit the bank details, cancelled cheque for RTGs, along with the cancellation form and accordingly refund amount will be transferred to their accounts. On closing of the financial year there will be no refund of fees, if the bank details or cancelled cheque are not submitted. Those who have completed Graduation i.e. T.T.BA / BSC / BCOM must collect the deposits from cash counter, before 31st March

Table -1 Fee Deduction on Cancellation of admission

Period and percentage of deduction charges						
	(i)	(ii)	(iii)	(iv)	(v)	(vi)
	Prior to commencement of academic term and instruction of the course	Up to 20 days after the commencement of academic term of the course	From 21st day up to 50 days after commencement of the academic term of the course	From 51st day up to 90 days after the commencement of academic term of the course or August 31st whichever is earlier	From September 1ast to September 30th	After September 30th
Deduction Charges	Rs 500 /- lumpsum	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. All refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned at the time of cancellation. Provided that wherever admissions are made through centralized admission process for professional and/ or for any other courses by

other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1st year admission. In case of admission to subsequent years of the course, 0.2859 is applicable for cancellation of admission. Provide further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies appointed for admission for relevant courses. Further that 0.2859-A & 0.2859-B have been repealed and the amended 0.2859 relating to the refund of Tuition Fees, Development and all other fees after cancellation of admission for the Under graduate Courses has been brought into force with effect from the academic year2008 - 2009.

❖ **Non-refundable fee components:**

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.**

Fee collected for Identity card and Library card, admission form and prospectus, enrollment and any other course specific fee are not refundable after the commencement of the academic term.

❖ **Deposits**

1. The amount of Caution Money, Library Deposit, Laboratory Deposits, if any, will be refunded when a student leaves the college or cancels the admission. Deposits not claimed within one year of leaving the college before 31st March of the financial year or cancellation of admission will be forfeited.

2. The amount of deposits will be refunded to the student after 15 days from the date of receipt of their application duly signed by student and guardian and NOC from the Science departments as applicable.

3. The students who have not surrendered their Identity Cards, Original Deposit receipts must surrender the same against the refund of deposits otherwise he/she stands to forfeit the deposits.

❖ **Refund of Fees:**

1. 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.

2. Refund of fees and deposits will commence after 15th August every year.

❖ **Deposit of Fees Refund:**

Deposit / refund is to be collected before 31st March of every financial year

❖ **Students Welfare Schemes:**

Scholarships/Awards/Freeship: There are large number of scholarships and Freeships available for needy and deserving students. Students/parents may contact thedesignated counter or the Chairperson ofScholarship Committee for further information.

a) **Government Scholarship**

1. Govt. Open merit Scholarship

2. National Merit Scholarship

3. National Talent Search Scholarship

4. Financial aid to Scholars

5. National Loan Scholarship

6. S.C.B.C. Students Scholarship

7. E.B.C.Scholarship

8. S.T.Students Scholarship

9. P.T.W.; S.T.W. Scholarship

10. SC/ST (income less than 1 Lac)

11. NT/SBC/OBC Students Scholarship (income less than Rs. 65290 p.a.)

b) **Government Freeship**

1. E.B.C. Freeship

2. SC/ST (income more than 1 Lac)

3. NT/SBC Student Freeship (income greater than Rs. 65290 p.a.)

4. S.T. Student Freeship

5. P.T.W. Freeship (Provisional)

6. S.T.W. Freeship (Provisional)

7. OBC Freeship (income between Rs. 65291 and 3 lacs)

❖ **Students, who are in financial difficulty, may avail of FREESHIP from the college** by applying in writing to the Principal, giving the nature of difficulties. The following scholarship/Freeship are offered by the college for the needy and deserving students and will be awarded to students as per the discretion of the Principal and Management.

a) **Post-Metric Scholarship for Minority Community:** Students belonging to Muslim, Parsi, Christian, and Boudha communities only.

