

# **K J SOMAIYA COLLEGE OF ARTS AND COMMERCE**

## **AUTONOMOUS**

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# *Our Founder*

*Padmabhushan  
(Late) Pujya Shri Karamshibhai J. Somaiya  
(May 16, 1902-May 9,1999)*

## *A Message From The Founder*

*My dear young students !*

*Welcome to you to the Institutions of Vidyavihar!*

*Your finest hour is here. The future Belongs to you.*

*Let us all zealously work together and  
Dedicate ourselves to build India of our Derams.*

*Remember, nothing was ever achieved  
Without hard work. Be bold but not Bowled over.*

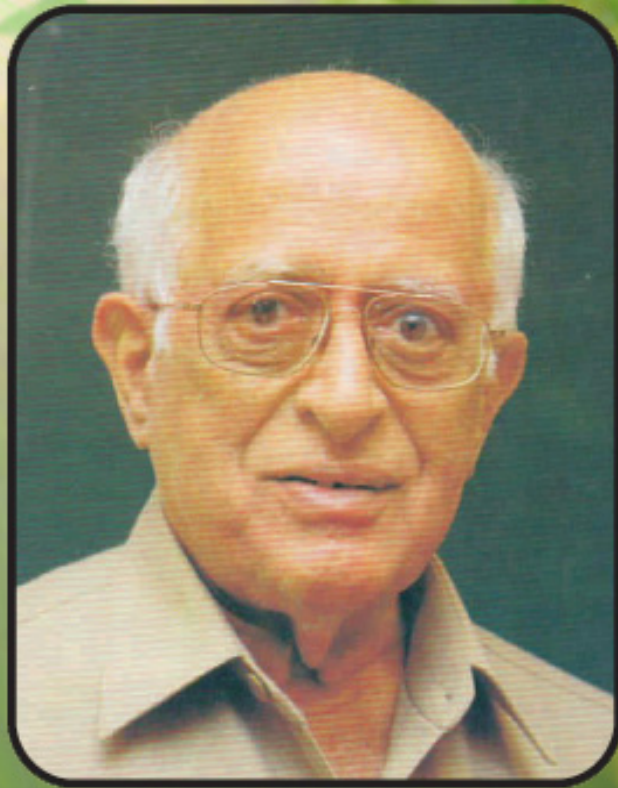
*Let Truth and Duty be your watchwords.  
Never despair in the face of setbacks.*

*Keep courage and continue to work with Fortitude  
Have faith in yourselves and in the Almighty.*

*Strive for your Goals and the future in yours!*



## **Our Mentor**



**Puja (Late) Dr. Shantilal K. Somaiya**  
**29.12.1927 - 01.01.2010**

## **At the Helm of Vidyavihar**



**Shri Sameer S. Somaiya  
President  
Somaiya Vidyavihar**



**Smt. Leelaben Kotak  
Trustee**

## **Our Vision:**

The vision of Somaiya Vidyavihar is to contribute to the society through the pursuit of education and research at the highest international level of excellence while simultaneously encouraging freedom of thought and expression, respect for diversity and inculcating values of courage and compassion.

## **Our Mission**

- ❖ to impart qualitative and valuable services in the field of Education to all those who need it most.
- ❖ to attain Community and Social development through Education
- ❖ to aim at overall personality development of the students through Curricular, Co-curricular, and Extra-curricular activities.

## **From the Principal's Desk**



In September, 1959, a philanthropist and visionary Shri Karamshibhai Jethabhai Somaiya in an inspired moment envisaged the blending of spiritual education along with advanced Science education which eventually gave birth to Somaiya Vidyavihar.

Our founder—Padmabhushan Shri K. J. Somaiyaji never intended to start an institute for mass-production of standardized students. In keeping with his vision, we wish to impart education to our students who would cherish the traditions and values of the past and yet have the knowledge and skills to cope with the changes of this century.

Way back in the 1960s, our founder spoke about the modern concept of “Social Responsibility”. He stressed on giving back to the society manifold what one received from it. This was his method of thanks-giving to the society that catapulted him from a small-time businessman to one of the doyens of the Sugar Industry. Following his footsteps, if our students embraced the eternal qualities of truth, hard work, and unlimited optimism, success would lessen the burden on their shoulders.

We are living in a Technology-driven age. Existing Knowledge becomes redundant very fast. Students need to constantly update, change and restructure existing information. Only then can we cope with the flux brought by an ever-changing world. Every new dawn will throw up new challenges during this our golden jubilee year. Armed with courage, determination, and self-confidence, I’m sure, my young students will be able to turn even the darkest situation into a victorious and memorable one.

In the following five decades the Somaiya Vidyavihar campus grew to thirty four institutions catering to the needs of students from primary to post graduate level. The educational conglomerate located in a lush green campus admeasuring sixty acres of land at Vidyavihar and thirty five acres at Sion Chunabhatti in the eastern suburb is an institution to be reckoned with Somaiya Vidyavihar is recognized both nationally and internationally. Dr. S. K. Somaiya, the worthy son of the founder of Somaiya Vidyavihar has provided a dynamic leadership which is continued by present President, Shri Samir Somaiya for an exponential growth and diversification of these institutions.

The K. J. Somaiya College of Arts & Commerce is one of the premier institutions in the Somaiya Vidyavihar campus, enjoys a linguistic minority status and is permanently affiliated to the University of Mumbai and recognized by UGC under 2(f) and 12(b) of U.G.C. Act.

To fulfill our mission of empowering students, the college lays great emphasis on the all-round development of all its pupils. While academic excellence is of course encouraged and rewarded, a variety of extra-curricular activities conducted by the institutions enable the students to explore and bring out their talents and potential and develop an onward looking and confident personality. About 6,500 students of both the Junior and Senior College and about 150 Post Graduate and Research students participate in academic and other activities of the college every year under the guidance of a caring and supportive staff.

**The College has been re-accredited and awarded “A” grade with a CGPA score of 3.27 by NAAC in the month of September 2010**

**The college was conferred with AUTONOMOUS Status by U.G.C. and University of Mumbai in 2012.**

**The college was recognized by UGC for a period of 2016 to 2021, as a College with Potential for Excellence**

**In the Commerce Stream, amongst top best 40 colleges, our college ranked 13th in all India and in Mumbai City-wise Ranking, our college stands in the 1st place.**

**In the Arts Stream, amongst the top best 40 colleges, our college ranked 20th and in Mumbai City-wise Ranking, our college stands in the 2nd place. ( Source India Today Magazine – 2017)**

**The College is reaccredited and awarded “A” grade with CGPA score of 3.33 in the 3rd cycle by NAAC recently in the month of 2016.**

The College has acquired a vibrant atmosphere due to co-curricular and extension activities. The NCC Unit has brought laurels in the form of the Vice-Chancellor’s banner for three years. The NSS Unit has built a strong bond through community service in the areas of health crises preparedness, gender sensitization, building of life-skills, environmental enrichment and conservation.

The process of re-accreditation for the College is a progressive realization of its goals for the College. It is an on-going sojourn in a pre-determined direction and purpose. Presently the institution is poised for an Exponential growth and taking upon the autonomous status for itself so that academic excellence can truly be promoted which is, cherished goal of different stakeholders

Like a blooming flower radiates beauty, fragrance and joy around, I am sure that all my budding students & research scholar’s, under the able guidance of our staff, will sail through the seamless ocean of knowledge and help society in making a better place.

**– Dr. (Smt.) Sudha Vyas**

## Introduction to our College



Somaiya Vidyavihar is an Educational Hub in Ghatkopar (East) comprising of 34 institutes, catering to different levels and educational needs of the student community. The institutes in the campus range from University of Mumbai affiliated ones to autonomous and to-be-autonomous institutes.

Somaiya Vidyavihar, founded in the year of 1959 by Padmabhushan (Late) Shri Pujya Karamshibhai Jethabhai Somaiya, is sprawled across 60 acres with lush greenery at Vidyavihar and in about 30 acres at Sion. The campus houses 34 educational institutions, 1700 teaching staff and about 29,000 students. The institutions on the campus offer courses from K.G. to P.G. including programmes leading to conferment of Doctoral degree in select disciplines. Students can opt for subjects of their choice from diverse streams—Humanities, Social Sciences, Commerce, Science, Engineering, Medicine, Management, Ancient Indian Culture, Buddhism, Jainism, Foreign Languages etc. established in 1960.

Amidst this variety, KJSCAC (K J Somaiya College of Arts & Commerce) enjoys a place of pride as the pioneering institute on the campus with an illustrious history to its credit, from the time of its inception in 1959. The college has traversed the annals of excellence and has emerged as an institute with its own established standards.

The college offers courses for UG, PG and Ph. D. in Arts, Commerce and Management streams. According to June 2015 India Today survey, Our College is ranked 2<sup>nd</sup> in the stream of Commerce in Mumbai & 20<sup>th</sup> in All India Level & 4<sup>th</sup> in the stream of Arts in Mumbai & 36<sup>th</sup> in All India Level (*Special Issue India Today, in June 2015*).

The College enjoys the minority status and is permanently affiliated to the University of Mumbai and the U. G. C. Delhi.

The college caters to students from diverse backgrounds from Class XI onwards. It aims at preparing and training competent graduates, capable of shouldering professional responsibilities as also groomed for meaningful contribution to the society. The college provides a strong foundation of knowledge and skills to the students, imparted through means of excellent teaching-learning process, discipline and exposure to updates and trends, conveyed by eminent and distinguished persons in various fields. Regular workshops, seminars and conferences provide platforms for teachers and students to explore and update knowledge. The college has always stressed the due importance of Value Education and it is being imparted on the campus through specially designed lectures on 'Geeta' and ethics. The extra-curricular and co-curricular activities of the college attract students from all over the city.

On the basis of impressive credentials as stated above, our college (K. J. Somaiya Arts and Commerce) has been granted **autonomous status with effect from June 2013**. As such, admissions to First year and second year courses will be having a touch



of Somaiya finesse and with syllabi of different subjects/departments carefully crafted to fine tune excellence in our academic endeavours by our esteemed faculties and invitee experts from the industry.

### **Our 'Quality Policy':**

We, at **Somaiya group**, promise to deliver to the parents, students and the community at large, an educational environment that is constantly monitored, tailored and adapted to the needs through our great dedication for continuous improvement.

### **Objectives of our College**

- To provide a strong basis for learning.
- To train and guide young students to excel and develop a spirit of competition.
- To provide opportunities for the development of skills, capabilities and talents.
- To promote excellence in the students through:
  - participation in inter-disciplinary activities
  - participation in extra-curricular and co-curricular activities.
  - participation in Seminars, Workshops, Debates, Group Discussions etc. at the intra-college and inter-collegiate level.
  - exposure to eminent and distinguished persons in different fields through talks and programmes.
  - financial and other assistance to deserving students.
- To promote - Regularity, Punctuality and Discipline among students.

### **Our Teaching Staff**

The College has 52 faculties at the Senior College level. We have **19 Ph. D.** holders and **10 M. Phil.** qualified teachers. The teachers are well experienced, committed, knowledgeable, research and result oriented in their approach. Through continuous participation in pro-active conferences, seminars, workshops, refresher courses, orientation programs and research activities, teachers have kept themselves updated in their knowledge and skills and are fully prepared to face the challenges of teaching in a fast changing global environment.

**Our College Office** is fully computerized, wide and spacious, has 17 qualified, trained and experienced staff and 32 helping hands excluding 10 unaided non-teaching staff and it is also a backbone of the college dedicated in rendering service with human-touch.

## About Our College

### Student Support Facilities

#### I. Library: An 'Open Door to the Bank of Knowledge'

[\[http://education.vsnl.com/kjsac/library\]](http://education.vsnl.com/kjsac/library)



1. Established in 1960, spacious and airy, it is the oldest and biggest on the Vidyavihar Campus.

2. It covers a total area of **10732** Sq. ft. with **78,014** Total Numbers of Books, including E-Database, EBSCO, **63258** No. of Titles, **825** Back Volumes, **8** Braille Collections, **132** Periodicals and **19**

E. Journals, **82** Maps, **28** Computers (Internet), **1600** CDs, **58** VCDs, **18** Audio Cassettes, **15** Newspapers, 6000+E-Journals and 125000+ E-Books, from N-List etc.

3. Student-friendly staff provides various facilities and conducts numerous programmes for the students such as orientation to newly admitted students, book exhibitions, scholar card, and inter-library loan facility to all the colleges in campus, Book Review competition, special Reference Section for Career Guidance and question papers of previous years and syllabi are also available.
4. Internet access to the students is provided free of cost.
5. Separate seating arrangement is made for girl and boy students.

#### Library Routine Working Hours:

Monday to Friday: 7.00 am to 6.00pm.

Saturday: 7.00 am to 4.30 pm. (Note: College reserves the right to change the college library timings.)

#### Details of specialized services provided by the library

- Inter- library loan facility within the Somaiya campus
- Reference Service for research projects.
- Free internet access to students and staff.
- Reprographic Services.
- Scholar cards facilities for TYB.Com/TYBA student who got above 55% in SYBCOM/SYBA.
- Overnight book issues facility.
- Book Bank facility for economically backward students.
- Integrated searching of all resources available in the campus on OPAC and also on web base OPAC.
- Link provided to Online subscribed journals. EBSCOHOST Discovery Services.

- User Orientation is given.
- Assistance in searching Databases is provided.

We are happy to introduce the following new facilities for all Students through Web OPAC.

Web OPAC Links <http://114.143.198.3/opac>

Click MY ACCOUNT option to Login.

Login and password is your SVV Net ID OR Go to [www.somaiya.edu](http://www.somaiya.edu) website-> click on libraries menu in Academics ->click on Somaiya Vidyavihar online Library Search  
PLEASE CONTACT THE LIBRARIAN FOR THE USERNAME AND THE PASSWORD.

#### **Home issue of books:**

- Two books will be issued on College ID card for undergraduate students and 4 books for post graduate students.
- If the books are not returned on the due date, a fine of Rs. 2/- per day will be charged(including holidays and Sundays)
- In case any book is lost or damaged by the student, he/she is required to replace the books. If the book is not available in the market he/she has to pay the cost of the book.
- If the student does not pay the library fine. The privilege of borrowing the books may be suspended.
- Reference books, expensive and rare book, journals, bound volume; magazines are not issued for Home issue. They are available in the library only for reading purpose and should be issued against their identity cards.
- Overnight Book: Certain books are issued after 1 pm. For senior college and 4 pm. For junior college against the identity card only for a night which should be returned next day morning.
- Textbooks will be issued immediately. The students fill the demand slip for the reference books.

#### **Self-renewal of home issue books:**

- Students can renew books themselves through Web OPAC, provided the book is not in demand/reserved before due date.
- Every student can login into the OPAC through the integrated ID SVV Net which is already sent on your mobile and also on your email.
- Undergraduate students can renew the book only once while postgraduate students can renew it twice,

#### **Book reservation facility:**

- Students can only reserve the books through Web OPAC which are not available in the library (issued to other members).
- Search the required book; if not available click the 'Reserve' button.
- System will notify the students through email, to return the book on or before due date as it is reserved by some other student.

- Once the reserved book is back into the library system will send notification through an email to the students who reserve the book.
- Book will be kept reserved for one day.
- Books which are reserved by student cannot be renewed by self-renewal system. Tools in the library to provide access to the collection.
- OPAC is available in the library for students and staff members and web base OPAC is also available or URL: <http://114.143.198.3/opac>

### **Electronic Resources:**

- Integrated E resources and Databases named as EBSCOHOST Discovery Services are also available on Somaiya Website which include 4000 +databases and 60000 +e-books.

### **Information on BOOKWORM**

Library is using an In- House software “BOOKWORM”. It is integrated software used in all college of the Somaiya campus. Facilities are provided by BOOKWORM for students and staffs are as follows:

- Integrated searching of all resources is available on OPAC for students and staff members.
- Web base OPAC is also available on URL: <http://114.143.198.3/opac> and on [www.somaiya.edu](http://www.somaiya.edu)

Link provided for self-renewal through the integrated ID SVV Net is sent on the students’ mobile and also on their email ID.

### **Discipline:**

- Students should maintain silence in the library students are required to use their own identity card only in order to use the library facility.
- Student should switch off their mobile phones before entering the library. Fine : Rs.100/-
- The books should be handled carefully and any kind of tampering/damaging of books is highly punishable.

No eatables are allowed in the library. Fine: Rs.50/-.

## Students' Support-Activities:

### *I. Gymkhana: 'Develop a Champion in You'.*



- 1) Gymkhana with indoor games facilities.
- 2) Two large playgrounds for outdoor games such as Cricket, Football, Basket Ball Court, Squash, Lawn Tennis and Volleyball court. International Athletics Track with all the modern facilities.
- 3) Till date, students have won various state and national tournaments and brought name and fame to the college.

## **Extra-curricular Activities**



The aim of these activities is to enable students keeping abreast of current affairs and to help them to develop critical thinking on all contemporary issues whether—economic, social, psychological, moral or political. We have **Thirteen** Associations for this purpose. Through participation in the activities of these associations students discover avenues for learning and building self-confidence

- **Association for Environmental Awareness**

It makes students aware about initiatives to be taken as a solution for Environmental problems. Programs like rain water harvesting demonstration, tree plantation & guest lecturers related to environmental issues were organized.

- **Association of Political Science**

Association aims to enrich students by supporting their academic merit via innovative activities related to Political Science.

- **Commerce Association**

This association aims to enhance students' potentials and personality suitable to career avenues in Commerce.

- **Economics Club**

The economic club aims at developing insight involving the complex nature of problems in the discipline of Economics and makes students aware of current problems of domestic and international economy.

- **English Athenaeum**

The Athenaeum was set up with a view to initiate undergraduate students of our college from all faculties into the aesthetic and literary spender. The intention has been to make student recognize, more over and get the better side of expressive acumen coaxing them into being literary enthusiasts and it possible tap their creative potential.

- **Gujarati Sahitya Mandal**

Gujarati Sahitya Mandal gives students an opportunity to bring-out their hidden potentials, talents and creativity and attempts to make them understand the importance of Gujarati, their mother-tongue. It also aims to promote Gujarati culture, literature and encourage Gujarati and non Gujarati students to participate in various programmes.

