

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

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
Dr. Sushmita Dey	:	Member
Dr. B.B. Sharma	:	Secretary

College Administration

Dr. B.B. Sharma	:	Principal
Dr. Sushmita Dey	:	Vice Principal (Degree College)
CA Vidyadhar Joshi	:	Vice Principal (Junior College)
Ms. Avantika Kanade	:	Supervisor (Junior College)

College Development Committee

Ms. Jyoti Bhadkamkar	:	Chairperson
Mr. Gaurav Sathaye	:	Member Industry
Dr. M. R. Kurup	:	Member
CA. A. D. Bhorkar	:	Member Education
Dr. B. B. Sharma	:	Member Secretary
Dr. Sushmita Dey	:	Member
Dr. S. S. Barve	:	Member Research
Mr. Hitesh Thakkar	:	Member Social Service
Mrs. Alka Kelkar	:	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 Dagle	:	Non-Teaching Staff Member
Student	:	General Secretary Students Council

School Committee

Ms. Jyoti Bhadkamkar	:	Chairperson
Dr. M.R.Kurup	:	Secretary KET
CA Arvind Bhorkar	:	Management Nominee
Mr. Mihir Bhadkamkar	:	Member
Dr. B.B. Sharma	:	Secretary
Mr. D. D. Shirsat	:	Non-teaching Staff representative
Dr. Latha Poojari	:	Teacher Member
CA. Vidyadhar Joshi	:	Special Invitee
Ms. Avantika Kanade	:	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	:	2163 1755 / 5404 /0391 / 0393

Email Identities

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

Websites

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



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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 fro 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 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. 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 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 submitted an application for Autonomy (Degree College).**

⇒ **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, seminar 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 rumour 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, MSc in Information Technology and MSc in Biotechnology. 2) M.Sc. in Physics (by research) and M.Com (Accountancy). 3) The college is also a recognised 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, Bio-Technology, 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 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.

⇒ **Language Lab:** Will conduct certificate courses in English proficiency (basic & advanced) soft skills & personality development, GD, 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 offer reading room facility for Ex Vaze Students / CA Students at a nominal fee. Interested professionals and students may contact Librarian, for available facility.

⇒ **Vaze Centre for Talent Search (VCTS) :** The VCTS trains students for National Talent Search Examination (MTS & NTS). It is a backward linkage programme to help school children. 10th Standard students are eligible for admission. The Entrance Test, which is given on merit based on 9th standard performance, among others. We are happy to inform that as many as 21 students trained by VCTS could secure NTS Scholarship during this year (out of 750 at the all-India level). Interested parents may contact Dr. Sanjay Zambare (Chemistry Department). R.No. 106 Ph. No. 9869323696.
College will be starting NDA coaching from next year.

⇒ **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 Dr. Shubangi Bhawe at the Physics 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. 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 : JUNIOR COLLEGE

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: -

CODE SUBJECT COMBINATIONS

XI ARTS

1101	English	Marathi	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.
1102	English	Hindi	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.
1104	English	Marathi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.
1105	English	Hindi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.

Apart from these French & Sanskrit are offered only on MERIT basis. Preference for these subjects will be noted at the time of admission.

Psychology seats being limited in number, they are also offered on MERIT basis.

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

Sanskrit for answers to be written in answer papers, the medium of instruction is other English or Marathi.

XII ARTS

1201	English	Marathi	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.
1202	English	Hindi	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.
1203	English	French	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.
1204	English	Marathi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.
1205	English	Hindi	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.
1206	English	French	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.
1207	English	Sanskrit	Pol. Science	Psychology	Sociology	Economics	EVE	Phy.Edn.
1208	English	Sanskrit	Pol. Science	History	Sociology	Economics	EVE	Phy.Edn.

XI SCIENCE

2101	English	Marathi	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.
2102	English	Hindi	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.

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

XII SCIENCE

2201	English	Marathi	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.
2202	English	Hindi	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.
2203	English	French	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.
2204	English	IT	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.
2205	English	Sanskrit	Physics	Chemistry	Biology	Mathematics	EVE	Phy.Edn.

XI COMMERCE

3101	English	Marathi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3102	English	Hindi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3103	English	Marathi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3104	English	Hindi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.

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



XII COMMERCE

3201	English	Marathi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3202	English	Hindi	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3203	English	Marathi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3204	English	Hindi	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3205	English	French	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3206	English	IT	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3207	English	Sanskrit	Economics	O.C.M.	B.K.	Mathematics	EVE	Phy.Edn.
3208	English	IT	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3209	English	French	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.
3210	English	Sanskrit	Economics	O.C.M.	B.K.	S.P.	EVE	Phy.Edn.

⇒ Information Technology:

FYJC/SYJC – IT :- 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 practicals as well.

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

- (I) 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)

- (ii) 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. In case, the students migrating from other States/Boards claim admission on the basis of reserved categories, they may be considered only if they submit **caste-validating certificate** from the competent authority of Maharashtra State.



- (iii) 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, Games & Cultural achievers. Only those who stood first or second at the competitions conducted at National, State, or District levels by professional bodies sponsored by the government will be considered. Copies of such certificates countersigned by the District Sports Officer (DSO), should be submitted along with the Admission Form. **It is mandatory for students who have been admitted under 5% Sports & Games / Cultural Category, to participate in the college events/teams.** Selection criterion will be as per circulars received from the Govt. from time to time.
- (iv) 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.**
- (v) The following documents are needed while taking admission: -
- Original mark sheet, along with a Xerox copy.
 - Original School Leaving Certificate, along with a Xerox copy.
 - Original Caste Certificate (for verification), and a Xerox copy.
 - Original Certificates for Sports, Games & Cultural activities (for verification) along with a set of copies.
 - Original Certificate of Freedom Fighters, employees on transfer, defence employees, Ex-Servicemen, natural calamities affected, handicapped etc. (for verification).
 - Three recent stamp size photographs.
 - Other requirements will be notified on the college Notice Board.
 - Original ration card along with a xerox copy (For Girl Students).
- (vi) Students/parents are requested to fill in the Admission Form very clearly indicating the category of reservation, i.e. caste, freedom fighters, sports, etc., to which they belong, by indicating the code number or ticking the appropriate block. In case, the information is not applicable, they are requested to write 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.
- vii) 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.
- (viii) All admissions are provisional until confirmed by the appropriate authorities, including previous school/college attended by the student.
- (ix) The College office will not entertain any application/request for seats reserved for the Management [Category II (D)].
- (x) 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 zerox copy of RATION CARD at the time of admission for Fees concesson.
2. All Junior College ST/OBC/SC/VJNT/SBC Category BOYS Students have to submit Freeship/Scholarship Form ON LINE 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 31-03-2018 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 / Handicaped / EBC / PMEX - Serviceman, Demo for filling the form available on Mahadbsite.

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. Adhar Card Site : www.eaadhar.uidai.gov.in



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

1. 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 STUENTS :-
ELIGIBILITY FOR SCHOLARSHIP / FREESHIP :-**

1. Income Limit :-

Caste	Scholarship	Freeship
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 6.00 lakhs
SBC	Less than Rs. 1.00 lakhs	More than Rs. 1.00 lakhs up to 6.00 lakhs
VJNT	Less than Rs. 1.00 lakhs	More than Rs. 1.00 lakhs up to 6.00 lakhs

All Reserve category students have to open Savings Account in a Nationalized Bank.