b) Collegiate Scholarship, Freeship& Awards	
1 Ramu S. Deora Scholarship	(20 students)
2 T.N. Venkateshan Chemistry Scholarship	(21 students)
Out of Endowments -	
3 Sunil Deodhar Memorial Sports Scholarship	(5 students)
4 Sandeep Kanakgiri Memorial "CPM" Scholarship	(one student)
5 Shakuntala Damodar Umrani Scholarship	(3 students)
6 Damodar Umrani Memorial Scholarship	(2 students)
7 Dr.P.D. Bhave Memorial Scholarship	(1 student)
8 Late Vinaya Gangurde Memorial Scholarship	(1 student)
9 M.S. Shanbhag Memorial Scholarship	(1 student)
10 Kelkar-Vaze-SMAF Freeship for needy students	(all Classes)
11 S.H. Kelkar Memorial Scholarship for Class Toppers	(all Classes)
12 T.R. Mulla Memorial Scholarship	(10 students)
13 Radhabai Vaze Memorial Scholarship for Girls	(5 students)
14 Radhabai Vaze Memorial Freeship for Needy	(5 students)
15 Dr.R.A. Kulkarni Memorial Scholarship (for VCTS toppers)	
16 G.D. Gokhale Memorial Endowment (needy/deserving)	(20 students)
17 Late Shri Lalji Karamshi Shah Endowment (deserving)	(one student)
18 Fakruddin Adamally endowment Scholarship for General/Sports/Needy/Deserving	20 students
19 Sujata Pabrekar Memorial Scholarship (NSS/Extra Curricular)	2 Students
20 Shaku-la Arts Endowment Prize for Excellence in Fine Arts	2 Students
21 Trimbak Keshav Kawale (Ozarkar) endowments to meritorious students offering Physics	(3 students)
22 Physics Teacher's Award (For Excelling in Physics)	(3 Students)
23 Late Vinayak Prasad S. Pakhare Memorial Prize	(4 students)
1) Standing First at TYBCOM	Girl or Boy

	2) Securing highest marks in Financial Accounting& Auditing at TYBCOM	Girl or Boy
	3) Standing first in FYJC Commerce	Girl or Boy
	4) Standing first in SYJC Commerce	Girl or Boy
24	Late Shirish N. Panditrao Memorial Scholarship	(Topper in Marathi at University
25	Ganit Pradnya Paritoshik	(Topper in Maths at University Exam.)
26	T.S. Kokje Memorial Scholarship	(BMM)
27	Ramesh Ravji Thakkar Endowment	(Needy / Deserving)
28	Shri. A. D. Bhorkar Endowment Scholarship	Accountancy Topper)
29	Late Shri. Rajan Kashinath Dhotre Memorial Scholarship	(TYBCom Topper)
30	Alumni 93 (Commerce Batch) Scholarship	(Needy student of Commerce Facultywith consistent academic record)
31	Abha Moghe Endowment Scholarship	(1 Student)
32	Rotary Trust Mulund South	(Needy / Deserving)
33	Late Smt. Vidya Madhav Thatte Endowment	4 Students
34	Late Shri. D.G. Karandikar Memorial Scholarship	(4 Students -Toppers in Mathematicsat XI Sc., XI Com., XII Sc. & XII Com.)
35	Komal Keshav Khandekar Memorial Scholarship	(1 Student)
36	Anant Jog Sholarship	(TY Zoology Topper)
37	Dr. Ms. ShubhangiBhave	(TYBSC Physics Topper)
38	N.S.S.(Junior)	(College Best Volunteer)
39	Hiten Thakkar Scholarship	(Needy Student)

❖ **Group Insurance:**

Students are insured under group insurance scheme of National Assurance Co. Ltd.,Mumbai. The insurance will be effective between 1st Aug. to 31st July during the respective year provided the student has takenadmission before 31st July.

❖ **Emergency Medical Service:**

The College provides emergency medical services to students and staff whenever any Contingency arises. The College has medical services available at call, which can be availed by the students. A First-aid room is there on campus.

❖ **Teacher Evaluation by Students:**

The Degree College conducts an annual Teacher Evaluation by Students. The feedback and evaluation scheme is conducted on the basis of a structured questionnaire which enables

an analysis of certain important aspects of teaching learning process, such as class control, command over the subject and the medium of instruction, presentation skills, use of interactive presentation, participation in extra-curricular activities, etc.

❖ **Evaluation of Facilities by Students**:

Annual evaluation of various facilities such as library, laboratory, canteens, Gymkhana etc. by students is also conducted by the college. A structured questionnaire is given to the students. Analysis and evaluation of the feedbacks enables the college to improve the facilities.

CHAPTER 9: ACADEMIC CALENDAR

DUE TO THE PANDEMIC SITUATION, THE COLLEGE WILL FOLLOW THE GUIDELINES RECEIVED FROM THE UNIVERSITY GRANTS COMMISSION AND THE UNIVERSITY OF MUMBAI FOR ACADEMIC FUNCTIONING.

All dates published will be subject to directives of university of Mumbai. Students are advised to check exact dates as and when they are displayed on the notice boards and the college website.

CHAPTER 10: EXAMINATION PATTERN & COURSE WISE CRIDITS DISTRIBUTION

❖ **SCHEME OF EVALUATION :**

1) The performance of the learner shall be evaluated in two parts internal assessment with 40 % marks by way of continuous evaluation and by semester end assessment with 60% marks by conducting the theory examination.

a) Internal Assessment: It is defined as the assessment of the learner on the basis of continuous evaluation as envisaged in the credit based system by way of anticipation of learner in various academic and correlated activities in the given semester of the programme.

Internal Assessment 40%	40Marks
1) One periodical class test	15 Marks
2) One Project or Assignment	15 marks
2) Active participation in class instructional deliveries (APCID)	10 Marks

b) Semester End Assessment : It is defined as the assessment of the learner on the basis   of performance in the semester end theory / written examination.

