



Kelkar Education Trust's  
V. G. VAZE COLLEGE OF ARTS, SCIENCE AND COMMERCE  
(AUTONOMOUS)  
Mithagar Road, Mulund (E),  
Mumbai – 400081.

## ***Prospectus (Junior College)***

### ***2022-23***



**\* 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)**

**Awarded "A" grade by Shala Siddhi (2016-17)**

**College with grant under FIST and STAR College Scheme.**



<b>College Management</b>		
Mr. Ramesh Vaze	:	Trustee
Ms. Jyoti Bhadkamkar	:	Trustee
Mr. Dhananjay Sathaye	:	Trustee
Dr. M. R. Kurup	:	Secretary
<b>College Executive Committee</b>		
Ms. Jyoti Bhadkamkar	:	Member
Dr. M. R. Kurup	:	Member
CA Arvind Bhorkar	:	Member
Mr. Gaurav Sathaye	:	Member
Dr. B. B. Sharma	:	Member
Prof. (Dr.) Preeta Nilesh	:	Secretary
<b>College Administration</b>		
Prof. (Dr.) Preeta Nilesh	:	I/C Principal
C.A Anil Naik	:	Vice Principal (Degree College)
Mrs. Madhuri Nagarkar	:	Vice Principal (Junior College)
<b>College Development Committee</b>		
Ms. Jyoti Bhadkamkar	:	Chairperson
Mr. Gaurav Sathaye	:	Member Industry
Dr. M. R. Kurup	:	Member
C.A. A. D. Bhorkar	:	Member Education
Prof. (Dr.) Preeta Nilesh	:	Member Secretary
CA Anil Naik	:	Member
Dr. S. S. Barve	:	Member Research
Mr. Hitesh Thakkar	:	Member Social Service
Dr. Neeta Mehta	:	Co-ordinator IQAC
Mrs. Chitra Subramaniam	:	Teaching Staff Member
Dr. A. V. Ambavane	:	Teaching Staff Member
Dr. Ajit A. Kengar	:	Teaching Staff Member
Mr. Santosh Dagle	:	Non-Teaching Staff Member
Student	:	General Secretary Students Council
<b>School Committee</b>		
Ms. Jyoti Bhadkamkar	:	Chairperson
Dr. M. R. Kurup	:	Secretary KET
CA Arvind Bhorkar	:	Management Nominee
Mr. Mihir Bhadkamkar	:	Member
Prof. (Dr.) Preeta Nilesh	:	Secretary
Mr. Hemant Choudhari	:	Teacher Representative
Mr. Jaisingh D. Naik	:	Non-teaching Staff representative
Ms. Madhuri Nagarkar	:	Special Invitee
<b>Phone Numbers</b>		
Principal (Direct)	:	02269099123
College Office	:	8591582449, 02269099122, 02269099121
Fax	:	
Library	:	
ISDN (Infotech)	:	
Trust Office	:	02269099124
SRC	:	
<b>Email Identities</b>		
College	:	vazecollege@gmail.com
Principal	:	principal@vazecollege.net
ISDN	:	vazeinfo@bom4.vsnl.net.in
Library	:	vgvclibrary@gmail.com
<b>Websites</b>		
College	:	www.vazecollege.net
Library	:	http://vazecollegelibrary.weebly.com
SRC	:	www.kelkarresearchcentre.org
PGDPCM	:	www.kelkarperfumerycosmetics.org



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## Chapter I – Introduction

- **Location & facilities:** The Kelkar Education Trust, in memory of its founder trustee, late Shri Annasaheb Vaze, established Vinayak Ganesh Vaze College of Arts, Science & Commerce in 1984. Popularly known as **Kelkar College**, it is located 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, LCD projectors computers, InfoTech 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 all rounded growth 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. organisations 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 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 from the academic year 2020-2021

➤ **Internal Quality Assurance Cell (IQAC):** As per the guidelines of National Assessment and Accreditation Council, Bangalore, for the purpose of realizing the goals of quality enhancement and sustenance, 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 taking into account the peer committee recommendations. IQAC acts as a nodal agency of the College for coordinating quality-related activities, developing and disseminating of best practices and quality benchmarks.

**Some of the specific functions and activities of IQAC are:**

- Preparation and submission of Annual Quality Assurance Report (AQAR) to 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, course and institutional facilities from students, about curriculum from employers and general feedback from parents, identifying of the limitations and lacunas and recommending the measures for overcoming the gaps.
- Conduction of workshop, seminars on quality-related themes for teaching-nonteaching staff and students for increasing quality literacy.
- Creation of learner-centric environment for quality education through faculty training in participatory teaching-learning process.
- Documentation and maintenance of data on all the institutional activities.

➤ **Donation/Capitation Fee: The College or the Management does not accept any donation or capitation fees for admission,** and admission is given as per standard and transparent norms. People 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) (\* The details of these courses are available in a separate prospectus.)

➤ **Post Graduation and Research:** 1)The college has been recognized for M.Sc. - Chemistry & Zoology (Papers & Research) and M.Sc. Botany by Research, M.Sc. in Information Technology and M.Sc. in Biotechnology. 2) M.Sc. in Physics (by research) and M.Com (Accountancy). 3) The college is also a recognized centre for Ph.D programme in Zoology, Botany, Chemistry, Bio-Technology, History and English. 4) College has research guides in the subjects of Physics, Chemistry, Botany, Zoology, BioTechnology, Information Technology, History & 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 flavors 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 anti malarial, 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 programs 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.
- **Language Lab:** Will conduct certificate courses in spoken English soft skills & personality development, Group Discussions, Presentation, Interview skills and Resume writing, Business English for Corporate Professionals
- **Commerce Lab:** The main objective of the commerce Lab is to bridge the gap between theory & practice of the commerce curriculum. Skill development courses will be conducted in the lab in fields of accounting, banking, stock market operations, business law and various other related topics.
- **E-learning lab:** The College has established an E-learning lab to cater to the needs of conduct of on-line exams and giving exposure to students to online courses.
- **Innovative Programmes:** Post Graduate Diploma in Perfumery and Cosmetics Management has been started from the academic year 2005-06. It is the first of its own kind where perfumery and cosmetic science is taught under one roof. It will give 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.



## Extension Programmes

- **Computer Courses:** Various short terms courses are conducted throughout the year to improve computer skills of the students.
- **C.A. Study Centre:** “Reading Room Facility for Ex Vaze Students / CA Students.” The college library offers reading room facility for Ex Vaze Students / CA Students at a nominal fee. Interested professionals and students may contact Librarian, for available 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 with the idea of introducing short term skill oriented courses that will provide the students with skills enabling employability. Students can engage with these courses alongside their regular graduation program.  
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 Bridges Course in Mathematics. For further details please contact Prof. (Dr.) Preeta Nilesh, Coordinator, GDKSDC & FS.
- **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. The college students will have an advantage in terms of concessional fee & convenient timing. Students are requested to contact IT Department for further course details.
- **ISR:**In keeping with the requirement of the Companies Act, Keva Fragrances has earmarked 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](http://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.



## Chapter II – Admission and Fee Structure

Kindly note that the Autonomy granted to the college is academic Autonomy for Degree College Only. Junior College Working & examinations are regulated by The Maharashtra State Board of Secondary & Higher Sec. Education.

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

<b>XI ARTS</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
1101	English	Marathi	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.
1102	English	Hindi	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.
1104	English	Marathi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.
1105	English	Hindi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.

<b>XII ARTS</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
1201	English	Marathi	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.
1202	English	Hindi	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.
1203	English	French	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.
1204	English	Marathi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.
1205	English	Hindi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.
1206	English	French	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.
1207	English	Sanskrit	Pol. Science	Psychology	Sociology	Economics	EVE	Phy. Edu.
1208	English	Sanskrit	Pol. Science	History	Sociology	Economics	EVE	Phy. Edu.

<b>XI SCIENCE</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
2101	English	Marathi	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.
2102	English	Hindi	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.