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 2017 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 Thasildar office valid up to 31-3-2020**
9. **True copy of Adhar 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. **Adhar 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. For girls there is no restriction as to the numbers.

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 / 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 :**

- 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.

⇒ **Fee Chart For Junior College -**

- **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 Fees : Junior College (2019-2020)

FOR ALL BOYS & 4TH CHILD GIRLS

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 Maths	3206	other than 2204	2204	
TUITION FEES	240	240	240	264	264	264	264	264	264	
TERM FEES	40	40	40	44	44	44	44	44	44	
ADM. FEES	20	20	20	0	0	0	0	0	0	
LAB. FEES	0	0	70	0	0	0	0	70	70	
LAB. DEPOSIT	0	0	15	0	0	0	0	0	0	
LIBR. DEPOSIT	10	10	10	0	0	0	0	0	0	
Sub. Total (A)	310	310	395	308	308	308	308	378	378	
SMAF	25	25	25	25	25	25	25	25	25	
VPM/MAYUR	50	50	50	50	50	50	50	50	50	
DIMENSIONS	20	20	20	20	20	20	20	20	20	
EXAM. FEES	150	150	150	150	150	150	150	150	150	
GROUP INSURANCE	45	45	45	45	45	45	45	45	45	
JOURNALS	Lab. Journal & Handbook	0	0	600	0	0	0	0	620	620
	Language Journal	80	80	80	80	80	80	80	80	80
	Maths Journal & Handbook	0	180	180	0	0	180	180	180	180
	ESRB	50	50	50	0	0	0	0	0	0
	Project	250	220	30	250	250	220	220	30	30
JR - IT Fees					5200		5200		5200	
SUB. Total (B)	670	820	1230	620	5820	770	5970	1200	6400	
Total Fees (A+B)	980	1130	1625	928	6128	1078	6278	1578	6778	

- Additional Fees (ONLY FOR XI STU) For (Information Technology), only Science & Commerce ₹ 5000/- Tuition Fees + ₹ 200/- Examination Fees Total ₹ 5200/- (IT Fees Subject to Change).
- ₹ 22/- admission fees for an Outsider XII Arts/Sci/Com, open category Boys only.
- ₹ 10/- deposit for XII Arts/Com and ₹ 25/- deposit for XII Sci Student is applicable for all XII Arts/Sci/Com Outsider Students.
- Exam Fees subject to change From time to time as per University / Board guidelines.



⇒ Classwise Fees : Junior College (2019-2020)

FOR ALL GIRLS (EXCEPT 4TH 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 Maths	3206	other than 2204	2204	
TUITION FEES	0	0	0	0	0	0	0	0	0	
TERM FEES	0	0	0	0	0	0	0	0	0	
ADM. FEES	0	0	0	0	0	0	0	0	0	
LAB. FEES	0	0	0	0	0	0	0	0	0	
LAB. DEPOSIT	0	0	15	0	0	0	0	0	0	
LIBR. DEPOSIT	10	10	10	0	0	0	0	0	0	
Sub. Total (A)	10	10	25	0	0	0	0	0	0	
SMAF	25	25	25	25	25	25	25	25	25	
VPM/MAYUR	50	50	50	50	50	50	50	50	50	
DIMENSIONS	20	20	20	20	20	20	20	20	20	
EXAM. FEES	150	150	150	150	150	150	150	150	150	
GROUP INSURANCE	45	45	45	45	45	45	45	45	45	
JOURNALS	Lab. Journal & Handbook	0	0	600	0	0	0	0	620	620
	Language Journal	80	80	80	80	80	80	80	80	80
	Maths Journal & Handbook	0	100	180	0	0	180	180	180	180
	ESRB	50	50	50	0	0	0	0	0	0
	Project	250	220	30	250	250	220	220	30	30
JR - IT Fees					5200		5200		5200	
SUB. Total (B)	670	740	1230	620	5820	770	5970	1200	6400	
Total Fees (A+B)	680	750	1255	620	5820	770	5970	1200	6400	

- Additional Fees (ONLY FOR XI STU) For (Information Technology), only Science & Commerce ₹ 5000/- Tuition Fees + ₹ 200/- Examination Fees Total ₹ 5200/- (IT Fees Subject to Change).
- ₹ 10/- deposit for XII Arts/Com and ₹ 25/- deposit for XII Sci Student is applicable for all XII Arts/Sci/Com Outsider Students.
- Exam Fees subject to change From time to time as per University / Board guidelines.



**PAYMENT OF FEES THROUGH “eazypay” Facility
FOR DEGREE AND JUNIOR COLLEGE**

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

STEPS FOLLOWED BY THE COLLEGE :

- Print out 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 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 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.

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.



Fees for other Services

- ⇒ a) Transcript fee: Degree / Junior College Rs.500/, (Additional copy Rs. 50/- each)
- ⇒ 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 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) 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.
- (i) 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.

⇒ **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 Calender 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) 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
Health & P.E. (Only for Grades)	-	25+25 Practicals	-	25+25 Practicals

EVE:-

2 Seminars - (20 Marks ie. 10+10 each)

1 Project - (30 Marks) during the Year.

For Final Result marks out of 50 (Seminars and project)

(Both for SC, Arts & Comm)

ARTS & COMMERCE

Subjects	TERM - I		TERM - II	
	I Unit Test (Theory)	I Term(Theory)	II Unit Test (Theory)	II Term / Annual Theory + Oral/Practicals/Projects
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)		
Economics	25	50	25	80+20 Projects
B. K.	25	50	25	80+20 Projects
O.C.M.	25	50	25	80+20 Projects
S.P.	25	50	25	80+20 Projects
Maths	25	50	25	80+20 Practicals
Pol. Sci	25	50	25	80+20 Projects
Sociology	25	50	25	80+20 Projects
History/Psychology	25	50	25	80+20 Projects
Health & P.E. (Only for Grades)	-	25+25 Practicals	-	25+25 Practicals

E.V.E.:-

2 Seminars - (20 Marks ie. 10+10 each)

1 Project - (30 Marks) during the Year.

For Final Result marks out of 50 (Seminars and project)

(Both for SC, Arts & Comm)

FYJC Syllabus & Examination pattern are likely to change from the academic year 2019-20. Changes will be notified as when announced by the competent authorities.



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

1. Total Evaluation for the Academic Year will be for 200 Marks per subject (Except for EVS 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 $\leq 40\%$ 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 & II 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 MARKS IN EVE AND MINIMUM PASSING GRADES IN 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 : 50 Marks, Theory & 50 Marks Practical Examination in the college on behalf of the state Education Board. Marks scored will be converted into grade.
 - d. EVE : Projects, Seminars, Presentation, Orals totalling 50 Marks (internal 30 marks & external 20 marks) in the college on behalf of the State Education Board.
 - e. Passing in all the subjects Including EVE and Health & Physical Education is necessary for clearing HSC Examination.