Semester End Assessment 60%	60 Marks

Duration - These examinations shall be of 2 Hours duration.

STANDARD OF PASSING

1) The learner shall have to obtain a minimum of 40% marks in aggregate to qualify each course where the course consists of Internal Assessment & Semester End Examination.

However, the learner shall obtain minimum of 40% marks i.e. 16 out of 40 in the Internal Assessment and i.e. 24 out of 60 in Semester End Examination separately.

2) To qualify each course minimum grade E shall be obtained by the learner in each course.

METHOD TO CARRY FORWARD THE MARKS

1) A learner 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,

2) A learner 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 courses However, his/her marks of the Semester End Examination shall be carried over and
he/h shall be entitled for grade obtained by him/her on qualifying the course.

3) The Evaluation for students who fails in Internal Assessment will consist of one project of 40
marks.

ATKT (ALLOWED TO KEEP TERM)

For detailed ATKT rules and other provisions refer to website of University of
Mumbai.
Students will be admitted to.
a) Sem-lll only if their Sem-ll Grade Card shows the Remark ATKT/PASS.
b) Sem-V only if their Sem-IV Grade Card shows the Remark ATKT/PASS.

CONVERSION OF MARKS TO GRADES AND CALCULATIONS OF GPA

Abbreviations and Formulas Used
- ➢ G: Grade
- ➢ GP: Grade Points
- ➢ C: Credits
- ➢ C: Credits Points
- ➢ CG: Credits X Grades (Product of Credits & Grades)
- ➢ ΣC: Sum of Product of Credits & Grades points
- ➢ ΣC: Sum of Credits points
- ➢ GPA=ΣCG/ΣC
- ➢ 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.

❖ ATKT rules and Grace marks, as prescribed by the University, will be applicable only at   the Semester End Examination.
❖ Students having ATKT should apply for the examination in prescribed format before the due date

Unfair means at Examination:

❖ : Students of the degree college, who are found adopting unfair means at the examinations, will be dealt with as per the University Rules, MU Act 1994 and the provisions of Act No. XXX 1/1982 as the case may be.
❖ For any clarification regarding the examination scheme, the student may approach the **Chairperson or member of the Examination Committee or Vice-Principal.**
❖ Any change in the Rules regarding examinations will be notified for information of students, as and when received from the University. They are advised to read the notice board periodically.
❖ As per the university rules a student seeking Duplicate Copies of statements of marks, Certificates of passing is required to register First Information Report (F. I. R.) in the police station and produce an affidavit on a non-judicial stamp paper of Rs. 100/- made in that behalf before the metropolitan magistrate or Notary appointed by the Government to that effect. The application for issue of the duplicate copy of the documents should be supported by the (F.I.R.) and the affidavit. The required duplicate certificates will be issued to the concerned student only after completion of these formalities and payment of necessary fees.

THE TEN (10) POINT GRADING SYSTEM

The TEN(10) Point Grading System has been introduced from the year 2016-17 for UG & PG

Allotment of Course-wise Grades and Grade Points :

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

GPA/SGPA	Grades	Performance
10	O	Outstanding
9 - 9.99	A+	Excellent
8 - 8.99	A	Very Good
7 - 7.99	B+	Good
6 - 6.99	B	Above Average
5 - 5.99	C	Average
4 - 4.99	D	Pass

For the students who fail in **Regular/Failures Semester End Examination** in one or more courses of Sem-I/II/III/IV, the Failures Examination will be conducted in the month of Sept/Oct and Feb/March only, along with   Regular Semester End Examination as per university guidelines.

CHAPTER 11:CODE OF CONDUCT

Discipline and Code of Conduct

Discipline

1. Self-Discipline is the best discipline. Students are expected to observe rules and regulations currently in force to enable the smooth working of the college.
2. Students are prohibited from any activity inside or outside the college premises that will interfere with systematic administration or affect the image of the Institution. No outside influence, political or any other, should be brought into the college directly or indirectly.

Code of Conduct

1. Students should always wear their valid college Identity card when in the premises of the college and while representing the college at any event. Students should permit college authorities to check their Identity Cards whenever required.
2. Students should not loiter in and around the college premises during lecture hours.
3. Students are expected to observe decorum vis-à-vis clothing and conduct.
4. While representing the college at any intercollegiate event, the conduct of the student should not be detrimental to the image of the college.
5. Students are directed not to bring any outsider to the college premises without prior permission.
6. Students should not collect any funds from other students or from outsiders without the written permission of the Principal.
7. Students are not permitted to organize their own picnics, excursion, trips without prior written permission of the Principal.
8. Students should not write on benches/walls and should help in keeping the learning environment neat and clean.
9. Student should not damage college property such as projector, boards, furniture etc.
10. Use of mobile phones is prohibited in the college premises. Any violation will be treated as misconduct and the student will be fined Rs. 50 /-.
11. Ragging is strictly prohibited in the campus. The Government of Maharashtra has notified Ragging as a cognizable offence. Strict action will be taken against any student reported to be involved in any form of ragging. Students are required to restrain from indulging in any form of ragging.
12. Any student who violates the code of conduct will be dealt with strictly .
13. Powers relating to disciplinary action in the college rests with the Principal. The decision of the Principal will be final and binding on all matters.

