



Late Balaram Dharma Patil Education Society's
**SUSHMA PATIL SENIOR
NIGHT COLLEGE**
KAMOTHE

DEGREE COLLEGE

PROSPECTUS

-: OFFICE HOURS :-

8.00 a. m. to 9.30 p.m.

-: COLLEGE TIMING :-

5.00 p. m. to 9.30 p.m.

Sector 11, Plot No. 39, Kamothe,
Tal. Panvel, Dist. Raigad-410206.

-: Contact :-

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*** Vision ***

Late Balaram Dharma Patil Education Society's Sushma Patil Senior Night College is an institution with mission and vision for upliftment of poor and down trodden student of particularly Kamothe Village, Kalamboli, Belapur, Kharghar and Panvel.

Late Balaram Dharma Patil Education Society's was founded in 2005 by our Founder Chairman and fighter by spirit Shri Dilip Balaram Patil.

The vision and dream of our Founder Chairman is to provide educational facility particularly catering educational needs of the slum area and M. I. D. C. area of Taloja, Turbhe, Nerul, Panvel and the students who are not in the stream of education. The students who are working and completing their education with their job work and students who lives in remote area of Panvel Tal.





*** Mission ***

1. To make higher education accessible to all socially / economically weak, rural and hill students.
2. To enable all students to face challenge of life with positive attitude.
3. To give better facilities to all state - holders.
4. To provide academic atmosphere for intellectual development and to impart authentic education training.
5. To promote effective use of information Technology for Quality Education.
6. To start courses, curriculum, sport & programmes to meet students need.
7. To provide facilities for overall personality development of students.
8. To make students responsible citizen of the country by stimulating social responsibilities through community oriented programmes.





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Introduction :

Late Balaram Dharma Patil Education Society's established in the year 2005 with the aim of education for all, health for society for society and employment for educated. The Education Society was established in remote area like Kamothe Gaon. Jui-Kamothe and Pada's nearby Kamothe and Kalamboli.

Sushma Patil Night College came into being from 2021, with a view to offer an excellent learning environment for students to undergo different branches like Arts, Commerce and Science.

Our aims and objective are to provide complete and quality education in all areas of management, Arts and Science field.

The Arts, Commerce & Science Night College is situated at Kamothe, Tal. Panvel which is prime location of nearby areas.

★★★★★



Admission Guidelines

Parents and students are requested to go through the Prospectus, Admission notices and circulars put on the college notice boards and University Website (www.digitaluniversity.ac) before seeking admission in the college.

The Principal reserves the right to amend or modify the rules regarding admission, as and when such amendments and guidelines are received from the University the Government or the Management. The Principal also reserves the right to refuse admission, if in his opinion, such an admission is likely to adversely affect the overall discipline of the college.

Admission preference will be given to students who have passed the eligibility qualification in the preceding academic year.

First year Admission : Admission Process for F. Y. B. Sc., / F. Y. B.Com., / F. Y. B. A.

- ✓ All the admissions are on line.
- ✓ The students should fill the **Pre-admission enrollment form** which is available on the University Website www.mu.ac.in / www.mum.digitaluniversity.ac
- ✓ The student should take a print out of this pre-admission online enrolment form on www.mum.digitaluniversity.ac before applying for the course.
The printout of this form is to be submitted to the college office along with the print out of pre-admission form and pre-admission form receipt at the time of admission.
- ✓ On the day of admission students are required to select any one of course Subject / An-cillary FC / Languages & also any one of elective courses.
- ✓ The merit list will be declared as per the **schedule given by University of Mumbai.**
- ✓ The students should **secure their admission by filling main Admission form** which will be available on the day admission and by paying the prescribed fees.
- ✓ If the student **fails to confirm** the admission as per the given schedule, his/her name **will not be consider in the next merit list.**



Document Required

All Category :

1. Printout of duly filled in online Pre-admission enrolment form submitted on University Websites.
2. Duly filled in admission form and information forms.
3. **Original H. S. C. Mark sheet** with three attested Photocopies.
4. **Original Junior College Leaving Certificate** with two attested photocopies.
5. One attested photocopy of S. S. C. marksheet and Passing Certificate.
6. Duly filled in provisional eligibility form (if applicable)
7. Migration Certificate (if applicable)
8. One attested photocopy of Aadhar Card.
9. Two passport size photographs of the student.