<b>XII SCIENCE</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
2201	English	Marathi	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.
2202	English	Hindi	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.
2203	English	French	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.
2204	English	I.T.	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.
2205	English	Sanskrit	Physics	Chemistry	Biology	Mathematics	EVE	Phy. Edu.





<b>XI COMMERCE</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
3101	English	Marathi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3102	English	Hindi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3103	English	Marathi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3104	English	Hindi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.

<b>XII COMMERCE</b>								
<b>CODE</b>	<b>SUBJECT COMBINATIONS</b>							
3201	English	Marathi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3202	English	Hindi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3203	English	Marathi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3204	English	Hindi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3205	English	French	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3206	English	I.T.	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3207	English	Sanskrit	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy. Edu.
3208	English	I.T.	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3209	English	French	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.
3210	English	Sanskrit	Economics	O.C.M.	B.K.	S.P.	EVE	Phy. Edu.

**Apart from Hindi/Marathi, I.T., French & Sanskrit are offered only on MERIT basis. Preference for these subjects will be noted at the time of admission.**

**French as foreign language does not require prior knowledge of French, but it is preferable that the student has good knowledge of English grammar.**

**For Sanskrit the medium of examination is either English or Marathi.**



➤ **Information Technology:**

**FYJC/SYJC – I.T.:-** The subject Information Technology is available in place of one of the optional languages (i.e. Hindi, Marathi or French). Theory examinations are conducted online for both, XI Standard (College Examination) and XII Standard (State Board) Examination. This subject has practical as well. It being an unaided subject, additional fee will be charged as per fee chart.

**Objectives:-**

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

➤ **Admission Guidelines:**

Parents/students are requested to go through the Prospectus for the Guidelines and Admission Notices put up on the College Notice Board, before seeking admission in the College. Admission is as per merit and other norms as laid down by the Government or the Management, from time to time. The Principal reserves the right to amend/ modify the guidelines regarding admission, as and when such amendments/modifications are received from the Government or the Management, as the case may be. It will be notified accordingly on the College Notice Board at the time of 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 phone numbers in the admission form.

➤ **FYJC**

- 1) Students who are seeking admission to XIth Arts/Science/Commerce are required to note that admission is as per the merit declared on the Website of Online Admission Procedure of Govt. of Maharashtra as per rules stated therein. That Merit is based on the aggregate/percentage marks scored at the qualifying examination and that the seats are earmarked/reserved for different categories of students, as follows:  
**(No. of seats at FYJC = 330 Arts, 550 Commerce & 600 Science)**
- 2) Social reservations for admission will be applicable as per government norms. Students seeking admission under Category-I [Caste/Tribe/Class] must produce caste certificate issued by the competent authority of the Government of Maharashtra, failing which, their claim for admission will not be entertained under the Specified Category.
- 3) Students seeking admission under Category II (A & B) should produce a true copy of documentary evidence issued by appropriate authorities of the Government, failing which their claim for admission will not be entertained under the Specified Category. In case of the 5% seats reserved for Sports achievers, Copies of the certificates countersigned by the District Sports Officer (DSO), should be submitted along with the Admission Form. **It is mandatory for students who have been admitted under 5% Sports to participate in the college events/teams.**
- 4) Students who have been merit-listed by the online admission system of the Government for admission must complete the admission formalities by paying the fees and submitting the required documents, as per the time and schedule notified, **failing which their claim for admission will stand forfeited.**



- 5) The following documents are needed while taking admission:
    - a) Original mark sheet, along with a Xerox copy.
    - b) Original School Leaving Certificate, along with a Xerox copy.
    - c) Original Caste Certificate (for verification), and a Xerox copy.
    - d) Original Certificates for Sports, activities (for verification) along with a set of copies.
    - e) Original Certificate of Freedom Fighters, employees on transfer, defense employees, Ex-Servicemen, natural calamities affected, handicapped etc. (for verification).
    - f) Other requirements will be notified on the college Notice Board.
    - g) Original ration card along with a Xerox copy (For Girl Students).
  - 6) Students/parents are requested to fill in the Online Admission Form of college as per instructions which will be given at the time of admission very clearly indicating the category of reservation, i.e. caste, freedom fighters, sports, etc., to which they belong, by indicating the code number or ticking the appropriate block. In case, the information is not applicable, they are requested to write NA. For any clarification, parents/students may contact the designated teachers, who are available for help, at the time of admission. All are requested to read the Prospectus and the College Notice Board, before filling and submitting the Forms.
  - 7) Parents are requested to ensure that their mobile number which is mentioned in the admission form is not changed till their ward is student of this college, as all important messages will be sent on this number. Should there be any change in contact number due to unavoidable circumstances; such change should be informed to the college office immediately.
  - 8) All admissions are provisional until confirmed by the appropriate authorities, including previous school/college attended by the student.
  - 9) The College office will not entertain any application/request for seats reserved for the Management [Category II (D)].
  - 10) Students clearing X grade from boards other than Maharashtra State board should obtain eligibility certificate from state board after admission. Students have to contact college office with written application.
  - 11) 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.
- **Caste Verification/Validation:** FYJC/SYJC (Science) students, who belong to reserved categories, may have to get their caste - SC/ST/VJ/NT/OBC/SBC, as the case may be, verified from competent authorities. They should submit caste verification form, along with certificates, latest by **November 30th** of the academic year failing which; the College will not entertain their claim for verification. For ST students, the last date for submission to the college office is **15th November** of the academic year. For any specific information clarification, parents/students may contact the designated counter in the College Office.
- **SPECIAL NOTE FOR RESERVED CATEGORY STUDENTS FOR FEES CONCESSION.**
- 1) All FYJC and SYJC Arts, Science and Commerce Girls students of open and reserved category are required to fill up FEG form along with attested Xerox copy of RATION CARD at the time of admission for Fees concession.
  - 2) All Junior College ST/OBC/SC/VJNT/SBC Category BOYS Students have to submit Freeship/Scholarship Form ONLINE and submit Hard Copy with all required Documents on or before 31st July of the academic year.
  - 3) Previous year family Income of parents should be shown in the respective column in the admission form.



**ELIGIBILITY CRITERIA FOR SCHOLARSHIP/ FREESHIP IS AS UNDER:-**

- 1) For SC/ST Income Limit for Scholarship is below Rs. 2,00,000/-
- 2) For OBC/VJNT/SBC Income Limit for Scholarship is below Rs. 1,00,000/-
- 3) For SC/ST Income Limit for Freeship is above Rs. 2,00,000/-
- 4) For OBC/VJNT/SBC Income Limit for Freeship is above Rs. 1,00,000/- up to Rs. 6,00,000/-
- 5) **All Scholarship and XIIth Arts/Comm. /Sci. (Boys) Freeship Students have to open Savings Account with Union Bank of India Tata Colony Mulund (E) Branch for online disbursement of amount from the Government failing which the Scholarship will not be granted. They must submit Hard Copy of Pass Book with all required Documents on or before 31st July of the academic year.**
- 6) Students must write Mobile / Contact Number in the application form.
- 7) The college will not be responsible for any claim under Freeship / Scholarship in case students do not submit the required documents by 31st July of the academic year or if the claim is rejected by Govt. such students will have to pay full fees of the academic year.
- 8) Students who have been admitted from other than Maharashtra State are not eligible to receive fees concession.
- 9) Students can only avail of any one scholarship or freeship from only one course or department of Government Authorities.
- 10) Previous year Income Certificate from Tahsildar valid upto 31-03-2022 for scholarship.
- 11) Freeship for girls is available only upto second child. Third child onwards no benefit is available.



## FREESHIP / SCHOLARSHIP

PROCEDURE OF SUBMISSION OF ONLINE FORM OF FREESHIP / SCHOLARSHIP (Reserved category, students are required to submit ONLINE forms of Freeship / Scholarship for fees concessions) Minority / Open Merit / Handicapped / EBC / PMEX – Serviceman. Demo for filling the form is available on “Mahadbt”site.