Important Instructions for Students.

a) Students who request leave of absence from lectures/practical/tutorials for participating in sports, cultural or any other activities for and on behalf of the College/Activity group, should submit the application countersigned by the respective Prof-in-charge before the commencement of such leave, failing which they will be treated as defaulters.

b) Parents of Degree and Junior College students are requested to kindly contact the Prof-in-charge of class, Head of Department, Vice-Principal or the Principal, at least once in a term, to keep themselves abreast with their ward's attendance and progress.

❖ **ATTENDANCE**

a) **Attendance of students is regulated by O.119. The explanation issued by the University vide No.UG/235/98 dated 3/7/98 relating to O.119 says that - "For granting of terms, attendance of 75% of theory, practical and tutorials (wherever prescribed)separately will be required, out of the total number of lectures, practical and tutorials conducted in the term."**
Note: The Hon'ble Bombay High Court in Appeal No.472/2002, held that Ordinance 119 makes it clear that attendance of two terms cannot be taken together for working out minimum attendance. The provision also says that if the attendance is less than 50%, only the Management Council of the University can condone it.

b) **Students who fail to maintain the condition of minimum attendance on account of bonafide illness, or another reason which is deemed right by the Principal, should apply in writing to the Principal for leave of absence, prior or within 2 days from the date of commencement of such leave, failing which they will be treated as defaulters.**

c) **All applications for leave of absence along with medical certificate, if any, are to be submitted to the college office (inward section) and not directly to any teacher.**

CHAPTER 12:LIBRARY

General Rules:

I. Library premises are declared as silence zones.
II. Use of mobile phones for any purpose is strictly prohibited in the Library premises. Mobiles should be kept in silent mode when student is in the library premises.
III. The Computer Terminal provided for students have to be used with utmost care.
IV. Every student entering the Library premises should have a valid College Identity Card. It should be produced as and when demanded by any faculty member.
V. The Bar-coded Identity card provided to students should be utilized for library facilities like borrowing of books, magazines, journals, newspapers, etc. (Only the original holder of the card can use it for borrowing library material).
VI. Students must handle the books or periodicals etc. with great care. Any attempt to damage books or periodicals by defacing or tearing pages will be treated as misconduct and strictly dealt with.
VII. Students should check books for torn or damaged pages before leaving the counter. Such pages should be immediately brought to the notice of the counter staff. If any book is found to be damaged or torn, the last student issuing the book will be held responsible.
VIII. If a student loses/misplaces his/her Identity card, it should be immediately reported to the Librarian in writing and a Duplicate Identity card will be issued on payment of Rs. 100/-. Additionally, students must register a Lost Property Complaint at the nearest Police Station. The Original Lost Property Certificate issued by the Police Station should be submitted to the college along with the application for the Duplicate Identity Card.
IX. In case of misuse / damage to college property or outside by anyone possession lost cards, the original holder of the card will be held responsible.
X. All fines and charges should be paid immediately at the Cash Counters on the Ground Floor. Fines / charges kept pending will not be allowed under any circumstances.

Study Room Rules :

1) Complete silence and strict discipline should be maintained in the Study Room.
2) Students can borrow text books, reference books, and general reading books from the Study Room Section. Students are not allowed to take these books outside the Library.
3) If any assistance is required, students should contact the Librarian / Assistant Librarian.
4) Overnight reading facility is made available to students as per prevailing rules.

5) A fine of Rs. 10/- per day will be charged if the books issued for Study Room are taken out of the library and a fine of Rs.5/- per day will be charged if the books issued for Overnight reading are not returned on time.

Home Issue Rules:

1) Text books, academic books, and general reading books will be issued to students from the Home Issue Section. Students will be issued one book at a time for a week.

2) Students should return the books on or before the due date stamped on the due date slip of the borrowed book. In case of late return of books, students will be charged a fine of Rs. 2/- per day for the first week, Rs. 5/- per day thereafter. In case of serious default, the amount of fine charged may be increased upto Rs. 10/- per day.

3) While charging fine, holidays coming in between, will also be counted.

4) Re-issue of the books will depend on the demand for the said book from other readers.

5) Any disregard of these rules or any kind of indiscipline in the library will be reported to the Principal for appropriate action.

Library Collection:

 The library has a vast collection of resources with over 74,.000+textbooks as well as reference books, covering all subject areas, subscription to more than 100 journals and magazines, newspapers, CDs, DVDs, as well as subscription to 6000+e-journals and 30 lakh e-books through N-LIST.