- **HEART-History Association**

HEART-History Association motivates students to develop love for the heritage, tradition and Archeology, which are core to the subject of History.

- **Hindi Parisabha**

Hindi Parisabha aims to create interest in Hindi Literature and strives to sensitise students to the rich legacy of our traditional values and ethos manifested in literature vis-a-vis the present trend of extreme professionalism.

- **Marathi Prabodhan**

Marathi Prabodhan gives scope to flourish different skill within you and helps to develop overall personality.

- **Sanskrit Sabha**

Sanskrit Sabha attempts to simplify study of Sanskrit to students through various activities and promotes inculcation of values and knowledge, abundantly available in the Sanskrit language.

- **Sociology Association**

Sociology Association through its Social Health Education Committee exposes you to various social and health issues through guest lectures and various competitions. The department also provides experiential learning through social surveys, workshops and various other activities.

- **Drushti Film Forum**

*Drushti* Film Forum provides a platform to watch keenly, discuss and appreciate the films across the globe. Recently *Drushti* Film Forum organized campus level *Drushti* film festival with international acclaimed film.

**Every student must necessarily enroll and participate in at least 3 of the associations mentioned above.**

### **Co-Curricular Activities: A) National Service Scheme (N. S. S.)**



“Not me but you” is the motto of N.S.S. The Unit of our college attempts to ingrain this noble value among student-volunteers. Projects on Literacy, Cleanliness, Health Awareness, AIDS awareness, Career Options, Problems of the Girl Child & Women Security, Save Energy, Note Book making, Tree Plantation, Dam Construction (Bandhara), Disaster Management, Voter Awareness, Blood Donation, **Coconut shell painting for environment enrichment** etc. have enabled our students to experience the problems of our society and community. The aim of our unit is the overall development of our students’ personality through services to society. It also organized 7 days residential camp for the student. Volunteers are awarded 10 additional marks on project completion as per University norms.

### **B) National Cadet Corps. (N. C. C.)**



A healthy patriotic fervor fueled by unquestioned discipline and stamina, is what this institution strives to inculcate in its N. C. C. cadets. Most of our cadets have stood up to the motto and their excellent performance has resulted in their inclusion in many student-oriented programmes conducted by the Army, the Police, and the security services. Some of our students have participated in the Republic Day Parade held in New Delhi as also in Mountaineering and rock climbing activities. Our Unit has carved a niche in the University of Mumbai by achieving the Vice-Chancellor’s Banner–2004-05 & 2006-07 & 2007-08.

### **C) Cultural Forum**



Cultural Forum of our college acts as a platform for our students to showcase their talent and helps in setting their career. It gives them opportunity to think ‘out of box’. It helps in nourishing and nurturing innovative ideas of students. Many of the student participants have used this platform for setting their carrier.

#### D) Entrepreneurship Development Cell (EDC)



#### The objective of the cell is as follows :

- To enhance the entrepreneurial skills of the students and also to support the Prime Minister's Skill Development Program for promoting self - employment.
- To throw insight into the various facilities and schemes available with the government for developing entrepreneurs.
- To generate employment opportunities through entrepreneurial activities
- To promote economic development of the country through self - employment.
- To promote 'Make in India' and 'Made in India'

#### E) Students' Support Programmes:

- Computer Laboratory
- Students' Council
- Gold and Silver medals for Best Boy and Best Girl students at Jr. and Sr. College levels
- Book Bank scheme/Book Loan scheme
- Group Insurance for students
- Special Remedial Coaching for Underprivileged Classes Society Students
- Special Guidance Lectures by Eminent Subject Experts or Guests

#### F) Welfare Measures

- Counselling Cell
- Women's Development Cell
- Placement Cell
- Career Counselling Cell
- Grievances Cell
- Social Health Cell
- First Aid and Medical Assistance
- Advisory Cell for Reserve Category
- Tuition Waiver for Students Opting for 6 Papers at TYBA in **Gujarati**

#### Language

Scholarship for Students Opting for 6 Papers at TYBA in subject **Sanskrit** language.



- Special Student Scholarship for Economically Backward/Needy Students
- Staff Scholarship

### **Unique Features**

- Our College is the Parent institution of Somaiya Vidyavihar.
- Well-equipped Library with Computer and Internet facilities.
- Parents' Meeting arranged in the month of December every year.
- Emphasis on Value Education through teaching of Gita / Ethics.
- Remedial classes for SC and other weaker students.

### **CENTRE FOR GANDHIAN STUDIES**



Centre for Gandhian Studies was established in 2006 under the scheme of epoch-making social thinkers. It was inaugurated at the hands of the noted historian—Shri **Y. D. Phadke**.

**Vision:** Centre for Gandhian Studies is dedicated to awakening and dissemination of Gandhian thought, literature and ideals. The centre organises Gandhi Pariksha, seminars, field visits, inter-collegiate competitions and has a well-equipped library. It produces student wallpaper titled 'Shanti'.

**ELIGIBILITY FOR ADMISSION TO THE THREE-YEAR DEGREE COURSE**  
**Three Year Bachelor of Arts (B. A.) / Bachelor of Commerce (B. COM.)**

**Degree Course**

**Admission to F. Y. B. A. /B. Com:**

- A candidate to be eligible for admission to the three-year integrated course leading to the Degree of Bachelor of Arts / Commerce, must have passed the Higher Secondary School Certificate (S.Y.J.C.) Examination conducted by the Maharashtra State Board of Secondary and 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.
- Students passing examination equivalent to S.Y.J.C. of the Higher Secondary Board, Mumbai, Intermediate (Arts / Science / Commerce) from other states and immigrating from other universities / boards seeking admission to the F.Y. of the Three-year integrated degree course will be admitted only on production of a "Provisional Eligibility Certificate" issued by the University of Mumbai. Such students shall also 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.

**Admission to S. Y. B. A. /B. Com:**

A candidate, to be eligible for admission to the above course commencing from June 2002 and thereafter must have either:

- passed the F.Y.B.A./B.COM., or
- failed in not more than two heads of passing at the F.Y. level.

**Admission to T. Y. B. A. /B. Com.**

To be eligible for admission to the T.Y.B.A./B.Com. Course commencing from June 2002 and thereafter a candidate must have either:

- Passed the F.Y.B.A./B.Com.
- Passed the F.Y. & S.Y. B.A./B.Com. but failed in S.Y.B.A/B.Com. in not more than TWO subjects **OR**
- Passed the S.Y.B.A./B.Com. but failed in F.Y.B.A./B.Com. in not more than TWO subjects.

Where the student has not cleared either F.Y.B.A./B.Com. or, S.Y.B.A./B.Com. class but taken admission in T.Y.B.A./B.Com. class and appeared for T.Y.B.A./B.Com. examination held by the university, the results will not be declared unless he/she passes in the subject failed in F.Y. or S.Y.B.A./B.Com. Examination.

Students coming from other colleges affiliated to the University of Mumbai will be admitted only provisionally on production of a **No Objection Certificate** from the principal of the college last attended and that admission will be confirmed only on receipt of the Transference Certificate (T.C.) from their previous college.

The distribution of papers during the three-year period of the degree course will be as follows:

## THREE-YEAR B. A. DEGREE COURSE

### SUBJECT COMBINATIONS

Groups	Name of the Subject		
		With	And any one from
Group I	Economics	Sociology	Political Science
Group II	History	Psychology/Economics	Hindi/Sanskrit/Marathi/Gujarati/English
Group III	Sociology	Philosophy/Psychology	Hindi/Sanskrit/Marathi/Gujarati/English
Group IV	Any Two Languages from Hindi, Sanskrit, Marathi, Gujarati and English		Any one of Social Sciences from History, Philosophy and Political Science

### First Year B.A. (Six papers)

- Students offering Economics should have preferably obtained at least 40% marks in Economics at the H.S.C. Examination (in Arts).
- Once selected, change of subjects will not be allowed.
- Students are required to study six subjects in all, three compulsory subjects and three optional subjects.

Sr. No.	Name of the Paper: FY BA (Semester I and II)	For Detailed Syllabus
	<b>Compulsory Subjects:</b>	
1.	Communication Skills in English	<a href="#">Click Here</a>
2.	<b>Any one of the following languages:</b>	
	Sanskrit	<a href="#">Click Here</a>
	Marathi	<a href="#">Click Here</a>
3.	Foundation Course Paper – I	<a href="#">Click Here</a>
4.	<b>Optional Subjects</b>	
	English (Ancillary)	<a href="#">Click Here</a>
	Hindi	<a href="#">Click Here</a>
	Marathi	<a href="#">Click Here</a>
	Gujarati	<a href="#">Click Here</a>
	Sanskrit	<a href="#">Click Here</a>
	Commerce	<a href="#">Click Here</a>
	Economics	<a href="#">Click Here</a>
	History	<a href="#">Click Here</a>
	Political Science	<a href="#">Click Here</a>
	Philosophy	<a href="#">Click Here</a>
	Psychology	<a href="#">Click Here</a>
	Sociology	<a href="#">Click Here</a>

**SECOND YEAR B. A. (EIGHT PAPERS):**

<b>Semester Three:</b>		<b>Semester Four:</b>	
<b>Compulsory Paper</b>		<b>Compulsory Paper</b>	
Foundation Course Paper II	<a href="#">Click Here</a>	Foundation Course Paper III	<a href="#">Click Here</a>
<b>Any one of the following Applied Component Papers:</b>			
<b>Applied Components</b>		<b>Applied Components</b>	
Mass Communication	<a href="#">Click Here</a>	Mass Communication	<a href="#">Click Here</a>
Book Keeping	<a href="#">Click Here</a>	Book Keeping	<a href="#">Click Here</a>
Journalism	<a href="#">Click Here</a>	Journalism	<a href="#">Click Here</a>
<b>Six papers of major / Optional subjects. (Two papers in each of the three Optional / Major subjects studied at the First Year B.A.)</b>			
<b>Optional Papers ( Two paper Languages)</b>		<b>Optional Papers (Two paper Languages)</b>	
English III, V	<a href="#">Click Here</a>	English IV, VI	<a href="#">Click Here</a>
Hindi II,III	<a href="#">Click Here</a>	Hindi II, III	<a href="#">Click Here</a>
Marathi II, III	<a href="#">Click Here</a>	Marathi II, III	<a href="#">Click Here</a>
Gujarati II, III	<a href="#">Click Here</a>	Gujarati II, III	<a href="#">Click Here</a>
Sanskrit II, III	<a href="#">Click Here</a>	Sanskrit II, III	<a href="#">Click Here</a>
<b>Optional Papers ( Social Sciences)</b>		<b>Optional Papers ( Social Sciences)</b>	
Economics II, III	<a href="#">Click Here</a>	Economics II, III	<a href="#">Click Here</a>
Political Science II, III	<a href="#">Click Here</a>	Political Science II, III	<a href="#">Click Here</a>
Sociology II, III	<a href="#">Click Here</a>	Sociology II, III	<a href="#">Click Here</a>
Philosophy II, III	<a href="#">Click Here</a>	Philosophy II, III	<a href="#">Click Here</a>
Psychology II, III	<a href="#">Click Here</a>	Psychology II, III	<a href="#">Click Here</a>
History II, III	<a href="#">Click Here</a>	History II, III	<a href="#">Click Here</a>

**THIRD YEAR B. A. (SIX PAPERS)**

Six Papers in any one of the following subjects offered at the first and second year:

**English - Semester V and VI**

Sr. No.	Name of the Paper	For	Detailed Syllabus
01	Literary Era I and II	Click Here	
02	Literary Criticism	Click Here	
03	Grammar and Art of Writing	Click Here	
04	The Romantic Revival	Click Here	
05	20th Century British Literature	Click Here	
06	Drama and Theatre	Click Here	

**Sanskrit - Semester V and VI**

Sr. No.	Name of the Paper	For	Detailed Syllabus
01	Philosophical Literature	Click Here	
02	History of Vedic & Classical Sanskrit Literature	Click Here	
03	Ancient Indian State-Craft	Click Here	
04	Vedic Literature	Click Here	
05	Grammar and Language Skills	Click Here	
06	Scientific Literature & Modern Sanskrit Literature	Click Here	

**Marathi - Semester V and VI**

Sr. No.	Name of the Paper	For	Detailed Syllabus
01	History of Medieval Marathi Literature	Click Here	
02	Indian Literary and Western Literary Theory	Click Here	
03	Literature and Society	Click Here	
04	Linguistics and Marathi Grammar	Click Here	
05	Study of An Author	Click Here	
06	Occupational Marathi : Translation and Creative Writing	Click Here	

**Gujarati - Semester V and VI**

Sr. No.	Name of the Paper	For	Detailed Syllabus
01	Theory of Literary Criticism	Click Here	
02	History of Modern Gujarati Literature	Click Here	
03	Applied Nature Related to Core Subject	Click Here	
04	Phi logy, Linguistics, Grammar & Prosody	Click Here	

<b>05</b>	History of Literature	<a href="#">Click Here</a>
<b>06</b>	Close Reading of the Texts	<a href="#">Click Here</a>

### **Hindi – Semester V and VI**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	History of Hindi Literature	<a href="#">Click Here</a>
<b>02</b>	Post Independent Hindi Literature	<a href="#">Click Here</a>
<b>03</b>	Functional Hindi	<a href="#">Click Here</a>
<b>04</b>	Literary Criticism Rhetoric & Prosody	<a href="#">Click Here</a>
<b>05</b>	Linguistics, Hindi Language and Hindi Grammar	<a href="#">Click Here</a>
<b>06</b>	Mass Media	<a href="#">Click Here</a>

### **Economics**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	Advanced Economic Theory	<a href="#">Click Here</a>
<b>02</b>	Growth and Development	<a href="#">Click Here</a>
<b>03</b>	Indian Financial System	<a href="#">Click Here</a>
<b>04</b>	Elementary Mathematical and Statistics for Economic Analysis	<a href="#">Click Here</a>
<b>05</b>	Introduction to Econometrics	<a href="#">Click Here</a>
<b>06</b>	Entrepreneurship and Small Industries Management	<a href="#">Click Here</a>

### **History – Semester V and VI**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	History of the Sultanate Period (1000 A.D. – 1526 A.D.)	<a href="#">Click Here</a>
<b>02</b>	History of Modern India (1857 A.D. – 1964 A.D.)	<a href="#">Click Here</a>
<b>03</b>	Information and Communication	<a href="#">Click Here</a>
<b>04</b>	History of the Marathas – Royal Period (1630 A.D. – 1707 A.D.)	<a href="#">Click Here</a>
<b>05</b>	History of Contemporary World (1945 A.D. – 2000 A.D.)	<a href="#">Click Here</a>
<b>06</b>	Research Methodology in Social Sciences: Research Designs and Data Collection	<a href="#">Click Here</a>
<b>07</b>	History of the Mughal Rule (1526 A.D.- 1707 A.D.)	<a href="#">Click Here</a>
<b>08</b>	History of Contemporary India (1964 A.D. - 2000 A.D.)	<a href="#">Click Here</a>
<b>09</b>	Mass Media	<a href="#">Click Here</a>
<b>10</b>	History of the Marathas – Peshawa Period (1707 A.D. – 1818 A.D.)	<a href="#">Click Here</a>

<b>11</b>	History of Asia (1945 A.D. – 2000 A.D.)	<a href="#">Click Here</a>
<b>12</b>	Research Techniques in History: Trends, Processing and Presentation	<a href="#">Click Here</a>

### **Sociology – Semester V and VI**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	Urban Sociology	<a href="#">Click Here</a>
<b>02</b>	Quantitative Social Research	<a href="#">Click Here</a>
<b>03</b>	Sociology of Human Resource Development	<a href="#">Click Here</a>
<b>04</b>	Urbanization in India- Issues and Concerns	<a href="#">Click Here</a>
<b>05</b>	Qualitative Social Research	<a href="#">Click Here</a>
<b>06</b>	Sociology of Organizations	<a href="#">Click Here</a>

### **Political Science**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	Political Process in Modern Maharashtra	<a href="#">Click Here</a>
<b>02</b>	Political Thought	<a href="#">Click Here</a>
<b>03</b>	International Relation	<a href="#">Click Here</a>
<b>04</b>	a. Political Sociology b. Local Self Government with Special Reference to Maharashtra	<a href="#">Click Here</a>
<b>05</b>	a. International and Regional Organizations b. American Political System	<a href="#">Click Here</a>
<b>06</b>	a. Electoral Politics in India b. Understanding Politics through Films	<a href="#">Click Here</a>

### **Psychology – Semester V and VI**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
<b>01</b>	Psychological Testing & Assessment	<a href="#">Click Here</a>
<b>02</b>	Abnormal Psychology	<a href="#">Click Here</a>
<b>03</b>	Industrial & Organizational Psychology	<a href="#">Click Here</a>
<b>04</b>	Cognitive Psychology	<a href="#">Click Here</a>
<b>05</b>	Practical in Cognitive Processes & Psychological Testing	<a href="#">Click Here</a>
<b>06</b>	Counseling Psychology	<a href="#">Click Here</a>

## Philosophy – Semester V and VI

Sr. No.	Name of the Paper	For Detailed Syllabus
<b>01</b>	Indian and Western Philosophy (Advanced)	<a href="#">Click Here</a>
<b>02</b>	Philosophy of Religion	<a href="#">Click Here</a>
<b>03</b>	Living Ethical Issues	<a href="#">Click Here</a>

**OR**

Three papers each in any two of the *Optional/Major* subjects offered at the First Year and the Second Year provided the choice does not clash with the time-table.

The syllabus of the above papers is available in the Library for reference. Students are requested to go through the syllabi before selecting their subjects.

