

**BHANDUP EDUCATIONAL SOCIETY'S
V. K KRISHNA MENON COLLEGE OF COMMERCE & ECONOMICS &
SHARAD SHANKAR DIGHE COLLEGE OF SCIENCE**

(Affiliated to University of Mumbai, Govt. Aided)
(Reaccredited by NAAC with CGPA 2.81)

P.A MENON JUNIOR COLLEGE OF COMMERCE & SCIENCE

(Recognized & Aided by Government of Maharashtra)

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PROSPECTUS 2021- 22



ADV. SHRI. P.A MENON
04.10.1926 – 05.05.2019

**FOUNDER CHAIRMAN OF BHANDUP EDUCATIONAL SOCIETY,
P A MENON ENGLISH SCHOOLS & JUNIOR COLLEGE,
V K KRISHNA MENON COLLEGE OF COMMERCE & ECONOMICS &
S.S. DIGHE COLLEGE OF SCIENCE & ITS ALLIED INSTITUTIONS**



PRAYER BEFORE CLASS

*Yada Yada Hi DharmasyaGlanirbhavatiBharata
AbhyutthanamadharmaTadatmanamSrjamyaham
ParitranayaSadhunamVinasaya Cha Dushkritam
Dharma SamsthapanardhayaSambhavamiYugeYuge
Janma Karma DivyamevomYoVethhiThathwatha Ha
ThyakhwaDehamPunarjanmaNeithiMamethiSourjuna*

Founder Chairman of Bhandup Educational Society, P.A Menon English Schools & Junior Colleges & V K Krishna Menon College of Commerce & Economics & S.S Dighe College of Science and its allied institutions

SUCH A LONG JOURNEY OF A LIVING GANDHI

“In a gentle way, you can shake the world” - M.K Gandhi

These words best define our Nanogenarian, Founder and Visionary **ADV. P.A. MENON SIR**. There is something special about this remarkable man. Clad in Khadi, his talk and his manners revealed an exceptional quality of character, steeped in conviction, courage, honesty, devotion and simplicity. He is not boastful when he narrated the difficulties he had to pass through in his long journey of institution building. He is a picture of optimism and gentleness.

Seldom do we come across men and women whose personality leaves a deep impress on our mind, that too at a time when it is increasingly becoming difficult to find out from appearances which is the true face of a person. So many wear masks and it is a Herculean task to find out where the face ends and where the mask begins. Shakespeare's assertion that 'face is the index of mind' has been consigned to dustbins.

There are, of course, exceptions and yet still, the world is not bereft of fine human beings who hold on to truth and whose life radiates a rare kind of brilliance, dedication, sincerity, and plenty of love for fellow human beings. This remarkable person is none other than **ADVOCATE P. ARAVINDAKSHA MENON**, popularly known as **P.A MENON** in Mumbai and elsewhere.

Born in a middle class agriculturist family in Palakkad, Kerala on the 4th of October 1926 as the second of five children to his parents who were deeply religious and God-fearing people. Aravindaksha Menon was a sensitive person from his childhood. His parents left a profound spiritual and religious influence in his life. After receiving his initial schooling in his hometown, he was sent to complete his SSLC in June 1944 from the Government English High School, Nemmara. During this time Politics started to play an influential role in the path of his life and Quit India Movement in 1942 started by Mahatma Gandhi in particular. Menon was just in his ninth standard when he had participated in a strike organized in his school. He recollects even after several decades that this was a turning point in his life and certainly was not a casual involvement in a program whose impact one did not know. He knew fully well that he was participating in a historic program.

His leaving for Bombay in June 1944 in order to pursue his higher studies, he came in to a wider circle and his joining the Podar College of Commerce, provided him enough opportunities to analyse the great political movement of the day. Politics continued to be of importance in his life and he participated enthusiastically in all political movements. He became a member of the Seva Dal of the BPC. Shri Menonji recalled with great nostalgia his participation at the AICC Session held at Gowalia Tank Maidan in 1945-46 under the presidentship of Maulana Abdul Kalam Azad.

After completing his B.Com in 1948, he took LLB from Government Law College in 1953 and passed the Bar Council Examination in 1954. He was awarded a Master's Degree in 1956 on the basis of his thesis – “India's trade with South East Asia” under the guidance of Prof. GL Maini. He subsequently enrolled himself as an Advocate in the Bombay High Court and started his career in the Chamber of Adv. SS Kavelakar practising Criminal Law. However, the nature of his work was in conflict with his convictions and he soon gave up the practise of Criminal Law. He painfully

realized that it was difficult to remain as an honest person and practice law under the prevailing circumstances. He found the system was becoming very corrupt and he was not prepared to compromise.

Economic considerations did not bother him. In 1963, he came under the influence of Bhagwad Gita which his mother gifted him. Since 1965 he had restricted his cases to those that are straight forward and that fall under the purview of Civil Law. The limited nature of his practice did however allow him the time to pursue his vision of social upliftment along Gandhian lines.

Imbued with a high sense of public service and inclined to dedicate his life for social causes, he shifted his residence from Shivaji Park to Bhandup, a less developed suburb of Bombay. In 1953, with the assistance of a few friends, he established the Bhandup Tenants Association and worked selflessly towards relieving the hardships of the people. He served as the Secretary of the association for a year and was subsequently elected as President.

His coming into contact with the legendary V.K. Krishna Menon in December 1961 was perhaps, the second major turning point in his life. PA Menon was in-charge of the election campaign in Bhandup District. Both the Menons got attracted to each other and they became good friends too, admiring each other. Their association proved to be one of great significance and the proximity of this relationship provided a great fillip to Adv. Menon's social work.

When Menonji was offered a house to stay, he requested Late V K Krishna Menon for a land in Bhandup east for an English Medium School which itself speaks about his selflessness.

With the assistance of Late VK Krishna Menon, Former Defence Minister and the late P.Govinda Menon, former Union Law Minister, he founded the Bhandup Educational Society in 1965 with an aim to provide a high quality education to the residents of the area. The Society was granted land for a school and for a playground by the Ministry of Industry, Government of India, towards the establishment of an English medium High School in Bhandup. V.K. Krishna Menon was the first President of B.E.S and Shri. P.A. Menonji continued to serve as the Chairman of the Society.

With the blessings of Almighty God and with the help of Menonji's clients and friends, a temporary structure with tiled roof of 5 rooms was put up on the said land and an English school with 56 students blossomed on 20th June 1965 and later the high school in 1969 and also the foundation stone of the building complex.

Today, a vast building complex has come up on the same land which houses the Primary and Secondary Schools and the Junior and Senior College of Commerce and Science. The BCom College was started in 1982 and the Junior College of Commerce in 1983. In 1989 the Society also added a Junior College of Science and subsequently, in 1992, established a full-fledged BSC College. The college was named as V K Krishna Menon College of Commerce and Economics and the Science College as Sharad Shankar Dighe College of Science.

Late Sharad Shankar Dighe was the Speaker of Maharashtra Legislative Assembly and also an Ex-Member of Parliament. He was instrumental in getting permission for our Commerce College in 1982 when the Government of Maharashtra had denied permission to others to start colleges. Our college was the only one to begin in 1982. Later in 2005 B.Sc. Computer Science and M.Com (Advanced Accountancy) was added and in 2009 Bachelor of Management Studies. In 2020, B.COM Accountancy & Finance and M.COM (Business Management) was added.

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ON LINE ADMISSION PROCESS

- 1) Go to the Website: www.menoncollege.edu.in
- 2) Admission → Online Admission Menu → Select Form (FY / SY / TY)

ONLINE ADMISSION PROCESS

1

- Register using valid E-Mail Address and WhatsApp Mobile Number.
- Scan Photo & Signature (Size 50kb to 500kb)
- Scan necessary documents (Size 50kb to 500kb)

2

- Login to the portal and fill necessary details.
- Pay Admission form fees online to submit the form.
- Admission form in pdf form can be downloaded and kept for future reference.