 ➢ **SMAF Book Bank Scheme:** The College has a SMAF run Book Bank Scheme for the economically backward & needy students. The students are provided a set of textbooks for the year which are to be returned immediately on completion of the semester end examination or final examination, as applicable.

 ➢ **VAZE VISION:** Section for the Visually Challenged Students to access E-Resources: A separate section dedicated to the visually challenged students has been developed in the Reference Section of the Library to access E-Resources. The section is equipped with Braille books,computers installed with talking software for accessing e-resources and the internet.

 ➢ **E - Resources Section:** The Internet section has been converted to E-Resources Section. The Library has Broadband connection of MTNL. Students can access the Internet, access online e-journals and e-books in this section. This facility is charged at Rs. 10/- per hour and is available for academic purpose only.

 ➢ **Open Access:** The Library is providing Open Access to the students of all faculties in all the sections.

➢ **Library Website:** A dedicated library website has been developed and can be accessed at http://vazecollegelibrary.weebly.com. It is also linked to the College Website. The website has exhaustive information about the library. It highlights the library collection, services provided, access to web OPAC (Online Library Catalogue), access to E-Resources (Subscribed as well as open access), e-learning modules, rules and regulations, library notices, gallery of photographs highlighting the library activities, useful links, etc. The website is updated on a regular basis. The website is available in the regular Desktop Compatible mode for viewing on the Desktop Pcs, Laptops, Tablets, etc. as well as in a Mobile compatible mode for easier viewing on Mobile phones.

➢ The Library is a member of the Asiatic Society Library Students can use this facility for general / academic purposes. Interested students should contact the Librarian for details.

➢ Bar-coded Identity cards will be issued to the students in the beginning of the academic year as per schedules displayed. Students are required to follow all the instructions and schedules displayed from time to time.

➢ Students should regularly refer to the Library Notices displayed on the Library Notice Boards. All library notices are also uploaded to the College Website and Library Website for information of the students.
➢ Students are requested to contact the Librarian / Assistant Librarian for queries, if any.

CHAPTER 13: ACTIVITY GROUPS

College Societies are meant for promoting co-curricular activities and competencies. A Committee of Teachers, one of whom is its Chairperson, and two students, one from Degree College and other from Junior College, manage each committee. Student nominations to the committees are based on their merit, capabilities and resourcefulness. The Degree college student works as the Secretary while the Junior college student works as the Joint Secretary. It is compulsory for every student to be a member of at least three committees of his/her choice, to ensure desired growth and development of personality.

The Principal is the Ex-officio President of all College committees and his decisions will be final and binding on all matters. No committees are authorized to invite guests to address meetings in the college premises without the prior permission of the Principal.

COLLEGE COMMITTEES COMMON FOR DEGREE AND JUNIOR COLLEGE

Principal : Dr. B.B.Sharma

Vice Principal (Degree College) : Prof. (Dr.) Preeta Nilesh

Vice Principal (Junior College) : CA Vidyadhar Joshi

Dean, Faculty of Arts : Prof. (Dr.) Preeta Nilesh

Dean, Faculty of Science : Dr. Girish Pusalkar

Dean, Faculty of Commerce : CA Anil Naik

Supervisor, Junior College : Ms. Jayashree Shaligram

Controller, Examinations : Dr. Sudhir Dhuri

Coordinator, IQAC : Dr. Neeta Mehta

Dean of Research : Dr. Dinesh Kumar

Dean, Human Resource Development : Dr. Ajit Kengar

Sr no	Committee	Convenor Degree college	Convenor Junior college
* 1	Students' Council (including Students' Grievances)	Mr. Rajesh Mane	Ms. Shivani Gaikwad
2	Examination & Results	Dr. Sudhir Dhuri (Controller)	Mr. Upendra Joshi
* 3	Literary Associations and MAYUR	Dr. Shyam Choithani	Ms. Aditi Madhavan
*4	SANSKRUTI Music, Dance, Fine Arts and Theatre	Ms. Madhura Todewale	Ms. Sunita Garje Mr. D.B.Gaikwad - Theatre