**N. B.: No language/subject will be permitted if the number of students who have enrolled for a particular language/subject is less than 15/24 at the entry point. In the event of such a contingency, student(s) who have offered that language/subject will have to change over to another one permitted by the college.**



## **THREE-YEAR INTEGRATED B. COM. DEGREE COURSE**

**First Year B. Com: (Seven Papers): *Compulsory Course:***

**A) Semester One:**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
01.	Business Communication I	<a href="#">Click Here</a>
02.	Business Economics; Paper I	<a href="#">Click Here</a>
03.	Environmental Studies I	<a href="#">Click Here</a>
04.	Mathematical and Statistical Techniques I (Lower Level)	<a href="#">Click Here</a>
05.	Accounting and Financial Management I	<a href="#">Click Here</a>
06.	Foundation Course; Paper I	<a href="#">Click Here</a>
07.	Commerce; Paper I (Introduction to Business)	<a href="#">Click Here</a>

**B) Semester Two:**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
01.	Business Communication II	<a href="#">Click Here</a>
02.	Business Economics; Paper II	<a href="#">Click Here</a>
03.	Environmental Studies II	<a href="#">Click Here</a>
04.	Mathematical and Statistical Techniques II (Lower Level)	<a href="#">Click Here</a>
05.	Accounting and Financial Management II	<a href="#">Click Here</a>
06.	Foundation Course; Paper I	<a href="#">Click Here</a>
07.	Commerce; Paper II (Service Sector)	<a href="#">Click Here</a>

**Second Year B. Com: (Six Papers): *Compulsory Course:***

**A) Semester Three:**

<b>Sr. No.</b>	<b>Name of the Paper</b>	<b>For Detailed Syllabus</b>
01.	Commerce Paper III (Management Functions and Challenges)	<a href="#">Click Here</a>
02.	Business Economics Paper III	<a href="#">Click Here</a>
03.	Accounting and Financial Management Paper III	<a href="#">Click Here</a>
04.	Business Law	<a href="#">Click Here</a>

05.	Advertising	<a href="#">Click Here</a>
06.	Foundation Course; Paper II	<a href="#">Click Here</a>

### **B) Semester Four:**

Sr. No.	Name of the Paper	For Detailed Syllabus
01.	Commerce Paper IV- Management Production and Finance	<a href="#">Click Here</a>
02.	Business Economics Paper IV	<a href="#">Click Here</a>
03.	Accounting and Financial Management Paper IV	<a href="#">Click Here</a>
04.	Foundation Course Paper II	<a href="#">Click Here</a>
05.	Business Law	<a href="#">Click Here</a>
06.	Advertising	<a href="#">Click Here</a>

### **Third Year B. Com: (Seven Papers)**

Under the revised pattern brought into force by the Mumbai University with effect from the academic year 1994-95, a student has to take a total of seven papers at T.Y.B.Com.

### **Semester V**

Sr. No.	Name of the Paper	For Detailed Syllabus
01.	Commerce; Paper III: Marketing Management (Compulsory)	<a href="#">Click Here</a>
02.	Business Economics; Paper III: Indian Economics (Compulsory)	<a href="#">Click Here</a>
3 & 4.	Special Group; Two papers: A. Financial Accounting and Auditing Paper V	<a href="#">Click Here</a>
	Financial Accounting and Auditing Paper VI	<a href="#">Click Here</a>
	Financial Accounting and Auditing Paper VII	<a href="#">Click Here</a>
05.	Related Applied Component to the special Group: For Accounts: Introduction to Management Accounting	<a href="#">Click Here</a>
6. & 7.	Any one of the following applied component papers:	
	Computer System / Direct Taxation	<a href="#">Click Here</a>
	Direct Taxation/ Export Marketing	<a href="#">Click Here</a>
	Direct Taxation/ Psychology of Human Behaviour at Work	<a href="#">Click Here</a>
	Computer System and Application / Psychology of Human Behaviour at Work	<a href="#">Click Here</a>

### Semester VI

Sr. No.	Name of the Paper	For Detailed Syllabus
01.	Commerce; Paper III: Human Resource Management (Compulsory)	<a href="#">Click Here</a>
02.	Business Economics; Paper III: Indian Economics (Compulsory)	<a href="#">Click Here</a>
3 & 4.	<b>Special Group; Two papers:</b>	
	A. Financial Accounting and Auditing	
	Financial Accounting; Paper I	<a href="#">Click Here</a>
	Auditing and Cost Accounting; Paper II	<a href="#">Click Here</a>
05.	Related Applied Component to the special Group: For Accounts: Introduction to Management Accounting	<a href="#">Click Here</a>
6. & 7.	<b>Any one of the following applied component papers:</b>	
	Computer System / Indirect Taxation	<a href="#">Click Here</a>
	Indirect Taxation/ Export Marketing	<a href="#">Click Here</a>
	Indirect Taxation/ Psychology of Human Behaviour at Work	<a href="#">Click Here</a>
	Computer System / Psychology of Human Behaviour at Work	<a href="#">Click Here</a>

### POST GRADUATE and DOCTORAL STUDIES

- The College is the centre for registration and instruction for the M.Com Course.
- Students are registered for Ph.D. in Commerce, Hindi, and Gujarati.

# **K. J. Somaiya College of Arts and Commerce**

## **Autonomous**

**(Affiliated to University of Mumbai)**

**NAAC Reaccredited With “A” Grade CGPA 3.33**

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### **EXAMINATION AND EVALUATION PROCEDURE**

College has adopted Semester Based, Credit and Grading System for Under Graduate and Post Graduate Programmes under Autonomy.

Scheme of Examination involves continuous evaluation of learners consisting of two components namely, internal evaluation of 25 marks and semester end evaluation (external) of 75 marks.

Passing is compulsory in both internal and external examination. A learner must get at least 40% of the total marks in both the examinations in order to pass.

#### **Internal Evaluation (25 marks):**

- i. A learner is evaluated out of 20 marks using various methods by different subject teachers.
- ii. Under Autonomy several options are made available to learners for internal evaluation.
- iii. Some of the internal evaluation methods are as follows:
- iv. Class Test or Assignments or Power Point Presentations or Open Book test or Book Review or Field Visit or Online Examination or Poster Presentation or Individual/Group Project or Literary Activities(For languages) such as reading recitation/ story writing / skit writing.
- v. In the courses such as Psychology(TYBA) and Computer System and Applications(TYBCOM) , Practical and Viva Voce Examinations are conducted.

#### **For M.Com.**

- Project and Viva Voce is conducted for internal evaluation.
- vi. A learner is evaluated out of 5 marks for the following:
  - vii. Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and participation in co-curricular and extra- curricular activities.
  - viii. Minimum of 10 marks is required for passing.

#### **Semester End Examination/External (75 marks)**

Semester End examination is conducted at the end of each semester which is of 2 hours 30 minutes duration.

Minimum of 30 marks is required for passing.

### **Conduct of External Examination**

Examination schedule is prepared and displayed at least three weeks in advance. Three sets of question papers in each course are collected from teachers at least two weeks in advance.

All question papers are first coded and then given for printing.

### **Dealing with Copy Cases**

- Warnings are displayed on notice boards regarding Use of Unfair practices and the consequent penalty.
- Answer papers of the students found using unfair means are sent to the Unfair means committee for further actions.
- Actions are taken according to the reports of unfair means committee.

Answer papers are masked and coded before sending to Centralised Assessment Program(CAP).

### **Assessment and Moderation**

- i. Centralized Assessment Program (CAP) is held in the College after the Semester End Examinations.
- ii. Examiners prepare mark sheets where marks are entered against code number.
- iii. Three external examiners (from outside the Somaiya Campus) are nominated as moderators in each subject.
- iv. For SEM I, II, III and IV 25% answer books in each subject are moderated.
- v. For SEM V and VI moderation is done as follows.
- vi. All papers with marks 17 to 23 are moderated.
- vii. All papers with marks 60 and above are moderated.
- viii. 5% of the papers between marks 30 and 59 are moderated.
- ix. After this answer papers are de-masked and seat numbers are entered.
- x. Final mark sheets are prepared separately for Internal and External evaluation.
- xi. Results are usually declared within 45 days

### **Verification/ Revaluation /Photocopy**

- i. Within 7 days after declaration of results, students have to apply for photocopy / revaluation.

- ii. After receiving photocopies within 3 days students can apply for revaluation of the respective papers.
- iii. Revaluation of the papers is done by the external examiner.
- iv. Within 25 days results of revaluation are declared.

### **Innovative Measures under Autonomy**

- i. Question Papers are sent for Library and Revaluation files
- ii. **Question Banks** are being prepared by various departments with appropriate training provided by the Management.
- iii. Previous question papers are uploaded on college website.
- iv. Warnings against use of unfair means during examinations are displayed as a preventive measure.

### **Special Examinations**

Special examinations are conducted for students Representing college at state / national level, NSS, NCC, cultural, unforeseen circumstances, medically unfit.

### **Convocation**

- i. After finalisation of the result Exam Cell sends the data to the Mumbai University for printing the convocation certificates
- ii. The convocation ceremony is conducted by the college just after the university's convocation ceremony

### **Information Available on Website**

- i. Previous Question papers for all three years FY, SY and TY BA and B Com.
- ii. Rules and regulations related to examination and admission.
- iii. Website address: <https://www.somaiya.edu/kjsac/Updates/exam>

## Revised Scheme of Examination Faculty of Arts (Undergraduate Programmes)

### Credit Based Evaluation System

#### Scheme of Examination

The performance of the learners shall be evaluated into two categories. Internal Assessment with 25% marks. Semester End Examinations with 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations areas shown below:-

#### a) Internal Assessment-25% 25 Marks

Sr. No.	Particulars	Marks
1	One periodical class test*	20 Marks
2	Active participation in routine class deliveries instructional and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

#### b) Semester End Examinations - 75% 75 Marks

- (a) Duration-These examinations shall be of 2.5 Hours duration
- (b) Theory question paper pattern
  - (c) There shall be five questions each of 15 marks.
  - (d) All questions shall be compulsory with internal choice within the questions.
- (e) Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

#### Passing Standard

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E, wherever applicable, to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

**\*Note:**

**Question Paper Pattern for Periodical Class Test for Courses at UG Programmes Written Class Test (20 Marks)**

1.	Match the Column / Fill in the Blanks / Multiple Choice Questions (½ Marks each)	05 Marks
2.	Answer in One or Two Lines (Concept based Questions) (1 Mark each)	05 Marks
3.	Answer in Brief (Attempt Any Two of the Three) (5 Marks each)	10 Marks



## Faculty of Commerce

### (Undergraduate Programmes)

#### Credit Based Evaluation System

#### Scheme of Examination

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

#### a) Internal Assessment-25% 25 Marks

##### For Courses without Practical

Sr. No.	Particulars	Marks
1	One class test *	20 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

##### For Courses with Practical

Sr. No.	Particulars	Marks
1	Semester End Practical Examination	20 Marks
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

#### b) Semester End Examinations - 75% 75 Marks

- I. Duration-These examinations shall be of 2.5 Hours duration
- II. Theory question paper pattern.
- III. There shall be five questions each of 15 marks.
- IV. All questions shall be compulsory with internal choice within the questions.

- V. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

### **Passing Standard**

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

### **\*Note:**

#### **Question Paper Pattern for Periodical Class Test for Courses at UG Programmes Written Class Test (20 Marks)**

1.	Match the Column / Fill in the Blanks / Multiple Choice Questions (½ Marks each)	05 Marks
2.	Answer in One or Two Lines (Concept based Questions) (1 Mark each)	05 Marks
3.	Answer in Brief (Attempt Any Two of the Three) (5 Marks each)	10 Marks

Note: Minor modifications are allowed depending upon the subjects.

## STANDARD OF PASSING

### DECISION REGARDING CREDIT GRADING AND SEMESTER SYSTEM

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

### CONCEPT OF CREDIT SYSTEM

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

### TERMINOLOGY USED IN CREDIT SYSTEM

- **Programme:-** A programme is a set of courses that are linked together in an academically meaningful way and generally ends with the award of a Certificate or Diploma or Degree depending on the level of knowledge attained and the total duration of study. e.g. Certificate in office Computing, Diploma in Journalism, B. Com, M. Sc. M. S.W. etc. are the 'Programmes'.
- **Course:-** A course is essentially a constituent of a 'programme' and may be conceived of as a composite of several learning topics taken from a certain knowledge domain, at a certain level. A 'course' in simple terms corresponds to the word 'subject' used in many Universities.
- **Module or Unit:-** A module or Unit is a part of the course which may be studied in conjunction with other learning modules or studied independently.
- **Credit Points:-** This has reference to the 'Workload' of a learner and is an index of the number of learning hours deemed for a certain segment of learning. The

course may be assigned anywhere between 4 to 8 credit points wherein 1 credit is equal to 30 learning hours.

- **Credit Completion or Credit Acquisition:** - It may be considered to take place after the learner has successfully cleared all the evaluation criteria with respect to a single course.
- **Credit Bank:** - The process of accumulating Credits over a period of time, leads to the idea of a 'Credit Bank'. Conceptually, a Credit Bank in simple terms refers to stored and dynamically updated information regarding the number of Credits obtained by any given student along with the details regarding the course/s for which Credit has been given, the course-level, nature, etc.
- **Credit Transfer:** - Credit Transfer means that credits earned at one institution for one or more courses under a given programme are accepted under another programme either by the same institution or another institution.
- **Performance Transfer:**-When a student who has successfully completed a certain academic programme, is allowed to transfer his past performance to another academic programme having some common courses, performance transfer is said to have taken place.
- **Course Exemption:**-The student who has already completed one of these academic programmes is then allowed to skip these 'equivalent' courses when registering for the new programme. He is then 'exempted' from 're-learning' the common or equivalent content area and from re-appearing for the concerned examinations.
- **Block Transfer:**- This refers to a group of courses, such as a completed certificate or diploma programme that are accepted for transfer of credit into a degree programme.
- **Shelf Life:** - This has a reference to the time duration for which the content of a given course is relevant and is directly linked with the obsolescence of knowledge in a certain field. Some institutions have time limits for granting credit transfer.
- **Transfer Agreement:** - This is an agreement that must be made between two institutions (a sender and a receiver) that specifies how the sending institution's course or programme will be accepted (for transfer of credits) at the receiving institution.

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

#### **TYPE OF CREDIT TRANSFER**

- **Lateral or Horizontal:**- Credit transfer from one programme to another programme of same-level. e.g. B. A. (Mass Media) from one University to B.M.M. of Mumbai University.
- **Vertical:** - It is also referred as 'Career Laddering'. Credit Transfer from one programme to another programme of higher level. It provides an upward mobility

to the learner. e.g. Diploma in Engineering gets direct admission to the Second Year Engineering of UG programme.

- **Intra-Institutional Credit Transfer:** - When the process of Credit Transfer takes place within a University or Institution called as Intra- Institutional Credit Transfer.
- **Inter-Institutional Credit Transfer:** - When the process of Credit Transfer takes place across two or more University or Institution called as Inter-Institutional Credit Transfer.

Both type of Credit Transfer may operate across the levels i.e. Lateral & Vertical

### **ALLOCATION OF TIME PER CREDIT**

The time duration per credit into two parts:

I) Approximately fifty percent of the time will be spent on class room instructions including practical as prescribed by the University.

II) Rest of the time spent for assignments, Projects, journal writing, case studies, library work, industrial visits, attending seminars / workshops, preparations for examinations etc. will be considered as notional hours.

### **PHILOSOPHY OF CREDIT ASSESSMENT**

Generally there are four different types of courses in all the programmes conducted at University of Mumbai.

Compulsory Courses	=	4 credits per course
Core / Special Courses	=	3 credits per course
Applied Components	=	3 credits per course
Foundation Courses	=	2 credits per course
Skill Courses	=	2 credits per course

The total credit value shall be 120 credits for all UG programmes across the faculties.

The total credit value shall be 80 credits for PG programmes under the faculty of Arts & Commerce and 96 credits in case of faculty of Science.

### **SCHEME OF EVALUATION**

The performance of the learners shall be evaluated in two parts internal assessment with 25% marks by way of continuous evaluation and by semester end assessment with 75% marks by conducting the theory examination.

- I. **Internal Assessment:** - It is defined as the assessment of the learners on the basis of continuous evaluation as envisaged in the credit based system by way of participation of learners in various academic and correlated activities in the given semester of the programme.
- II. **Semester End Assessment:-** It is defined as the assessment of the learners on the basis of performance in the semester end theory / written examinations.

### **STANDARD OF PASSING**

The learners shall have to obtain a minimum of 40% marks in aggregate to qualify each course where the course consists of Internal Assessment & Semester End Examination. However, the learners shall obtain minimum of 40% marks i.e. 10 out of 25 in the Internal Assessment i.e. 30 out of 75 in semester end examination separately

### **METHOD TO CARRY FORWARD THE MARKS**

Learners who PASS in the Internal Assessment but FAILS in the Semester End Examination of the Course shall reappear for the Semester End Examination of that Course. However, his/her marks of the internal assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing of the complete course.

A learners who FAILS in the Internal Assessment but PASSES in the Semester End Examination of the course shall submit and reappear for the internal assessment in the form of projects for that course. However, his/her marks of the Semester End Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on qualifying the course.

The evaluation for students who fail the internal assessment will consist of 20 mark project and 5 mark viva by the concerned teacher on the curriculum.