Reserve Category :

Reserve categories, student wish to take admission. In reserve quota in addition, the document stated for all category, reserved category students will have to submit the following :

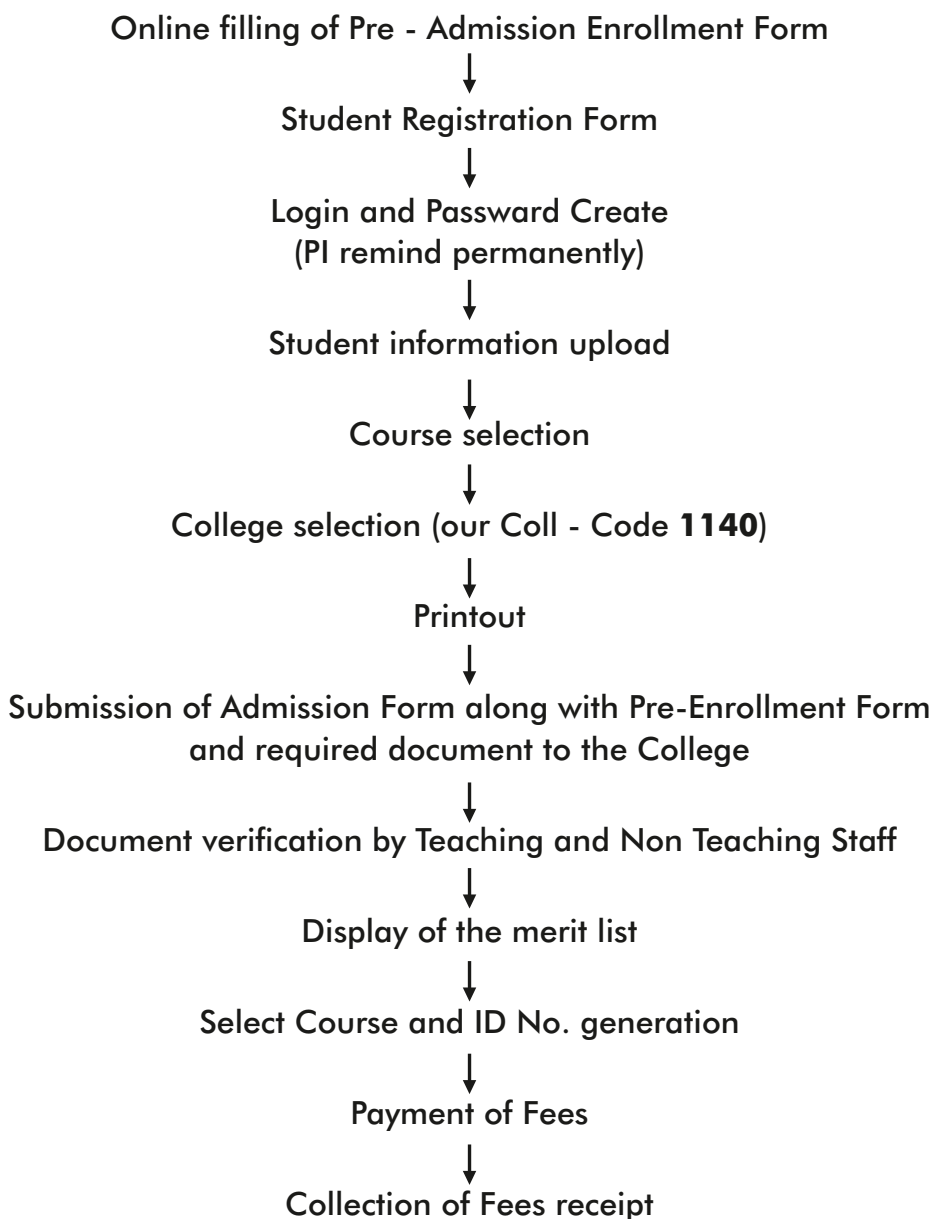
1. Online/offline (as required) scholarship/Freeship form submitted on the web site and submit the printout copy form.
2. One attested photo copy of Caste Certificate issued by competent Authority of the Government.
3. One Attested photocopy of Domicile Certificate.
4. One Attested photocopy of HSC marksheet.
5. **Original Income Certificate** for the accounting year 2020-21 and Assessment year 2021-22.
6. One Attested copy of Form No. 16 (For Free ship)
7. One attested Photocopy of Ration Card.
8. One attested Photocopy of Aadhar Card.
9. **Original District change certificate.** (if applicable)
10. One Attested Photocopy of Non creamy layer certificate (For student belonging to DT/NT/OBC/SBC)
11. One Attested Photocopy of duly filled in Provisional eligibility form. (If applicable)
12. One Attested Photocopy of Migration Certificate. (If applicable)
13. One passport size photograph of the student.
14. One attested photocopy of Bank A/c. Passbook of the students. (Nationalised Bank only)