3

- Verification of documents and preparation of Merit List.
- Display of Merit List and you will receive confirmation SMS for payment of fees.

4

- Once Confirmation SMS received.
- Login to Admission portal and click College fees.
- Pay College fees online and after one hour of payment download Fee Receipt from portal.

**V. K. KRISHNA MENON COLLEGE OF COMMERCE & ECONOMICS
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&

**P A MENON JUNIOR COLLEGE OF COMMERCE & SCIENCE
(Recognized and aided by Government of Maharashtra)**

1. ABOUT THE COLLEGE

Bhandup Educational Society, which is a minority institution, established V. K. Krishna Menon College of Commerce & Economics in June, 1982, and in June 1992 Science stream was added to it. Both Streams are aided and affiliated to University of Mumbai. Formerly the college was known as B.E.S. College of Commerce & Economics and on 14-03-1987, the then Vice-President of India Late R. Venkataraman named the College as V.K. Krishna Menon College in the distinguished presence of Late Dr. Shankar Dayal Sharma, the then Governor of Maharashtra. The Society started the Junior College of Commerce in June, 1983 and Junior college of Science in June, 1989(Aided). Besides the society is running a school from K.G to High School since 1965. The College started BSc. (Computer Science) and M.Com (Advanced Accountancy) in June 2005, Bachelor of Management Studies in June 2009, B.COM (Accountancy & Finance) and M.COM (Business Management) in 2020 and all are run on unaided basis. The Science stream was named as Sharad Shankar Dighe College of Science at the hands of Smt.Vasanti Sharad Dighe on 03/01/2009. The Junior College were named as P A Menon Junior College of Commerce and Science at the hands of Dr. N. Radhakrishnan on 04/10/2019. The Library was named as Adv. P A Menon Knowledge Resource Centre on 04/10/2019 at the hands of Dr. N. Radhakrishnan, Gandhian Scholar. All the institutions are housed in the building complex of over 80,000 Sq.ft. built on 4,500 Sq.yds of land leased to the Society by the Union Government, at the instance of Late V. K. Krishna Menon. The college has a playground of 5,500 Sq.yds, adjacent to the college. All the institutions are known for their quality of education and discipline with 100% results in S.S.C. throughout 98% in H.S.C., 90% B.COM, B.Sc. respectively.

2. LOCATION

The College is situated in Bhandup East and is opposite to Bhandup Railway station.

3. OUR CORE VALUES AND VISION

Education is the manifestation of perfection already in man, says Swami Vivekananda.

Our founder wanted this perfection to be manifested to the outside world through one's thoughts, words and deeds. Knowledge has to be shared and exchanged freely without inhibition.

It is very important to state that the vision and mission as stated by our founder still resonates in our campus, echoing its relevance and importance.

4. MISSION STATEMENT

We as an institution stand for the principle "Tamasoma Jyothirgamaya," "From Darkness to Light."

We have adopted Bhagwat Gita as a Dictionary of life as done by Ramakrishna Paramahansa, Swami Vivekananda and Mahatma Gandhi and the translation of the 20 principles from Bhagwat Gita namely (1) **Humility** (2) **Modesty** (3) **Ahimsa or Nonviolence** (4) **Forbearance** (5) **Uprightness or Straight - Forwardness** (6) **Purity** (7) **Self - Control** (8) **Indifference to Objects of Senses** (9) **Steadfastness** (10) **Non - Attachment** (11) **Constant Even - Mindedness** (12) **Self -**

Effacement or Absence of Ego (13) Service to Learned Teacher (14) Perception of Evil of Birth, Death, Oldage, Sickness and Pain (15) Absence of Clinging to Son, Wife Home and the like, (16) Unswerving Devotion to God (17) Resorting to Solitary Places (18) Company of Wise People (19) Constancy in Self Knowledge (20) Perception of the end of the Knowledge of truth into one's day to day life to develop habits.

Educate and illuminate the young generations to build a strong and progressive nation where our country's rich values and traditions are upheld. Our commitment to the above values is absolute. We mould the youth to love God, serve humanity and to help them grow as competent, responsible and matured individuals with strength of happiness, moral uprightness and courage of convictions imbued with qualities of head and heart.

5. GOAL

"The only goal of education and life is to attain perfection". "Whatever work one does, the food one takes, the sacrifice one offers, gift one gives, austerities one performs, do it as offering to God", says Bhagwad Gita.

We are to dedicate our everything to God and towards the welfare of the people. All our activities from date of birth to date of death through thought, word and deed ought to be done to reach perfection. The Society and all educational institutions run by it, are committed to all the above principles and would do everything to reach perfection.

6. AIMS & OBJECTIVES

This esteemed college is established to provide educational opportunities to the students irrespective of their religion, caste or creed.

The college aims:-

1. To motivate students for continuous personal and professional growth.
2. To instil a strong foundation of moral values and ethical principles to mould them into excellent human resource.
3. To provide homely environment in the institution.
4. To develop good character and personality and become citizens who are assets to the society.
5. To strengthen stakeholders relationships.
6. Counselling and access to information on higher education and career are made freely available which channelizes the students in the direction of their aptitude.

Our vision, Mission and objectives are prominently displayed on the board at the entrance. Moreover, each and every floor of the college building gives us the glimpse of the same. Our Website and Prospectus also communicates the same to all our well wishers.

7. ACCREDITATIONS

Our College has been reaccredited by NAAC in September 2015 with CGPA 2.81.

8. ADMISSION GUIDELINES

Admissions are as per the norms laid down by the University and Government. Any amendments, modifications will be notified to the students immediately.

JUNIOR COLLEGE

Students who pass the S.S.C (Xth) examination of Maharashtra State Board of Secondary Education are eligible for admission to junior college. Students passing equivalent examination from other Boards will be given provisional admission on production of migration certificate and Provisional eligibility case from Mumbai Divisional Board. Admission of such students will be confirmed only after getting the final Eligibility certificate.

Students seeking admission to XIth Commerce/Science will get admission on merit, on aggregate percentage of marks and the following reservations are given as per the Government rules.

50% to Minority.

50% to others as per rules.

Number of seats at F.Y.J.C. are 360 in Commerce and 240 in Science.

Students seeking admission for other reservations should produce documentary evidence by the appropriate authority failing which their claim will not entertained. In case of 2 percent seats reserved for sports and cultural activities, only those who stand first or second at National, State or District level events conducted, recognized or sponsored by Govt. will be considered and copies of such certificates should be counter signed by the District Sports Officer.

Following documents should be enclosed with admission form:-

1. Copy of S.S.C. Mark Sheet.
2. Copy of School Leaving certificate.
3. Copies of School Sports and Cultural certificates, if applicable
4. Copy of certificate indicating freedom fighter, employee on transfer, ex-servicemen, Handicapped, Natural calamities affected etc. if applicable
5. Copy of Ration Card for Girl students (First & Last Page).
6. Passport size photograph affixed on admission form.
7. Aadhar Card copy of student.

Students should fill the admission form very carefully indicate the reservations clearly.

Merit list will be put up on the notice board and all admissions provisional until confirmed by the authorities.

ALL STUDENTS PASSING XI STD. SHOULD TAKE ADMISSION FOR XII STD.

SENIOR COLLEGE

B.COM / B.SC. / B.Sc. Computer Science / B.M.S / B.A.F / M.COM admissions will be as per the directions issued by the University from time to time and subject to the availability of seats in the College.