## COURSE WISE CREDIT ASSIGNMENTS UNDER THE FACULTY OF ARTS

Type of Courses / Credits Assigned	First Year		Second Year		Third Year		Total Credit Value
	(Credit x No. of Courses )		(Credit x No. of Courses )		(Credit x No. of Courses )		
	First Semester	Second Semester	Third Semester	Fourth Semester	Fifth Semester	Sixth Semester	
Core Courses (Major Elective)	03 x 03	03 x 03	03 x 06	03 x 06	03 x 02	03 x 02	66
Language Courses (Non-Major Elective)	02 x 01	02x 01	----	----	---	---	04
Skill- Based Courses	02 x 01	02 x 01	----	----			04
Special Courses	----	----	----	----	04 x 04	04 x 04	32
Foundation Course	02 x 01	02 x 01	02 x 01	02x 01	----	----	08
Inter-disciplinary Applied Component Courses	----	----	02 x 01	02 x 01	----	----	04
Projects	----	----	----	----	----	01 x 02	02
<b>Total</b>	<b>15</b>	<b>15</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>24</b>	<b>120</b>

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## COURSE WISE CREDIT ASSIGNMENTS UNDER THE FACULTY OF COMMERCE

Type of Courses / Credits Assigned	First Year		Second Year		Third Year		Total Credit Value
	(Credit x No. of Courses )		(Credit x No. of Courses )		(Credit x No. of Courses )		
	First Semester	Second Semester	Third Semester	Fourth Semester	Fifth Semester	Sixth Semester	
Core Courses	03 x 03	03 x 03	03 x 03	03 x 03	04 x 02	04 x 02	52
Allied Courses	03 x 03	03 x 03	03 x 01	03 x 01	---	---	24
Foundation Course	02 x 01	02 x 01	02 x 01	02x 01	---	---	08
Core / Special Courses	---	---	---	---	03 x 03	03 x 03	18
Applied Component Courses	---	---	03 x 01	03 x 01	03 x 02	03 x 02	18
<b>Total</b>	<b>20</b>	<b>20</b>	<b>17</b>	<b>17</b>	<b>23</b>	<b>23</b>	<b>120</b>

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## THE SEVEN (7) POINT GRADING SYSTEM

Grades	Marks	Grade Points
O	70 & above	7
A	60 to 69.99	6
B	55 to 59.99	5
C	50 to 54.99	4
D	45 to 49.99	3
E	40 to 44.99	2
F (Fail)	39.99 & below	1

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## CONVERSION OF MARKS TO GRADES AND CALCULATIONS OF GPA

### Abbreviations and Formulas Used

G: Grade

GP: Grade Points

C: Credits

CP: Credit Points

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

$\sum CG$ : Sum of Product of Credits & Grades points

$\sum C$ : Sum of Credits points

$\sum CG$

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

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.

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## GRADE CARDS

The result gazette and the format of the Grade Cards for the semesters conducted by colleges on behalf of the University will be uniform for all the Colleges / Institutions.

The Grade Cards will be printed along with the marks shown for all the concerned courses in the programme.

The Grade Cards will be issued to the learners who will qualify all the courses with Credit Earned and the remark as 'PASSES'. The SGPA will be calculated only for the learners who will qualify in all the courses and accordingly the Grade will be awarded to them.

In case a learner/s is not qualified in a particular course/s of a programme, he/she shall be allowed to accumulate the credits of qualified courses only of the said programme and the Grade Card will be issued with 'Credit Accumulate' and the remark as 'FAIL'.

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## ILLUSTRATIONS

LEARNER PASSES IN ALL THE COURSES WITH MORE THAN 40 MARKS

Courses in the semesters	Total Marks Obtained	Grade	Grade Points (G)	Credits Points (C)	CG = (C x G)	GPA = $\Sigma CG / \Sigma C$
Courses - I	55	B	5	4	20	$101/20 = 5.05$
Courses - II	60	A	6	4	24	
Courses - III	70	O	7	3	21	
Courses - IV	80	O	7	3	21	
Courses - V	40	E	2	3	06	
Courses - VI	48	D	3	3	09	
<b>PASS</b> Credits Earned = 20				$\Sigma C = 20$	$\Sigma CG = 101$	<b>Grade = C</b>

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## Illustrations

LEARNER PASSES IN THREE COURSES & FAILED IN TWO COURSES

Courses in the semesters	Total Marks Obtained	Grade	Grade Points (G)	Credits Points(C)	CG = (C x G)	GPA = $\Sigma CG / \Sigma C$
Courses - I	42	E	2	4	08	<b>35/13 = 2.69</b>
Courses - II	<b>28</b>	<b>F</b>	<b>1</b>	<b>4</b>	<b>F</b>	
Courses - III	40	E	2	3	06	
Courses - IV	<b>32</b>	<b>F</b>	<b>1</b>	<b>3</b>	<b>F</b>	
Courses - V	52	C	4	3	12	
Courses - VI	48	D	3	3	09	
<b>FAIL</b>				$\Sigma C = 20$	$\Sigma CG = 35$	<b>Grade = F</b>
<b>Credits Accumulate = 13</b>						

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## **Group Insurance Scheme for Students**

A student taking admission in a college is insured under the Group Insurance Scheme for Students. A student in Aided course has sum insured amount of Rs. Fifty thousand (scheme A) and in Unaided course the amount is Rs. One lakh (scheme B).

1. 100% coverage in case of sad demise of the insured.
2. 100% coverage for permanent disability (Disability means loss of limbs, loss of eye sight or sense of hearing or paralysis)
3. 100% coverage for hospitalization expenses arising out of accidents which included cost of medicines as well as expenses for Doctors fees.

### **Procedure**

- The insurance companies should be intimated within seven days in case of any type of accident.
- At the University level the same will be Co-ordinated by the Head of the Department / Registrar.
- Students should preserve the copy of fee payment receipt issued by the College/Department/Institute.
- Claims will be considered even if a student meets with an accident anywhere in India or abroad.

### **Railway Concession**

How to apply online for availing Railway Concession:

1. Somaiya Email Id and Password: This will get generated at the time of admission of the student after the payment of fees. It helps to get all the information, updates of college and campus.
2. SVV Net ID: This is used to apply for online railway concession. The SVV Net ID is actually the first part of the email id.  
Ex. If Somaiya Email-ID  
SVV Net ID: harshada.sk  
Password details for SVV net ID:  
First Log on to the link given below:  
<http://114.143.198.5/svvad/>  
Put SVV net Id and Click on forgot password.  
Message will be sent to your Mobile no. given by you at the time of admission.  
Please note: Same procedure needs to follow whenever you want to reset the password

### **Anti-Ragging Act:**

As per the circular from Joint Director, Higher Education, Maharashtra Government (Ref. 2005/ 238/05), *vishi-1*, dated 28<sup>th</sup> July, 2007) directions, the student found guilty of Ragging already, will not be given admission in college or if found guilty of Ragging even after admission in college will be removed/debarred from the college.

### **Eligibility Certificate Ordinance:**

**Q.111:-** A student from another university or board of Secondary or Intermediate education or any other Statutory examining body seeking admission to the university shall apply to the Registrar for a Statement of Eligibility and, except in the case of students from the universities in the State of Maharashtra, shall be required to pay fee of Rs. 200/- only and for out of Maharashtra State pay a fee of Rs. 300/- (Fee for foreign Nationals is Rs.730/-). The Registrar may issue a Provisional Statement of Eligibility if he is satisfied that the applicant is prima facie eligible for admission to this university. On production of such a provisional statement of eligibility, a student may seek provisional admission to this university at his own risk and on condition that he submits to the Registrar's office through the Head/Principal of his institution/ college, the necessary certificates in original together with a typed copy of each for confirmation of his eligibility before the close of the academic term in which the student is provisionally admitted to the university.

No student from another university shall be admitted to any institute maintained by or affiliated to the university except on production of a Provisional Statement of Eligibility issued by the registrar.

### **Provisional Statement of Eligibility Fee Structure**

Students those who are migrating form University in the state of Maharashtra	Rs-220/-(Including form fee)
The Universities outside Maharashtra State. Maharashtra State Board of Technical Education (M.S.B.TE.)and all Board other that Maharashtra State Board of Higher Secondary	Rs-320/-(including form fee)
Foreign Nationals	Rs-750/-(including form fee)

### **Documents Required**

#### **For UG Students:**

- 10<sup>th</sup> and 12<sup>th</sup> original Mark Sheet with Xerox copy.
- 10<sup>th</sup> and 12<sup>th</sup> original Passing Certificate with Xerox copy
- Original Migration Certificate and Transfer Certificate (U.P. Board students Require T.C. signed by ZP)

#### **For PG Students:**

- 12<sup>th</sup> Original Mark sheet with Xerox copy.
- 12<sup>th</sup> Original Passing Certificate with Xerox copy.
- F.Y./S.Y./T.Y.(All Semesters)Mark sheets with Xerox copy.

Original Migration Certificate and Transfer Certificate.  
(U.P.Board Student Require T.C.signed by Z.P.)

**For Ph.D. Students:**

F.Y./S.Y./T.Y.(All Semesters)Mark Sheets with Xerox copy  
PET Exam Result.  
Topic Approval Letter and Interview Letter.

**K.J.SOMAIYA COLLEGE OF ARTS AND COMMERCE (AUTONOMOUS)**

**FEE STRUCTURE 2017-18**

**BA COURSE**

**FEE STRUCTURE 2017-2018**

<b>PARTICULARS</b>	<b>B.A.</b>					
		<b>F Y</b>		<b>S Y</b>		<b>T Y</b>
	<b>Reserve</b>	<b>Amount</b>	<b>Reserve</b>	<b>Amount</b>	<b>Reserve</b>	<b>Amount</b>
<b>Fees</b>						
Tuition Fees		800		800		800
Library Fees		200		200		200
Gymkhana Fees		400		400		400
Other Fees / Extra Curricular Activity		250		250		250
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees		220		-		-
Industrial Visit Fee		-		-		-
Admission Processing Fee	200	200	200	200	200	200
Utility Fees		250		250		250
Magazine		100		100		100
I Card	50	50	50	50	50	50
Group Insurance	20	20	20	20	20	20
Student Welfare Fund	50	50	50	50	50	50
Development Fees		500		500		500

Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity	-	30	-	30	-	30
E - Charges + E - Suvidha		70		70		70
NSS		10		10		10
Internal Exam Fees						
Project Fees		1,200		1,600		1,200
<b>( A )</b>	<b>2,375</b>	<b>6,405</b>	<b>2,375</b>	<b>6,585</b>	<b>2,375</b>	<b>6,185</b>
<b><u>Computer / Laboratory Fees</u></b>	-			-	-	-
Computer /Psychology Practicals		-				600
Laboratory Fees						800
Psychology Project Fee						500
<b>( B )</b>		-				<b>1,900</b>
<b><u>Refundable</u></b>		-		-		
Caution Money						
Library Deposit		150		-		-
Laboratory Deposit		250		-		400

<b>(C)</b>		<b>400</b>				<b>400</b>
HOUSEKEEPING & MAINTENANCE &SECURTY		1,000		1,000		1,000
ACTIVITY FEE		500		500		500
CONVOCAATION FEE					250	250
<b>(D)</b>		1500		1500	250	<b>1750</b>
<b>Fees ( A+B+C+D )</b>	<b>2,375</b>	<b>8,305</b>	<b>2,375</b>	<b>8,085</b>	<b>2,625</b>	<b>10,235</b>



### B. Com. Fee Structure

PARTICULARS	B.COM					
		F Y		S Y		T Y
	Reserve	Amount	Reserve	Amount	Reserve	Amount
Fees						
Tution Fees		800		800		800
Library Fees		200		200		200
Gymkhana Fees		400		400		400
Other Fees / Extra Curricular Activity		250		250		250
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees		220		-		-
Industrial Visit Fee		-		-		-
Admission Processing Fee	200	200	200	200	200	200
Utility Fees		250		250		250
Magazine		100		100		100
I Card	50	50	50	50	50	50
Group Insurance	20	20	20	20	20	20
Student Welfare Fund	50	50	50	50	50	50
Development Fees		500		500		500
Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity		30	-	30	-	30
E - Charges + E - Suvidha		70		70		70
NSS		10		10		10
Internal Exam Fees						

Project Fees		1,400		1,200		1,200
<b>( A )</b>	<b>2,375</b>	<b>6,605</b>	<b>2,375</b>	<b>6,185</b>	<b>2,375</b>	<b>6,185</b>
<b><u>Computer / Laboratory Fees</u></b>				-	-	-
Computer /Psychology Practicals		-				600
Laboratory Fees		-				900
Psychology Project Fee		-				
<b>( B )</b>		-		-		<b>1,500</b>
<b><u>Refundable</u></b>						
Caution Money		150		-		-
Library Deposit		250		-		-
Laboratory Deposit		-				400
<b>( C )</b>		<b>400</b>		-		<b>400</b>
HOUSEKEEPING & MAINTENANCE &SECURITY		1,500		1,500		1,500
ACTIVITY FEE		1,000		1,000		1,000
CONVOCATION FEE					250	250
<b>( D )</b>		2,500		2,500		2,750
<b>Fees ( A+B+C+D )</b>	<b>2,375</b>	<b>9,505</b>	<b>2,375</b>	<b>8,685</b>	<b>2,625</b>	<b>10,835</b>

### M.Com Fee Structure

-	Part I (OPEN)	Reserve Category	Part II (OPEN)	Reserve Category
Particulars	-	-	-	
Tution Fees	<u>1000</u>		<u>1000</u>	
Library Fees	<u>1000</u>		<u>1000</u>	
Gymkhana Fees	<u>200</u>		<u>200</u>	
Other Fees	<u>250</u>		<u>250</u>	
Exam Fees	<u>3000</u>		<u>3000</u>	<u>3000</u>
Registration fees	<u>825</u>	=	-	
Convocation Fees	-	-	=	=
Admission Processing Fee	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>
Utility Fees	<u>250</u>		<u>250</u>	-
Magazine Fees	<u>100</u>		<u>100</u>	-
I Card Fees	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>
Group Insurance	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>
Students Welfare Fund	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>
Development Fees	<u>500</u>	=	<u>500</u>	-
Activity Fees	<u>1000</u>	=	<u>1000</u>	-
Vice Chancellor's Fund	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>
Disaster Relief Fund	<u>10</u>	<u>10</u>	<u>10</u>	<u>50</u>
Ashwamedha Fund	<u>20</u>	=	<u>20</u>	
Univ Sports & Cultural Activity	<u>30</u>	=	<u>30</u>	
E charges + E Suvidha	<u>70</u>	=	<u>70</u>	
Project Fees	<u>800</u>	=	<u>800</u>	
Maintenance/Housekeeping/ Security	<u>1500</u>	=	<u>1500</u>	
(A)	<u>10895</u>	<u>3350</u>	<u>10070</u>	<u>3350</u>
Computer/laboratoy Fees	-	-	-	
Computer Practicals	<u>1500</u>	=	<u>1500</u>	
laboratory Fees	=	=	-	
(B)	<u>1500</u>	=	<u>1500</u>	
Caution Money	<u>150</u>	=	-	

Library Deposits	<u>250</u>	=	-	
Laboratory Deposits	=	=	=	
<u>C)</u>	<u>400</u>	-	-	
Convocation Fees			<u>250</u>	<u>250</u>
<u>D)</u>			<u>250</u>	<u>250</u>
<u>Total Fees (A+B+C+D)</u>	<u>12795</u>	<u>3350</u>	<u>11820</u>	<u>3600</u>

**1<sup>st</sup> year                      2<sup>nd</sup> year                      3<sup>rd</sup> year**

Transcript 5 copies (Add. copy Rs. 50.00 each)	1000	1000	1000
Admission form+ Prospectus + Inform. Brochure	100	100	100
Transfer Certificate	100	100	100
Bona fide Certificate	20	20	20
No Objection Certificate	20	20	20

**\*\* Subject to change as per new university circular/s**

**REFUND OF FEES: (UG/412 of 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 in 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 30<sup>th</sup> 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	Up to 20 days after the commencement of academic term of the course	From 21 <sup>st</sup> day up to 50 days after commencement of academic term of the course	From 51 <sup>st</sup> day up to 50 days after commencement of academic term of the course or August 31 <sup>st</sup> whichever is earlier.	From September 1 <sup>st</sup> to September 30 <sup>th</sup> .	After September 30 <sup>th</sup> .

<b>Deduction Charges</b>	<b>Rs. 500/-</b> 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
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**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 be paid as University share (including Vice-chancellor fund, University fee for sports and cultural activities, E- charge, disaster management fund, exam fee and Enrollment fee) are non-refundable if payment is made by the college prior to the date of cancellation.
- iii. Fee collected for Identity card and Library card, admission form and prospectus, enrollment and any other course specific fee **are not refunded** after the commencement of the academic term.
- iv. All refundable deposits (Laboratory, Caution Money and Library etc.) **shall be fully returned** at the time of cancellation.

**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 1<sup>st</sup> year admission. In case of admission to subsequent years of the course, O. 2859 is applicable for cancellation of admission. Provided further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies for admission for relevant courses.**

Further that O.2859-A & O.2859-B have been repealed and the amended O.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

**Our Student Achievers for the Academic year 2012-14.**

**T.Y.B.COM**

Year	Appear	I	II	Pass	Fail	College %	University %	
2012	899	800	34	-	65	92.76 %	81.53 %	
2013	976	865	59	02	50	94.87 %	80.25 %	
Year	Appeared	Grade				Fail	Total Pass	College %
		O	A	B	C			
2014	957	70	483	218	93	93	864	90.28 %
2015	969						856	88.33%
2016								

**T. Y. B. A.**

Year	Appear	I	II	Pass	Fail	College %	University %	
2012	251	21	128	51	51	86.64 %	74.09 %	
2013	218	27	92	54	45	79.36 %	76.05 %	
Year	Appeared	Grade				Fail	Total Pass	College %
		O	A	B	C			
2014	167	7	31	28	41	60	107	64.07 %
2015								
2016								

The overall Toppers in B.A., B.Com and M.Com courses for the academic year 2015 – 2016 are as follows.