CHAPTER - III : DEGREE COLLEGE

⇒ Course of Studies (Subject Combinations)

Note : FYBA Students opting for / allotted a particular subject, as optional subject can not change the subject at S.Y.level as per University rules & regulations. For all FY & SY & TY classes credit based grading system is applicable. Details will be announced during the Orientation programme for FY Students.

CODE FYBA	SUBJECT COMBINATIONS					
1301	English	F.C.	Marathi	Economics	Political Science	Psychology
1302	English	F.C.	Marathi	Economics	Political Science	History
1303	English	F.C.	Marathi	Economics	Political Science	Marathi Literature.
1304	English	F.C.	Marathi	Economics	Political Science	English Literature.
1305	English	F.C.	Marathi	Economics	Sociology	Psychology
1306	English	F.C.	Marathi	Economics	Sociology	History
1307	English	F.C.	Marathi	Economics	Sociology	Marathi Literature.
1308	English	F.C.	Marathi	Economics	Sociology	English Literature.
1309	English	F.C.	Marathi	Economics	Psychology	Marathi Literature.
1310	English	F.C.	Marathi	Economics	Psychology	English Literature.
1311	English	F.C.	Marathi	Economics	History	Marathi Literature.
1312	English	F.C.	Marathi	Economics	History	English Literature.
1313	English	F.C.	Marathi	Pol.Science	History	Marathi Literature.
1314	English	F.C.	Marathi	Pol.Science	History	English Literature.
1315	English	F.C.	Marathi	Pol.Science	Psychology	Marathi Literature.
1316	English	F.C.	Marathi	Pol.Science	Psychology	English Literature.
1317	English	F.C.	Marathi	Sociology	History	Marathi Literature.
1318	English	F.C.	Marathi	Sociology	History	English Literature.
1319	English	F.C.	Marathi	Sociology	Psychology	Marathi Literature.
1320	English	F.C.	Marathi	Sociology	Psychology	English Literature.
1321	English	F.C.	Hindi	Economics	Political Science	Psychology
1322	English	F.C.	Hindi	Economics	Political Science	History
1323	English	F.C.	Hindi	Economics	Political Science	English Literature.
1324	English	F.C.	Hindi	Economics	Political Science	Hindi Literature.
1325	English	F.C.	Hindi	Economics	Sociology	Psychology
1326	English	F.C.	Hindi	Economics	Sociology	History
1327	English	F.C.	Hindi	Economics	Sociology	English Literature.
1328	English	F.C.	Hindi	Economics	Sociology	Hindi Literature.
1329	English	F.C.	Hindi	Economics	Psychology	English Literature.
1330	English	F.C.	Hindi	Economics	Psychology	Hindi Literature.
1331	English	F.C.	Hindi	Economics	History	English Literature.
1332	English	F.C.	Hindi	Economics	History	Hindi Literature.
1333	English	F.C.	Hindi	Pol.Science	History	English Literature.
1334	English	F.C.	Hindi	Pol.Science	History	Hindi Literature.
1335	English	F.C.	Hindi	Pol.Science	Psychology	English Literature.
1336	English	F.C.	Hindi	Pol.Science	Psychology	Hindi Literature.
1337	English	F.C.	Hindi	Sociology	History	English Literature.
1338	English	F.C.	Hindi	Sociology	History	Hindi Literature.
1339	English	F.C.	Hindi	Sociology	Psychology	English Literature.
1340	English	F.C.	Hindi	Sociology	Psychology	Hindi Literature.

**SYBA**

1401	F.C.	Economics	Pol. Science	Psychology
1402	F.C.	Economics	Pol. Science	History
1403	F.C.	Economics	Pol. Science	Marathi Lit.
1404	F.C.	Economics	Pol. Science	English Lit.
1405	F.C.	Economics	Sociology	Psychology
1406	F.C.	Economics	Sociology	History
1407	F.C.	Economics	Sociology	Marathi Lit.
1408	F.C.	Economics	Sociology	English Lit.
1409	F.C.	Economics	Psychology	English Lit.
1410	F.C.	Economics	Psychology	Marathi Lit.
1411	F.C.	Economics	History	Marathi Lit.
1412	F.C.	Economics	History	English Lit.
1413	F.C.	Pol. Science	History	Marathi Lit.
1414	F.C.	Pol. Science	History	English Lit.
1415	F.C.	Pol. Science	Psychology	Marathi Lit.
1416	F.C.	Pol. Science	Psychology	English Lit.
1417	F.C.	Sociology	History	Marathi Lit.
1418	F.C.	Sociology	History	English Lit.
1419	F.C.	Sociology	Psychology	Marathi Lit.
1420	F.C.	Sociology	Psychology	English Lit.
1421	F.C.	Economics	Pol. Science	Hindi Lit.
1422	F.C.	Economics	Sociology	Hindi Lit.
1423	F.C.	Economics	Psychology	Hindi Lit.
1424	F.C.	Economics	History	Hindi Lit.
1425	F.C.	Pol. Science	History	Hindi Lit.
1426	F.C.	Pol. Science	Psychology	Hindi Lit.
1427	F.C.	Sociology	History	Hindi Lit.
1428	F.C.	Sociology	Psychology	Hindi Lit.

Note: In addition, to the option selected from the above list (1401-1428); students are required to select one of the following applied component subjects :

- 1) Market Research Techniques
- 2) Health Psychology
- 3) Journalism
- 4) Advertising

They should indicate their selection by writing the Group code followed by serial number of applied component subject.

e.g. : 14011 For F.C., Economics, Pol. Science, Psychology and Market Research Techniques

TYBA

1501	Economics
1502	Sociology
1503	History
1504	Political Science
1505	Marathi Literature
1506	English Literature
1507	Psychology
1516	Sociology/ Hindi Literature
1518	Political Science/ Hindi Literature
1519	History/ Hindi Literature

FYBSC (General)

2302	FC	Chemistry	Physics	Botany
2303	FC	Chemistry	Physics	Zoology
2304	FC	Chemistry	Botany	Zoology
2305	FC	Chemistry	Phy.	Maths



SYBSC (General)

2401	FC	Physics	Maths
2402	FC	Chemistry	Botany
2403	FC	Chemistry	Zoology
2404	FC	Botany	Zoology
2405	FC	Chemistry	Physics

TYBSC (General)

2501	Physics	Computer Science
2502	Chemistry	Heavy & Fine Chemicals
2503	Botany	Environmental Science
2504	Zoology	Environmental Science
2505	Maths	Computer Programming

FYBCOM

3301	FC	Business Economics I, Commerce I	A/cs	Bus.Communication	EVS	Maths
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SYBCOM

3401	FC	Business Economics II, Commerce II	Accountancy & Financial Management, Bus. Law	Advertising
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TYBCOM

3501	Com-III	Economics III	A/cs I, II	Com. System & Application	Direct & Indirect Taxes
3502	Com-III	Economics III	A/cs I, II	Com. System & Application	Export Marketing
3503	Com-III	Economics III	A/cs I, II	Psychology of Human Behaviour at Work	Direct & Indirect Taxes
3504	Com-III	Economics III	A/cs I, II	Psychology of Human Behaviour at Work	Export Marketing

Project work will be as per university guidelines.