* 5	Dimensions	Mr. Manoj Sangare	Ms. Sangeeta Aher
*6	Gymkhana	Dr. AdhirAmbavane	Mr. B.K.Giri
*7	NSS	Mr. PrasannajitBhave	Mr. Prashant Patil
*8	Career Guidance, Training and Placement Cell	Ms. NiteeShirke	Ms. Manasi Khedekar
*9	Science Association	Dr. Ashok Awale	Dr. Sangeeta R.
*10	Alumni Association	CA. Anil Naik	Mr. Sanjay Zambare
11	Prize Distribution, Degree Distribution and G.D.Kelkar & R.A.Kulkarni Memorial Lecture Series	Ms. Shirisha Gupte	Ms. B.R.Tendolkar
12	Attendance Committee including I Card Management	Dr. Dinesh Kumar	Ms. Hema Sudade
13	Library	Mr. Paritosh Pawar	Mr. Ravindra Gore
14	Academic Calendar and Prospectus	Ms. Chitra S.	Dr. Lata Poojary
*15	Research, Research Promotion and Avishkar	Dr. Dinesh Kumar (Research Dean) Dr. Paresh More	Dr. Madhavi Chaudhari
*16	Digital Content Development	Dr. Satwant Balse	Mr. S. Jadhav
*17	Green Initiative Environment Club (Nature and Hiker's Club)	Dr. Vinod Ragade	Ms. Ritu Sharma
18	Staff Common Room & Canteen	Ms. Seema Pawar	Ms. Trupti Vaity
*19	Women Development Cell	Dr. Shruti Kakodkar	Ms. Ambika Kaimal
20	Special Cell	Mr. Ajit Kengar	Mr. A.M.Bansod
21	G.D.Kelkar Skill Development & Finishing School	Prof. (Dr.) Preeta Nilesh	Ms. Shubhada Bramhe
*22	Film and Photography Club	Dr. Suresh Kadam	Mr. Sanjiv Sonawane
*23	ICT Enabling	Ms. Pournima Bhangale	Ms. Amruta Bhandge
*24	Institutional Social Responsibility	Dr. Suresh Shendge	Mr. C.Ravikumar
*25	Counselling Cell	Dr. Neeta Mehta	Ms. Geeta Kale

DEGREE COLLEGE COMMITTEES

Sr No	Committees	Convenor
1	IQAC	Dr. Neeta Mehta
2	Steering Committee	Dr. Dinesh Kumar
3	Course structuring Committee	Heads of Departments
4	Finance Committee	C.A.Anil Naik
5	Unfair means committee	C.A. Anil Naik
6	Student Support, Welfare and Remedial Coaching	Ms. ReetaKamble
7	ICC	Dr. SatwantBalse
8	Swayam and Sreyash	Ms. Shilpa Suryavanshi
9	Life Long Learning	Ms. Vaishali Dhammapathee
10	SMAF	C.A. Yogesh Sant

Note: Membership of activities/committees with * mark are open for students. They can select 3 or 4 Societies based on interest and aptitude, by consulting respective Chairpersons.

❖ **STUDENT'S COUNCIL**

The Students' Council will be formed in accordance with the guidelines received from the university. The Council is then integrated with the Council formed for the Junior College, consisting of Divisional Representatives. One of the teachers is designated as working-Coordinator. The Principal is the Chairman of the Students' Council. One of the students of the degree college will be elected/nominated as the General Secretary..

❖ **KelkarVazeAlumniAssociation**: The association of Vaze College Alumni, KelkarVaze Alumni Association, is an external appendage of the College. The executive committee has a Chairman; The Alumni are actively involved in show casing projects, social work, and public relations. The college invites its alumni to register their details with the committee or the College office. Visit the college web site www.vazecollege.net.

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

❖ **Gymkhana:**The college Gymkhana is open to all the Degree and Junior College students of Vaze College. The timing of the Gymkhana is from 10.00 am to 5.00 pm.

The Gymkhana is equipped with two table tennis tables, 10 carrom boards, 15 chess sets, and a full-fledged Gymnasium. The Gymkhana is also equipped with 50 lockers for students which is available on request basis. The college also has a separate Gymnasium for boys and girls which is equipped with high tech tread mill, cycle and other fitness equipment.

Gymkhana is equipped with international level Kabaddi mat which is used for team events of kabaddi. The Gymkhana invites students to participate in following team events for which special coach is also appointed: Volleyball, Kho-Kho, Kabaddi, Cricket, Basketball, Ball badminton, Shot Ball, Base Ball, tennis, Shooting Ball, Foot Ball.

The students who win medals in District, state, national and International level games are felicitated and awarded with certificate and trophy at the end of the academic year in the Annual Gymkhana Prize Distribution function.

The college is equipped with badminton court and sports ground for the students.

❖ **National Service Scheme**: The College has NSS Units for Degree & Junior College. Students, who are really interested in doing social work, are welcome to join the college NSS Unit. The actual enrolment however will depend upon the University guidelines for Degree College & Education Department guidelines for Junior College.

CHAPTER 14: CAREER GUIDANCE AND PLACEMENT CELL (CGPC)

Career Guidance and Placement Cell (CGPC) is a student-centered activity. The committee provides guidance and assistance to students to achieve their career goals. More specifically, this activity group has a three-fold objective:

a) To provide information regarding opportunities for higher education in India and abroad, competitive examinations like GATE, CAT, GRE, GMAT, at such information can TOEFL; job opportunities in India and abroad and opportunities for self-employment.

b) To organize training programmes to improve employability skills of the students.

c) To carry out campus placement.