1. Select the title of the course as per the following list. (Aided)
  - xii) 11th Arts
  - xiii) 11th Commerce
  - xiv) 11th Science
  - xv) 12th Arts
  - xvi) 12th Commerce
  - xvii) 12th Science
2. Refer to above site for further information or contact Freeship/ Scholarship counter.
3. Caste Validity Site : <http://evalidity.online.com>
4. Aadhar Card Site : [www.eaadhar.uidai.gov.in](http://www.eaadhar.uidai.gov.in)



**SPECIAL NOTE FOR RESERVED CATEGORY STUDENTS FOR FEES CONCESSION.**

All ST/OBC/SC/VJNT/SBC Category Students have to submit Freeship/Scholarship Form ON LINE and submit Hard Copy with all required Documents to the College on or before 31st July of the academic year.

**RESERVED CATEGORY STUDENTS: -**

**ELIGIBILITY FOR SCHOLARSHIP /FREESHIP: -**

**Income Limit : -**

<b>Caste</b>	<b>Scholarship</b>	<b>Freeship</b>
SC	Less than Rs. 2.5 Lakhs	No Income Limit
ST	Less than Rs. 2.5 Lakhs	No Income Limit
OBC	Less than Rs. 1.00 Lakhs	More than Rs. 1.00 Lakhs up to Rs. 6.00 Lakhs
SBC	Less than Rs. 1.00 Lakhs	More than Rs. 1.00 Lakhs up to Rs. 6.00 Lakhs
VJNT	Less than Rs. 1.00 Lakhs	More than Rs. 1.00 Lakhs up to Rs. 6.00 Lakhs

All Reserve category students have to open Savings Account in Union Bank of India.

Students must write Mobile / Contact Number in the application form.

The College will not be responsible for any claim under Freeship / Scholarship in case students do not submit the required documents by 31st October of the academic year or the claim is rejected by Govt. Such students will have to pay full fees of the academic year.

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 Ration Card**
- 5. True copy of S.S. C. Marksheet (10th)**
- 6. True copy of H.S.C. Marksheet (12th)**
- 7. True copy of 12th Leaving Certificate**
- 8. Income Certificate of previous year from Tahsildar office valid up to 31-3-2021**
- 9. True copy of Aadhar Card**
- 10. True copy of Bank Passbook (First Page)**
- 11. True copy of Non Creamy layer certificate only for SBC, OBC & VJNT caste (only Freeship application forms)**
- 12. Aadhar Card seeding form for Bank (Forms are available in Counter No. 7)**
- 13. Domicile Certificate**
- 14. Self-declaration form download from Mahabdt site.**



**NOTE:**

1. Students whose Father / Mother have expired are required to submit true copy of death certificate.
2. Students who are submitting mother's income certificate are required to meet Counter No.3 in college office personally.
3. Students, who have been admitted in this college from other districts, have to submit District Change Certificate.
4. Students, who have taken a drop, are required to submit gap certificate from Court.
5. Freeship Concession is available only up to Second Child in the case both boys and girls.

**OTHER FREESHIP & SCHOLARSHIP**

1. Junior College (Girls and Boys) students belonging to SC/SBC/VJNT CATEGORY having 75% or more at the SSC can apply for Ch. Shahu Maharaj Scholarship. They have to fill up ONLINE Form and submit the Hard Copy with all required Documents. The last Date is as per Govt. declaration.
2. Students belonging to the Minority Community (Parsi, Sikh, Christian, Bouddha) can apply for Post Matric Scholarship ONLINE Form.

**PROCEDURE OF SUBMISSION OF ONLINE FORM OF FREESHIP 1 SCHOLARSHIP**

1. **Reserved category students are requested to check the college website / college notice board from time to time for updated procedures for Freeship / Scholarship application.**
2. **In case of any further queries contact Freeship/Scholarship counter.**
3. **ST online Site : <http://www.tribal.maharashtra.gov.in>**
4. **Caste Validity Site : <http://evalidity.online.com>**

➤ **Notes Relating to Fees:**

- 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.

➤ **Fee Chart:**

- **Fee Structure is subject to revision by Govt. / College.**
- **Fee receipt should be retained by the student till the end of the academic year.**



CLASSWISE JUNIOR COLLEGE (2022-2023)

FOR ALL BOYS & GIRLS 4th CHILD ONWARDS

Particular	FYJC	FYJC	FYJC	SYJC	SYJC	SYJC	SYJC	SYJC	SYJC
	Arts & Comm	Comm	Sci.	Arts & Comm	Comm	Comm	Comm	Sci.	Sci.
	With subject S.P.	With subject maths		With subject S.P.	3208	With subject Maths	3206	Other than 2204	2204
<b>TUITION FEES</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>264</b>	<b>264</b>	<b>264</b>	<b>264</b>	<b>264</b>	<b>264</b>
<b>TERM FEES</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>
<b>ADM. FEES</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LAB. FEES</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>70</b>
<b>LAB. DEPOSIT</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIBR. DEPOSIT</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sub. Total (A)</b>	<b>310</b>	<b>310</b>	<b>395</b>	<b>308</b>	<b>308</b>	<b>308</b>	<b>308</b>	<b>378</b>	<b>378</b>
<b>SMAF</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>VPM/MAYUR</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>DIMENSIONS</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>EXAM. FEES</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>
<b>GROUP INSURANCE</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>
<b>JOURNALS &amp; HANDBOOKS</b>	<b>230</b>	<b>230</b>	<b>230</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>
<b>ONLINE PROCESSING FEES</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>Sub. Total (B)</b>	<b>570</b>	<b>570</b>	<b>570</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>
<b>Jr. IT Fees (C)</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>5200</b>	<b>*</b>	<b>5200</b>	<b>*</b>	<b>5200</b>
<b>Total Fees(A+B+C)</b>	<b>880</b>	<b>880</b>	<b>965</b>	<b>828</b>	<b>6028</b>	<b>828</b>	<b>6028</b>	<b>898</b>	<b>6098</b>

- Additional Fees for FYJC Information Technology (Only Science & Commerce) Rs. 6000/- Tuition Fees + Rs. 200/- Examination Fees Total 6200/-.
- Additional Fees for SYJC Information Technology (Only Science & Commerce) Rs. 5000/- Tuition Fees, Rs. 200/- Examination Fees, Total Rs. 5200/-
- Rs. 10/- deposit for XII Arts/Com and Rs.25/- deposit for XII Science Student is applicable for all XII Arts/Sci/Com Outsider Students.
- Fee concession to girl students is applicable only up to the Third Child in the family.
- IT fees to be paid only by those students who have applied for this subject and have been granted the same based on merit
- Exam Fees subject to change from time to time as per Board guidelines.





CLASSWISE JUNIOR COLLEGE (2022-2023)

FOR GIRLS -UPTO 3<sup>rd</sup> child

Particular	FYJC	FYJC	FYJC	SYJC	SYJC	SYJC	SYJC	SYJC	SYJC
	Arts & Comm	Comm	Sci.	Arts & Comm	Comm	Comm	Comm	Sci.	Sci.
	With subject S.P.	With subject maths		With subject S.P.	3208	With subject Maths	3206	Other than 2204	2204
<b>TUITION FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TERM FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ADM. FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LAB. FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LAB. DEPOSIT</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIBR. DEPOSIT</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sub. Total (A)</b>	<b>10</b>	<b>10</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SMAF</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>VPM/MAYUR</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>DIMENSIONS</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>EXAM. FEES</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>
<b>GROUP INSURANCE</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>
<b>JOURNALS &amp; HANDBOOKS</b>	<b>230</b>	<b>230</b>	<b>230</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>180</b>
<b>ONLINE PROCESSINGFEES</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>Sub. Total (B)</b>	<b>570</b>	<b>570</b>	<b>570</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>	<b>520</b>
<b>Jr. IT Fees (C)</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>5200</b>	<b>*</b>	<b>5200</b>	<b>*</b>	<b>5200</b>
<b>Total Fees(A+B+C)</b>	<b>580</b>	<b>580</b>	<b>595</b>	<b>520</b>	<b>5720</b>	<b>520</b>	<b>5720</b>	<b>520</b>	<b>5720</b>

- Additional Fees for FYJC Information Technology (Only Science & Commerce) Rs. 6000/- Tuition Fees + Rs. 200/- Examination Fees Total 6200/-.
- Additional fees for SYJC Information Technology (Only Science & Commerce) Rs. 5000/- Tuition Fees, Rs. 200/- Examination Fees, Total Rs. 5200/-
- Rs. 10/- deposit for XII Arts/Com and Rs.25/- deposit for XII Science Student is applicable for all XII Arts / Sci / Com Outsider Students.
- Fee concession to girl students is applicable only up to the Third Child in the family.
- Exam Fees subject to change from time to time as per Board guidelines.
- IT fees to be paid only by those students who have applied for this subject and have been granted the same based on merit.