B.COM	-	360 Seats	B.COM (Accounting & Finance)	
B.Sc.	-	120 Seats	(From A.Y 2020-21)	- 60 Seats
B.Sc. C.S	-	120 Seats	M.COM (Advanced Accountancy)	- 80 Seats
B.M.S	-	120 Seats	M.COM (Business Management)	
			(From A.Y 2020-21)	- 80 Seats

Students must have passed the H.S.C. Examination by Maharashtra State Board of Secondary and Higher Secondary Education, Mumbai or examination recognised as equivalent with subjects as specified by the University.

Students coming from other Boards will be admitted provisionally on production of migration certificate and provisional eligibility certificate issued by University of Mumbai.

Admissions will be confirmed after production of final eligibility certificate. Students from other colleges affiliated to University of Mumbai should produce No Objection Certificate and Transfer Certificate at the time of admission.

AS SEATS ARE LIMITED FOR S.Y. & T.Y. B.COM. OPTIONAL SUBJECTS WILL BE GIVEN ON MERIT.

ELIGIBILITY OF STUDENTS

As per University of Mumbai, Eligibility & Migration Certificate Unit Circular No. Elg/998 of 2016 dated 19-07-2016, the students who have passed from Board of Secondary and Higher Secondary Education from other than Maharashtra State and University of Mumbai required Eligibility Certificate. The students who wish to seek admission will have to fill in pre-admission online registration form.

The College admission Committee will give admission to students from boards and Universities (Deemed / Open / State / Private) within the state, other states and abroad only after ascertaining and ensuring that their qualifying examinations are approved by the CBSE / UGC / AIU / IAU / AICTE on the websites of the concerned bodies or boards.

The College will give provisional admission to such students and as the University of Mumbai verifies the eligibility and provide eligibility certificate then the college must confirm the permanent admission. The PRN (Permanent Registration Number) will be allotted to the eligible students by the University of Mumbai. The PRN will be valid as long as the student is enrolled with the University of Mumbai.

The prescribed fee for the same is Rs. 320/- for the students other than Maharashtra Board and University of Mumbai and the fee for the foreign nationals is Rs. 750/-.

9. SUBJECTS

JUNIOR COLLEGE

COMMERCE	SCIENCE
<ul style="list-style-type: none"> ❖ English ❖ Modern Indian Language (Marathi/Hindi) ❖ Organization of Commerce ❖ Economics ❖ Book-keeping and Accountancy ❖ Mathematics ❖ Secretarial Practice 	<ul style="list-style-type: none"> ➤ English ➤ Modern Indian Language (Marathi/Hindi) ➤ Physics ➤ Chemistry ➤ Biology ➤ Mathematics

SENIOR COLLEGE

BACHELOR OF COMMERCE (B.COM) AIDED

<u>B.COM SEMESTER - I</u>	<u>B.COM SEMESTER - II</u>
<ul style="list-style-type: none"> ❖ Accountancy & Financial Management-I ❖ Commerce-I ❖ Business Economics-I ❖ Business Communication-I ❖ Environmental Studies-I ❖ Foundation Course-I ❖ Mathematical & Statistical Techniques-I 	<ul style="list-style-type: none"> ❖ Accountancy & Financial Management-II ❖ Commerce-II ❖ Business Economics-II ❖ Business Communication-II ❖ Environmental Studies-II ❖ Foundation Course-II ❖ Mathematical & Statistical Techniques-II

B.COM SEMESTER - III	B.COM SEMESTER - IV
<ul style="list-style-type: none"> ❖ Foundation Course-III ❖ Accountancy & Financial Management-III ❖ Financial Accounting & Auditing V ❖ Commerce -III ❖ Business Economics-III ❖ Business Law-I <p>Elective (Any One of the following list)</p> <ul style="list-style-type: none"> ❖ Advertising-I ❖ Company Secretarial Practice - I ❖ Travel and Tourism Management-I ❖ Co-operation-I ❖ Computer Programming-I 	<ul style="list-style-type: none"> ❖ Foundation Course-IV ❖ Accountancy & Financial Management-IV ❖ Financial Accounting & Auditing VI ❖ Commerce -IV ❖ Business Economics-IV ❖ Business Law-II <p>Elective (Any One of the following list)</p> <ul style="list-style-type: none"> ❖ Advertising-II ❖ Company Secretarial Practice - II ❖ Travel and Tourism Management-II ❖ Co-operation-II ❖ Computer Programming-II
B.COM SEMESTER - V	B.COM SEMESTER - VI
<ul style="list-style-type: none"> ❖ Financial Accounting & Auditing VII ❖ Financial Accounting & Auditing IX ❖ Business Economics : Paper V ❖ Commerce: Paper V - M.H.R.M (Marketing) 	<ul style="list-style-type: none"> ❖ Financial Accounting & Auditing VIII ❖ Financial Accounting & Auditing X ❖ Business Economics : Paper VI ❖ Commerce: Paper VI - M.H.R.M (HR Mgt.)
Applied Components (Any One of the Following)	
<ul style="list-style-type: none"> ❖ Direct & Indirect Taxation / Computer Systems & Applications ❖ Direct & Indirect Taxation / Marketing Research ❖ Direct & Indirect Taxation / Export Marketing 	

BACHELOR OF SCIENCE (B.Sc.) AIDED:

First Year B.Sc (SEMESTER I & II) with the subjects as under:-

1. Foundation Course I & II
2. Any ONE of the following combinations two papers in each subject
 - ▶ Chemistry ▶ Botany ▶ Zoology (CBZ)

Second Year B.Sc. (SEMESTER III & IV) with subjects as under:-

1. Foundation Course III & IV
2. Any ONE of the following combinations (Three Papers in each subject)
 - ▶ Chemistry ▶ Zoology (CZ)

Third Year B.Sc. (SEMESTER V & VI) with the subjects as under:-

1. Four papers of the following subject:
 - ▶ Analytical Chemistry ▶ Physical Chemistry
 - ▶ Organic Chemistry ▶ Inorganic Chemistry
2. Two papers of the following Applied Component :
 - ❖ Drugs and Dyes

BACHELOR OF COMPUTER SCIENCE (B.Sc. Computer Science):

B.Sc. (C.S) SEMESTER - I	B.Sc. (C.S) SEMESTER - II
<ul style="list-style-type: none"> ❖ Computer Organization & Design ❖ Programming with Python ❖ Free and Open Source Software ❖ Database Management System ❖ Discrete Mathematics ❖ Descriptive Statistics and Introduction to Probability ❖ Soft Skills Development ❖ Practical on USCS101 + USCS102 ❖ Practical on USCS103 + USCS104 ❖ Practical on USCS105 + USCS106 	<ul style="list-style-type: none"> ❖ Programming with C ❖ Programming with Python- II ❖ Linux ❖ Data Structures ❖ Calculus ❖ Statistical Methods and Testing of Hypothesis ❖ Green Technologies ❖ Practical on USCS201 + USCS202 ❖ Practical on USCS203 + USCS204 ❖ Practical on USCS205 + USCS206

B.Sc. (C.S) SEMESTER - III	B.Sc. (C.S) SEMESTER - IV
<ul style="list-style-type: none"> ❖ Theory of Computation ❖ Core java ❖ Operating System ❖ Database management System ❖ Combinatorics and Graph Theory ❖ Physical Computing & IOT Programming ❖ Skill Enhancement: Web Programming ❖ USCS302 + USCS303 + USCS304 ❖ USCS305 + USCS306 + USCS307 	<ul style="list-style-type: none"> ❖ Fundamentals of Algorithms ❖ Advanced Java ❖ Computer Networks ❖ Software Engineering ❖ Linear Algebra using Python ❖ .NET Technologies ❖ Skill Enhancement: Android Developer Fundamentals ❖ USCS401 + USCS402 + USCS403 ❖ USCS405 + USCS406 + USCS407
B.Sc. (C.S) SEMESTER - V	B.Sc. (C.S) SEMESTER - VI
<p>Theory</p> <ul style="list-style-type: none"> ❖ Linux Server Administration ❖ Software Testing & Quality Assurance ❖ Information & network Security ❖ Web Services ❖ Game Programming <p>Practical</p> <ul style="list-style-type: none"> ❖ Practical of Elective - 1 ❖ Practical of Elective - 2 ❖ Project Implementation ❖ Practical of Skill Enhancement: USCS507 	<p>Theory</p> <ul style="list-style-type: none"> ❖ Cloud Computing ❖ Cyber Forensics ❖ Informational Retrieval ❖ Data Science ❖ Ethical Hacking <p>Practical</p> <ul style="list-style-type: none"> ❖ Practical of Elective - 1 ❖ Practical of Elective - 2 ❖ Project Implementation ❖ Practical of Skill Enhancement: USCS607