Post-Graduate Courses:

2601	MSc.	Chemistry	Sem I/II (by Papers)				
2602	MSc.	Zoology	Sem I/II (by Papers)				
2701	MSc.	Chemistry	Sem III/IV (by Papers)	5611	MSc. Sem I/II	Biotech	by research } 1 Term Only
2702 A	MSc.	Zoology	Oceanography Sem III/IV (by Papers)	5612	MSc. Sem III & IV	Biotech	by research }
2702 B	MSc.	Zoology	Animal Physiology Sem III/IV (by Papers)	5613	MSc. Sem I & II	Biotech	by research } Full Term
5 more seats are available in Oceanography under Sindhu Swadhyaya (unaided)				5614	MSc. Sem III & IV	Biotech	by research }
2611	MSc. Part I	Chemistry	by research	2811	Ph.D.	Chemistry	} Full Term
2612	MSc. Part I	Zoology	by research	2812	Ph.D.	Zoology	
2613	MSc. Part I	Botany	by research	2813	Ph.D.	Botany	
2614	MSc. Part I	Physics	by research	2814	Ph.D.	Biotech	
2615	MSc. Part I	Chemistry	by research	1811	Ph.D.	Economics	
2616	MSc. Part I	Zoology	by research	1812	Ph.D.	History	
2617	MSc. Part I	Botany	by research	1813	Ph.D.	English	
2618	MSc. Part I	Physics	by research				
2711	MSc. Part II	Chemistry	by research				
2712	MSc. Part II	Zoology	by research				
2713	MSc. Part II	Botany	by research				
2714	MSc. Part II	Physics	by research				
2715	MSc. Part II	Chemistry	by research				
2716	MSc. Part II	Zoology	by research				
2717	MSc. Part II	Botany	by research				
2718	MSc. Part II	Physics	by research				
2801	Ph.D.	Chemistry	} 1 Term Only	5801	Ph.D.	History	} 1 Term Only
2802	Ph.D.	Zoology		5802	Ph.D.	Economics	
2803	Ph.D.	Botany		5803	Ph.D.	English	
2804	Ph.D.	Biotech					
2805	Ph.D.	Economics					

M.Sc - by Papers : Chemistry, Zoology, Biotechnology, Information Technology



M.Sc - by Research : Chemistry, Zoology, Botany and Biotechnology

M.Com - The college received recognition as a centre for Post Graduate Degree Course in Commerce (Masters in Commerce) in Academic Year 2012-13.

For details regarding the M.Com course please refer to the prospectus of Self Financing Courses.

Ph.D. – Botany, Zoology, Chemistry, Physics, Biotechnology, English, History, Economics Forms for Ph.D. courses are available in the office.

Note: -

1. Students are required to carefully consider all aspects before selecting subjects, **as subjects once allotted will not be changed.**
2. Admission for any subject/paper will depend on the minimum number of students required to start a subject/paper.
3. FYBSC – IT/Biotechnology FYBCOM (Banking & Insurance) FYBCOM (Accountancy & Finance) FYBMM & FYBMS admissions will be as per the directions issued by University of Mumbai from time to time.
4. **For details regarding B.Sc IT / Biotech, B.Com (Banking & Insurance Account) BMM & BMS please refer to the prospectus of Self Financing Courses**

⇒ **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 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 and the website 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 and mobile numbers 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 minority category they belong to, regardless of whether they avail of scholarship / freeship. This is a mandatory requirement of the university.**

⇒ **ADMISSION NORMS :-**

- (i) FYBA/BCOM/BSc 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 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 admission, failing which their admission is liable to be cancelled.



- (iv) Students from other colleges seeking admission to FY/SY/TYBA/B.Sc/B.Com. may register their names in the college office. For details, see notice board or 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 during 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 payment of fees.
- (x) Enrolment forms or University registration forms (for 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 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 to be 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.

↗ Classwise Fees : Degree College (2018-2019)

For OPEN & OBC, VJNT, SBC & SC CATEGORY Students

Particular	FYBA	F.Y.B.	FYBSc	FYBSc	FYBSc
		COM.	2301	2302/2303	2304
SUB. CODE					
TUITION FEES	800	800	800	800	800
LIB FEES	200	200	200	200	200
GYM. FEES	400	400	400	400	400
OTHER FEES/EXTRA CUR.	250	250	250	250	250
EXAM FEES	1965	1965	1965	1965	1965
ENROLMENT FEES	220	220	220	220	220
DIASTER RELIEF FUND	10	10	10	10	10
ADML. PROCESSING	200	200	200	200	200
UTILITY FEES	250	250	250	250	250
MAGAZINE FEES	100	100	100	100	100
ID/LIB CARDS	50	50	50	50	50
STU. GROUP INSURANCE	45	45	45	45	45
STU. WELFARE FUND	50	50	50	50	50
DEVELOPMENT FEES	500	500	500	500	500
VICE CHANCELLOR FUND	20	20	20	20	20
UNI. SPORT & CUL. ACTI	30	30	30	30	30
E SUVIDHA	50	50	50	50	50
E CHARGE	20	20	20	20	20
PROJECT FEES	100	100	100	100	100
COMPUTER LAB FEES	0	0	0	0	0
LAB. FEES	0	0	800	800	800
NSS	10	10	10	10	10
CAUTION MONEY	150	150	150	150	150
LIB DEPOSIT	250	250	250	250	250
LAB. DEPOSIT	0	0	400	400	400
TOTAL FEES "A"	5670	5670	6870	6870	6870
ASSOCIATION	160	160	160	160	160
DIMENSIONS	20	20	20	20	20
ALUMNI ASSOCIATION	25	25	25	25	25
ACCOUNT BOOKS / JOURNALS	0	0	615	855	660
SUB. TOTAL = B	205	205	820	1060	865
TOTAL FEES (SUB TOTALA+B)	5875	5875	7690	7930	7735

Note : * Document Processing Fee Applicable to student's from other than University of Mumbai / Maharashtra Board ₹ 400/-

* For Mode of Payment of Fees refer to a separate sheet / Notice Board / Website

* Exam Fees subject to change From time to time as per university / Board guidelines.