<b>OVERALL TOPPER M. COM ACCOUNTANCY</b>	PALIWAL REKHA KISHANLAL	CGPA 7	O
<b>OVERALL TOPPER B.A</b>	GHOSH ANANYA ARABINDA	CGPA 7	O
<b>OVERALL TOPPER B.COM</b>	LAKHANI NEERALI CHANDRAKANT	CGPA 6.9	A

ACCOUNTANCY	FYBCOM	SHAH RAJ HITESHBHAI	191/200
	SYBCOM	MALKAN NIKITA DILIP	183/200
	TYBCOM (F.A-I)	KAUSHIK UTKARSH MANOJ	181 / 200
		SHAH BHAVYA RAJESH	
	TYBCOM (F.A-II)	VORA YASH MUKESH	185 / 200
	TYBCOM (F.A-III)	TEMKAR POOJA ARVIND	182 / 200
TYBCOM (TAX)	GALA NIKKI SHANTILAL	189/200	

COMMERCE	FYBCOM	AMBRE SAYALI SUNIL	161/200
	SYBCOM(COMM.)	PATEL KRUPA PRADEEP	172/200
	SYBCOM (ADVT.)	PATEL KRUPA PRADEEP	166/200
	TYBCOM(EXPORT)	BHANUSHALI VINIT KISHOR	161/ 200
	TYBCOM (MHRM)	RATHI APURVA	166/200
	SYBA (B.K)	SHAIKH IRFAN SHAHID	188/200

ECONOMICS	FYBA	TIXEIRA SIMRAN ANTHONY NESTOR	140 / 200
	SYBA	CHAVAN ANKITA SUSHIL	291 / 400
	TYBA	PANDEY ARADHANA RAMAKANT	977 /1200
	FYBCOM	DUBEY JYOTI KESHAVKUMAR	156 / 200
		GUPTA JYOTI PREMCHAND	
SYBCOM	FURTADO RACHEL CHARLES	157 / 200	

	TYBCOM	WALANJU VEDANTI GOPAL	165 / 200
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ENGLISH	FYBA (A)	PANDEY APOORV	150 / 200
	FYBA (C)	KHAN IFFAT M AZIZULLAH	150 / 200
	SYBA	SERRAO GREFITA GREGORY	276 / 400
	SYBA (JOURNALISM)	AKANKSHA	161 / 200
	SYBA (MASS COMM.)	MEHRA HEMA RAJESH	159 / 200
	TYBA	GHOSH ANANYA ARABINDA	992 / 1200
	FYBCOM (B.C)	MAHAJAN RAHUL RAJU SINGH SURAJ ARVIND	147 / 200

EVS	FYBCOM	DESHPANDE GAURI PRADIP	162 / 200
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FOUNDATION COURSE	FYBA	JADHAV AJAY RAMAKANT	160/200 (NCC STUDIES)
	FYBCOM	NAIR ANJALI ANIYANKUNJU	190/200 (NCC STUDIES)
	SYBA	SHINDE VAISHALI BABU	169/200
		MEHRA HEMA RAJESH	
SYBCOM	JOSHI RIDDHI MAHESH	190 /200 (NCC STUDIES)	

GUJARATI	FYBA	BHANUSHALI BHAVIKA PREMJI	166 / 200
	SYBA	CHOTALIYA SAGAR MANSUKHBHAI	337 / 400
	TYBA	VEERA ARPITA KISHORE	1037 / 1200

HINDI	FYBA	KHAN IFFAT M AZIZULLAH	155 / 200
	SYBA	TIWARI VARSHA OMPRAKASH	315 / 400
		VERMA GEETA OMPRAKASH	
TYBA	PANCHAL KRUTIKA PREMCHAND	7 CGPA	

HISTORY	FYBA	TIXEIRA SIMRAN ANTHONY NESTOR	175 /200
	SYBA	VISHWAKARMA NEHA SURESH	349 /400



	TYBA	MOTE UJJWALA VISHNU	900 /1200
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BUS. LAW	SYBCOM	FURTADO RACHEL CHARLES	162 / 200
		GOR PRATIK RAJESH	

MARATHI	FYBA (A)	DAWANE KOMAL SURESH	157 / 200
	FYBA (C)	KURIL TEJASVI SHIVAJI	150 / 200
	SYBA	DADKE VRISHALI VIDYADHAR	320 / 400
		GOLIPKAR TEJAL JITENDRA	
TYBA	TELI NAMITA BHIKAJI	936 / 1200	

MATHEMATICS	FYBCOM	GADA FORAM JAYESH	195 / 200
	TYBCOM(CSA.)	MEHTA SHREYANS ATIN	200 / 200

PHILOSOPHY	FYBA	SHAH PAYAL DILIPBHAI	148 / 200
	SYBA	PONKSHE TRISHALA DARSHAN	278 / 400
	TYBA	MAHENOOR RASHID AHMED	418 / 600

POLITICAL SCIENCE	FYBA	CHHARI NIKHIL SINGH	162 / 200
	SYBA	SHINDE VAISHALI BABU	320 / 400
	TYBA	BHOSALE POOJA SHIVAJI	994 / 1200

PSYCHOLOGY	FYBA	PANDEY APOORV	185 / 200
	SYBA	MEHRA HEMA RAJESH	342 / 400
	TYBA	MANGE SHRADDHA KANTILAL	315 CG
	TYBCOM	MODY VAIBHAVI GIRISH	181 / 200

SANSKRIT	FYBA (A)	TILAK KASTURI MILIND	179 / 200
	FYBA (C)	KADUSKAR KETAKI MANOJ	178 / 200
	SYBA	GOLIPKAR TEJAL JITENDRA	344 / 400
	TYBA	NIMKAR MAITHILEE MILIND	1090 / 1200

SOCIOLOGY	FYBA	GOKARNKAR TANVEE VILAS	158 / 200
	SYBA	MEHRA HEMA RAJESH	306 / 400
	TYBA	CHAVAN KUNAL VASANT	279 CG

**Toppers in BBI, BFM, BMM, BMS courses for the academic year 2015 – 2016 are as follows .**

<b>COURSE</b>	<b>SEM.</b>	<b>NAME OF THE STUDENT</b>	<b>Marks</b>
<b>B.B.I</b>	I	CHECKER SIMRAN MUKESH	451/600
	II	JAIN HITANSHI JYANTILAL	488/600
	III	PADHIYAR ARCHANA PRADEEP	565/700
	IV	GHANEKAR MOHINI MANGESH	576/700
	V	MEHTA POOJA VIPUL	568/700
	VI	MEHTA POOJA VIPUL	571/700
<b>B.F.M</b>	I	KOTHARI PALLAVI SHAILESH	545/700
	II	GUPTA VRINDA	571/700
	III	GATHANI HEENAL PARESH	520/700
	IV	GATHANI HEENAL PARESH	585/700
	V	GAWANKAR DARSHANA SANJAY	555/700
	VI	GAWANKAR DARSHANA SANJAY	580/700
<b>B.M.M</b>	I	UPADHYAY NIKI SUDHIR	454/600
	II	AZAD ALWIRA	461/600
	III	GOEL ISHA MOHIT	440/600
	IV	GOEL ISHA MOHIT	436/600
	V	PARULEKAR KAUTUKI SATYANAND	510/600
	VI	PARULEKAR KAUTUKI SATYANAND	521/600
<b>B.M.S</b>	I	THAKUR KUSUM MAHENDRACHAND	521/700
	II	THAKUR KUSUM MAHENDRACHAND	544/700
	III	JAYWANT AKSHATA ASHISH	443/600
	IV	GAZIYANI ABDUL KADIR ZUBAIR	496/600
	V	SINGH APARNA MANOJ	446/700
	VI	PATEL HARITA RAJNIKANT	582/700

### **TYBMS**

<b>Result Analysis of T.Y.B.M.S. (Sem - VI) Examinations held in April / May 2014</b>									
<b>Sr. No.</b>	<b>Year</b>	<b>Appeared</b>	<b>I</b>		<b>II</b>		<b>Total Pass</b>	<b>College %</b>	<b>University %</b>
			<b>O</b>	<b>A</b>	<b>B</b>	<b>C</b>			
1.	2016								
2.	2015	119					95	87.27	
3.	2014	110	-	70	26	03	99	90	
4.	2013	121	-	94	-	19	113	93.39	66.14

**TYBBI**

<b>Result Analysis of T.Y.B.B.I. (Sem - VI) Examinations held in April / May 2014</b>									
Sr. No.	Year	Appeared	I		II		Total Pass	College %	University %
			O	A	B	C			
1.	2016								
2.	2015	106					80	75.47	
3.	2014	119	-	59	42	08	109	91.60	
4.	2013	117	-	103	-	06	109	93.16	84.40

**T.Y.BFM**

<b>Result Analysis of T.Y.B.F.M. (Sem - VI) Examinations held in April / May 2014</b>									
Sr. No.	Year	Appeared	I		II		Total Pass	College %	University %
			O	A	B	C			
1.	2016								
2.	2015	41					25	60.98	
3.	2014	56	-	20	17	07	44	78.57	
4.	2013	58	-	49	05	02	56	96.55	96.71

**TYBMM**

<b>Result Analysis of BACHELOR OF MASS MEDIA B.M.M (Sem - VI)</b>									
<b>Examinations held in April / May 2014</b>									
Sr. No.	Year	Appeared	GRADE				Total Pass	College %	University %
			O	A	B	C			
1.	2016								
1.	2015	55					48	82.27%	
2.	2014	52	-	24	18	4	46	88.46%	84.26%
3.	2013	57	24	21	-	10	55	96.49%	92.34%

**AWARDS FOR STUDENTS**

1. Smt. Padamaben Ganjanan Thaker Endowment Prize for toppers in Gujarati subject at FYBA/SYBA and TYBA class.
2. Shri Madhukar R. Khandpekar Endowment Prize for toppers in History subject at FYBA/SYBA and TYBA class.
3. Two endowment prizes at T.Y. level in the subject of Sanskrit and Accounts.

**Three-Year Integrated Course Affiliated to Mumbai University**  
**Bachelor of Management Studies Degree (BMS)**

A business management degree is one of the most coveted degrees today. In the highly competitive world that we are living in, a management degree provides a secure and rewarding career. Way back, a business management degree was a sought-after post-graduate programme after the student had completed a three-year bachelor's programme. However, the lack of employment opportunities and the need for more practical job oriented bachelor's program has led to the introduction of business management programmes at the undergraduate level.

**Objectives of the Degree**

- To create for the students of University of Mumbai an additional avenue of self-employment and also to benefit the industry by providing it with suitably trained manpower.
- To prepare students to exploit opportunities being newly created in the Management profession.
- To provide adequate basic understanding of Management skill and practices among the students.
- To give an adequate exposure to operational environment in the field of Management.
- To impart training for the use of modern technology for the benefit of all parties concerned.

**Eligibility**

**First Year:**

The Student shall have passed XIIth Std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination at one sitting or Diploma in any Engineering branches with two years or three years or four years duration after the S.S.C conducted by the Board of Technical Education, Maharashtra State or its equivalent examination and should have secured not less than 50% marks and 45% marks in the case of Backward Class Candidates.

**Second Year**

The candidate, to be eligible for admission to S.Y.B.M.S. should have passed all theory papers in all the previous semesters OR failed in not more than 2 theory papers, in I & II Semester End Examinations taken together.

**Third Year**

A candidate shall be allowed to keep terms for Semester V if he/she passes in each of Semester I, II, III and IV or if he/she passes Semester I and Semester II and fails in not more than two theory papers of Semester III and Semester IV taken together.

A candidate shall be allowed to keep terms for Semester VI if he/she passes in each of Semester I, II, III, IV and V or if he/she passes Semester I, Semester II and Semester III and fails in not more than two theory papers of Semester IV and Semester V taken together

irrespective of his/her grade in project I of Semester V.

A candidate who does not secure a minimum grade of “C” in Project I and or Project II has to submit a fresh project till he/she secures a minimum grade of “C”.

### **Scheme of Examination**

1. The examinations shall be conducted at the end of each semester.
2. A theory paper will carry 100 marks. The evaluation of the performance of the students in the theory papers shall be on the basis of both internal assessment (25%) and semester end examination (75%). Internal evaluation should be on the basis of class assignments, group discussion, seminars, project presentations, attendance, etc. The semester end exam shall be held at the end of each semester and shall be of two hrs. duration.

### **Passing Standard and Performance Grading**

Passing Standard: A student shall have to obtain a minimum of 40% marks in aggregate for each theory paper (where the theory paper consists of Internal Assessment and Semester (End Examination) with a minimum of 25% marks (i.e. 10 out of 25) in the internal assessment and 40% marks in semester end examination (i.e. 30 out of 75) separately to pass the subject and minimum of grade C in each project wherever applicable to pass a particular semester.

- (a) The Performance Grading of the student shall be of the SEVEN point ranking system as under:

<i>Class</i>	<i>Division</i>	<i>Marks</i>	<i>Grade</i>
I class	I-I	65 and above	O
	I-II		A
II class	II-I	55 -59.99	B
	II-II	50 – 54.99	C
	II-III	45-49.99	D
Pass Class	III	40-Less than 44.99	E
	Fail	Less than 40	F

The performance grading class shall be based on the aggregate performance of Internal Assessment and Semester End Examination.

### **II. Carry forward of the marks in case if the student fails in one or more subjects:**

- a. A student who PASSES in Internal Examination but FAILS in the Semester End Examination of the theory paper shall reappear for the Semester End Examination of that theory paper. However his/her marks of the Internal Examination shall be carried over but he/she shall be entitled for grade “E” on passing.
- b. A student who PASSES in the Semester End Examination but FAILS in the Internal Examination of the theory paper shall reappear for the Internal Examination of that

theory paper. However his/her marks of the Semester End Examination shall be carried over but he/she shall be entitled for grade "E" on passing.

- c. The Internal Examination for reappearing students will consist of one project of 25 marks which will be divided into 10 marks for the hard copy of the project, 10 marks for the presentation and 05 marks for the viva.

### **III. ALLOWED TO KEEP TERMS (ATKT):**

- a. A student shall be allowed to keep term for Semester II irrespective of number of heads of failure in the Semester I.
- b. A student shall be allowed to keep term for Semester III if he/she passes each Semester I and Semester II.

OR

- c. A student fails in not more than two papers of Semester I and Semester II taken together where the total marks does not exceed 200.
- d. A student shall be allowed to keep term for semester IV irrespective of number of heads of failure in the semester III. However the student has to pass each of Semester I and Semester II in order to appear for Semester IV.
- e. A student shall be allowed to keep term for Semester III if he/she passes each Semester I, Semester II, Semester III and Semester IV.

OR

- f. A student shall pass Semester I and Semester II and fails in not more than two papers of Semester I and Semester III and Semester IV taken together where the total marks does not exceed 200.
- g. A student shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V.
- h. The result of Semester VI shall be kept in abeyance until the student passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

**ADDITIONAL EXAMINATION:** There will be one additional examination for Semester I, II, III, and IV for those who have failed or remained absent. The absent student will be allowed to appear for the examination by the head of the institution/ after following the necessary formalities of medical/special ground. This examination will be held 30 days the declaration of results but not later than 60 days.

### **EVALUATION OF PROJECT:**

- a. A student who PASSES IN ALL THEORY PAPERS BUT DOES NOT secure minimum grade C in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade C. His/her marks in the theory papers that the student has passed will be carried forward but he/she shall be entitled for grade "E" on passing.
- b. The evaluation of project and viva examination shall be by awarding grade in the seven point scale as given in (I) above.
- c. A student shall have to obtain minimum of grade C (or its equivalent marks) in project evaluation and viva/voce taken together.
- d. Industrial visits are not compulsory and the colleges should not charge fees prescribed for industrial visits if the industrial visits are not organized.

## COURSE CONTENT: BMS

<b>FIRST YEAR</b>			
<b>Semester I</b>		<b>Semester II</b>	
1. Foundations of Human Skills	<a href="#">Click here</a>	1. Business Environment	<a href="#">Click here</a>
2. Introduction to Financial Accounts	<a href="#">Click here</a>	2. Industrial law	<a href="#">Click here</a>
3. Business Statistics	<a href="#">Click here</a>	3. Principles Of Marketing	<a href="#">Click here</a>
4. Business Communication I	<a href="#">Click here</a>	4. Business Communication II	<a href="#">Click here</a>
5. Business Economics I	<a href="#">Click here</a>	5. Business Mathematics	<a href="#">Click here</a>
6. Business Law	<a href="#">Click here</a>	6. Principles Of Management	<a href="#">Click here</a>
7. Foundation Course I	<a href="#">Click here</a>	7. Foundation Course II	
<b>SECOND YEAR</b>			
<b>Semester III</b>		<b>Semester IV</b>	
<b>Compulsory Courses</b>			
1. Environmental Management	<a href="#">Click here</a>	1. Ethics & Governance	<a href="#">Click here</a>
2. Business Planning & Entrepreneurial Management	<a href="#">Click here</a>	2. Business Research Methods	<a href="#">Click here</a>
3. Accounting for Managerial Decisions	<a href="#">Click here</a>	3. Business Economics II	<a href="#">Click here</a>
4. Strategic Management	<a href="#">Click here</a>	4. Production & Total Quality Management	<a href="#">Click here</a>
5. Information Technology in Business Management I		5. Information Technology in Business Management II	
<b>Any One Elective group to be selected by the learner</b>			
<b>Finance Group- Electives</b>			
1. Introduction to Cost Accounting	<a href="#">Click here</a>	1. Auditing	<a href="#">Click here</a>
2. Corporate Finance	<a href="#">Click here</a>	2. Strategic Cost Management	<a href="#">Click here</a>
<b>Marketing Group- Electives</b>			
1. Consumer Behaviour	<a href="#">Click here</a>	1. Integrated Marketing Communication	<a href="#">Click here</a>
2. Advertising	<a href="#">Click here</a>	2. Rural Marketing	<a href="#">Click here</a>
<b>Human Resource Group- Electives</b>			
1. Employee Relations & Welfare	<a href="#">Click here</a>	1. Training and Development in HRM	<a href="#">Click here</a>

2. Organization Behavior & HRM	Click here	2. Change Management	Click here
<b>THIRD YEAR</b>			
<b>Semester V</b>		<b>Semester VI</b>	
<b>Compulsory Courses</b>			
1. Logistics & Supply Chain Management	Click here	1. Operation Research	Click here
2. Project Work I	Click here	2. Project Work II	Click here
<b>Any One Elective group to be selected by the learner</b>			
<b>Finance Group- Electives</b>			
1. Investment Analysis & Portfolio Management	Click here	1. Risk management in /banking Sector	Click here
2. Commodity & Derivatives Market	Click here	2. International Finance	Click here
3. Wealth Management	Click here	3. Innovative Financial Services	Click here
4. Strategic Financial Management	Click here	4. Project Management	Click here
<b>Marketing Group- Electives</b>			
1. Services Marketing	Click here	1. Brand Management	Click here
2. E-Commerce & Digital Marketing	Click here	2. Retail Management	Click here
3. Sales & Distribution Management	Click here	3. International Marketing	Click here
4. Customer Relationship Management	Click here	4. Media Planning & Management	Click here
<b>Human Resource Group- Electives</b>			
1. Finance for HR Professionals & Compensation Management	Click here	1. HRM in Global Perspective	Click here
2. Strategic Human Resource Management & HR Policies	Click here	2. Organizational Development	Click here
3. Performance Management & Career Planning	Click here	3. HRM in Service Sector Management	Click here
4. Industrial Relations	Click here	4. Workforce Diversity	Click here