Sushma Patil Night Sr. College, Kamothe, Tal. Panvel

ADMISSION PROCEDURE

(www.mum.digitaluniversity.ac)





Courses and Intake Capacity

All Unaided Courses FACULTY OF SCIENCE

Bachelor of Science (B. Sc.) (CBCS) (Three Year Degree Course)

Courses			Year	Intake
PCM	F. Y. B. Sc. Physics Chemistry Mathematic	S. Y. B. Sc. Physics Chemistry	F. Y. B. Sc.	120
			S. Y. B. Sc.	120
			T. Y. B. Sc.	120
			T. Y. B. Sc. Chemistry 3 unit	

FACULTY OF COMMERCE & MANAGEMENT

Bachelor of Commerce (B. Com) (CBCS) (Three Year Degree Course)

	Year	Intake
	F. Y. B. Com.	120
	S. Y. B. Com.	120
	T. Y. B. Com.	120

FACULTY OF HUMANITIES

Bachelor of Arts (B. A.) (CBCS) (Three Year Degree Course)

	Year	Intake
	F. Y. B. A.	120
	S. Y. B. A.	120
	T. Y. B. A.	120



Reservation Policy

Following are the reservations for different reserved categories notified by University of Mumbai vide circular No. Aff/Recog/ICC/Admission (2014-15)/5 of 2014 dated 30th May, 2014.

SC	13% Seats
ST	07% Seats
DTA	03% Seats
NT B	2.5% Seats
NT C	3.5% Seats
NT D	02% Seats
OBC	19% Seats
Women	As per circular No. Aff./Zerox 322 of 2000 dt.07.09.2000
SBC	02% As per University Circular No. BCC/29/334 of 1997 dt. 28.09.97
Physical Handicapped	3% as per circular No. Special cell 2/2008 dt. 25/01/2008.
Other (3% seats for categories as per circular No. 211 dated 06.05.1998)	1) Transferred Central/State Officer's Ward 2) Ex serviceman / Defence Ministry 3) Handicap 4) Widow 5) Freedom fighter Sons/Daughter and Grand Son / Daughter

- ★ Two Supernumerary seats for students from Jammu and Kashmir as per Uni. Cir. No. AFFi/ICC/2012-13/22 dt. 8th January, 2013
- ★ Other reservations will be as per the Government Policy



Syllabus And Eligibility

Undergraduate Degree Programmes (UNAIDED COURSES)

(Bachelor of Science) (Choice Base Credit System (CBCS) Degree Programme : B.Sc.

F. Y. B. Sc. Sem I and II

ELIGIBILITY

Semester I :

A candidate being eligible for admission to the three years integrated programme leading to the degree of Bachelor of Science (B. Sc) must have passed the Higher Secondary School Certificate Examination (Std XII) conducted by the State Board of Secondary and Higher Secondary Education, in the following subjects :

1. English (Higher or lower level) carrying 100 marks :
2. Any one of the modern Indian language or modern foreign languages or any classical language (Higher level or Lower level) or Information Technology carrying 100 marks.
3. Four other subjects from among the subjects mentioned below carrying a total of 400 marks.

OR

Three other subjects from among the subjects mentioned below carrying a total of 300 marks and one more subject remaining optional subjects carrying 100 marks as prescribed for the H. S. C. (Std. XII) examination.

OR

Must have passed an examination of another university or body or board recognised as equivalent to the H. S. C. (Std. XII) examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education.

Semester II

A learner is eligible to be admitted to semester II irrespective of number of heads of failure in the semester I.



F.Y.B.Sc.