## **MODE OF PAYMENT OF FEES FOR JUNIOR COLLEGE**

Admission Fee is determined by Class for which admission is sought, Caste Code, Subject Code and Gender Hence Fill the Form carefully.

### **STEPS FOLLOWED BY THE COLLEGE:**

- Printout of online Admission form of Students of various classes will be verified and documents will be checked by the authorities as per schedules displayed
- Once admission forms and documents are verified, list of eligible students will be generated by the College and uploaded for payment of fees after which student will receive SMS directing him / her to make payment.

### **STEPS TO BE FOLLOWED BY THE STUDENTS:**

- As the College uploads student data on admission portal, every eligible student will receive SMS on the registered Mobile number indicating the fees to be paid.
- After receiving SMS, student will have to login on admission portal .
- He / She will find payment link activated. By clicking on this link payment procedure will have to be completed.
- If online payment by NEFT / RTGS / IMPS option is chosen, details about college bank account will be displayed. Complete the payment accordingly.
- If Cash option is chosen, a Challan will be generated with all details printed on it.
- Take a printout of the Challan, Go to Bank of Maharashtra, Mulund (East), Branch (Opposite V. G.Vaze College) on working days and during working hours to make full payment. Generate the Challan only on the day of payment.
- Complete the payment & submit copy of challan with Bank stamp to the college office.

PLEASE NOTE:

- 1. ALL FEE RELATED AND 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.**
- 3. PAYMENT OF FEE SHOULD BE MADE ON OR BEFORE THE LAST DATE INDICATED FOR THE SAME. FAILING WHICH ADMISSION WILL BE CANCELLED.**



### Fees for other Services

- **Transcript fee: Degree / Junior College Rs.500/- , (Additional copy Rs. 50/- each)**
- **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 with 15 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.
- e) Only fresh entrants will pay admission fees and deposits.
- f) 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).
- g) 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.
- h) 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 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.

➤ **Attendance and Grant of Terms:-**

It is mandatory for students to keep a minimum attendance of 75% of the lectures, practical and tutorials separately, failing which their terms will not be granted. Those who fail to get the terms granted will not be eligible to appear for the annual exam.

- SYJC students are required to note that the HSC examination forms are liable to be withdrawn, if they fail to maintain the minimum attendance condition.
- **Parents are requested to take special note of the mandatory condition of minimum attendance of their ward. Applications of leave of absence on account of bonafide illness or other reasons, should be submitted to the class Teacher, for condonation of absence. The decision of the Principal about condonation of absence shall be final and binding in such matters.**

**Examination Calendar for Junior College**

- a) I Unit Test - (FYJC) - Aug / Sept of the Academic Year.
- b) I Term Examination - (FYJC & SYJC) - 2nd / 3rd week of October.
- c) II unit Test - (FYJC) - 1st week of January.
- d) Preliminary Examination - (SYJC) - 1st Week of January.
- e) Internal Assessment -
  - i. Arts & Commerce Subject - 1st/ 2nd Week of February
  - ii. Practical & Orals - (FYJC) - Jan / Feb beginning
  - iii. Practical & Orals - (SYJC) - as per HSC Board timetable (Mostly in January)
- f) Annual Examination - (FYJC) - 3rd / 4th week of March.



**FYJC EXAMINATION PATTERN  
SCIENCE**

Subjects	TERM – I		TERM - II	
	I Unit Test (Theory) Internal Assessment	I Term (Theory)	II Unit Test (Theory)	II Term/Annual Theory + Oral/Practicals
English	25	50	25	80+20 Oral
Second } A	M/H/F/S - 25	50	25	80+20 Oral
Language } B	IT (Online Exam) 25	50 (online)	25 (online)	80+20 Practicals (online)
Maths	25	50	25	80+20 Practicals
Physics	25	50	25	70+30 Practicals
Chemistry	25	50	25	70+30 Practicals
Biology	25	50	25	70+30 Practicals
EVE (Only for Grades)	30 Marks Project 20 Internal + 10 External viva		20 Marks Journals 10 Internal + 10 External viva	
Health & P.E. (Only for Grades)	-	25 Theory	-	25 Practicals

**FYJC EXAMINATION PATTERN  
ARTS & COMMERCE**

Subjects	TERM – I		TERM - II	
	I Unit Test (Theory) Internal Assessment	I Term (Theory)	II Unit Test (Theory)	II Term/Annual Theory + Oral/Practicals
English	25	50	25	80+20 Oral
Second } A	M/H/F/S - 25	50	Internal Assessment 25	80+20 Oral
Language } B	IT (Online Exam) 25	50 (online)	25 (online)	80+20 Practicals (online)
Economics	25	50	25	80+20 Internal Test
B.K.	25	50	25	80+20 Internal Test
O.C.M.	25	50	25	80+20 Internal Test
S.P.	25	50	25	80+20 Internal Test
Maths	25	50	25	80+20 Practicals
Pol. Sci.	25	50	25	80+20 Internal Test
Sociology	25	50	25	80+20 Internal Test
History / Psychology	25	50	25	80+20 Internal Test
EVE (Only for Grades)	30 Marks Project 20 Internal + 10 External viva		20 Marks Journals 10 Internal + 10 External viva	
Health & P.E. (Only for Grades)	-	25 Theory	-	25 Practicals

➤ **Important Information about Examination & Assessment: - (For FYJC)**

1. Total Evaluation for the Academic Year will be for 200 Marks per subject (Except for EVE and Health & PE)
2. Minimum Passing Marks 70 / 200 (Average of all 4 Theory Examinations + Internal Assessment / Project / Practicals / Orals )



3. In the Final Marksheet (After the Result of Annual Examination is declared), Marks out of 200 will be converted into Marks out of 100 by using the formula :-  $200 / 2$
4. Report cards will be issued after every Examination & Dates of Report cards distribution will be notified on the college website.
5. Parents - Teacher Meeting will be conducted in the Month of December to analyse results of I Unit Test & I Terminal Examination. Parents of only those students who score < 40% Marks in any subject will be called for this Meeting.
  6. Re-Examination will be conducted for students who fail to appear for I Terminal and / or Annual Examination either due to ill health or if they represent college for Sports / Cultural / Academic Events. Please note Re-Examination **Shall Not Be Held for I Unit Test.**
7. Necessary action shall be taken as per rules if a student is found using unfair means during an Examination.
8. SCORING MINIMUM PASSING GRADES IN EVE AND HEALTH & PE IS COMPULSORY FOR PASSING FYJC & SYJC EXAMS.

### ➤ SYJC EXAMINATION PATTERN

1. Terminal Examination : At the end of the I term or at the beginning of the II term
2. Preliminary Examination: In the First week of January as per the Board Pattern.
3. Annual Examination :
  - a. Theory Examination will be conducted by the State Education Board starting in the third week of February as follows:
    - 1) Physics, Chemistry & Biology = 70 Marks
    - 2) All other subjects (Arts, Science & Commerce) = 80 Marks.
  - b. Projects / Practicals / Orals will be conducted in the college on behalf of the State Education Board as follows :
    - 1) Physics, Chemistry & Biology = 30 Marks
    - 2) All other subjects (Arts, Science & Commerce) = 20 Marks
  - c. Health & Physical Education: 25 Marks Theory & 25 Marks Practical Examination in the college on behalf of the state Education Board. Marks scored will be converted into grade.
  - d. EVE: Projects, Journal, Orals totaling 50 Marks (internal 30 marks & external 20 marks) in the college on behalf of the State Education Board. Marks scored will be converted into grade.
  - e. Passing in all the subjects Including EVE and Health & Physical Education is necessary for clearing HSC Examination.