BACHELOR OF MANAGEMENT STUDIES (BMS) SELF FINANCING

FY BMS SEMESTER - I	FY BMS SEMESTER - II
<ul style="list-style-type: none"> ❖ Introduction to Financial Accounts ❖ Business Law ❖ Business Statistics ❖ Business Communication-I ❖ Foundation Course-I ❖ Foundation of Human Skills ❖ Business Economics-I 	<ul style="list-style-type: none"> ❖ Principles of Marketing ❖ Industrial Law ❖ Business Mathematics ❖ Business Communication-II ❖ Foundation Course-II ❖ Business Environment ❖ Principles of Management
SY BMS SEMESTER - III	SY BMS SEMESTER - IV
<ul style="list-style-type: none"> ❖ Information Technology in Business Mgmt.-I ❖ FC - III (Environmental Management) ❖ Business Planning & Entrepreneurial Mgmt. ❖ Accounting for Managerial Decisions ❖ Strategic Management <p><u>Electives (Any one of the following groups)</u></p> <p>Finance</p> <ul style="list-style-type: none"> ❖ Introduction to Cost Accounting ❖ Corporate Finance <p>Human Resource</p> <ul style="list-style-type: none"> ❖ Recruitment & Selection ❖ Employees Relations & Welfare 	<ul style="list-style-type: none"> ❖ Information Technology in Business Mgmt.-II ❖ Business Economics-II ❖ Business Research Methods ❖ FC - IV (Ethics & Governance) ❖ Production & Total Quality Management <p><u>Electives (Any one of the following groups)</u></p> <p>Finance:</p> <ul style="list-style-type: none"> ❖ Financial Institutions & Markets ❖ Auditing <p>Human Resource</p> <ul style="list-style-type: none"> ❖ Training & Development in HRM ❖ Conflict Negotiation
TY BMS SEMESTER - V	TY BMS SEMESTER - VI
<ul style="list-style-type: none"> ❖ Logistics & Supply Chain Management ❖ Corporate Communications & Public Relations 	<ul style="list-style-type: none"> ❖ Operation Research ❖ Project Work

Electives (Any One of the following Groups)**Finance:-**

- ❖ Investment Analysis & Portfolio Management
- ❖ Wealth Management
- ❖ Direct Taxes
- ❖ Risk Management

Human Resource:-

- ❖ Finance for HR Professionals & Compensation Mgmt.
- ❖ Strategic Human Resource Management & HR Policies
- ❖ Performance Planning & Career Planning
- ❖ Stress Management

Electives (Any one of the following Groups)**Finance:-**

- ❖ Strategic Financial Management
- ❖ Innovative Financial Services
- ❖ Indirect Taxes
- ❖ Project Management

Human Resource:-

- ❖ HRM in Global Perspective
- ❖ Organizational Development
- ❖ HRM in Service Sector Management
- ❖ Indian Ethos in Management

B.COM ACCOUNTING & FINANCE (B.A.F) UNAIDED(STARTED FROM A.Y 2020-21)

<u>B.A.F SEMESTER - I</u>	<u>B.A.F SEMESTER - II</u>
<ul style="list-style-type: none"> ❖ Financial Accounting (Elements of Financial Accounting)-I ❖ Cost Accounting (Introduction and Element of Cost)-I ❖ Financial Management (Introduction to Financial Management) -I ❖ Business Communication-I ❖ Foundation Course-I ❖ Commerce (Business Environment)-I ❖ Business Economics-I 	<ul style="list-style-type: none"> ❖ Financial Accounting (Special Accounting Areas) -II ❖ Auditing (Introduction and Planning)-I ❖ Innovative Financial Services ❖ Business Communication-II ❖ Foundation Course-II ❖ Business Law (Business Regulatory Framework) -I ❖ Business Mathematics-I
<u>B.A.F SEMESTER - III</u>	<u>B.A.F SEMESTER - IV</u>
<ul style="list-style-type: none"> ❖ Direct Taxes - I ❖ Financial Accounting (Special Accounting Areas) -II ❖ Cost Accounting (Methods of Costing)-II ❖ Foundation Course in Commerce (Financial Market Operations) -III ❖ Information Technology in Accountancy-I ❖ Business Law(Business Regulatory Framework)-II ❖ Business Economics-II 	<ul style="list-style-type: none"> ❖ Foundation Course in Management (Introduction to Management)-IV ❖ Information Technology in Accountancy-II ❖ Business Law (Company Law) -III ❖ Research Methodology in Accountancy & Finance ❖ Direct Taxes- II ❖ Financial Accounting (Special Accounting Areas) - IV ❖ Management Accounting (Introduction to Management Accounting)
<u>B.A.F SEMESTER - V</u>	<u>B.A.F SEMESTER - VI</u>
<ul style="list-style-type: none"> ❖ Financial Accounting-V ❖ Financial Accounting-VI ❖ Cost Accounting-III ❖ Financial Management-II ❖ Taxation (Indirect Taxes-II)-IV ❖ International Finance 	<ul style="list-style-type: none"> ❖ Financial Accounting-VII ❖ Project Work ❖ Cost Accounting-IV ❖ Financial Management-III ❖ Taxation (Indirect Taxes-III)-V ❖ Securities Analysis and Portfolio Management

MASTER OF COMMERCE (M.COM Advanced Accountancy) SELF-FINANCING

<u>M.COM SEMESTER - I</u>	<u>M.COM SEMESTER - II</u>
<ul style="list-style-type: none"> ❖ Strategic Management ❖ Economics for Business Decisions ❖ Cost & Management Accounting ❖ Business Ethics & CSR 	<ul style="list-style-type: none"> ❖ Research Methodology for Business ❖ Macro Economics Concepts & Applications ❖ Corporate Finance ❖ E - Commerce

<u>M.COM SEMESTER - III</u>	<u>M.COM SEMESTER - IV</u>
❖ Advanced Financial Accounting	❖ Corporate Financial Accounting
❖ Advanced Cost Accounting	❖ Indirect Tax - Introduction to GST
❖ Direct Tax	❖ Financial Management
❖ Project Work - I	❖ Project Work - II

**MASTER OF COMMERCE (M.COM Business Management) SELF-FINANCING
(STARTED FROM A.Y 2020-21)**

<u>M.COM SEMESTER - I</u>	<u>M.COM SEMESTER - II</u>
❖ Strategic Management	❖ Research Methodology for Business
❖ Economics for Business Decisions	❖ Macro Economics Concepts & Applications
❖ Cost & Management Accounting	❖ Corporate Finance
❖ Business Ethics & CSR	❖ E - Commerce
<u>M.COM SEMESTER - III</u>	<u>M.COM SEMESTER - IV</u>
❖ Project Work - I	❖ Project Work - II
❖ Human Resource Management	❖ Supply Chain Management & Logistics
❖ Rural Marketing	❖ Advertising & Sales Management
❖ Entrepreneurial Management	❖ Retail Management

10. FEES

JUNIOR COLLEGE (2021 - 22)