   The Junior College focuses more on career guidance programmes and the Degree College on training programmesand placement activities. Students are inducted into the volunteer's cell of the committee for smooth and timely exchange of information and for reaching out to the rest of the student community in the college. Students are also advised to read the CGPC notice board regularly. All Third year Students must register in the beginning of the academic year if they wish to participate in the campus placement drive.

   All students of TY need to register with www.shreyas.ac.in as and when the link becomes active and after notification on the college website. SHREYAS is a scheme for skill enhancement and employability.

❖ **UPSC / MPSC Coaching Centre:** Students are trained for UPSC / MPSC Preliminary Exams. About a hundred Students have registered. Both in-house & visiting faculty are engaged in training students. Lectures are held after college hours.

❖ **Canteen:** The college canteen is managed by the SMAF. Most of the items are offered at affordable prices. The SMAF committee, in consultation with the Principal, decides any change in the prices.

❖ **Special Cell:** According to the university a Special Cell has been constituted to resolve any problem of students of reserved category (SC/ST/OBC/VJ/NT).

CHAPTER 15:

A. FACULTY SFC – DEGREE 2020– 2021

DEPARTMENT OF INFORMATION TECHNOLOGY	
Mrs. Pournima P Bhangale	M.Sc., M.Phil, UGC-NET, MHT-SET **– Head of Department**
Mrs. Vandana Y Kadam	M.Sc. , M.Phil
Mrs. Rakhee D Rane	M.Sc. , M.Phil
Mrs. Nanda A Rupnar	M.Sc.
Ms. Mohini Bhole	B.E, M.Tech.
Ms. Pranali K Pawar	M.Sc.
DEPARTMENT OF BIOTRCHNOLOGY	
Dr. Deepali Karkhanis	M.Sc., NET, Ph.D -**Head of Department**
Ms. Neha Joglekar	M.Sc.
Dr. Amit Breed	M.Sc., Ph.D
Dr. Shruti Baadkar	M.Sc., Ph.D
Dr. Tanuja Tirodkar	M.Sc., Ph.D
DEPARTMENT OF ACCOUNTING AND FINANCE	
Ms. Seema Pawar	DMS, B.Lib, MHRDM, UGC-NET -**Head of Department**
Dr. Shyam Choithani	M.A. (English), M.Phil. (English), UGC-NET, PhD in English literature
Ms. Anita Yakkali	M.Com, ICWAI
Ms. Khursheed Shaikh	DPM & IR, MHRDM
Ms. Laveleen Kaur Narang	M.Com, M.Phil, PGDBA, GDCA
Mr. Rajesh Mane	M.Com, PGDFM, GDCA
Ms. Amruta Khanolkar	B.E. (Electronics), MMS (Marketing)
Ms. Aarti Shah	M.Com, DFM, MHRDM, LLB
Ms. Annu Singh	M.Com
Ms. NitiShirke	M.Com
DEPARTMENT OF BANKING AND INSURANCE	
Ms. Seema Pawar	DMS, B.Lib, MHRDM, UGC-NET - **Head of Department**
Dr. Shyam Choithani	M.A. (English), M.Phil. (English), UGC-NET, PhD in English literature
Ms. Anita Yakkali	M.Com, ICWAI
Ms. Khursheed Shaikh	DPM & IR, MHRDM
Ms. Laveleen Kaur Narang	M.Com, M.Phil, PGDBA, GDCA
Mr. Rajesh Mane	M.Com, PGDFM, GDCA
Ms. Amruta Khanolkar	B.E. (Electronics), MMS (Marketing)
Ms. Aarti Shah	M.Com, DFM, MHRDM, LLB
Ms. Annu Singh	M.Com
Ms. NitiShirke	M.Com

DEPARTMENT OF MASS MEDIA	
Dr. Shyam Choithani	M.A. (English), M.Phil. (English), UGC-NET, PhD in English literature **– Head of Department**
Prof. (Dr.) PreetaNilesh	M.A. (History), M.Phil. (History), Ph. D. (History)
Mr. Rajesh Mane	M.Com., PGDFM, GDCA
Ms. Laveleen Kaur Narang	M.Com., M.Phil., PGDBA, GDCA
DEPARTMENT OF MANAGEMENT STUDIES	
Ms. Seema Pawar	DMS, B.Lib, MHRDM, UGC-NET-**Head of Department**
Dr. Shyam Choithani	M.A. (English), M.Phil. (English), UGC-NET, PhD in English literature
Ms. Anita Yakkali	M.Com, ICWAI
Ms. Khursheed Shaikh	DPM & IR, MHRDM
Ms. Laveleen Kaur Narang	M.Com, M.Phil, PGDBA, GDCA
Mr. Rajesh Mane	M.Com, PGDFM, GDCA
Ms. Amruta Khanolkar	B.E. (Electronics), MMS (Marketing)
Ms. Aarti Shah	M.Com, DFM, MHRDM, LLB
Ms. Annu Singh	M.Com
Ms. NitiShirke	M.Com