**PLEASE NOTE: ADMISSION PROCEDURE AND EXAMINATION PATTERN IS SUBJECT TO CHANGE AS PER GOVERNMENT DIRECTIVES ISSUED FROM TIME TO TIME DUE TO PANDEMIC.**

### ➤ 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 1 August every year.

➤ **Deposit of Fees Refund:**

1. Deposit refund is to be collected before 31<sup>st</sup> 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 the designated counter or the Chairperson of Scholarship 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. NTISBC/OBC Students Scholarship (income less than Rs. 65290 p.a.)

**b) Government Freeship**

1. E. B.C. Freeship
2. SCIST (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-Matric Scholarship for Minority Community:** Students belonging to Muslim, Parsi, Christian, and Boudha communities only.

**b) Collegiate Scholarship, Freeship and Awards:**

1. Ramu S. Deora Scholarship (20 students)
2. T. N. Venkateshan Chemistry Scholarship (21 students)

**c) Out of Endowments:**

3. Sunil Deodhar Memorial Sports Scholarship (5 students)
4. Sandeep Kanakgiri Memorial "CPM" Scholarship (1 student)
5. Shakuntala DamodarUmrani Scholarship (3 students)
6. DamodarUmrani Memorial Scholarship (2 students)



7.	Dr. P. D. Bhave Memorial Scholarship	(1 students)
8.	Late Vinaya Gangurde Memorial Scholarship	(1 students)
9.	M.S.Shanbhag Memorial Scholarship	(1 students)
10.	Kelkar- Vaze-SMAF Freeship for <u>needy</u> students	
11.	S.H.Kelkar Memorial Scholarship for Class Toppers	(all classes)
12.	T. R. Mulla Memorial Scholarship	(10 students)
13.	RadhabaiVaze Memorial Scholarship for Girls	(5 students)
14.	RadhabaiVaze 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)	(1 student)
18.	FakruddinAdamally 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)
	Late Vinayakprasad S. Pakhare Memorial Prize	(4 students)
	1) Standing First at TYBCOM	(Girl or Boy)
23.	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 Exam.	(Topper in Marathi at University)
25.	GanitPradnyaParitoshik	(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 Faculty with consistent academic record)
31.	AbhaMoghe 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	(4 students – Toppers in Mathematics at XI Sci., XI Com., XII Sci., XII Com.)
35.	Komal Keshav Khandekar Memorial Scholarship	(1 student)
36.	Anant Jog Scholarship	(TY Zoology Topper)
37.	Dr. Ms. Shubhangi Bhave	(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 effected between 1st Aug. to 31st July during the respective year provided the student has taken admission 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.





## CHAPTER III

### Code of Conduct & Library

#### Discipline

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

#### Code of Conduct

1. Students should always wear their valid college Identity card whenever in college or representing the college at any other place. Further, it should be produced whenever demanded by any of the college staff.
2. During the lectures schedule, students should not loiter in and around the college premises.
3. The college does not enforce a dress code. However, all students are expected to observe decorum with regards to both clothing and behavior.
4. While representing the college at any other place, the student's behavior should not be detrimental to the image of the college.
5. In case of any problem, personal or academic, students should report to the Prof-in-charge of their respective classes, Junior College Supervisor or the Vice-Principals, who will help them, solve their problems.
6. **Students are directed not to bring any outsider to the college premises.**
7. Students should not collect any fund from other students or from outsiders without the written permission of the Principal.
8. Students shall not organize on their own picnics, excursion, trips etc. without prior written permission of the Principal.
9. The powers relating to disciplinary action in the college will rest with the Principal and his decision in this respect shall be final. Anyone who violates the code of conduct will be severely dealt with.
10. Students should not write on benches/walls and should help in maintaining the learning environment neat and clean.

**11 . Use of mobile phones is prohibited in college premises. Any violation will be treated as Misconduct and the student will be fined Rs. 50/-.**



## General

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

## Ragging Prohibited

Government of Maharashtra has notified Ragging as a cognizable offence. Any one reported to be involved in any form of ragging, will be severely dealt with. Therefore, students are required to refrain from indulging in any form of ragging.

## Counselling Cell

All of us experience psychosocial issues in varying intensity some time or the other. At such times we experience that our problems do not allow us to move ahead in life or experience joy and happiness or actualize our potentialities. One cannot eliminate all the problems from one's life. However, if we work on our state of mind and elevate it high, we can fly over the mountains of difficulties in our life journey. That is what counselling cell wishes to help students achieve - empowered and elevated state of mind.

**Flying Bird** : Counselling Cell of Vaze College is established with the following specific

### Objectives :

1. To offer counselling services to students facing day-to-day difficulties in studies and in their personal life.
2. To offer first aid to students facing major mental health issues and refer them to the counselling services outside the college.
3. To conduct seminars/workshops for students to develop positive attitude and life skills to meet life challenges.
4. To offer assistance to students with special needs

Students / Parents are requested to make use of this facility. Ms. Geeta Kale from Junior College is the counsellor working in the Counselling Cell. Students may approach the counsellor personally or take help of their teachers to get in touch with them. Student's sharing will be kept confidential.



## Library

### General Rules

- i) Library premises are declared as silence zone
- ii) Use of Cell Phones for any purpose is strictly prohibited in the Library premises. Cell Phones should be kept on silent mode when student is in the library premises.
- iii) The Computer Terminals provided for students to search the online catalogue of books and browse the internet should 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 of the college staff member.
- v) The identity Card, Study Room Card and Home Issue Card are not - transferable. (Only the original holder of the card can use them for borrowing of Library Material. )
- vi) Students must handle the books, periodicals, etc. with great care. Any attempt to damage books or periodicals by defacing, scribbling, writing, marking with pen / pencil, or tearing the pages will be treated as misconduct and strictly dealt with.
- vii) Students should check the 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 the original I-Card or Study Room Card or Home Issue Card is lost it should be immediately reported to the Librarian in writing and a duplicate I - card will be issued on payment of Rs. 100/- and Study Room Card and Home Issue Card will be issued on payment of Rs. 50/- each. Students must register an F.I.R. or a Lost Property Complaint in the nearest police station and a copy of the same should be submitted along with the form for issuing the duplicate identity card and Library Cards.
- ix) In case of any type of misuse / damage against lost cards, either in the college premises or outside, the original holder of the card will be held responsible.
- x) All fines and charges should be paid at the cash counters on the ground floor. Students should pay the fine immediately and collect their library cards from the library. Fines kept pending will not be allowed under any circumstances.



## Study Room Rules

- a) "Study room Card" will be issued to each student.
- b) This card is not transferable.
- c) This card must be used for borrowing textbooks, reference books, news papers, old question paper sets, periodicals, etc. Students are not allowed to take this material outside the library.
- d) Complete silence and strict discipline should be maintained in the Library & Study Room. e) If any reference is required, students should approach the Librarian/Assist. Librarian.
- f) Overnight reading facility will be available as per rules mentioned on this card.
- g) Fine of Rs. 10/- per day will be charged if the books borrowed on the Study Room Card are taken out of the Library.
- h) If the books borrowed for Overnight Issue are not returned on time, a fine of Rs. 5/- per day will be charged from the student.

## Home Issue:

- a) A "Home Issue" card will be issued to each student.
- b) This card is not transferable.
- c) Text books, fiction books, etc will be issued against this card for one week.
- d) Every student is expected to read and strictly follow the instructions given on the reverse side of the Home Issue Card.
- e) In case of late return of books, students will have to pay a fine @ Rs.2/- per day for the first week and Rs. 5/- per day afterwards. In case of serious default, the amount of fine may be increased upto Rs. 10/-per day
- f) While charging the fine, holidays will be counted.
- g) Re-issue of the books will depend upon the demand for the same.