FEES	FY JC COMMERCE		FY JC SCIENCE		SY JC COMMERCE		SY JC SCIENCE	
	BOYS & Girls	GIRLS*	BOYS & Girls	GIRLS*	BOYS & Girls	GIRLS*	BOYS & Girls	GIRLS*
Tuition Fees	240.00	--	240.00	--	264.00	--	264.00	--
Admission Fees (Yearly)	20.00	--	20.00	--	--	--	--	--
Term Fees (Yearly)	40.00	--	40.00	--	44.00	--	44.00	--
Laboratory Fees	--	--	70.00	--	--	--	70.00	--
Library Deposit	10.00	10.00	10.00	10.00	--	--	--	--
Laboratory Deposit	--	--	15.00	15.00	--	--	--	--
Examination Fees	55.00	55.00	60.00	60.00	50.00	50.00	50.00	50.00
Library Fees	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00
Gymkhana Fees	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
Identity Card Fees	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00
College Magazine Fees	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
PTA Fees	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Total	865.00	565.00	955.00	585.00	858.00	550.00	928.00	550.00

***This fees is payable by girls students upto 2nd child and her name should be mentioned in the Ration Card issued by Maharashtra Government.**

N.B : Fees must be paid within the prescribed time limit. A fine will be charged for late payment of fees. New student seeking admission to S.Y J.C Commerce & Science should pay deposits and admission fees of Rs. 22/- and Rs. 44 as term fees.

SENIOR COLLEGE (2021 - 22)

BACHELOR OF SCIENCE (B.Sc.)				
Sr.No.	Particulars	F.Y.B. SC	S.Y.B. SC	T.Y.B.SC
1	Tuition Fees	800	800	800
2	Library Fees	200	200	200
3	Gymkhana Fees	400	400	400
4	Other/Extra Curricular Actv.	250	250	250
5	Uni. Enrolment / Form Fees	220	0	0
6	Uni. Disaster Relief Fund	10	10	10
7	Exam Fees/ PC/ Conv/ML	2154	2154	2414
8	Inter-Uni. Sports & Cul. Fees	30	30	30
9	E-charges	20	20	20
10	Magazine	100	100	100
11	Identity / Library Card	50	50	50
12	Utility Fee	250	250	250
13	Development Fund	500	500	500
14	Students Welfare Fund	50	50	50
15	Admission Processing	200	200	200
16	Group Insurance	40	40	40
17	Vice Chancellor's Fund	20	20	20
18	N.S.S.	10	10	10
19	E-Suvidha Charges	50	50	50
20	Unaided subject fees (Tax)	0	0	0
21	Unaided subject fees (computers)	0	0	0
22	Alumni Fee	25	25	25
22	Course Fee	0	0	0
23	<i>TOTAL (A)</i>	5379	5159	5419
24	Computer Practical Fees	0	0	0
25	Laboratory Fees	800	800	800
	<i>TOTAL (B)</i>	800	800	800
<i>Refundable Deposits</i>				
26	Caution Money Deposit	150	0	0
27	College Library Deposit	250	0	0
28	Laboratory Deposits	400	0	0
29	Computer deposits - Com.	0	0	0
	<i>TOTAL (C)</i>	800	0	0
	GR. TOTAL	<u>6979</u>	<u>5959</u>	<u>6219</u>

BACHELOR OF COMMERCE (B.COM)

Sr.No	Particulars	F.Y.B. COM	S.Y.B. COM With Comp	S.Y.B COM W/o Comp	T.Y.B. COM With Comp	T.Y.B. COM With SY Comp	T.Y.B. COM W/O Comp
1	Tuition Fees	800	800	800	800	800	800
2	Library Fees	200	200	200	200	200	200
3	Gymkhana Fees	400	400	400	400	400	400
4	Other/Extra Curricular Activity	250	250	250	250	250	250
5	Uni. Enrolment/ Form Fees	220	0	0	0	0	0
6	Uni. Disaster Relief Fund	10	10	10	10	10	10
7	Exam Fees/ PC/ Conv/ML	2154	2154	2154	2414	2414	2414
8	Inter-Uni. Sports & Cultural Fees	30	30	30	30	30	30
9	E-charges	20	20	20	20	20	20
10	Magazine	100	100	100	100	100	100
11	Identity / Library Card	50	50	50	50	50	50
12	Utility Fee	250	250	250	250	250	250
13	Development Fund	500	500	500	500	500	500
14	Students Welfare Fund	50	50	50	50	50	50
15	Admission Processing	200	200	200	200	200	200
16	Group Insurance	40	40	40	40	40	40
17	Vice Chancellor's Fund	20	20	20	20	20	20
18	N.S.S.	10	10	10	10	10	10
19	E-Suvidha Charges	50	50	50	50	50	50
20	Unaided subject fees (Tax)	0	0	0	200	200	200
21	Unaided subject fees (computers)	0	200	0	200	200	0
22	Alumni Fee	25	25	25	25	25	25
22	Course Fee	236	236	236	236	236	236
23	TOTAL (A)	5615	5595	5395	6055	6055	5855
24	Computer Practical Fees	0	600	0	600	600	0
25	Laboratory Fees	0	0	0	0	0	0
	TOTAL (B)	0	600	0	600	600	0
Refundable Deposits							
26	Caution Money Deposit	150	0	0	0	0	0
27	College Library Deposit	250	0	0	0	0	0
28	Laboratory Deposits	0	0	0	0	0	0
29	Computer deposits - Com.	0	400	0	400	0	0
	TOTAL (C)	400	400	0	400	0	0
	GR. TOTAL	6015	6595	5395	7055	6655	5855

NEW ADMISSION FROM OTHER COLLEGES

Sr.No.	Particulars	S.Y.B. COM With Comp.	S.Y.B. COM W/O Comp	T.Y.B. COM With Comp	T.Y.B. COM W/O Comp	S.Y. B.SC	T.Y. B.SC
1	Tuition Fees	800	800	800	800	800	800
2	Library Fees	200	200	200	200	200	200
3	Gymkhana Fees	400	400	400	400	400	400
4	Other/Extra Curricular Activity	250	250	250	250	250	250
5	Uni. Enrolment/ Form Fees	0	0	0	0	0	0
6	Uni. Disaster Relief Fund	10	10	10	10	10	10
7	Exam Fees/ PC/ Conv/ML	2154	2154	2414	2414	2154	2414
8	Inter-Uni. Sports & Cultural Fees	30	30	30	30	30	30
9	E-charges	20	20	20	20	20	20
10	Magazine	100	100	100	100	100	100
11	Identity/ Library Card	50	50	50	50	50	50
12	Utility Fee	250	250	250	250	250	250
13	Development Fund	500	500	500	500	500	500
14	Students Welfare Fund	50	50	50	50	50	50
15	Admission Processing	200	200	200	200	200	200
16	Group Insurance	40	40	40	40	40	40
17	Vice Chancellor's Fund	20	20	20	20	20	20
18	N.S.S.	10	10	10	10	10	10
19	E-Suvidha Charges	50	50	50	50	50	50
20	Unaided subject fees (Tax)	0	0	200	200	0	0
21	Unaided subject fees (computers)	200	0	200	0	0	0
22	Alumni Fee	25	25	25	25	25	25
23	Course Fee	236	236	236	236	0	0
	TOTAL (A)	5595	5395	6055	5855	5159	5419
23	Computer Practical Fees	600	0	600	0	0	0
24	Laboratory Fees	0	0	0	0	800	800
	TOTAL (B)	600	0	600	0	800	800
	Refundable Deposits						
25	Caution Money Deposit	150	150	150	150	150	150
26	College Library Deposit	250	250	250	250	250	250
27	Laboratory Deposits	0	0	0	0	400	400
28	Computer deposits - Com.	400	0	400	0	0	0
	TOTAL (C)	800	400	800	400	800	800
	GR. TOTAL	6995	5795	7455	6255	6759	7019