B. FACULTY DEGREE 2020– 2021

DEPARTMENT OF ECONOMICS	
Ms. Vaishali Dhammapathee	(HOD)M.A., SET.
Ms. Madhura Todewale	M.A., NET., SET.
DEPARTMENT OF ENGLISH	
Dr. Nilakshi Roy	(HOD)M.A.,M.Phil, Ph.D.
Dr. P. Dineshkumar	M.A., S.E.T., Ph.D.
DEPARTMENT OF HINDI	
To be appointed	
DEPARTMENT OF HISTORY	
Prof. (Dr) .Preeta Nilesh, Vice Principal	(HOD) M.A., M.Phil., Ph.D.
Dr. Satwant Balse	M.A., M.Phil., M.B.A., Ph.D.
DEPARTMENT OF MARATHI	
Mr. Arvind R. Jadhav(HOD)M.A.	(HOD)M.A., B.Ed., NET
DEPARTMENT OF POLITICAL SCIENCE	
Ms. Manasi Kedari	(HOD) M.A., S.E.T.
DEPARTMENT OF PSYCHOLOGY	
Dr. Neeta Mehta	(HOD)M.A., S.E.T., M.Phil., Ph.D.
Ms. Reeta Kamble	M.A. S.E.T., M.Phil.
DEPARTMENT OF SOCIOLOGY	
Ms. Deepa Shirsat	M.A., NET

DEPARTMENT OF ACCOUNTANCY	
CA Anil Naik	(HOD)B.Com., F.C.A., DISA
CA Yogesh M. Sant (PT)	B.Com., F.C.A.
Ms. Swapna Jagtap	M.Com., NET., SET.
DEPARTMENT OF BUSINESS ECONOMICS	
Mr. Prasannajeet Bhave	(HOD)M.A., NET., SET., D.Ed.
DEPARTMENT OF BUSINESS LAW	
To be appointed	
DEPARTMENT OF COMMERCE	
Ms. Chitra Subramaniam	(HOD)M.Com., M.Phil.
Dr. Adhir Ambavane	M.Com., M.Phil., M.B.A., LL.B., Ph.D.
Mr. Manoj Sangare	M.Com., M.Phil., N.E.T., S.E.T
DEPARTMENT OF ENVIRONMENTAL STUDIES	
Ms. Shirisha Gupte	(HOD) M.A., S.E.T. (Geography)
DEPARTMENT OF BOTANY	
Dr. Manjushree Deodhar	(HOD) M.Sc., D.H.E., Ph.D.
Dr. Sudhir Dhuri	M.Sc., Ph.D.
Dr. Ajit Kengar	M.Sc., NET, SET, Ph.D.
DEPARTMENT OF CHEMISTRY	
Dr. Girish G. Pusalkar	(HOD) M.Sc., Ph.D., D.H.E.
Dr. Vandana S Panse	M.Sc., Ph.D., D.H.E.
Dr. Lakshmy Ravishankar	M.Sc., Ph.D.
Dr. Alka R. Kolhatkar	M.Sc., Ph.D.
Dr. Ashok G. Awale	M.Sc., NET., Ph.D.
Dr. Suresh S. Shendage	M.Sc., B.Ed., SET., Ph.D.
Dr. Paresh M. More	M.Sc; Ph.D; SET; B.Ed
DEPARTMENT OF MATHEMATICS	
Mr. Sandip Kambli	(HOD) M.Sc., S.E.T.
DEPARTMENT OF PHYSICS	
Dr. Suresh N. Kadam	(HOD)M.Sc., M.Phil., B.Ed., Ph.D.
Dr. Manoj Mahajan	M.Sc.,Ph.D., SET.
DEPARTMENT OF ZOOLOGY	
Dr. Bharatbhushan Sharma	(Principal) M.Sc.,M.Sc. (Res), Ph.D.,F.A.Z. F Z.S.I.
Dr. Vinod R. Ragade	(HOD)M.Sc., Ph.D.
Dr. Kiran Kharat	M.Sc., Ph.D.
BVOC(Travel and Tourism)	
Ms.Shirisha Gupte	(Nodal Officer)
DEPARTMENT OF PHYSICAL EDUCATION	
Mr. Barik K. Giri	M.A., M. P.Ed., M.Phil.
Ms. Minal Hujare	M.A., M. P.Ed.

DEPARTMENT OF LIBRARY	
Mr. Paritosh D. Pawar	Librarian M.Sc., M Lib., I.Sc., S.E.T.
Mr. Dattatray Shirsat	Assist. Librarian
OFFICE	
Ms. Rajani Manoj	Steno to the Principal
Mr. R.S. Gaikwad	Office Registrar (In-Charge)

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