↗ Classwise Fees : Degree College (2018-2019)

For OPEN & OBC, VJNT, SBC & SC CATEGORY Students

Particular	SYBA	SY	SYBSc	SYBSc	SYBSc	SYBSc
		BCOM.	2401	2402/2403	2404	2405
SUB. CODE						
TUITION FEES	800	800	800	800	800	800
LIB FEES	200	200	200	200	200	200
GYM. FEES	400	400	400	400	400	400
OTHER FEES/EXTRA CUR.	250	250	250	250	250	250
EXAM FEES	1965	1965	1965	1965	1965	1965
ENROLMENT FEES	0	0	0	0	0	0
DIASTER RELIEF FUND	10	10	10	10	10	10
ADML. 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
STU. GROUP INSURANCE	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 FUND	20	20	20	20	20	20
UNI. SPORT & CUL. ACTI	30	30	30	30	30	30
E SUVIDHA	50	50	50	50	50	50
E CHARGE	20	20	20	20	20	20
PROJECT FEES	100	100	100	100	100	100
COMPUTER LAB FEES	0	0	0	0	0	0
LAB. FEES	0	0	800	800	800	800
NSS	10	10	10	10	10	10
CAUTION MONEY	0	0	0	0	0	0
LIB DEPOSIT	0	0	0	0	0	0
LAB. DEPOSIT	0	0	0	0	0	0
TOTAL FEES "A"	5050	5050	5850	5850	5850	5850
ASSOCIATION	160	160	160	160	160	160
DIMENSIONS	20	20	20	20	20	20
ALUMNI ASSOCIATION	25	25	25	25	25	25
ACCOUNT BOOKS / JOURNALS	0	0	500	420	480	680
SUB. TOTAL = B	205	205	705	625	685	885
TOTAL FEES (SUB TOTALA+B)	5255	5255	6555	6475	6535	6735



⇨ Classwise Fees : Degree College (2018-2019)

For OPEN & OBC, VJNT, SBC & SC CATEGORY Students

Particular	TYBA	TYBA	TYBA	TY	TY	TYBSc	TYBSc	TYBSc	TYBSc	TYBSc
			OTHERS	BCOM. 3501/3502	BCOM. OTHERS	PHY	CHEM	B / Z	Maths	
SUB. CODE	1501	1507	OTHERS							
TUITION FEES	800	800	800	800	800	800	800	800	800	800
LIB FEES	200	200	200	200	200	200	200	200	200	200
GYM. FEES	400	400	400	400	400	400	400	400	400	400
OTHER FEES/EXTRA CUR.	250	250	250	250	250	250	250	250	250	250
EXAM FEES	2215	2215	2215	2215	2215	2215	2215	2215	2215	2215
ENROLMENT FEES	0	0	0	0	0	0	0	0	0	0
DIASTER RELIEF FUND	10	10	10	10	10	10	10	10	10	10
ADMI. PROCESSING	200	200	200	200	200	200	200	200	200	200
UTILITY FEES	250	250	250	250	250	250	250	250	250	250
MAGAZINE FEES	100	100	100	100	100	100	100	100	100	100
ID/LIB CARDS	50	50	50	50	50	50	50	50	50	50
STU. GROUP INSURANCE	45	45	45	45	45	45	45	45	45	45
STU. WELFARE FUND	50	50	50	50	50	50	50	50	50	50
DEVELOPMENT FEES	500	500	500	500	500	500	500	500	500	500
VICE CHANCELLOR FUND	20	20	20	20	20	20	20	20	20	20
UNI. SPORT & CUL. ACTI.	30	30	30	30	30	30	30	30	30	30
E SUVIDHA	50	50	50	50	50	50	50	50	50	50
E CHARGE	20	20	20	20	20	20	20	20	20	20
PROJECT FEES	500	500	500	500	500	500	500	500	500	500
COMPUTER LAB, FEES	600	0	0	600	0	600	0	0	600	600
LAB. FEES	800	800	0	800	0	800	800	800	800	800
NSS	10	10	10	10	10	10	10	10	10	10
CAUTION MONEY	0	0	0	0	0	0	0	0	0	0
LIB DEPOSIT	0	0	0	0	0	0	0	0	0	0
LAB. DEPOSIT	0	0	0	0	0	0	0	0	0	0
TOTAL FEES "A"	7100	6500	5700	7100	5700	6600	6000	6000	6600	6600
ASSOCIATION	160	160	160	160	160	160	160	160	160	160
DIMENSIONS	20	20	20	20	20	20	20	20	20	20
ALUMNI ASSOCIATION	25	25	25	25	25	25	25	25	25	25
ACCOUNT BOOKS / JOURNALS	0	0	0	200	200	440	460	600	600	0
SUB. TOTAL = B	205	205	205	405	405	645	665	805	805	205
TOTAL FEES (SUB TOT.A+B)	7305	6705	5905	7505	6105	7245	6665	6805	6805	6805

- Note :**
- * Document Processing Fee Applicable to student's from other than University of Mumbai / Maharashtra Board ₹ 400/-
 - * Outsider student of SY/TY/BA/BCom. Refundable deposits ₹ 400/- and SY/TY/BSc Refundable deposits ₹ 800/-
 - * For Mode of Payment of Fees refer to a separate sheet / Notice Board / Website
 - * If any fees not sanctioned by the Social Welfare Office, the same will be collected from students.
 - * Fees for Live Project (if any) will be collected separately as per university guidelines.





⇨ Classwise Fees : Degree College (2018-2019) For General Category Students

Particular	M. Sc-I & II		M. Sc-III & IV		M. Sc-I & II		M. Sc-III & IV		M. Sc-I & II		M. Sc-III & IV		Ph.D		1st Term		1st Term		Msc-by Res			
	BY	Paper	BY	Paper	BY	Paper	BY	Paper	BY	research	BY	research	BY	Sci	Art	Ph.D, Sci	Ph.D, Art	Ph.D, Sci	Ph.D, Art	One Term	One Term	Msc-by Res
SUB. CODE	2601	2701	2602	2702 (A/B)	2611, 2612, 2613, 2614, 5613	2711, 2712, 2713, 2714, 5614	2811, 2812, 2813, 2814	2911, 2912, 2913, 2914, 5615	5801/5802/5803	5901/5902/5903	2615/2616/2617/2618/5611	2715/2716/2717/2718/5612	2815/2816/2817/2818/5613	2915/2916/2917/2918/5614	5801/5802/5803	5901/5902/5903	2615/2616/2617/2618/5611	2715/2716/2717/2718/5612	2815/2816/2817/2818/5613	2915/2916/2917/2918/5614	5801/5802/5803	5901/5902/5903
TUITION FEES	1000	1000	1000	1000	1000	1000	1000	1000	3000	3000	3000	3000	4000	6000	6000	2000	3000	2000	3000	1500	1500	1500
LIB FEES	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	500	500	500	500	500	500	500
GYM. FEES	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	200	200	200	200	200	200	200
OTHER FEES/EXTRA CUR.	250	250	250	250	250	250	250	250	250	250	250	250	250	200	200	125	100	125	125	125	125	125
EXAM FEES	3140	3140	3140	3140	3140	3140	3140	3140	3140	3140	3140	3140	0	0	0	0	0	0	0	1410	1410	1410
ENROLMENT FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DIASTER RELIEF FUND	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
ADMI. PROCESSING	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
UTILITY FEES	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	125	125	125	125	125	125	125
MAGAZINE FEES	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
ID/LIB CARDS	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
STU. GROUP INSURANCE	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45
STU. WELFARE FUND	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
DEVELOPMENT FEES	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	250	250	250	250	250	250	250
VICE CHANCELLOR FUND	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
UNI. SPORT & CUL. ACTL.	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
E SUVIDHA	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
E CHARGE	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
PROJECT FEES	0	0	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	0	0	0	0	0	0	0	0	0	0
COMPUTER LAB, FEES	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	250	250	250	250	500	500	500
LAB. FEES	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000
NSS	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
CAUTION MONEY	150	0	150	0	150	0	150	0	150	0	150	0	150	150	150	0	0	0	150	150	150	150
LIB DEPOSIT	250	0	250	0	250	0	250	0	250	0	250	0	250	250	250	0	0	0	250	250	250	250
LAB. DEPOSIT	400	0	400	0	400	0	400	0	400	0	400	0	400	400	400	0	0	0	400	400	400	400
TOTAL FEES "A"	14425	13625	16425	15625	20925	20125	20285	10335	10035	10035	10035	10035	10335	10335	10035	5260	5260	10995	10995	10195	10195	10195
ASSOCIATION	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160
DIMENSIONS	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
ALUMNI ASSOCIATION	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
ACCOUNT BOOKS / JOURNALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUB. TOTAL = B	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205	205
TOTAL FEES (SUB TOT.A+B)	14630	13830	16630	15830	21130	20330	20490	10540	10240	10240	10240	10540	10540	10240	5465	5465	11200	11200	10400	10400	10400	10400