FEE STRUCTURE FOR BSc. COMPUTER SCIENCE (2021-22)

SR.NO.	PARTICULARS	FYBSC(CS)	SYBSC(CS)	TYBSC CS
1	TUITION FEES	16000 1ST & 2ND SEM	18000 3RD & 4TH SEM	20000 5TH & 6TH SEM
2	GYMKHANA FEES	400	400	400
3	LIBRARY FEES	600	600	600
4	OTHER FEES/ EXTRA CURRIC ; FEES	250	250	250
5	EXAM FEES (1042+1094)	2136 1ST & 2ND SEM	2136 3RD & 4TH SEM	-----
6	UNIVERSITY EXAM FEES (1042+1094+250)	--	--	2386 5TH & 6TH SEM
7	MARK LIST FEES	100 1ST & 2ND SEM	100 3RD & 4TH SEM	100 5TH & 6TH SEM
8	ENROLMENT FEES / FORM FEES	220	-----	-----
9	PROJECT FEES	2000	2000	2000
10	ADMISSION PROCESSING FEES	200	200	200
11	UTILITY FEES	250	250	250
12	MAGAZINE	100	100	100
13	IDENTITY CARD/ LIBRARY CARD	50	50	50
14	STUDENTS INSURANCE	40	40	40
15	STUDENTS WELFARE FUND	50	50	50
16	DEVELOPMENT FUND	500	500	500
17	VICE CHANCELLORS FUND	20	20	20
18	UNIVERSITY SPORTS/ CUL ACTIVITIES	30	30	30
19	UNIVERSITY DISASTER RELIEF FUND	10	10	10
20	E-CHARGE	20	20	20
21	COMPUTER PRACTICAL FEES	2000	2000	2000
22	LABORATORY FEES	3000	3000	3000
23	M.K.C.L	50	50	50
24	NSS	10	10	10
25	ALUMNI ASSOCIATION FEES	25	25	25
26	CAUTION DEPOSIT (DEPOSIT)	150	-----	-----
27	LIBRARY DEPOSIT (DEPOSIT)	250	-----	-----
28	LABORATORY DEPOSIT (DEPOSIT)	400	400	400
	TOTAL	<u>28861</u>	<u>30241</u>	<u>32491</u>

FEES ARE LIKELY TO BE REVISED

FEES STRUCTURE FOR B.M.S (2021-22)

<u>SR.No.</u>	<u>PARTICULARS</u>	<u>FY BMS</u>	<u>SY BMS</u>	<u>TY BMS</u>
1	TUITION FEES	10000 SEM I & II	10000 SEM III & IV	10000 SEM V &VI
2	GYMKHANA FEES	400	400	400
3	LIBRARY FEES	300	300	300
4	OTHER FEES/ EXTRA CURRIC ; FEES	250	250	250
5	EXAM FEES (1042+1094)	2136 SEM I & II	2136 SEM III & IV	---
6	UNIVERSITY EXAM FEES (1042+1094+250)	---	---	2386 SEM V &VI
7	MARK LIST FEES	100 SEM I & II	100 SEM III & IV	100 SEM V &VI
8	INDUSTRIAL VISIT FEES	500	500	500
9	ENROLMENT FEES / FORM FEES	220	---	----
10	PROJECT FEES	100	100	500
11	ADMISSION PROCESSING FEES	200	200	200
12	UTILITY FEES	250	250	250
13	MAGAZINE	100	100	100
14	IDENTITY CARD/ LIBRARY CARD	50	50	50
15	STUDENTS INSURANCE	40	40	40
16	STUDENTS WELFARE FUND	50	50	50
17	DEVELOPMENT FUND	500	500	500
18	VICE CHANCELLORS FUND	20	20	20
19	UNIVERSITY SPORTS/ CUL ACTIVITIES	30	30	30
20	UNIVERSITY DISASTER RELIEF FUND	10	10	10
21	E-CHARGE	20	20	20
22	COMPUTER PRACTICAL FEES	1000	1000	1000
23	LABORATORY FEES	1000	1000	1000
24	M.K.C.L	50	50	50
25	NSS	10	10	10
26	ALUMNI ASSOCIATION FEES	25	25	25
27	CAUTION DEPOSIT (DEPOSIT)	150	---	----
28	LIBRARY DEPOSIT (DEPOSIT)	250	---	-----
29	LABORATORY DEPOSIT (DEPOSIT)	400	---	-----
	TOTAL	<u>18161</u>	<u>17141</u>	<u>17791</u>

FEES ARE LIKELY TO BE REVISED

FEES STRUCTURE FOR B.COM (Accounting & Finance) (2021-22)

SR/NO	PARTICULARS	FY BAF	SY BAF	TY BAF
1	TUITION FEES	10000 SEM I & II	10000 SEM III & IV	10000 SEM V & VI
2	GYMKHANA FEES	400	400	400
3	LIBRARY FEES	600	600	600
4	OTHER FEES/ EXTRA CURRIC ; FEES	250	250	250
5	EXAM FEES (1042+1094)	2136 SEM I & II	2136 SEM III & IV	0
6	UNIVERSITY EXAM FEES (1042+1094+250)	0	0	2386 SEM V & VI
7	MARK LIST FEES	100 SEM I & II	100 SEM III & IV	100 SEM V & VI
8	INDUSTRIAL VISIT FEES	500	500	500
9	ENROLMENT FEES / FORM FEES	220	0	0
10	PROJECT FEES	100	100	500
11	ADMISSION PROCESSING FEES	200	200	200
12	UTILITY FEES	250	250	250
13	MAGAZINE	100	100	100
14	IDENTITY CARD/ LIBRARY CARD	50	50	50
15	STUDENTS INSURANCE	40	40	40
16	STUDENTS WELFARE FUND	50	50	50
17	DEVELOPMENT FUND	500	500	500
18	VICE CHANCELLORS FUND	20	20	20
19	UNIVERSITY SPORTS/ CUL ACTIVITIES	30	30	30
20	UNIVERSITY DISASTER RELIEF FUND	10	10	10
21	E-CHARGE	20	20	20
22	COMPUTER PRACTICAL FEES	1000	1000	1000
23	LABORATORY FEES	1000	1000	1000
24	M.K.C.L	50	50	50
25	NSS	10	10	10
26	ALUMNI ASSOCIATION FEES	25	25	25
27	CERTIFICATE COURSE FEES		236	0
28	CAUTION DEPOSIT (DEPOSIT)	150		
29	CAUTION DEPOSIT (DEPOSIT)	150		
29	LIBRARY DEPOSIT (DEPOSIT)	250		
30	LABORATORY DEPOSIT (DEPOSIT)	400		
	TOTAL	<u>18461</u>	<u>17677</u>	<u>18091</u>

FEES ARE LIKELY TO BE REVISED

FEE STRUCTURE FOR M.COM
(Advanced Accountancy & Business Management) (2021-22)

<u>SR.No.</u>	<u>PARTICULARS</u>	<u>M.COM-I</u>	<u>M.COM-II</u>
1	TUITION FEES	6000	6000
2	GYMKHANA FEES	400	400
3	LIBRARY FEES	1000	1000
4	OTHER FEES/ EXTRA CURRIC ; FEES	250	250
5	REGISTRATION FEES &FORM FEES	825	0
6	ADMISSION PROCESSING FEES	200	200
7	UTILITY FEES	250	250
8	MAGAZINE	100	100
9	MARK LIST FEES	100	100
10	ASHWAMEDHA FEES	20	20
11	UNIVERSITY EXAM FEES (1561+1639+250)	3200	3450
12	IDENTITY CARD/ LIBRARY CARD	50	50
13	STUDENTS INSURANCE	40	40
14	STUDENTS WELFARE FUND	50	50
15	DEVELOPMENT FUND	500	500
16	VICE CHANCELLORS FUND	20	20
17	INTER UNIVERSITY SPORTS/ CUL ACTIVITIES	30	30
18	UNIVERSITY DISASTER RELIEF FUND	10	10
19	E-CHARGE	20	20
20	M.K.C.L	50	50
21	N S S FEES	10	10
22	CAUTION DEPOSIT (DEPOSIT)	150	0
23	LIBRARY DEPOSIT (DEPOSIT)	250	0
24	COMPUTER /INTERNET	1500	1500
			0
	TOTAL	<u>15025</u>	<u>14050</u>

FEES ARE LIKELY TO BE REVISED

REFUND OF FEES

JUNIOR COLLEGE

In the case of students applying for cancellation of admission upto 31st July, the admission and tuition fees upto the end of the month in which cancellation is done, shall not be refunded. In the case of students cancelling admission after 31st July, in addition to the above, the term fees and laboratory fees shall not be refunded.