Any disregard of these rules will be reported to the Principal for appropriate action.

## Library Collection

The library has a vast collection of resources with over 74,000 books that include 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 an 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. Students have to apply for the scheme as per notice displayed in the beginning of the academic year. The selected students have to pay a fully refundable deposit, which is refunded after all the books are returned back to the library.

## **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, a computer 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 a high speed Broadband connection of MTNL. Students can access Internet, access online e-journals and e-books in this section. This facility is charged at a nominal charge 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 academic purposes. Interested students should contact the Librarian for details.

**Identity Card / Home Issue Card/ Study room card:**

All cards will be issued at the time of admission. Stamp sized recent colour photographs are required to be submitted for the cards as per schedule displayed in the notice. Black & White Photographs, Old Photographs, Photographs of different sizes will not be accepted. Students should submit all the filled cards immediately in the Library with full details.

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. Students are requested to contact the Librarian / Asst. Librarian for queries, if any.

## **CHAPTER IV – ACITIVITY GROUPS & SPECIAL CELL**

College Societies are meant for promoting co-curricular activities and competencies. A Committee of Teachers, two of whom are its Joint convenors, and two students, one from Degree College and other from Junior College, manage each society. The teachers concerned nominate these students on the basis of merit. The Degree college student works as the Secretary while the Junior college student works as the Jt. Secretary. These activity groups help students in personality development.

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

### **TEACHERS' COMMITTEES ( 2021-22)** **COMMON COMMITTEES**

Names are not in order of seniority

<b>I/C Principal :</b>	Prof. (Dr.) Preeta Nilesh
<b>Vice Principal (Degree College):</b>	C.A. Anil Naik
<b>Vice Principal (Junior College) :</b>	Mrs. Madhuri Nagarkar
<b>Dean, Faculty of Humanities &amp; Social Sciences :</b>	Prof. (Dr.) Preeta Nilesh
<b>Dean, Faculty of Science :</b>	Dr. Alka Kolhatkar
<b>Dean, Faculty of Commerce :</b>	Mr. Adhir Ambavne
<b>Controller, Examinations :</b>	Dr. Alka Kolhatkar
<b>Dean of Research:</b>	Dr. Dinesh Kumar
<b>Coordinator, IQAC &amp; Dean Quality :</b>	Dr. Neeta Mehta
<b>Dean Human Resource Development :</b>	Prof. (Dr.) Ajit Kengar



1	Students' Council (including Students' Grievances)	Mr Rajesh Mane (C) Ms. Deepa Shirsat Mr. Manoj Mahajan Mr Ambadas Shinge Ms. Arpita Joshi English (ad hoc 1)	Ms. Shivani Gaikwad (C) Ms. S. Jadhav Mr Prashant Patil
2	Examination & Results	Dr. Sudhir Dhuri (Controller) Dr. Alka Kolhatkar (Contoller) Dr. Suresh Kadam Mr. Sandip Kamble Dr. Girish Pusalkar Ms. Rakhee Rane Dr. Shyam Choitani Dr. Nilakshi Roy Ms. Chitra Subramaniam Dr. Suresh Shendage Ms. Anita Yakkali Ms. Khursheed Sheikh Ms. Vandana Narawade Dr. Kiran Kharat Ms. Neha Joglekar Physics (ad hoc 2)	Mr. Upendra Joshi (C) Ms. Vaishali Gite Dr. Vidya Menon Ms. Trupti Vaity Ms. Priti Chaudhari
3	Literary Associations and MAYUR	Dr. Shyam Choitani (C) Ms. Sunanda Pandita Ms. Annu Singh Ms. Ashwathy Anilkumar English (ad hoc 1) Marathi (ad hoc) Hindi (ad hoc) Physics (ad hoc 1)	Aditi Madhavan (C) Ms. Ambika Kaimal Mr. Ramesh Patil Ms. Shubhada Bramhe Mr. Ajit Raut Mr. Gopinath Jadhav Mr. Sanjiv Sonawane Mr. Amol Pawar
4	SANKRUTI, music, DANCE, Fine Arts and Theatre	Ms. Madhura Todewale (C) Mr. Aditya Dawane (C)- Theatre Physics (ad hoc 2) Mr. Ambadas Shinge Dr. Tanuja Tirodkar Ms. Lavaleen Narang Ms. Khursheed Shaikh	Ms. Sunita Garje (C) Mr. D.B. Gaikwad (C) - Theatre Mr. Himmat Patil Ms. Rajashri Jugnake Mr. Bharat Bhare Ms. Deepali Bhandkoli



		<p>Ms. Aarti Shah            Maths (ad hoc 1)            Maths (ad hoc 2)</p>	<p>Ms. Neelam Sarathe            Ms. Nanda Patil            Ms. Ishwari Joshi            Ms. Shraddha More            Mr. Amol Pawar</p>
5	DIMENSIONS	<p>Mr. Manoj Sangare (C)            Ms. Reeta Kamble            Ms. Neha Joglekar            Ms. Khalida Shaikh Accountancy            (ad hoc 1)            Maths (ad hoc 3)            History (ad hoc)            Botany (ad hoc)            Business Economics (ad hoc)</p>	<p>Ms. Sangeeta Aher (C)            Mr. S. Sanap            Mr. Prabhakar Suslade            Ms. Chhaya Ahire            Mr. Pranjal Sawant            Ms. Shazia Sharma              Economics (ad hoc 2)</p>
6	GYMKHANA	<p>Dr. Adhir Ambavane (C)            Maths (ad hoc 3)            Physics (ad hoc 2)</p>	<p>Mr. B.K. Giri (C)            Ms. Minal Dhas            Mr. Gajanan Lokhande            Mr. Chetan Mohandule            Ms. Ishwari Joshi</p>
7	NSS	<p>Mr. Prasannajit Bhave (C)            Mr. Ashwathi Anilkumar            Ms. Swapna Jagtap            Mr. Aditya Davane            Mr. Manoj Mahajan</p>	<p>Mr. Prashant Patil (C)            Ms. Minal Dhas            Ms. Deepali Bhandkoli            Mr. Rajendra Dushman            Mr. Azharuddin Pirjade            Ms. Sarika Nipane            Mr. Vishawjeet Patil</p>
8	Career Guidance, Training and Placement Cell	<p>Ms. Nitee Shirke (C)            Dr. Paresh More            Ms. Nanda Rupnar            Mr. Manoj Sangare            Ms. Deepa Shirsat            Ms. Swapna Jagtap            Ms. Sunanda Pandita            Mr. Ambadas Shinge</p>	<p>Ms. Mansi Khedekar (C)            Dr. Sangeeta Radhakrishnan            Ms. Preeti Singh            Mr. Ajit Raut</p>