Note : * Document Processing Fee Applicable to student's from other than University of Mumbai / Maharashtra Board ₹ 400/-
 * Ph.D Arts Refundable deposits ₹ 400/- and M.Sc Part I Refundable deposits ₹ 800/-
 * For Mode of Payment of Fees refer to a separate sheet / Notice Board / Website
 * Exam Fees subject to change From time to time as per university / Board guidelines. (on all fee pages.)
 * If any fees not sanctioned by the Social Welfare Office, the same will be collected from students.

Classwise Fees : Degree College (2018-2019)
For ST Category Students

Particular	M.Sc-I & II BY PAPER	M.Sc-III & IV BY PAPER	M.Sc-I & II BY PAPER	M.Sc-III & IV BY PAPER	M.Sc-I & II BY RESEARCH	M.Sc-III & IV BY RESEARCH	TYBA	TYBA	TYBA	TY	TY	TYBSc	TYBSc	TYBSc	TYBSc
SUB. CODE	2601	2701	2602	2702	2611, 2612, 2613, 2614, 5613	2711, 2712, 2713, 2714, 5614	1501	1507	OTHERS	BCOM. 3501/3502	BCOM. OTHERS	Phy	Chem	B / Z	Maths
TUITION FEES	0	0	0	0	0	0	1501	1507	0	0	0	0	0	0	0
LIB FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GYM. FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER FEES/EXTRA CUR.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EXAM FEES	120	370	120	370	120	370	370	370	370	370	370	370	370	370	370
ENROLMENT FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DIASTER RELIEF FUND	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
ADMI. PROCESSING	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
UTILITY FEES	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
MAGAZINE FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ID/LIB CARDS	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
STU. GROUP INSURANCE	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45
STU. WELFARE FUND	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
DEVELOPMENT FEES	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
VICE CHANCELLOR FUND	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
UNL. SPORT & CUL. ACTI	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E SUVIDHA	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
E CHARGE	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
PROJECT FEES	0	2000	2000	2000	0	0	500	500	500	500	500	0	0	0	0
COMPUTER LAB FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LAB. FEES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NSS	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
CAUTION MONEY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LIB DEPOSIT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LAB. DEPOSIT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL FEES "A"	1325	1575	3325	3575	1325	1575	2075	2075	2075	2075	2075	1575	1575	1575	1575
ASSOCIATION	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160
DIMENSIONS	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
ALUMNI ASSOCIATION	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
ACCOUNT BOOKS / JOURNALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUB. TOTAL = B	205	205	205	205	205	205	205	205	205	205	205	220	220	2380	205
TOTAL FEES (SUB TOT. A+B)	1530	1780	3530	3780	1530	1780	2280	2280	2280	2480	2480	2220	2240	2380	1780

Note : * Document Processing Fee Applicable to student's from other than University of Mumbai / Maharashtra Board ₹ 400/-
* Ph.D Arts refundable deposits ₹ 400/- and Ph.D.Sc/M.Sc Part - I refundable deposits ₹ 800/-
* For Mode of Payment of Fees refer to a separate sheet / Notice Board / Website
* Fees for Live Project (if any) will be collected separately as per university guidelines.





⇒ **DEGREE COLLEGE : (0.2859)**

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

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

Table - 1: Fee Deduction on cancellation of admission

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

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

- i) All the fee items chargeable for one year are as per relevant University circulars for different Faculties (excluding the courses for which the total amount is fixed by other competent authorities).
- (ii) 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 year 2008 - 2009.

Non refundable fee components :

- (iii) 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.**
- (iv) 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 :**

1. **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 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. 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-Matric 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 <u>needy</u> students | |
| 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 Vinayakprasad 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
Exam.) |
| 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 Faculty
with 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 Mathematics
at XI Sc., XI Com., XII Sc. & 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.
- ⇒ **Teacher Evaluation by Students:**
The Degree College conducts annual Teacher Evaluation by Students. The feedback and evaluation scheme is conducted on the basis of a PATS 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. Individual teachers conduct the feedback exercise and calculate their respective weighted ratings for self-analysis and improvement.
- ⇒ **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.
- ⇒ **Term Arrangements :** – All dates published are 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 website.
- ⇒ **Degree College :**
- | | | |
|---------------------------------|---|--|
| a) Commencement of I Term | : | Exact date subject to directives of University of Mumbai. |
| b) Examination for Sem I & III | : | Subject to directives of University of Mumbai. |
| c) Additional /ATKT Examination | : | September / October |
| d) Diwali Vacation | : | Subject to directives of University of Mumbai. |
| e) Commencement of II Term | : | Subject to directives of University of Mumbai. |
| f) Christmas Break | : | 25th December - 1st January |
| g) Examination for Sem II & IV | : | Subject to directives of University of Mumbai. |
| h) Additional /ATKT Examination | : | February / March |
| l) Summer Vacation | : | May First week of June, exact dates subject to directives of University of Mumbai. |
- ⇒ **Degree College**
- 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 any other 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.

⇒ **Examinations Pattern :**

Every year Semester-wise Examinations will be conducted as per the following Guidelines:

- 1) Credit Based Semester & Grading System (CBSGS) had been introduced from year 2011-12 for UG & PG students.
- 2) The total credit value shall be 120 credits for all UG programmes across the faculties.
- 3) The total credit value shall be 80 credits for PG programmes under the faculty of Arts & Commerce & 96 credits in case of faculty of Science.