SENIOR COLLEGE

Refund of fees as per UGC/412 of 2008 dt. 11/09/2008 0.2859: Refund of Tuition, Development and all other fees after cancellation of admissions.

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

Table 1: Fee Deduction on cancellation of admission.

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

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

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

- (iii) Fee collected for Identity card and Library card, admission form and prospectus, enrollment, any other course specific fee are not refundable after the commencement of Academic term.
- (iv) All refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned at the time of cancellation.
- (v) The student has to submit one cancelled cheque along with application for cancellation. The amount of fees after deduction as per rules will be credited to the students' bank a/c through NEFT.

DEPOSITS

1. Students who do not surrender their library card, Identity card, original fee receipt will not get refund of fees.
2. For the purpose of refund, the date of commencement of the academic year will be the reopening day as notified by the authorities.

11. ATTENDANCE

JUNIOR COLLEGE

It is compulsory for students to keep minimum attendance of 75% of lectures, practical and tutorials separately or they will not be granted term. Those who fail to get the terms granted will not be eligible for annual examination. S.Y.J.C. students are required to note that the H.S.C. examination forms are liable to be withdrawn if they fail to maintain minimum attendance. All applications for leave of absence along with the medical certificate shall be submitted to the Vice-Principal, countersigned by the class teacher within 3 days of students' absence. Students who participate in sports, cultural activities should submit the leave application to the Vice Principal countersigned by the teacher in-charge. To avoid any unpleasant consequences and to save the academic year parents are requested to be in touch with the college authorities to know the progress of the child.

SENIOR COLLEGE

The University Circular No. UG/01 of 2004 dated 05-05-2014 relating to attendance (0.6086) States:

"For granting of terms, average attendance of 75% of theory, practicals and tutorials (wherever prescribed) will be required out of the total number of lectures, practical and tutorials conducted in the term". All students at the time of seeking admission should give an undertaking that they will have 80% of attendance of 180 instructional days as per the J.D. circular dt. 26/6/02 or they will not be permitted to appear for the college/university exam.

12. EXAMINATION

JUNIOR COLLEGE

As per the revised assessment scheme there will be Internal Assessment for 25 marks in each term. There will be 1st term examination for 50 marks and Final examination (at the end of 2nd term) for 100 marks. Annual result will be on the basis of average marks i.e.

$$\frac{25+50+25+100}{2} = \frac{200}{2} = 100$$

SENIOR COLLEGE

Odd semester (I/III/V) failures will appear for ATKT in the same academic year. Even semester (I INNI) failures will appear for ATKT in the next academic year.

The choice based credit and grading system consist of Internal and External assessment for First/Second & 3rd years for B.Sc. (C.S) / BMS / BAF programs.

There will be an additional examination for Sem. I, II, III, IV for those who have remained absent, on medical grounds or representation in sports / cultural/ NCC / NSS etc. at University/ District/ National level. This may change as per the university directions.

13. RULES OF DISCIPLINE

1. Students should wear their Identity Card in the college or while representing the college at other places. It should be produced when demanded by any of the college staff.
2. Student's not carrying valid identity card may be refused entry into the college premises.
3. Attendance by Proxy is a serious act of indiscipline.
4. Students are prohibited from approaching the press or publishing any matter relating to the college without the written permission of the principal.
5. Students should not leave their books, valuables and other belongings in their classrooms. The college is not responsible for lost property.
6. Mobile phones or any electronic instruments are not allowed to be used in the college premises. The same will be confiscated, if found using.
7. Loud conversation & shouting should be avoided
8. Students are expected to maintain decorum of the college with regard to dress and behaviour. They should wear simple but not tight and revealing dress and should have simple hairstyle. Sleeveless tops, short clothes, $\frac{3}{4}$ length clothes should be strictly avoided.
9. Students are not allowed to take part in any prejudicial activity.
10. Students should not bring any outsiders to the college premises.
11. Students should not collect any funds or organize picnics, excursion, trips without the permission of the Principal.
12. Every student is expected to abide by the rules strictly. Ignorance of the same will be no excuse.
13. Students should refrain from indulging in any form of ragging which has been notified as a cognizable offence by the government of Maharashtra.
14. Students should read notice board and be informed of the instructions/information which is displayed for their benefit.
15. Students should take care of college property and help in keeping the campus clean.
16. Smoking, chewing gutka and tobacco is prohibited in the college campus.
17. Students should maintain silence in the classes, Library, office, lab & corridors.
18. Identity card should be carefully preserved and the holder of the identity card will be held responsible for its misuse. In case of loss of identity card, a duplicate must be obtained by paying the prescribed charges and fulfilling the necessary formalities.

19. While representing the college at any other place, the student's behaviour should not be detrimental to the image of the college.
20. Principal's decision relating to disciplinary action is final.

14. Adv. P A Menon Knowledge Resource Centre

1. Library is situated to the North-East side on the first floor of the College Building and has an area of 316 sq. meters (about 4320 sq. ft.)
2. Library has a spacious reading room in which a total of 180 students can sit at a time.
3. The Library has a collection of more than 39,000 reference books and text books.
4. Library subscribes to a total of 55 periodicals and 15 newspapers, which include vernacular languages newspapers.
5. E-Zone - Dedicated 10 PC's for students to access e-resources with Wifi facility.

General Rules Of Adv. P A Menon Knowledge Resource Centre

1. The College Library will remain open for the purpose of study between 08.00 am. and 08.00 p.m. on weekdays. The Library will remain closed on Sundays and other public holidays. (During the vacation, the library will remain open from 09.00 a.m. to 05.00 p.m. except during stock verification.) The timing of the library will be changed as per the directions of the Principal.
2. Only bonafide students are allowed to enter the college library on the strength of a valid identity card, which must be produced as and when demanded by the library staff.
3. Complete silence must be maintained in & near the Library.
4. One library book will be issued for home lending against the Library Card, Reference Books, Periodicals, Magazines, and News Papers will not be allowed out of the library or for home lending. Re-issue of books will depend upon the demand of the book.
5. The book issued for home lending must be returned to the library within seven days i.e. on or before last date marked on the due date slip.
6. A fine of rupees 2/- will be charged for every day of delay. While charging the fine sundays and holidays will be counted.
7. Co-operation of the students is earnestly sought in observing the rules.

BOOK BANK SCHEME

The Book Bank runs according to the University rules for the benefit of the students.

1. University Book Bank Scheme for Backward Class Students.
2. Adv. P A Menon Knowledge Resource Centre Book Bank Scheme for General Economically Backward Class Student.

15. GYMKHANA

The College has a Gymkhana hall and a spacious playground measuring 5500 Sq. yards. Outdoor and indoor games are arranged for the benefit of students. A committee headed by a teacher manages the activities of Gymkhana, with the help of Gymkhana Secretary. We also have a well-equipped gymnasium which serves as health centre for our students. The Committee will regulate all the functions of Gymkhana and the students are required to strictly follow the rules.