**FEE STRUCTURE OF  
Bachelor of Management Studies Degree (BMS)  
2017-2018**

PARTICULARS	BMS					
	F Y		S Y		T Y	
	open Amt	reserve Amt	open Amt	reserve Amt	Amt	reserve Amt
Tution Fees	12,000		12,000		12,000	
Library Fees	300		300		300	
Gymkhana Fees	400		400		400	
Other Fees / Extra Curricular Activity	250		250		250	
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees	220		-		-	
Industrial Visit Fee	500		500		500	
Admission Processing Fee	200	200	200	200	200	200
Utility Fees	250		250		250	
Magazine	100		100		100	
I Card	50	50	50	50	50	50
Group Insurance	40	40	40	40	40	40
Student Welfare Fund	50	50	50	50	50	50
Development Fees	500		500		500	
Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity	30		30		30	
E - Charges + E - Suvidha	70		70		70	
NSS	10		10		10	
Internal Exam Fees						
Project Fees	1,200		1,400		2,200	
( A )	18,225	2,395	18,205	2,395	19,005	2,395
<u>Computer / Laboratory Fees</u>						
Computer Practicals	1,000		1,000		1,000	
Laboratory Fees	1,100		1,100		1,100	
( B )	2,100		2,100		2,100	
<u>Refundable</u>			-			
Caution Money	150		-		-	
Library Deposit	250		-		-	
Laboratory Deposit	400		-		-	
( C )	800		-		-	

HOUSEKEEPING & MAINTENANCE & SECURITY	1,500		1,500		1,500	
ACTIVITY FEE	1,000		1,000		1,000	
CONVOCAATION FEE					250	250
<b>(D)</b>	2,500		2,500		2,750	250
<b>Fees ( A+B+C +D)</b>	<b>23,625</b>	<b>2,395</b>	<b>22,805</b>	<b>2,395</b>	<b>23,855</b>	<b>2,645</b>

	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year
Transcript 5 copies (Add. copy Rs. 50.00 each)	1000	1000	1000
Admission form+ Prospectus + Inform. Brochure	100	100	100
Transfer Certificate	100	100	100
Bona fide Certificate	20	20	20
No Objection Certificate	20	20	20

*\*\* Subject to change as per new university circular/s*

## **Three Year Integrated Course Affiliated to Mumbai University**

### **B. COM IN BANKING AND INSURANCE (B. B. I)**

A B. B. I. degree is one of the most coveted degrees today. In the highly competitive world that we are living in, this provides a secure and rewarding career. However, the lack of employment opportunities and the need for more practical job oriented bachelor's program has led to introduction of business management programs at the undergraduate level. There are increasing career opportunities in multi-national and indigenous corporate sector.

#### ➤ **Objectives**

- ❖ To create for the students, of University of Mumbai an additional avenue of self-employment and also to benefit Banks, Insurance companies & Industries to providing them with suitably trained manpower in the field of Banking and Insurance.
- ❖ To prepare students to explore opportunities, being newly created in the field of Banking & Insurance due to Globalization, Privatization & Liberalization.
- ❖ To provide adequate basic understanding about Banking, Insurance & other financial services, among the students.
- ❖ To give an adequate exposure to operational environment in the field of Banking Insurance & other related financial services.
- ❖ To inculcate training & practical approach among the students by using modern technologies in the field of Banking, Insurance etc.

#### ➤ **Course Objective:**

- ❖ To provide a basic foundation of the fundamental principles and practices of banking and insurance and other financial services and application in practice.
- ❖ To enable the students gain a fair idea as to how these principles are applied in practice through live cases or examples published in papers and cited by lectures.
- ❖ To equip the job seeker to get into positions of responsibility in the area of financial services (as this would prove definite advantage into the recruiters in terms of time, cost and skill requirement).

#### **ELIGIBILITY**

**F.Y.B.B.I.:** A candidate to be eligible for admission to the Bachelor of Commerce (Banking & Insurance) Degree Course shall have passed XII Std. Examination of the Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent and secured not less than 50% marks in aggregate at (45% in case of reserved category) one & the same sitting. Every Candidate admitted to the Degree Course in the Constituent/affiliated College recognized institution, conducting the course, should have to register himself/herself with the University.

**S. Y. B. B. I:** The candidate, to be eligible for admission to S.Y.B.M.S. should have passed all theory papers in all the previous semesters OR failed in not more than two theory papers, in I & II Semester End Examinations taken together.

**T. Y. B. B. I.:** A candidate shall be allowed to keep terms for Semester V if he/she passes in each of Semester I, II, III and IV or if he/she passes Semester I and Semester II and fails in not more than two theory papers of Semester III and Semester IV taken together. A candidate shall be allowed to keep terms for Semester VI if he/she passes in each of Semester I, II, III, IV and V or if he/she passes Semester I, Semester II and Semester III and fails in not more than two theory papers of Semester IV and Semester V taken together irrespective of his/her grade in project I of Semester V. A candidate who does not secure a minimum grade of "C" in Project I and or Project II has to submit a fresh project till he/she secures a minimum grade of "C".

#### **R. 4298: Scheme of Examination**

The Performance grading shall be based on the aggregate performance of internal assessment and semester end examination:

A) Internal Assessment: 40% i.e. 25 marks.

B) Semester End Examination: 40% i. e. 75 marks.

Student must get 40% marks in aggregate i. e. 40% marks in Internal Assessment (i.e. 40% of 25 = 16) as well as 40% marks in semester End Examination (i.e. 40% of 75 = 30) separately, in order to pass the examination.

##### A) Internal Assessment: 25 marks.

The allocation of 40 marks shall be as follows

a) Two best of three periodical class tests held in the given semester: 20 Marks.

b) A better of the two assignments based class presentation to be selflessly assessed by the teacher concerned: 10 Marks.

c) Group discussion or active participation in routine class instructional deliveries- 05 Marks

d) Overall conduct as a responsible student, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities -05 Marks

##### B) Semester End Examination: 75 marks.

a) Duration - This examination shall be of 2.5 Hrs. duration.

b) Question paper pattern

i.) There shall be four questions each of 15 marks.

ii) All questions shall be compulsory with internal choice within the question.

iii) Questions may be sub divided into a) and b) if necessary, for 8 & 7 mark respectively.

The responsibilities of Examination evaluation during the first four semesters shall rest with the college/institution where in the students are admitted for the course. The college/institution shall carry out the internal assessment for the papers for semesters while the University shall conduct the semester end examination for these two semesters. The internal assessment marks of students appearing for Semester V & VI shall be sent to the University by the respective college / institution before the commencement of the respective semester end examination.

## **Passing Standard and Performance Grading**

**Passing Standard:** A student shall have to obtain a minimum of 40% marks in aggregate for each theory paper (where the theory paper consists of Internal Assessment and Semester (End Examination) with a minimum of 40% marks (i.e. 10 out of 25) in the internal assessment and 40% marks in semester end examination (i.e. 30 out of 75) separately to pass the subject and minimum of grade C in each project wherever applicable to pass a particular semester.

**(a)** The Performance Grading of the student shall be of the SEVEN point ranking system as under:

<i>Class</i>	<i>Division</i>	<i>Marks</i>	<i>Grade</i>
I class	I-I	70 and Above	O
	I-II	60 to 60.99	A
	II-II	55-59.99	B
II class	II-II	50-54.99	C
	II-III	45.-49.99	D
	III	40 Less than 44.99	E
	Fail	Less than 39.99 and Below	F

**The performance grading class shall be based on the aggregate performance of Internal Assessment and Semester-end Examination.**

### **II. Carry forward of the marks in case if the student fails in one or more subjects:**

- a) A student who PASSES in Internal Examination but FAILS in the Semester End Examination of the theory paper shall reappear for the Semester End Examination of that theory paper. However his/her marks of the Internal Examination shall be carried over but he/she shall be entitled for grade "E" on passing.
- b) A student who PASSES in the Semester End Examination but FAILS in the Internal Examination of the theory paper shall reappear for the Internal Examination of that theory paper. However his/her marks of the Semester End Examination shall be carried over but he/she shall be entitled for grade "E" on passing.

The Internal Examination for reappearing students will consists of one project of 40 marks, which will be divided into 20 marks for the hard copy of the project, 10 marks for the presentation and 10 marks for the viva.

### **III. ALLOWED TO KEEP TERMS (ATKT):**

- a) A student shall be allowed to keep term for Semester II irrespective of number of heads of failure in the Semester I.
- b) A student shall be allowed to keep term for Semester III if he/she passes each Semester I and Semester II.

OR

A student fails in not more than two papers of Semester I and Semester II taken together where the total marks does not exceed 200.

- c) A student shall be allowed to keep term for semester IV irrespective of number of heads of failure in the semester III. However the student has to pass each of Semester I and Semester II in order to appear for Semester IV.
- d) A student shall be allowed to keep term for Semester III if he/she passes each Semester I, Semester II, Semester III and Semester IV.

OR

A student shall pass Semester I and Semester II and fails in not more than two papers of Semester I and Semester III and Semester IV taken together where the total marks does not exceed 200.

- e) A student shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V.
- f) The result of Semester VI shall be kept in abeyance until the student passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

**ADDITIONAL EXAMINATION:** There will be one additional examination for Semester I, II, III, and IV for those who have failed or remained absent. The absent student will be allowed to appear for the examination by the head of the institution/ after following the necessary formalities of medical/special ground. This examination will be held 30 days the declaration of results but not later than 60 days.

**EVALUATION OF PROJECT:**

- a) A student who PASSES IN ALL THEORY PAPERS BUT DOES NOT secure minimum grade C in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade C. His/her marks in the theory papers that the student has passed will be carried forward but he/she shall be entitled for grade "E" on passing.
- b) The evaluation of project and viva examination shall be by awarding grade in the seven point scale as given in (I) above.
- c) A student shall have to obtain minimum of grade C (or its equivalent marks) in project evaluation and viva/voce taken together.

**Industrial visits are not compulsory and the college will not charge fees for industrial visits.**

**COURSE CONTENT B.COM (BBI)**

<b>FIRST YEAR</b>				
<b>Semester I</b>			<b>Semester II</b>	
1. Environment & Management of Financial Services	Click here		1. Principles & Practices of banking and insurance	Click here
2. Principles of Management	Click here		2. Business Law	Click here
3. Financial Accounting – I	Click here		3. Financial Accounting – II	Click here
4. Business Communication – I	Click here		4. Business Communication – II	Click here
5. Foundation Course – I	Click here		5. Foundation Course – II	Click here
6. Business Economics – I	Click here		6. Organisational Behaviour	Click here
7. Quantitative Methods – I			7. Quantitative Methods – II	
<b>SECOND YEAR</b>				
<b>Semester III</b>			<b>Semester IV</b>	
1. Financial Management – I	Click here		1. Financial Management – II	Click here
2. Management Accounting (Tools & Techniques, Focus on Banking & Insurance )	Click here		2. Cost Accounting of Banking & Insurance	Click here
3. Mutual Fund Management	Click here		3. Entrepreneurship Management	Click here
4. Information Technology in Banking & Insurance – I	Click here		4. Information Technology in Banking & Insurance – II	Click here
5. Laws Governing Banking & Insurance	Click here		5. Corporate Laws & Laws Governing Capital Market	Click here
6. Financial Market (Equity, Debt, Forex and Derivatives)	Click here		6. Universal Banking	Click here
7. Taxation of Financial Services	Click here		7. Business Economics – II	Click here
<b>THIRD YEAR</b>				
<b>Semester V</b>			<b>Semester VI</b>	
1. Marketing in Banking & Insurance	Click here		1. Strategic Management	Click here
2. Financial Services Management	Click here		2. Central Banking	Click here
3. International Banking and Finance	Click here		3. International Business	Click here
4. Financial Reporting & Analysis	Click here		4. Human resource management	Click here
5. Security Analysis & Portfolio Mgmt.	Click here		5. Business Ethics & Corporate Governance	Click here
6. Auditing	Click here		6. Turnaround Management	Click here
7. Project on Banking	Click here		7. Project Insurance	Click here

## FEE STRUCTURE OF B.COM. (BANKING AND INSURANCE) 2017-2018

PARTICULARS	BBI					
	F Y		S Y		T Y	
	open Amt	reserve Amt	open Amt	reserve Amt	open Amt	reserve Amt
<b>Fees</b>						
Tution Fees	12,000		12,000		12,000	
Library Fees	600		600		600	
Gymkhana Fees	400		400		400	
Other Fees / Extra Curricular Activity	250		250		250	
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees	220		-		-	
Industrial Visit Fee	500		500		500	
Admission Processing Fee	200	200	200	200	200	200
Utility Fees	250		250		250	
Magazine	100		100		100	
I Card	50	50	50	50	50	50
Group Insurance	40	40	40	40	40	40
Student Welfare Fund	50	50	50	50	50	50
Development Fees	500		500		500	
Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity	30		30		30	
E - Charges + E - Suvidha	70		70		70	
NSS	10		10		10	
Internal Exam Fees	-		-		-	
Project Fees	1,200		1,400		2,200	
<b>( A )</b>	18,525	2,395	18,505	2,395	19,305	2,395
<b><u>Computer / Laboratory Fees</u></b>	-		-		-	
Computer Practicals	2,000		1,000		1,000	
Laboratory Fees						



	1,100		1,100		1,100	
<b>( B )</b>	3,100		2,100		2,100	
<b>Refundable</b>	-		-		-	
Caution Money	150		-		-	
Library Deposit	250		-		-	
Laboratory Deposit	400		-		-	
<b>( C )</b>	800					
HOUSEKEEPING & MAINTENANCE & SECURTY	1,500		1,500		1,500	
ACTIVITY FEE	1,000		1,000		1,000	
CONVOCAATION FEE					250	250
<b>( D )</b>	2,500		2,500		2,750	250
<b>Fees ( A+B+C +D)</b>	<b>24,925</b>	<b>2,395</b>	<b>23,105</b>	<b>2,395</b>	<b>24,155</b>	<b>2,645</b>

	<b>1<sup>st</sup> year</b>	<b>2<sup>nd</sup> year</b>	<b>3<sup>rd</sup> year</b>
Transcript 5 copies (Add. copy Rs. 50.00 each)	1000	1000	1000
Admission form+ Prospectus + Inform. Brochure	100	100	100
Transfer Certificate	100	100	100
Bona fide Certificate	20	20	20
No Objection Certificate	20	20	20

**\*\* Subject to change as per new university circular/s**

## Three Year Integrated Course Affiliated to Mumbai University

### BACHELOR OF FINANCIAL MARKETS DEGREE (BFM)

A new practical oriented degree aims to provide the product (graduates) to the financial services sector as per their requirements. This degree will definitely provide the functional expertise, diversified skills, professional training with the latest knowledge in the areas covered by the course to these graduates.

#### Objectives of the Degree

- ⇒ To create additional avenues of Self-Employment to the students & to provide suitable & trained Persons for Financial Services Sector.
- ⇒ To prepare graduates to compete with the degree holders of private and foreign universities.
- ⇒ To make aware about the practical aspect of the theoretical concepts.
- ⇒ To establish strong co-ordination between the Service Sector and the Institutions of Higher Education.

#### Eligibility

The candidate for being eligible for admission to the Bachelor of Commerce (Financial Markets) Degree course shall have passed 12<sup>th</sup> Std. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate (40% in case of reserved category) at one and the same sitting. Every Candidate admitted to the Degree Course in the Constituent/ affiliated college/ recognized institution, conducting the course, shall have to register himself/ herself with the University.

#### Scheme of examination

The Scheme of Examination shall be divided in two parts.

*(A) Internal Assessment: 40% i.e.25 marks.*

The allocation of 40 marks shall be as follows:

a) For non-practical subjects- **One** periodical class tests held in given Semester-20 Marks.

For practical subjects viz.1.3, 1.4, 2.3, 3.5 & 6.3 Semester End Practical Examination-20 Marks, out of which 5 Marks are for Journal.

b) A better of the **two** assignments, with presentation in seminar etc.-10 Marks.

c) Group Discussion on current issues relating to the subject etc.-10 Marks.

*(B) Semester End Examination: 75 marks.*

a) Duration-This examination shall be of 2.5 Hrs. duration.

b) Question paper pattern-

(i) There shall be **05** questions of **15** Marks each.

(ii) All questions shall be compulsory with internal choice within question.

(iii) Questions may subdivided in to a) and b) if necessary, for 8 and 7 marks respectively.

The responsibilities of Examination evaluation during the first four semesters shall rest with the college/institution where in the students are admitted for the course. The college/ Institution shall carry out the internal assessment for the papers in semesters V & VI, while the University shall conduct Semester End Examination for these two semesters. The internal assessment marks of students appearing for semester V & VI shall be sent to the University by

the respective College/ Institution before the commencement of the respective semester end examination.

There shall be 2 experts for Project evaluation at Semester V (i.e.5.7 Project-I) & Semester-VI (i.e.6.7, Project-II). One expert to be appointed by the College/Institution as an Internal Expert & one expert to be appointed by the University as a External Expert for every 30 students or part thereof.

**Passing Standard and Performance Grading**

**Passing Standard:** A student shall have to obtain a minimum of 40% marks in aggregate for each theory paper (where the theory paper consists of Internal Assessment and Semester (End Examination) with a minimum of 40% marks (i.e. 10 out of 25) in the internal assessment and 40% marks in semester end examination (i.e. 30 out of 75) separately to pass the subject and minimum of grade C in each project wherever applicable to pass a particular semester.