⇒ **COURSES WISE CREDIT ALLOCATION (For BA/BCom/BSc/BSc-BT)**

a) **FYBA :-** (Sem-I & II, Total Credits Allotted : 15 per Semester)

1. 9 CREDIT POINTS :

Psychology, History, Political Science, Sociology, Economics, Marathi Lit., English Lit., Hindi Lit.
(Any Three Courses : Each Course 3 Credits)

2. 4 CREDIT POINTS :

Communication Skills in English (Compulsory), Marathi Comp. Or Hindi Comp. (Each Course 2 Credits)

3. 2 CREDIT: Foundation Course.

b) **SYBA :-** (Sem III & IV, Total Credits Allotted : 22 per Semester)

1. 18 CREDIT POINTS:

Psychology, History, Political Science, Sociology, Economics, Marathi Lit., English Lit., Hindi Lit.
(Any Three subjects(each subject two courses/papers): Each Course 3 Credits)

2. 4 CREDIT POINTS

- a) Advertising, Journalism, Market Research, Health Psychology. (Any one : 2 Credits)
- b) Foundation Course: (2 Credits)

c) **TYBA :-** (Sem-V : Total Credits Allotted : 22 & Sem-VI : Total Credits Allotted : 24)

1. 16 CREDIT POINTS (Paper - I, II, III, IV)

Special Courses (Single Major) : Psychology, History, Political Science, Sociology, Economics, Marathi Lit., English Lit., Hindi Lit. (Four Courses I Papers From a Subject : Each Course : 4 Credits)



2. 6 CREDIT POINTS :

Psychology, History, Political Science, Sociology, Economics, Marathi Lit., English Lit., Hindi Lit,
(Two Courses from a Subject : Each Course :- 3 Credits)

3. 2 CREDIT: Project (Only in Sem - VI)

d) **FYBCom** :- (Sem-I & II, Total Credits Allotted : 20 per semester)

1. **18 CREDIT POINTS** : Accounts, Commerce, Bus. Economics, Environmental, Mathematical & Statistical Techniques, Business Communication (Each Course : 3 Credits)

2. **2 CREDIT POINTS** Foundation Course

e) **SYBCom** :- (Sem-III & IV, Total Credits Allotted : 20 per Semester)

1. **18 CREDIT POINTS** : Commerce, Bus. Economics, Bus. Law, Advertising (Each Course:3 Credits)

1) Accountancy & Financial Management Sem III & IV

2) Introduction to Management Accounting Sem IV / Auditing Sem IV

2. **2 CREDIT POINTS** : Foundation Course

f) **TYBcom** : (Sem-V & VI, Total Credits Allotted : 20 per Semester)

1. **8 CREDIT POINTS** : Accounts -1 , Account -2 (Each Course : 4 Credits)

2. **6 CREDIT POINTS** : Commerce - II, Bus. Economics - III (Each Course:3 Credits)

3. **6 CREDIT POINTS** : Computer System & Applications, Export Marketing, Direct & Indirect Taxation, Trade Unionism and Industrial Relations (Any Two - Each Course 3 Credits)

g) **FYBSc** :- (Sem-I & II Total Credits Allotted : 20 per Semester)

1. **6 CREDITS** : Mathematics (Paper - I & II) (For Each Paper 3 Credits)

2. **4 CREDITS** : Theory: (Paper - I & II) Chemistry, Physics, Botany, Zoology
(For Each Course 2 Credits)

3. **2 CREDITS** : (a) Practical : (Paper-I & II) Chemistry, Physics, Botany, Zoology, Bio-Technology
(For Each 2 Credits)

(b) Foundation Course : (2 Credits)

h) **SYBSc** : (Sem-III & IV, Total Credits Allotted : 20 per Semester)

1. **12 CREDITS** :

Theory :- (Paper - I, II & III) Chemistry, Physics, Mathematics, Botany, Zoology

(Two subjects to be selected. For each subject 3 courses and 2 Credits/course)

2. **6 CREDITS** : Practical :- (Paper-I, II & III) Chemistry, Physics, Mathematics, Botany, Zoology
(Two subjects to be selected and 3 credits/practical)



3. 2 CREDITS : Foundation Course

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

1. 10 CREDITS (Single Major) Theory: (Paper - I, II, III & IV)

Mathematics, Chemistry, Physics, Botany, Zoology, Bio-Technology,
(For each course (Theory) 2.5 Credits)

2. 6 CREDITS : Practical(Paper-I, II, III & IV) Mathematics, Chemistry, Physics, Botany, Zoology

3. 4 CREDITS : Applied Components

a) Theory paper - 2 credits (b) Practical : 2 Credits

⇒ **SCHEME OF EVALUATION :**

II) THE TEN (10) POINT GRADING SYSTEM

The TEN(10) Point Grading System has been introduced from the year 2016-17 for UG & PG for FY students, in 2017-18 for SY students and will be introduced in 2018-19 for TY students across all faculties

Regular Programmes(BA/BCom/BSc-all 3 years)

Semester End Examination for all courses will be conducted by the University.

- i) The question papers for all courses except Foundation Course will be 100 marks : 3 hours duration.
- ii) The question paper for the Foundation Course will be 75 marks : 2 ½ hours duration.

For the Foundation Course students have to complete "Internal Assessment" of 25 marks in the college under the guidance of the Course Teachers.

⇒ **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(only for Foundation Course) & Semester End Examination. However, the learner shall obtain minimum of 40% marks i.e. 10 out of 25 in the Internal Assessment(only for Foundation Course) and i.e. 30 out of 75 in Semester End Examination separately. (only for Foundation Course)
- 2) To qualify each course minimum grade D shall be obtained by the learner in each course.

⇒ **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-III only if their Sem-II 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 Formulae Used:**

G : Grade

GP : Grade Points

C : Credits

CP : Credits Points

CG : Credits X Grades (Product of Credits & Grades)

ΣCG : Sum of Product of Credits & Grades points

ΣC : Sum of Credits points

$$\text{GPA} = \frac{\sum \text{CG}}{\sum \text{C}}$$

SGPA : Semester Grade Point Average shall be calculated for individual semesters. (It is also designated as GPA)

CGPA : Cumulative Grade Point Average shall be calculated for the entire course by taking all semesters taken together.

⇒ 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.

⇒ TYBA/BSc/BCom students are to note that Examination forms of the following categories of students will not be sent, to the university or if already sent, will be withdrawn for:

- 1) Poor attendance(AS per Ordinance 119, 125 etc.)
- 2) Poor conduct and Performance.

⇒ 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.

⇒ **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

⇒ **Allotment of Grades & GPA/SGPA :**

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 - IV

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 LEVEL 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 is 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 Tourism and Hospitality Skill Council (THSC).

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.

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 (THSC). 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.



Chapter - V

⇒ 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 conduct of lectures, students should not loiter in and around the college premises.
3. The college does not enforce a dress code. However, all students are expected to observe decorum with regards to both clothing and behaviour.
4. While representing the college at any other place, the student's behaviour should not be detrimental to the image of the college.
5. In case of any problem, personal or academic, students should report to the Prof-in-charge of their respective 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. Any one 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 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.

⇒ **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 restrain from indulging in any form of ragging.

⇒ **Counseling 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 counseling cell wishes to help students achieve - empowered and elevated state of mind.

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

Objectives :

- 1) To offer counseling 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 counseling 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. Dr. Neeta Mehta from Degree College and Ms. Geeta Kale from Junior College are the counselors working in the Counseling Cell. Students may approach counselors 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 mobiles 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 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 or 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 + 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.
- ix) Student 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.
- x) 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.
- xi) 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.
- h) 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 70,000 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 and 1,600+e-journals and magazines through EBSCO Host.

⇒ **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 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 section.
- ⇒ **E-mail/Internet:** The College library has subscribed to Tri-Band of MTNL. Students can browse it only for academic purpose at a nominal charge of Rs. 10/- per hour.
- ⇒ **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. Stamo 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 - VI : ACTIVITY GROUPS & SPECIAL CELL

College Societies are meant for promoting co-curricular activities and competencies. A Committee of Teachers, one of whom is its Chairman, 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. It is compulsory for every student to be a member of at least three societies of his/her choice, to ensure desired growth and development of personality.