9	Science Association	Dr. Ashok Awale (C) Dr. Deepali Karkhanis Dr. Aka Kolhatkar Ms. Khalida Shaikh Maths (ad hoc 1 ) Maths (ad hoc 2) Maths (ad hoc 4)	Dr. Sangeeta R (C) Dr. Madhavi Chaudhari Mr. Ravi Kamble Ms. Shilpa Shirodkar Ms. Gauri Sawant
10	Alumni	CA. Anil Naik (C) Mr. Amit Breed Dr. Tanuja Tirodkar Ms. Nitee Shirke Mr. Manoj Sangare Ms. Ashwathy Anilkumar History (ad hoc) Marathi (ad hoc) Business Economics (ad hoc) Psychology (ad hoc)	Mr. Sanjay Zambare (C) Mr. Rajendra Dushman Ms. Sangeeta Aher Mr. Snehal Gaidhane
11	Prize Distribution, Degree Distribution and G.D. Kelkar-R.A. Kulkarni Memorial Lecture Series	Ms. Shirisha Gupte (C) Ms. Aarti Shah Dr. Paresh More Ms. Anita Yakkali Ms. Lavaleen Narang Mr. Rajesh Mane Ms. Khursheed Shaikh Botany (ad hoc 1) Physics (ad hoc 1) Business Economics (ad hoc) Maths (ad hoc 4) Hindi (ad hoc)	Ms. B.R. Tendolkar (C) Dr. Lata Poojary Ms. Manasi Khedekar Mr. Hemant Chaudhari Ms. Sujata Patil Mr. Chetan Mohandule Ms. Deepali Kalkotwar Ms. Gauri Sawant Mr. Kiran Gage Maths (ad hoc 1)
12	Attendance Committee including I card Management	Dr. Dinesh Kumar (C) CA Anil Naik Mr. Paritosh Pawar Mr. Prasannajit Bhawe Ms. Shirisha Gupte Ms. Pranali Pawar Maths (ad hoc 2) Maths (ad hoc 4) Zoology (ad hoc I)	Ms. Hema Sudade (C) Mr. Arun Bansod Mr. Himmat Patil Mr. A. Rajput Ms. Ritu Sharma Biology (ad hoc 1)



13	Library	Mr. Paritosh Pawar (C) Ms. Vaishali Dhammapathee Ms. Chitra Subramaniam Dr. Alka Kolhatkar Ms. Amruta Khanolkar Maths (ad hoc 3)	Mr. Suryakant Khusape (C) Ms. Madhuri Nagarkar Mr. C. Ravikumar Mr. Gajanan Lokhande Mr. Suryakant Khuspe
14	Academic Calendar, Prospectus and Timetable	Ms. Chitra S. (C) Dr. Adhir Ambavae Dr. Nilakshi Roy Ms. Vaishali Dhammapathee Dr. Vinod Ragade Dr. Suresh Kadam MS. Swapna Jagtap Mr. Sandeep Kamble Ms. Anita Yakkali Mr. Arvind Jadhav Ms. Lavaleen Narang Ms. Nanda Rupnar Ms. Arpita Joshi Botany (ad hoc 2) Hindi (ad hoc) Accountancy (ad hoc I) Zoology (ad hoc 2)	Dr. Lata Poojary (C) Ms. B.R. Tendolkar Ms. Hema Sudade Mr. S. Sanap Ms. Nanda Patil Ms. Prachi Jadhav Ms. Preeti Singh Mr. Vishawjeet Patil
15	Research, Research Promotion and Avishkar	Dr. Dinesh Kumar (Research Dean) Dr. Paresh More (C) Ms. Shirisha Gupte Ms. Deepali Kharkhanis Dr. Shruti Kakodkar Ms. Anuya Sane Sociology (ad hoc)	Dr. Madhavi Chaudhari (C) Biology (ad hoc 3)
16	Digital Content Development	Dr. Satwant Balse (C) Dr. Girish Pusalkar Dr. Ajit Kengar Ms. Shilpa Suryavanshi Mr. Paritosh Pawar Ms. Shilpa Palande Ms. Pournima Bhangale Ms. Mohini Bhole Ms. Vandana Narawade Ms. Arpita Joshi	Dr. S. Jadhav (C) Mr. Hemant Chaudhari

		<p>Maths (ad hoc 1) Sociology (ad hoc) Zoology (ad hoc 1)</p>	
17	Green Initiative Environment Club (Nature & Hiker's Club)	<p>Dr. Vinod Ragade (C) Dr Amit Breed Dr. Deepali Karkhanis Ms. Neha Joglekar Dr. Tanuja Tirodkar Botany (ad hoc 1)</p>	<p>Ms. Ritu Sharma ( C ) Mr. Ramesh Patil</p>
18	Staff Common Room and Canteen	<p>Ms. Seema Pawar (C) Ms. Amruta Khanolkar</p>	<p>Ms. Trupti Vaity (C) Mr. Gopinath Jadhav</p>
19	Women Development Cell	<p>Dr. Shruti Kakodkar (C) Dr. Neeta Mehta Mr. Manoj Sangare Mr. Aditya Davane</p>	<p>Ms. Ambika Kaimal (C) Ms. Sujata Patil</p>
20	Special Cell	<p>Mr. Ajit Kengar (C) Ms. Reeta Kamble</p>	<p>Mr. A. M. Bansod (C) Mr. Ravindra Kamble</p>
21	G.D. Kelkar Skill Development & Finishing School	<p>Prof. (Dr.) Preeta Nilesh (C) Ms. Pranali Pawar Business Economics (ad hoc)</p>	<p>Ms. Shubhada Brahme(C) Mr. Pranjal Sawant</p>
22	Film and Photography Club	<p>Dr. Suresh Kadam (C) Mr. Amit Breed Dr. Sudhir Dhuri</p>	<p>Mr. Sanjeev Sonawane(C) Ms. Shilpa Shirodkar Ms. Shraddha More</p>
23	ICT Enabling	<p>Ms. Pournima Bhangale (C) Ms. Vandana Narawade Ms. Pranali Pawar Ms. Rakhee Rane Ms. Nanda Rupnar</p>	<p>Ms. Amruta Bhandge (C) Ms. Chhaya Ahire</p>



24	Institutional Social Responsibility	Dr. Suresh Shendge (C) Ms. Rakhee Rane	Mr. C. Ravikumar (C) Mr. Azharuddin Pirjade
25	Counselling Cell	Dr. Neeta Mehta (C) Psychology (ad hoc)	Ms. Geeta Kale (C)

TEACHERS COMMITTEES 2021-2022

ONLY JUNIOR COLLEGE RELATED

Sr. No	Committee	Committee Members
1	Olympiads, Eduheal & other Academic Competitions	Mr. Suryakant Khusape (C) Mr. A. Rajput Mr. Pradeepkumar Bhavsar Mr. Prabhakar Suslade <b>For Eduheal:</b> Ms. Prachi Jadhav (C) Ms. Jubin Godfrey
2	Parent Teacher Association	Mr. Bharat Bhare (C) Dr. Vidya Menon Ms. Aditi Madhavan
3	FYJC Admissions	Arts: Ms. Veena Puthran (C) Ms. Deepali Kalkotwar Science: Ms. Sheela Kalpesh (C) Ms. Prachi Jadhav Commerce: Mr. Snehal Gaidhane (C) Ms. Neelam Sarathe
4	FYJC Orientation Program	Ms. Vaishali Gite (C) Ms. Sarika Nipane Ms. Sunita Rewale
5	HSC Exam Guidance	Mr. Pradeepkumar Bhavsar (C) Mr. Sanjay Zambare Ms. Shivani Gaikwad



6	HSC Examination Practical/Orals/ Internal Schedule	Ms. Sheela Kalpesh (C) Ms. Veena Puthran Ms. Rajashri Jugnake Chemistry (ad hoc) Biology (ad hoc 1) Physics (ad hoc)
7	Youth Exchange Student's Batch	Ms. Geeta Kale Ms. Jubin Godfrey

- Student's Council : One of the students from respective division will be chosen as division representative who will be in the council formed for the Junior College. One of the teachers is be designated as working Chairman. 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.
- 'V'Alumni : The association of Vaze College Alumni, Kelkar - Vaze Alumni Foundation 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](http://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/Gymnasium : The college Gymkhana is open to all the degree & 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 with separate timings for boys and girls. The Gymkhana is also equipped with 50 lockers for students which is available on request basis.

Gymkhana is equipped with international level Kabadi mat which is used for Team events of Kabadi. The Gymkhana invites students to participate in following team events for which special coach is also appointed : Volley Ball, Kho-Kho, Kabadi, Cricket, Basket Ball, Ball Badminton, Shot Ball, Base Ball, Tennis Volley Ball, Shooting Ball, Foot Ball.



The students who win medals in District, State, National & 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 Unit for Junior College. Students, who want to develop their personality through community service, are welcome to join the college NSS Unit.

The actual enrolment however will depend upon the Education Department guidelines for Junior College.

- 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, 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 programmes and placement activities. Students are inducted into the volunteers 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.