**(a)** The Performance grading of the student shall be of the SEVEN point ranking system as under:

<i>Class</i>	<i>Division</i>	<i>Marks</i>	<i>Grade</i>
I class	I-I	70 and Above	O
	I-II	60 - 60.99	A
II class	II-I	55 -59.99	B
	II-II	50 - 54.99	C
	II-III	45-49.99	D
Pass Class	III	40-Less than 44.99	E
Class	Fail	Less than 40	F

**The performance grading class shall be based on the aggregate performance of Internal Assessment and Semester End Examination.**

**II. Carry forward of the marks in case if the student fails in one or more subjects:**

- a) A student who PASSES in Internal Examination but FAILS in the Semester End Examination of the theory paper shall reappear for the Semester End Examination of that theory paper. However his/her marks of the Internal Examination shall be carried over but he/she shall be entitled for grade “E” on passing.
- b) A student who PASSES in the Semester End Examination but FAILS in the Internal Examination of the theory paper shall reappear for the Internal Examination of that theory paper. However his/her marks of the Semester End Examination shall be carried over but he/she shall be entitled for grade “E” on passing.

The Internal Examination for reappearing students will consists of one project of 40 marks which will be divided into 20 marks for the hard copy of the project, 10 marks for the presentation and 10 marks for the viva.

**III. ALLOWED TO KEEP TERMS (ATKT):**

- a) A student shall be allowed to keep term for Semester II irrespective of number of heads of failure in the Semester I.

- b) A student shall be allowed to keep term for Semester III if he/she passes each Semester I and Semester II.

OR

A student fails in not more than two papers of Semester I and Semester II taken together where the total marks does not exceed 200.

- c) A student shall be allowed to keep term for semester IV irrespective of number of heads of failure in the semester III. However the student has to pass each of Semester I and Semester II in order to appear for Semester IV.
- d) A student shall be allowed to keep term for Semester III if he/she passes each Semester I, Semester II, Semester III and Semester IV.

OR

A student passes Semester I and Semester II and fails in not more than two papers of Semester I and Semester III and Semester IV taken together where the total marks does not exceed 200.

- e) A student shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V.
- f) The result of Semester VI shall be kept in abeyance until the student passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

**ADDITIONAL EXAMINATION:** There will be one additional examination for Semester I, II, III, and IV for those who have failed or remained absent. The absent student will be allowed to appear for the examination by the head of the institution/ after following the necessary formalities of medical/special ground. This examination will be held 30 days the declaration of results but not later than 60 days.

**EVALUATION OF PROJECT:**

- a) A student who PASSES IN ALL THEORY PAPERS BUT DOES NOT secure minimum grade C in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade C. His/her marks in the theory papers that the student has passed will be carried forward but he/she shall be entitled for grade "E" on passing.
- b) The evaluation of project and viva examination shall be by awarding grade in the seven point scale as given in (I) above.
- c) A student shall have to obtain minimum of grade C (or its equivalent marks) in project evaluation and viva/voce taken together.

**Industrial visits are not compulsory and the colleges will not charge/ fees for industrial visits.**

## Scheme of Modules

<b>FIRST YEAR</b>			
<b>SEMESTER I</b>		<b>SEMESTER II</b>	
1. Financial Accounting –I	<a href="#">Click here</a>	1. Financial Accounting –II	<a href="#">Click here</a>
2. Foundation Course- I	<a href="#">Click here</a>	2. Foundation Course-II	<a href="#">Click here</a>
3. Business Communication I	<a href="#">Click here</a>	3. Business Communication II	<a href="#">Click here</a>
4. Business Mathematics	<a href="#">Click here</a>	4. Business Statistics	<a href="#">Click here</a>
5. Business Economics	<a href="#">Click here</a>	5. Computer Skills I	<a href="#">Click here</a>
6. Business Environment	<a href="#">Click here</a>	6. Environmental Science	<a href="#">Click here</a>
7. Introduction to Financial System	<a href="#">Click here</a>	7. Principle of Management	<a href="#">Click here</a>
<b>SECOND YEAR</b>			
<b>SEMESTER III</b>		<b>SEMESTER IV</b>	
1. Debt Markets I	<a href="#">Click here</a>	1. Commodities Derivatives	<a href="#">Click here</a>
2. Commodities Market	<a href="#">Click here</a>	2. Corporate Finance	<a href="#">Click here</a>
3. Equity Markets-I	<a href="#">Click here</a>	3. Equity Markets-II	<a href="#">Click here</a>
4. Taxation	<a href="#">Click here</a>	4. Debt Markets-II	<a href="#">Click here</a>
5. Management Accounts	<a href="#">Click here</a>	5. Computers in Investments	<a href="#">Click here</a>
6. Money Market	<a href="#">Click here</a>	6. Foreign Exchange Market	<a href="#">Click here</a>
7. Business Law-I	<a href="#">Click here</a>	7. Business Law II	<a href="#">Click here</a>
<b>THIRDYEAR</b>			
<b>SEMESTER V</b>		<b>SEMESTER VI</b>	
1. Global Capital Markets	<a href="#">Click here</a>	1. Risk Management	<a href="#">Click here</a>
2. Regulation of Securities Markets	<a href="#">Click here</a>	2. Corporate Governance	<a href="#">Click here</a>
3. Insurance- (Fund) Management	<a href="#">Click here</a>	3. Computer Applications in Financial Services.	<a href="#">Click here</a>
4. Derivative Markets	<a href="#">Click here</a>	4. Marketing of Financial Services	<a href="#">Click here</a>
5. Foreign Exchange Markets	<a href="#">Click here</a>	5. Mutual Fund Management	<a href="#">Click here</a>
6. Portfolio Management	<a href="#">Click here</a>	6. Customer Relationship Management in Financial Services	<a href="#">Click here</a>
7. Project-I	<a href="#">Click here</a>	7. Project-II	<a href="#">Click here</a>

**Note on Projects: 5.7 i.e. Project I will be a basic in nature like collection and Presentation of Data on the topic allotted, while 6.7 i.e. Project II will be a analytical in nature based on the Project I.**

**FEE STRUCTURE OF  
BACHELOR OF FINANCIAL MARKETS DEGREE  
(BFM) 2017-2018**

PARTICULARS	BFM					
	F Y		S Y		T Y	
	open Amt	reserve Amt	open Amt	reserve Amt	open Amt	reserve Amt
Tution Fees	12,000		12,000		12,000	
Library Fees	600		600		600	
Gymkhana Fees	400		400		400	
Other Fees / Extra Curricular Activity	250		250		250	
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees	220		-		-	
Industrial Visit Fee	500		500		500	
Admission Processing Fee	200	200	200	200	200	200
Utility Fees	250		250		250	
Magazine	100		100		100	
I Card	50	50	50	50	50	50
Group Insurance	40	40	40	40	40	40
Student Welfare Fund	50	50	50	50	50	50
Development Fees	500		500		500	
Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity	30		30		30	
E - Charges + E - Suvidha	70		70		70	
NSS	10		10		10	
Internal Exam Fees	-		-		-	
Project Fees	1,200		1,400		2,200	
<b>( A )</b>	18,525	2,395	18,505	2,395	19,305	2,395
<b><u>Computer / Laboratory Fees</u></b>	-					
Computer Practicals						

	1,000		1,000		1,000	
Laboratory Fees	1,100		1,100		1,100	
<b>( B )</b>	2,100		2,100		2,100	
<u>Refundable</u>	-		-			
Caution Money	150		-		-	
Library Deposit	250		-		-	
Laboratory Deposit	400		400		-	
<b>( C )</b>	800		400		-	
HOUSEKEEPING & MAINTENANCE &SECURTY	1,500		1,500		1,500	
ACTIVITY FEE	1,000		1,000		1,000	
CONVOCATION FEE					250	250
<b>(D)</b>	2,500		2,500		2,750	250
<b>Fees ( A+B+C +D)</b>	<b>23,925</b>	<b>2,395</b>	<b>23,505</b>	<b>2,395</b>	<b>24,155</b>	<b>2,645</b>

## **BACHELORS OF MASS MEDIA (B. M. M.)**

Bachelor of Mass Media (BMM) is a three-year integrated Degree course comprises six semesters where students are introduced to various aspects of study within the field of mass media. It offers specialization in Advertising or Journalism in the third and final year of the course.

It is a highly intensive course with guest lectures, workshops, seminars and field-trips woven into the curriculum. The course aims at training the students to a high level of competence to enable them to have an added advantage when they graduate. To this end, an internship after completion of second year is suggested.

### **OBJECTIVES**

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

### **ELIGIBILITY**

- 1) 0. 3941(dated 27<sup>th</sup> April, 2010): A candidate for being eligible for admission to the B.M.S. Degree shall have passed H.S.C. Examination of the Maharashtra Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branches with two years or three years duration after S.S.C., conducted by the Board of Technical education, Maharashtra State or its equivalent examination by securing minimum 45% marks for general category (in one attempt) at the respective Examination and minimum 40% marks for the reserved category (in one attempt).

The Stream-wise weightage to be given is, as following:

Commerce: 45%, Arts: 25%, Science: 25%, Diploma in Engineering & Other: 5%.

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

### **DURATION**

- 1) 0. 4002 The course shall be a full-time course. The duration of the course shall be six semesters spread over three years.
- 2) R. 4248 Number of Students: A batch shall consist of not more than 60 students, unless otherwise sanctioned by the university.

### **SCHEME OF EXAMINATION: R.4290**

- 1) The Examination shall be conducted at the end of each Semester.
- 2) A paper shall carry 100 marks. The evaluation of the performance of the students in the papers shall be on the basis of both Internal Assessment (25%)



and Semester End Examination (75%). Internal Assessment shall be on the basis of class assignment, projects, presentations, group discussions, seminar attendance, field visits, etc. The internal assessment will be based on 10 marks for group assignment/performance and 10 marks for individual presentation/performance. The assignments will be evaluated on the basis of three criteria—Language, Content and Presentation.

- 3) The Semester End Examination shall be a written theory paper held at the end of each Semester and shall be of 2.5 hours duration.
- 4) The responsibility of evaluation during the first four Semesters shall rest with the college/institution on behalf of the university, where in the students are admitted for the course. The college/institution shall carry out the Internal Assessment for the papers in Semester V and VI, while the University shall conduct the Semester End Examinations for these two Semesters. The Internal Assessment marks of students appearing for Semester V and VI shall be sent to the University by the respective College/Institution at least ten days before the commencement of the respective Semester End Examination.

**STANDARD OF PASSING: R. 4292**

- 1) A candidate shall have to obtain a minimum 40% of marks aggregate in each head of passing (i.e. Internal assessment & semester end examination taken together) to pass a semester and must have obtained a minimum 35% of marks for theory paper of every semester-end-examination and a minimum of 35% marks in each internal assessment. If the candidate does not score 40% in the aggregate, he/she shall have to reappear for semester-end examination.

However if he/she has already passed the internal assessment by securing minimum 35% marks therein, the internal assessment marks shall be carried over.

If the candidate has not scored a minimum of 35% marks in internal assessment, he/she has to resubmit internal assessment and has to re-appear for the relevant written theory paper in the same semester-end examination. Internal assessment is to be submitted before his/her reappearance at the semester-end examination in that subject(s).

- 2) A candidate shall be placed in First Class with Distinction if he/she secures a minimum of 40% marks in each theory paper (i.e. total of internal assessment and semester end examination taken together) of Semester V and VI and at least 70% marks in aggregate of Semester V & VI taken together.
- 3) A candidate shall be placed in First Class if he/she secures a minimum of 40% marks in each paper (i.e. total of internal assessment and semester end examination taken together) of Semester V and VI and at least 60% marks in aggregate of Semester V & VI taken together.
- 4) A candidate shall be placed in Second Class if he/she secures a minimum of 40% marks in each theory paper (i.e. total of internal assessment and semester end examination taken together) in Semester V and VI and less than 60% but 45% and above marks in aggregate of semester-end examination of Semester V & VI taken together.
- 5) A candidate shall be placed in Pass Class if he/she secures minimum of 40% marks in each paper (i.e. total of internal assessment and semester end

examination taken together) of Semester V and VI and less than 45% marks in aggregate of semester –end examination of semesters V & VI taken together.

- 6) (a) A candidate for being eligible to appear for Semester II examination shall have passed the Semester I examination OR if he/she fails in not more than two papers of Semester I.
- (b) A candidate shall be eligible for admission to Semester III if he/she passes Semester I and Semester II OR if he/she fails in not more than two papers of Semester I and Semester II taken together.
- (c) A candidate for being eligible to appear for semester IV examination shall have passed in each Semester I, II, III examination OR if he/she passes Semester I and fails in not more than two theory papers of Semester II and Semester III taken together.
- (d) A candidate shall be eligible for admission to Semester V if he/she passes in each Semester I, II, III and IV OR if he/she passes Semester I and Semester II and fails in not more than two papers of Semester III and Semester IV taken together.
- (e) A candidate for being eligible to appear for Semester VI examination shall have passes each of Semester I, II, III, IV and V OR if he/she passes Semester I and Semester II and Semester III and fails in not more than two papers of Semester IV and Semester V taken together.

## COURSE CONTENT

<b>FIRST YEAR</b>				
<b>Semester I</b>			<b>Semester II</b>	
1. Effective communication skills-I	Click here	1. Effective communication skills-II	Click here	
2. Fundamentals of Mass communication	Click here	2. Political Concepts & Indian political system	Click here	
3. Introduction to computers	Click here	3. Principles of Management	Click here	
4. Landmark events in 20 <sup>th</sup> Century	Click here	4. Introduction to Psychology	Click here	
5. Introduction to Sociology	Click here	5. Introduction to Literature	Click here	
6. Introduction to Economics	Click here	6. Principles of Marketing	Click here	
<b>SECOND YEAR</b>				
<b>Semester III</b>			<b>Semester IV</b>	
1. Introduction to creative writing	Click here	1. Introduction to Advertising	Click here	
2. Introduction to culture studies	Click here	2. Introduction to Journalism	Click here	
3. Introduction to Public relations	Click here	3. Print Production & Photography	Click here	
4. Introduction to media studies	Click here	4. Radio & Television	Click here	
5. Understanding Cinema	Click here	5. Mass Media Research	Click here	
6. Advanced computers	Click here	6. Organizational Behavior	Click here	
<b>THIRD YEAR</b>				
<b>Semester V (Advertising)</b>			<b>Semester V (Journalism)</b>	
1. Advertising Design (No Written Papers)	Click here	1. Reporting	Click here	
2. Advertising in Contemporary Society	Click here	2. Editing	Click here	
3. Brand Building	Click here	3. Feature and Opinion	Click here	
4. Copywriting	Click here	4. Indian Regional Journalism	Click here	
5. Consumer Behavior	Click here	5. Journalism and Public Opinion	Click here	
6. Media Planning and Buying	Click here	6. Newspaper and Magazine making (No written paper)	Click here	
<b>Semester VI (Advertising)</b>			<b>Semester VI (Journalism)</b>	
1. Broadcast Journalism	Click here	1. Advertising and Marketing Research	Click here	
2. News Media Management	Click here	2. Agency Management	Click here	
3. Internet and Issues in Global Media	Click here	3. Principal and Practices of Direct Marketing	Click here	
4. Press Law and Ethics	Click here	4. Financial Management for Marketing and Advertising	Click here	
5. Contemporary Issues	Click here	5. Legal Environment and Advertising Ethics	Click here	

6. Business and Magazine Journalism	Click here	6. Contemporary Issues	Click here
7. Digital Media	Click here	7. Digital Media	Click here

**FEE STRUCTURE OF BACHELOR OF MASS MEDIA  
(B.M.M.) 2017-2018**

PARTICULARS	BMM					
	F Y		S Y		T Y	
	open Amt	reserve Amt	open Amt	reserve Amt	open Amt	reserve Amt
<b>Fees</b>						
Tution Fees	12,000		12,000		13,000	
Library Fees	300		300		300	
Gymkhana Fees	400		400		400	
Other Fees / Extra Curricular Activity	250		250		250	
Exam Fees	2,000	2,000	2,000	2,000	2,000	2,000
Enrollment Fees	220		-		-	
Industrial Visit Fee	500		500		500	
Admission Processing Fee	200	200	200	200	200	200
Utility Fees	250		250		250	
Magazine	100		100		100	
I Card	50	50	50	50	50	50
Group Insurance	40	40	40	40	40	40
Student Welfare Fund	50	50	50	50	50	50
Development Fees	500		500		500	
Vice Chancellors' Fund	20	20	20	20	20	20
Disaster Relief Fund	10	10	10	10	10	10
Alumini Association Fees	25	25	25	25	25	25
Uni Sports & Cultural Activity	30		30		30	
E - Charges + E - Suvidha	70		70		70	
NSS	10		10		10	
Internal Exam Fees						
Project Fees	1,200		1,200		2,100	
<b>( A )</b>						

	18,225	2,395	18,005	2,395	19,905	2,395
<b><u>Computer / Laboratory Fees</u></b>						
Computer Practicals	1,000		1,000		1,000	
Laboratory Fees	1,100		1,100		1,100	
<b>( B )</b>	2,100		2,100		2,100	
<b><u>Refundable</u></b>						
Caution Money	150		-		-	
Library Deposit	250		-		-	
Laboratory Deposit	400		400		-	
<b>( C )</b>	800		400		-	
HOUSEKEEPING & MAINTENANCE & SECURTY	1,500		1,500		1,500	
ACTIVITY FEE	1,000		1,000		1,000	
CONVOCAATION FEE					250	250
<b>( D )</b>	2,500		2,500		2,750	250
<b>Fees ( A+B+C +D)</b>	<b>23,625</b>	<b>2,395</b>	<b>23,005</b>	<b>2,395</b>	<b>24,755</b>	<b>2,645</b>

### **Special Features**

#### **Learning is Limitless! Industrial Visits:**

All Self-financing courses-enrolled students are required to go for industrial visit as a part of their curriculum. So far students have visited Formila Ltd., Suraksha Packers Ltd., CPRM, IIM, Tea factory, etc. at various places like Hyderabad, various studios, press, and news channels, Pune, Bangalore, Mysore, Ooty and Kerala. These visits help students to acquaint with the actual functioning of Industries, Corporations, etc. and relate it to their academic knowledge.



## **ATTENDANCE & OTHER RULES**

- The following shall be the rules pertaining to minimum attendance necessary for keeping terms for B.A./B.Com./BBI/BMS/BFM/BMM students:
- First Term: Minimum 75% attendance per term.
- Second Term: Minimum 75% attendance per term.
- 0.125: To keep a term at a college or recognized institution, an undergraduate must complete to the satisfaction of the Principal or Head of the Institution the course of study at the college or institution prescribed for such terms for the class to which such undergraduate then belongs.