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

List of Societies/Activity Groups is given below:

Committee	Chairperson From Degree College	Chairperson From Junior College
1. Students' Council	Prof. (Dr). Preeti Nilesh (C)	Ms. Sujata Patil (C)
2. English Literary Association	Ms. Sundari Johnson (C)	Mr. Gajanan Lokhande (C)
3. मराठी वाङ्मय मंडळ	Mr. Arvind Jadhav (C)	Ms. B.R.Tendolkar (C)
4. हिंदी साहित्य परिषद		Mr. Bharat Bhare (C)
5. Mayur (College Magazine)	Ms. Chitra S. (C)	Dr. Lata Poojary (C)
6. Fine Arts	Ms. Reeta Kamble (C)	Ms. Veena Puthran (C)
7. Cultural	Ms. Chitra S. (C)	Ms. Asawari Vaidya (C)
8. Dimensions	Dr. Adhir Ambavane (C)	Ms. Ambika Kaimal (C)
9. Vaze Theatre (विथी)	Mr. Arvind Jadhav (C)	Ms. B.R.Tendolkar (C)
10. Gymkhana	CA. Anil Naik (C)	Mr. B.K.Giri (C)
11. NSS	Mr. Manoj Sangare (C)	Mr. Sanjay Zambare (C)
12. Career Guidance And Placement Cell	Ms. Nilakshi Roy (C)	Ms. Sheela Kalpesh (C)
13. Science Association	Dr. Lakshmy Ravishankar (C)	Dr. Vidya Menon (C)
14. Debate Elocution Quiz	Ms. Vaishali D. (C)	Dr. Madhavi Chaudhari (C)
15. Alumni	Dr. Dineshkumar (C)	Dr. Lata Poojary (C)
16. Infotech Association	Ms. Pournima Bhangale (C)	Ms. Priti Chaudhari (C)
17. Examination Committee	Dr. Sudhir Dhuri (C)	Mr. Upendra Joshi (C)
18. Scholarship, Prizes	Dr. Alka Kolhatkar (C)	Ms. Jayashree Shaligram (C)
19. Attendance Committee	Ms. Matangi Iyer (C)	Ms. Shivani Gaikwad (C)
20. Library Committee	Dr. Prakash Parab (C)	Dr. Sangeeta R. (C)
21. I Card Management	Dr. Anil Vaidya (C)	Ms. Hemlata Sudade (C)



22.	Purchase, Asset Inventory & Infrastructure	Dr. Neeta Kulkarni (C)	Mr. Ravindra Gore (C)
23.	Students' Grievances	Ms. Mrudula Dewasthale (C)	Ms. Geeta Kale (C)
24.	Academic Calendar	Ms. Nilakshi Roy (C)	Ms. Priti Chaudhari (C)
25.	Counselling Cell	Dr. Neeta Mehta (C)	Ms. Geeta Kale (C)
26.	General Discipline / Anti Ragging	Dr. Sudhir Dhuri (C)	Mr. Arun Bansod (C)
27.	G.D. Kelkar-R.A.Kulkarni Memorial Lecture Series	Ms. Seema Pawar (C)	Ms. Madhuri Nagarkar (C)
28.	VRG / Research Promotion / Staff Colloquium	Dr. Renuka Thergaonkar (C)	Dr. Sangeeta R. (C)
29.	Staff Common Room	Ms. Manasi Kedari (C)	Ms. Trupti Vaity (C)
30.	Women Development Cell	Dr. Satwant Balse (C)	Ms. Nirmala Gore (C)
31.	Special Cell	Dr. Ajit Kengar (C)	Mr. Snehal Gaidhane (C)
32.	Canteen Committee	Dr. V.Kurusu (C)	Dr. G.R.Dube (C)
33.	Prospectus	Ms. Shirisha Gupte (C)	Ms. Jayashree Shaligram (C)
34.	Nature and Hiker's Club	Dr. Vinod Ragade (C)	Mr. Prabhakar Suslade (C)
35.	G.D.Kelkar Skill Development & Finishing School	Prof. (Dr). Preeta Nilesh (C)	Ms. Shubhada Bramhe (C)
36.	Mentoring Committee	Ms. Matangi Iyer (C)	

Only Degree College Related :

Committee	Committee Members
1. Unfair Means Enquiry Committee	Mr. Jayprakash Sutar (C)
2. UGC Interface	Dr. Vandana Panse (C)
3. IQAC	Ms. Alka Kelkar (C)
4. UPSC Coaching	Ms. Manasi Kedari (C)
5. Life Long Learning	Dr. Suresh Kadam (C)
6. Avishkar	Dr. M.A.Deodhar (C)
7. Students Mutual Aid Fund	Ms. Alka Kelkar (C)
8. Remedial Coaching	Dr. Ashok Awale (C)
9. Chem Club	Dr. Alka Kolhatkar (C)



10. Degree College Admissions

Arts : Ms. Neeta Kulkarni,
Prof. (Dr). Preeta Nilesh
Science : Dr. Anil Vaidya,
Dr. Girish Pusalkar
Commerce : CA. Anil Naik,
Mr. Manoj Sangare
Self Financing Courses :
Ms. Seema Pawar,
Mr. Shyam Choitani
Ms. Rakhi Rane

Only Junior College Related :

Committee

1. French Association
2. Sanskrit Association
3. VCTS
4. Olympiads, EduHeal and Other
Academic Competitions
5. English Proficiency Course
6. Parent Teacher Association
7. FYJC Admissions
8. FYJC Orientation Program
9. HSC Exam Guidance
10. XI & XII Projects Collection
11. HSC Examination Practical /
Orals Schedule

Committee Members

- Ms. Ambika Kaimal (C)
Ms. Aditi Madhavan (C)
Mr. Sanjay Zambare (C)

Ms. Sheela Kalpesh (C)
Ms. Shubhada Bramhe (C)
Mr. Arunsing Rajput (C)
Arts –
Ms. Sangeeta Aher (C)
Ms. Geeta Kale
Science –
Mr. Upendra Joshi (C)
Ms. Vaishali Gite
Commerce –
Ms. B.R. Tendolkar (C)
Mr. Rajendra Dushman
Dr. Lata Poojary (C)
Mr. P.A. Bhavsar (C)
Mr. Arun Bansod (Com.)
Ms. Trupti Vaity (Arts)

Mr. Arunsingh Rajput (C)

Note: Membership of Societies listed from 2 to 9, 13 to 16 and 42 is open for students. They can select 3 or 4 Societies on the basis of interest and aptitude, by consulting respective Chairpersons.



- ⇒ **Student's Council** : The Students' Council will be formed in accordance with the guidelines from the university and State Government. The council is then integrated with the council formed for the Junior College, consisting of Divisional Representatives. One of the teachers is to 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 showcasing 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/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 Units for Degree & 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 University guidelines for Degree College & 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 :
- 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.
 - To organize training programmes to improve employability skills of the students.
 - 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. 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. www.shreyas.ac.in
- ⇒ **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 and management would decide any charge 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.