16. OTHER VALUED ADDED COURSES

Courses conducted by the College in association with Satyam Institute of Tax Accountants approved by MTSTS "Maharashtra Technical & Self Employment Training Society.

1. **Tally GST Expert** (Duration 45 Hrs) Tally ERP 9 ,GST (Goods & Service Tax)
2. **Personality Development** (Duration 12 Hrs)
3. Certified Hardware and Networking Engineer
4. Synergy School of Business - Advanced Excel Course
5. Yoga Course by Ambika Yoga Kutir
6. NPTEL Online Courses
7. Library Course
8. Basics of Computer - (Computer Science Department)
9. Bridge Course - Mathematics Department

17. STUDENT'S WELFARE SCHEME

GOVERNMENT FREESHIP

E.B.C.Freeship
P.T.C. Freeship
S.T.C. Freeship
S.C./S T. Freeship and Scholarship
Government Open Merit Scholarship
Government Minority Scholarship
Rajashri Shahu Maharaj Scholarship

18. SCHOLARSHIPS AND AWARDS

1. **P.A. Menon Scholarship:** A Scholarship for the best student of the college under the name Shri. P. A. Menon.
2. **Academic Prizes :** Trophy and Certificate for students who stand 1st and 2nd in F.Y., S.Y. & T.Y., XIth, XIIth Commerce and Science, Computer Science & BMS.
3. **Sports Prizes:** Best boy and girl champion Trophy from senior and junior college. Gold, Silver and Bronze medal for 1st, 2nd and 3rd respectively in each event.
4. **Special Prizes:** Best student from Commerce and Science faculty in senior and junior college including Computer Science & B.M.S. (Trophy & Certificates)
5. **N.S.S. Prizes:**
Trophy & Certificate for the best cadet, Organizer and Administrator.
6. **Student Council Prize :** Trophy & Certificate for best organizer.
7. **Menonite 99 Scholarship :** Scholarship in Cash given to deserving candidate from T.Y.B.Com, T.Y.B.Sc, S.Y.B.Com, F.Y.B.Com.
8. **Past Students' Alumni Trophy - Toppers -** TYB.Com, TY B.Sc., TY BMS, TYB.Sc. (C.S), M.COM
9. **Endowment Prizes:**
 - (a) **Late. GajananKeshavPhadnis :** Cash Prize for topper in Mathematics from F.Y.B.Com. (Instituted by Principal Mrs. SarojPhadnis)
 - (b) **Late. Surendra A. Navalkar:** Cash Prize and Trophy for topper in Accountancy from T.Y.B Com. (Instituted by Mr. Deepak Nawalkar)

- (c) **Late Pande Manohar:** Cash prize for topper in Marathi from XIIth Standard. (Instituted by Mrs. Ranjana Diganwala)
- (d) **Late Ravba Tayade Scholarship** for Meritorious student in SC / ST Category in TY B.Sc. Chemistry.
- (e) **R.D Sawant Scholarship** for Topper in Accountancy from TY B.Com.

19. STUDENT'S COUNCIL

The College students Council for each institution, conducted college or affiliated college shall consist of the following members namely :-

- (a) President, Secretary and A Lady representative is elected by an electoral college consisting of students who are engaged in full time studies in that college;
- (b) One representative belonging to Scheduled Castes or Scheduled Tribes or De-notified Tribes (Vimukta-Jatis) or Nomadic Tribes or Other Backward Classes, by rotation, elected by an electoral college consisting of students who are engaged in full time studies in that college;
- (c) One student from each class, elected by an electoral college consisting of students who are engaged in full time studies in that class;
- (d) One student each from (a) National Service Scheme, (b) National Cadet Corps, (c) Sports and (d) Cultural activities, respectively, on the basis of prescribed criteria;
- (e) One senior teacher as coordinator of the Student's Council appointed by the principal of the college and Director, Sports and Physical Education, NSS Programme Officer and NCC Officer as permanent invitees.

20. NSS

An NSS unit of the College provides an opportunity to the students to undertake voluntary social service and in the process understand oneself and the society better.

21. LAKSHH

An Intercollegiate fest started in 2018-19 and hosted by the students of the college in respect of Sports, Cultural and Co-Curricular activities which gives a platform to the students to develop their organizational skills and team spirit.

22. WOMENS' DEVELOPMENT CELL

Women' Development Cell (WDC) caters to the emotional, and professional needs of girl students. WDC of our college assets the importance of Gender equality and organizes seminars, workshops, lectures etc. relating to Women development. A lady Counsellor is available for personal counselling who take care of emotional and professional needs of the students.

23. ANTI RAGGING COMMITTEE

Students should refresh from indulging in any form of ragging which is notified as cognizable offence by the government of Maharashtra Resolution No. TFM/10967620196 Dt. 06-09-96.

24. GRIEVANCE REDRESSAL CELL /INTERNAL COMPLAINT COMMITTEE / VISHAKHA COMMITTEE

Grievance Redressal Cell for the staff and students looks into problems faced at the work place.

25. IQAC

IQAC is a part of the institution's system and work towards realization of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institution.

26. LIFE LONG LEARNING AND EXTENSION

Department of Adult & Continuing Education and Extension was set-up with the purpose of extension of teaching and research. This enables the student to systematically carry out a project of social relevance and are benefited not only academically but also in terms of personality development.

27. CO-OPERATIVE SOCIETY

To become better citizens and acquire various occupational skills, the College runs a Students' Consumer Co-operative Society with the assistance of students and staff. The society meets the needs of the students in respect of text books, stationery and other items at concessional rates by the students and for the students.

28.COMPUTER CENTER

Computer center caters to the needs of S.Y. and T.YB.Com, B.Sc., B.Sc. Computer students and BMS Students.

29. CENTRE OF GANDHIAN STUDIES AND ACTION

Bhandup Educational Society has established a CENTRE OF GANDHIAN STUDIES AND ACTION in V. K Krishna Menon College in association with the Indian Council of Gandhian Studies. New Delhi. The college will emerge gradually as a Forum for Study, Research and Outreach activities by involving students, staff and community around in socially relevant programmes in order to propagate Gandhian Vision of Social Transformation and Individual Empowerment.

30. CAREER GUIDANCE AND PLACEMENT CELL/SATURDAY CLUB'S ASSOCIATION

The college has a career counselling cell to guide the students in selecting their career. Our placement cell organized camps recruitment drive with the help of reputed companies.

31. 'KRISHNA'

College magazine is for the students and by the students.

32. CANTEEN

The canteen facilities at subsidised rates are available for the students and staff. In Canteen we provide traditional healthy dishes only. (No Junk Food / Fast Food)

33. ALUMNI

Our past students play an important role in the college development.

34. PARENTS' ASSOCIATION

The Association is formed to have of participation of parents in the development of our students and college.

OFFICE TIMINGS FOR STUDENTS

Monday to Friday : 9.00 A.M. To 1.00 P.M.

YOU CAN MEET THE PRINCIPAL

Students : 12.15 P.M. To 1.15 P.M.

Visitors : 2.00 P.M. To 3.00 P.M.

COLLEGE TIMINGS

Sr. Science : 7.12 A.M. To 1.08 P.M.

Sr. Commerce : 7.12 A.M. To 12.20 P.M.

Sr. Computer Science : 7.12 A.M. To 1.00 P.M.

B.M.S. : 7.12 A.M. To 1.00 P.M.

M. Com : 6.45 P.M. To 8.15 P.M.

Jr. Science : 11.00 A.M. To 5.30 P.M.

Jr. Commerce : 12.20 P.M. To 5.30 P.M.

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