### **Code of Conduct for Students**

1. All the students who have taken admission in the College must possess valid Identity Card. (Identity cards are issued by the College in the beginning of the first term). Students must carry with them their identity cards and should produce when demanded by the Teaching and Non-Teaching staff.
2. 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 with due procedure.
3. Students should read the notices on the Notice Boards daily.
4. Students should submit applications for scholarships / free-ships etc. as also the Enrolment Form (for first year degree students) on time as per the notices put up on the Notice Board.
5. Students must maintain silence in the classes, Library, Reading Room, Office, laboratories and the corridors. When they are free, they should make use of the College Library, of the Students Common Room, and must not loiter on the college premises or assemble in the corridor, or the Prayer Hall. Loud conversation and shouting should be avoided.
6. Dress and Hair Style should be in conformity with the standards accepted by the institution.
7. Absence in any one lecture on a day will lead to losing the attendance for the whole day. Minimum 75% attendance and satisfactory progress in studies are the essential requirements for students to become eligible for being sent up for board/ university/ college examinations.
8. Admission to a particular class does not automatically guarantee admission to higher classes in future. Admission to all classes will be on the basis of performance and availability of seats.
9. Smoking is strictly prohibited in the building and on the campus.
10. Use of mobile phones is strictly prohibited in the class rooms. Use of mobile phones with Camera and Tape recorder are strictly prohibited in the campus. Individual tapes and cameras are also not allowed.
11. The Candidate should remain personally present at the time of Admission.

**K J SOMAIYA COLLEGE OF ARTS AND COMMERCE**

**TEACHING STAFF LIST 2017-18**

**PRINCIPAL- DR (SMT) SUDHA VYAS**

**VICE-PRINCIPAL- DR MAYURESH MULE.**

<b>Sr.</b>	<b>ENGLISH</b>	<b>Sr.</b>	<b>PSYCHOLOGY</b>
1	SHRI SATYENDRA GAUR (H.O.D)	28	SMT SONAL R JAMBHEKAR (H.O.D)
2	DR. HANEGAVE SATYWAN SUDHAKARRAO	29	DR ATISH TAUKARI
3	SMT MEERA VENKATESH	30	MR SHASHANK NIKUMBH
4	SMT. AMRUTA PRASAD GANGAN	31	<b>MATHEMATICS/STATISTICS</b>
5	SHRI SACHIN NARWADE	32	DR (SMT.) MANGALA DESHPANDE (H.O.D)
6	MR LOKDU MORE	33	SHRI U. S TAMBE
	<b>SANSKRIT</b>	34	SHRI MAHESH DRAVID
7	DR MRUNAL BHATT (HOD)	35	DR. (SMT) SANGEETA BHAT
8	DR. PRASAD R. BHIDE	36	SHRI RAJESH K
	<b>GUJARATI</b>	37	SMT. DEBADATTA ROY CHOUDHARY
9	DR (SMT) SUDHA VYAS (H.O.D)		MS. PRATIMA KADU
10	SMT. PREETI DAVE (C.H.B.)	38	<b>COMMERCE &amp; ACCOUNTANCY</b>
	<b>MARATHI</b>	39	SHRI. JOSEPH JOHN (H. O. D)
11	Dr (SMT) VEENA SANEKAR (H.O.D)	40	DR. DEELIP PALSAPURE
12	SHRI ABHIJIT DESHPANDE	41	DR.(SMT.) SONALI DEOGIRIKAR
	<b>HINDI</b>	42	DR. MAYURESH MULE
13	DR SATISH PANDEY (H.O.D)	43	SMT. JASMINE RAI
14	DR (SMT) VIJAYSHREE PARAMESWARAN	44	SMT KETAKI KETKAR
	<b>ECONOMICS</b>	45	SMT. SHOBHA MATHEW.
15	SMT JAYSHREE KOTAK (H.O.D.)	46	MR NILESH AGARWAL
16	DR.(SMT.) SHUBHANGI PATIL	47	MR. AMOL BHOSALE
17	SHRI MAHENDRA MISHRA	48	MR. MAYUR SHELKE
18	DR. SUNIL CHANDANSHIVE		MR. RAHUL JAGTAP
19	MRS. DEEPALI TORASKAR	49	<b>BUSINESS LAW</b>
20	MS. FLORA PANDYA	50	SMT. MONIKA SAWANT (H.O.D)
	<b>SOCIOLOGY</b>		MR. SANDIP YADAV
21	DR. (SMT) SUGUNA RAO (H.O.D)	51	<b>ENVIORNMENTAL STUDIES</b>
22	SMT. ROHINI FADTE	52	SHRI SANDEEP KULKARNI
	<b>POLITICAL SCIENCE</b>		MS MAMATA TENDULKAR
23	SMT. A. R. KAMBLE (H.O.D)	53	<b>LIBRARIAN</b>
24	MR. GAURAV KALE		SHRI ANIL GAWARE.
	<b>HISTORY</b>		<b>UNAIDED SECTION</b>
25	DR. HEMALI SANGHAVI (H.O.D.)	54	SHRI SANDEEP GUPTA
26	MR. GAURAV GADGIL	55	SHRI HARESH PAPRIANI
	<b>PHILOSOPHY</b>	56	SHRI MILIND SARAF
27	DR. (SMT.) MAITHILI GUPTE	57	SMT. KSHAMATA LAD
		58	SHRI VINAY NANDI
		59	SHRI AMEYA BAL

**Aided Office Staff**

<b>SR. NO.</b>	<b>NAME OF THE EMPLOYEE</b>	<b>DESIGNATION</b>
1	Mrs. Meena Poptani	Registrar
2	Mr. A. D. Kamble	Senior Clerk
3	Mr. G.B. Kale	Senior Clerk
4	Mrs. Urmila Agawane	Senior Clerk
5	Mr. Sunil Jakate	Junior Clerk
6	Mrs. Supriya Jagtap	Junior Clerk
7	Mrs. Pallavi Ghatge	Junior Clerk (Accountant)
8	Mrs. Sarika Sawant	Junior Clerk
9	Mr. Arjun Rathod	Junior Clerk
10	Mr. Yogesh Talawadekar	Junior Clerk
11	Mr. Amit Monde	Junior Clerk
12	Mr. Manoj Thakur	Junior Clerk
13	Mr. V.T. Kadu	Library Clerk
14	Mr. Shyam Choudhari	Library Clerk
15	Mr. Nilesh Pednekar	Library Clerk

**Unaided Office Staff**

<b>Sr. No.</b>	<b>Name Of The Employee</b>	<b>Designation</b>
1	Mrs. Anitha Nadar	I.T. Lab Assistant
2	Mrs. Madhura Bashte	Junior Clerk
3	Mr. Santosh Sathe	Junior Clerk
4	Mr. Mahadev Umasare	Peon
5	Mr. Yogesh Tapal	Peon
6	Mr. Maniram Yadav	Library Attendant
7	Mrs. Sujata Shinde	Library Clerk
8	Mrs. Prajakata Bhojane	Junior Clerk
9	Mrs. Manorama Nayakawade	Junior Clerk
10	Mr. Chetan Shinde	Senior Clerk

**Aided Non-Teaching Staff**

<b>Sr. No.</b>	<b>Name Of The Employee</b>	<b>Designation</b>
1	Mr. D. G. Amberkar	Library Attendant
2	Mr. Gopal Baing	Library Attendant



3	Mr. D.C. Talavia	Library Attendant
4	Mr. Sanjay Gosavi	Libray Attendant
5	Mr. J. S. Balmiki	Library Attendant
6	Mr. Deepak Kanbi	Library Attnedant
7	Mr. D. S. Lagad	Library Attendant
8	Smt. Usha Lokhande	Peon
9	Mr. Shankar Rathod	Librarary Attendant
10	Mr. Vinod Tiwari	Library Attnedant
11	Mr. D. S. Sangle	Libray Attendant
12	Mr. Onkar Singh	Peon
13	Mr. Suryakant Gonbare	Library Attendant
14	Mr. Raju Aunoor	Peon
15	Smt. Anuradha Parab	Peon
16	Mr. Madan Babar	Library Attendant
17	Mr. Mahesh Kevane	Library Attendant
18	Mr. Laxman Shedge	Library Attendant
19	Mr. Bhushan Wadyekar	Library Attendant
20	Mr. Avinash Vishe	Peon
21	Mr. Prashant Amberkar	Peon
22	Mr. Avinash Yadav	Peon
23	Mrs. Rekha Gadge	Peon
24	Mr. Ajinkya Mane	Peon
25	Mr. Suryakant Rajput	Peon
26	Mr. Avinash Salunke	Peon
27	Mr. Tushar Sonawane	Peon
28	Ms. Mangala Shinde	Peon
29	Mr. Kanchan Mandavkar	Peon
30	Mr. Siddhesh Shinde	Peon
31	Mr. Ganesh Nadale	Peon
32	Mr. Sopan Chavan	Peon

### COUNTERWISE WORK DISTRIBUTION

Sr. No.	Certificate/ document	Documents Required	Free (if any) to be paid at College cash Counter 1: for Senior College and Cash counter 2 for Junior College	Counter No.	Approx No. of working days req.
13	Transfer Certificate	Application letter/ Fee receipt from the College where admission is sought All Attested photo copies marksheets and Leaving Certificate	Rs. 100/-	5	7
14	Duplicate Identity Card	FIR (From nearby Police Station) Affidavit Photo copy of Fee receipt	Rs. 500/-	6	3
15	Migration Certificate	University Migration Forms Fee receipt from the College where admission is sought All Attested photo copies mark sheets and Leaving Certificate.	Rs. 100/-	6	7
16	Damaged Certificate	Damaged ID Card	Rs. 250/-	6	3
17	Document Verification	Refer the policy document displayed on counter window		6	
18	Scholarship and caste validity	Various scholarships offered from time to time and caste Validity		7	
19	All Cash payments (Senior College students)	-		8	
20	Duplicate Fee Receipt (Senior College)	Photo Copy of Admission Fee receipt/ID	Rs. 25/-	8	1

	students)				
21	All Cash payments (Junior College students)	-	-	9	
22	Duplicate Fee Receipt (Junior College students)	Photo Copy of Admission Fee receipt/ID	Rs. 25/-	9	1

## ACADEMIC CALENDER - 2017-18

2017

### First Term - 5<sup>th</sup> June to 16<sup>th</sup> October, 2017 (Both Days Inclusive)

5 <sup>th</sup> June	Reopening of the Degree College
June	S.Y.B.A./B.Com. & T.Y.B.A./B.Com. Regular lectures to begin.
June	Principal's Address to F.Y.B.A.
June	Principal's Address to F.Y.B.COM. (Div. A, B, C & D)
June	Principal's Address to F.Y.B.Com. (Div. E, F, G, H & I)
26 <sup>th</sup> June	Ramzaan Id (Id-ul-fitr)
7 <sup>th</sup> August	Holiday - Raksha Bandhan
15 <sup>th</sup> August	Independence Day – Flag Hoisting
17 <sup>th</sup> August	Holiday – Parsi New Year
25 <sup>th</sup> August	Holiday – Ganesh Chaturthi
26 <sup>th</sup> August to 29 <sup>th</sup> August 2 <sup>nd</sup> September	Mid Term Break Bakari Id
September	Term End & ATKT/ Examination begin for F.Y.B.A./B.Com. & S.Y.B.A./B.Com.
30 <sup>th</sup> September	Dassera
1 <sup>st</sup> October	Muharram
2 <sup>nd</sup> October	Holiday - Mahatma Gandhi Jayanti
19 <sup>th</sup> October	Holiday - Diwali – Laxmi Pujan
20 <sup>th</sup> October	Holiday - Diwali – Balipratipada
17 <sup>th</sup> October to 8 <sup>th</sup> November	Diwali Vacation (Both the Days Inclusive)

### Second Term 9<sup>th</sup> November 2017 to 30<sup>th</sup> April, 2018 (Both Days inclusive)

9 <sup>th</sup> November	College re-opens after Diwali Vacation
30 <sup>th</sup> November	Declaration of Semester End /ATKT Exams results of F.Y.B.A./B.Com. and S.Y.B.A./B.Com
1 <sup>st</sup> December	Id-e-Milad
December	Parents Day Meeting

December	General Knowledge Test for All Round Best Student selection
December	Cultural Activities, Hooper, Udaan, Ehasas & Prize Distribution
25 <sup>th</sup> December	Christmas
26 <sup>th</sup> Dec 2017 to 1st Jan 2018	} Winter Break
<b>2018</b>	
2 <sup>nd</sup> January	College re-opens after Winter Break
8th January	T.Y.B.A./B.Com. Preliminary Examination
26th January	Republic Day – Flag Hoisting
1st February	A.T.K.T. Exams.
13th February	Holiday – Mahashivratri
19th February	Chhatrapati Shivaji Maharaj Jayanti
1st March	F.Y., S.Y B.A./B.Com. Even Semester Examination.
2nd March	Holiday – Holi (Second Day)
18th March	Holiday – Gudi Padava
25th March	Ramnavami
29th March	Mahavir Jayanti
30th March	Good Friday
14th April	Holiday - Ambedkar Jayanti
30th April	Last working day

**This is tentative academic calendar so college administration reserves the right to change the above calendar at any point of time without any prior notice.**

## SOMAIYA VIDYAVIHAR

**Founder: Padmabhushan (Late) Shri Karamshi J Somaiya**

**First President: (Late) Justice N. H. Bhagavati**

**Past Distinguished Members of the Managing Council**

Late Dr. Dharamashi Ghelaralm Vyas Late Shri Hansraj Jeevandas Mirani <b>Late Prof. Chandulal Nagindas Vakil</b> <b>Late Dr. Manubhai Pranjivan Vaidya</b> <b>Late Prof. Manohar Ramchandra Palande</b> <b>Late Shri Tulsidas Mulji Sheth</b> <b>Late Prof. Shripad G. Hulyalkar</b> <b>Late Shri K.N. Sundaram</b> Late Shri Dattatraya Dhondo Gadgil	Late Shri Mohanlal T. Mehta (Sopan) Late Shri Varadhbhai L. Patel Late Dr. Smt. Madhuriben R. Shah Late Prin. Smt. Jashwantiben O. Desai Late Shri. Ramakrishna Bajaj Late Smt. Sakarbai K. Somaiya Late Shri. M. Menezes
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## MEMBERS OF MANAGING COUNCIL OF SOMAIYA VIDYAVIHAR

<b><u>President</u></b> Shri Samir Somaiya  <b><u>Hon Secretaries</u></b> Shri. V. Ranganathan (Somaiya Vidyavihar)  <b><u>Manager Student Academic Affairs &amp; Liasion</u></b> <u>Somaiya Vidyavihar</u>  Dr. T.S . Sunderrajan  <b><u>Members</u></b> Smt. Leela M. Kotak Prof. Rupa Shah	<b><u>Ex-officio Members</u></b> Prin. Dr. (Smt.) Sudha Vyas Prin. (Smt.) B. Padmaja Bhanu Prin. Dr. (Smt.) Medha Dixit Dr. V. V. Dewoolkar Dr. Lalit Mehta Prof. P. V. Narasimham Dr. Suresh Ghai Prin. Dr. V B Joshi I/C Prin. (Smt.) Parvati Venkatesh Dr. (Smt.) Vasundhara Padmanabhan Prin. Dr. S G Kirloskar Prin. M.R. Andhalkar Prin. (Smt.). Sushila Yadav Prin. P. P. Karkhanis Dr. (Smt.) Kala Acharya Dr. (Smt.) K. Sankaranarayan
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**K.J SOMAIYA COLLEGE OF ARTS & COMMERCE  
(AUTONOMOUS)**

**Management Board**

<b>Sr. No</b>	<b>List of Members</b>	<b>Remarks</b>
1.	Shri Samir Somaiya	Chairman
2.	Smt. Leelaben Kotak	Special Invitee (Trustee SVV)
3.	Shri V Ranganathan	Special Invitee (Secretary, SVV)
4.	Dr. Rajan Welukar	Special invitee (Provost, SVV)
5.	Shri. Anant Rajadnye	General Manager (HR Dept. SVV)
6.	Dr. (Smt) Sudha Vyas	Member Secretary (Principal)
7.	Prof. Dr.(Smt) Varsha Shirgaonkar	Member, Management Board.
8.	Shri Shashank Desai	Member, Management Board.
9.	Principal (Dr.) Ajay M. Bhamre	Member (Nominated by V. C)
10.	Dr. (Smt) Manjiri Kamat	Member (Nominated by V. C)
11.	Dr. Sunil .S Shete	Member (Nominee of Jt. Director)
12.	Dr. Noorjehan N Ganihar	Member (U G C Nominee)
13.	Shri Joseph John	Member (Faculty Representative)
14.	Dr. Mangala Deshpande	Member (Faculty Representative)
15.	Dr. T.S. Sundarrajan	Special Invitee
16.	Shri Faraz Kagalwala	Chief Finance Officer Somaiya Trust
17.	Dr. Mayuresh Mule	Co-coordinator (Autonomous Committee)
18.	Shri Pavitra Bhatt	Member (Alumnus)
19.	Smt.Smita Mithani	Member (Alumnus)
20.	Shri Mihir Maniyar	Member (Alumnus)
21.	Shri Y. S Muzumdar	Member (Alumnus)

## CONTACT INFORMATION

1. DR. (Smt.) SUDHA VYAS *Principal: Tel. No. 21023650*
2. Dr. (Shri.) Satish Pandey *Vice Principal: Tel. No.21022915*
3. Dr. (Shri) Mayuresh Muley *Vice Principal: Tel. No.21022915*
4. Staff Office *Tel. No. 21022915*
- FAX NO.: +91-22- 21020367
- E-Mail: [principal@kjsac.somaiya.edu](mailto:principal@kjsac.somaiya.edu)
- ENQUIRY: [enquiry@kjsac.somaiya.edu](mailto:enquiry@kjsac.somaiya.edu),
- WEB PAGE: [www.somaiya.edu](http://www.somaiya.edu)