- 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 during 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 and management would decide any change in the future prices.
- Special Cell : As per provision of UGC and the University Mumbai a Special Cell has been constituted to help and resolve problems of students of reserved category (SC/ST/OBC/VJ/NT). Its function is also to help the reserve category



students to integrate with the mainstream of the college community and to remove difficulties, which they may be experiencing.

**CHAPTER – V : FACULTY 2021-22**

<b>DEPARTMENT OF ENGLISH</b>	
Mr. Gajanan Lokhande (Subject In-charge)	M.A., B Ed
Mr. Shrishankar Jadhav	M.A., B Ed
Mr. Himmat Patil	M.A., B Ed
Mr. Salikram Sanap	M.A., B Ed
Mr. Chetan Mohandule	M.A., B Ed, DSM
Mr. Ramesh patil	M.A., B Ed
Ms. Shubhada Bramhe	B.Sc., M.A., B Ed., DECCED
<b>DEPARTMENT OF MARATHI</b>	
Mr. Dattatray B. Gaikwad (Subject In Charge)	M.A., B.Ed., MS - ACIT
Mr. Bharat Bhare	M.A. (Hindi), M.A. (Marathi), B.Ed.
Mr. Sanjeev Sonawane	M.A. (Marathi), M.A. (Economics), B.Ed., MS - ACIT
Mr. Amol Pawar	M.A.( MAR & HIST), B.Ed, NET, SET , B.J., DSM
<b>DEPARTMENT OF HINDI</b>	
Mr. Bharat Bhare (Subject Incharge)	M.A. (Hindi), M.A. (Marathi), B.Ed.
Mr. Ajit Raut	M.A. , B.Ed.
Mr. Gopinath Jadhav	M.A. (Hindi), M.A. (Marathi), B.Ed.





<b>DEPARTMENT OF SANSKRIT</b>	
Ms. Aditi Madhavan (Subject In charge)	M.A. (Sanskrit), M.Phil , B Ed.
<b>DEPARTMENT OF FRENCH</b>	
Ms. Ambika Kaimal (Subject Incharge)	M.A. (French), M.A. (Russian), M.Ed.
<b>DEPARTMENT OF IT</b>	
Ms. Preeti Chaudhari (Subject Incharge)	M.C.S., M.Phil., B.Ed.
Ms. Amruta Bhandge	M.Sc. (IT)
<b>DEPARTMENT OF ENVIRONMENTAL EDUCATION</b>	
Ms. Veena Puthran (Subject Incharge)	M.SC., B.Ed., MS - ACIT
<b>DEPARTMENT OF POLITICAL SCIENCE</b>	
Ms. Sangeeta Aher (Subject Incharge)	M.A., B.Ed., MS – ACIT
<b>DEPARTMENT OF SOCIOLOGY</b>	
Ms. Trupti Vaity (Subject Incharge)	M.A., B.Ed., P.G. DAPR, P.G. Diploma in School Counselling
Ms. Aasavari Bhide	M.A. , B.Ed. Diploma in Early Childhood Care and Education
<b>DEPARTMENT OF HISTORY</b>	
Dr. Ravikumar Chandupatla	M.A., B.Ed., M.B.A., Ph.D, SET



(Subject Incharge)	
<b>DEPARTMENT OF PSYCHOLOGY</b>	
Ms. Geeta Kale (Subject Incharge/ Counsellor)	M.A., M.S., B.Ed.
<b>DEPARTMENT OF ECONOMICS</b>	
Ms. Hemlata Sudade	M.A., B.Ed., MS – ACIT
Ms. Deepali Kalkotwar	M.A., B.Ed., M.Phil. SET
Ms. Jubin Godfrey	M.A.
<b>DEPARTMENT OF COMMERCE</b>	
Ms. Bhagyashree Tendolkar (Subject Incharge)	M. Com., B.Ed., MS - ACIT
Mr. Arun Bansod	M.Com., B.Ed.
Mr. Snehal Gaidhane	M. Com., B.Ed., G.D.C.& A, JRF-NET, SET., LIII , M.Phil
Ms. Neelam Sarathe	M.Com., B.Ed.
Ms. Pooja Shah	M.Com, B. Ed. M. Phil
<b>DEPARTMENT OF MATHEMATICS</b>	
Mr. Pradeep Bhavsar (Subject Incharge)	M.Sc., B.Ed., MS - ACIT
Mr. Rajendra Dushman	M.Sc., B.Ed., M.Phil., MS-ACIT
Ms. Nanda Patil	M.Sc., B.Ed., MS-CIT
Ms. Chhaya Ahire	M.Sc., B.Ed.
Ms. Ishwari Joshi	M.Sc., B.Ed., M.Phil.
Mr. Azharuddin Pirjade	M.Sc., B.Ed., MS-CIT
Ms. Preeti Singh	M.Sc., B.Ed., MS-CIT
Ms. Pranjal Sawant	M.Sc., B.Ed
Mr. Vishwajeet Patil	M.Sc., B.Ed
Ms. Shraddha More	M.Sc., B.Ed
<b>DEPARTMENT OF PHYSICS</b>	
Mr. Upendra Joshi (Subject Incharge)	M.Sc., B.Ed., MS - ACIT



Mr. Hemant Choudhari	M.Sc., B Ed
Mr. Arunsingh Rajput	M.Sc., B Ed.
Dr. Madhavi Chaudhary	M.Sc., B.Ed., Ph D
Ms. Sujata Patil	M.Sc., B.Ed. , MS – ACIT
Mr. Ravindra Kamble	M.Sc., B.Ed.
Ms. Prachi Jadhav	M.Sc., B Ed , PGDME
Ms. Sarika Nipane	M.Sc, B.Ed.
MS. Sunita Ulhas Rewale	M.Sc, B.Ed.

**DEPARTMENT OF CHEMISTRY**

Ms. Madhuri Nagarkar (Vice Principal w.e.f.01/05/2022 & Subject In charge)	M.Sc., B.Ed. MS-ACIT
Dr. Sangeeta Radhakrishnan	M.Sc., B.Ed., Ph.D., MBA
Ms. Sheela Kalpesh	M.Sc., B.Ed., M.C.A.
Mr. Sanjay Zambare	M.Sc., B.Ed., MS - ACIT
Dr. Vidya Menon	M.Sc., B. Ed., Ph.D.
Ms. Sunita Garje	M.Sc., B.Ed
Mr. Prabhakar Suslade	M.SC., B.Ed.
Ms. Shilpa Shirodkar	M.Sc., B.Ed
Mr. Prashant Patil	M.Sc., B.Ed
Mr. Kiran Gage	M.Sc., B.Ed

**DEPARTMENT OF BIOLOGY**

Dr. Lata Poojary (Subject Incharge)	M.Sc., Ph.D., B.Ed., MS - ACIT
Ms. Manasi Khedekar	M.Sc., B.Ed., MS - ACIT
Mr. Suryakant Khusape	M.Sc., B.Ed., MS - ACIT, NET, SET
Ms. Shivani Gaikwad	M.Sc., B.Ed., MS - ACIT
Ms. Vaishali Gite	M.Sc., B.Ed., MS - ACIT
Ms. Rajeshri Jugnake	M.Sc., B.Ed., MS - ACIT
Ms. Deepali Bhandkoli	M.Sc., B.Ed
Ms. Ritu Sharma	M.Sc., B.Ed
Ms. Shazia Sharma	M.Sc., B.Ed, PGDMLT
Ms. Gauri Sawant	M.Sc., B.Ed, SET

**DEPARTMENT OF PHYSICAL EDUCATION**

Mr. Barik K. Giri	M.A, MP.Ed., M.Phil
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Ms. Minal V. Dhas	M.A., MP.Ed.
<b>Librarian</b>	Mr. Paritosh D. Pawar M.Sc., M Lib., l.sc., SET
<b>Assist. Librarian</b>	Mr. Dattatray Shirsat
<b>Office Registrar ( In-Charge)</b>	Mr. Rajendra Gaikwad