Sr. No.	Semester I	Semester II
1	Foundation Course-I	Foundation Course-II
2	Physics Paper - I	Physics Paper - I
3	Physics Paper - II	Physics Paper - II
4	Physics Paper - Practical	Physics Paper - Practical
5	Chemistry - Paper I	Chemistry - Paper I
6	Chemistry - Paper II	Chemistry - Paper II
7	Chemistry - Practical	Chemistry - Practical
8	Mathematics - Paper - I	Mathematics - Paper - I
9	Mathematics - Paper - II	Mathematics - Paper - II
10	Mathematics - Practical	Mathematics - Practical

S.Y.B.Sc.

Sr. No.	Semester III	Semester IV
1	Foundation Course-III	Foundation Course-IV
2	Physics Paper - I	Physics Paper - I
3	Physics Paper - II	Physics Paper - II
4	Physics Paper - III	Physics Paper - III
5	Physics Paper - Practical	Physics Paper - Practical
6	Chemistry - Paper I	Chemistry - Paper I
7	Chemistry - Paper II	Chemistry - Paper II
8	Chemistry - Paper III	Chemistry - Paper III
9	Chemistry - Practical	Chemistry - Practical

T.Y.B.Sc.

Chemistry (3 Units)



(BACHELOR OF COMMERCE) : THREE YEARS DEGREE PROGRAMME (B. COM)

F. Y. B. Com. Sem I and II

ELIGIBILITY

Semester I :

A candidate being eligible for admission to the three years degree programme leading to the degree of Bachelor of Commerce (B. Com) must have passed the Higher Secondary School Certificate Examination, (Std. XII) conducted by the different divisional boards of the Maharashtra State Board of Secondary and Higher Secondary Education.

OR

Must have passed the Higher Secondary School Certificate (Std. XII) Examination with vocational subjects' minimum competency based vocational programme conducted by the different divisional boards of the Maharashtra State Board of Secondary and Higher Secondary Education.

OR

Must have passed an examination of another university or body recognised as equivalent to the Higher Secondary School Certificate (Std. XII) examination. Secondary and Higher Secondary Education.

Semester II

A learner is eligible to be admitted to semester II irrespective of number of heads of failure in the semester.



F.Y.B.Com.

Sr. No.	Semester I	Semester II
1	Accountancy & Financial Management-I	Accountancy & Financial Management-II
2	Commerce-I	Commerce-II
3	Environment Studies-I	Environment Studies-II
4	Business Economics-I	Business Economics-II
5	Business Communication-I	Business Communication-II
6	Mathematical & Statistical Techniques-1	Mathematical & Statistical Techniques-II
7	Foundation Course-II	Foundation Course-II

S.Y.B.Com.

Sr. No.	Semester III	Semester IV
1	Accountancy & Financial Management-III	Accountancy & Financial Management-IV
2	Commerce-III	Commerce-IV
3	Introduction to Management Accounting	Auditing
4	Business Economics-III	Business Economics-IV
5	Business Law -I	Business Law - II
6	Computer Programming -I	Computer Programming - II
7	Foundation Course-III	Foundation Course-IV

T.Y.B.Com.

Sr. No.	Semester III	Semester IV
1	Financial Accounting and Auditing VII - Financial Accounting	Financial Accounting and Auditing IX - Financial Accounting
2	Commerce-V	Commerce-VI
3	Financial Accounting and Auditing VIII - Cost Accounting	Financial Accounting and Auditing X - Cost Accounting
4	Business Economics-V	Business Economics-VI
5	Direct and Indirect Taxes Paper - I	Direct and Indirect Taxes Paper - II
6	Computer systems & Applications Paper -I	Computer systems & Applications Paper - II



F. Y. B. A., SEM.- I & SEM.- II

B. A. is Six Semester spread over Three Year. The course consists of Forty Subject. Among these in the First Year, Second Year and The Third Year of B. A. Degree Course the subjects offered with various combinations are as under :

F.Y.B.A.

Sr. No.	Semester I	Semester II
1	Foundation Course-I Communication Skills in	Foundation Course-II Communication Skills in
2	English - I	English - II
3	Marathi -I	Marathi - II
4	Economics Paper I	Economics Paper II
5	Sociology Paper I	Sociology Paper II
6	History - Paper I	History - Paper II

S.Y.B.A.

Sr. No.	Semester I	Semester II
1	Foundation Course-III	Foundation Course-III
2	Communication Skills – III	Communication Skills - III
3	Macro Economics-I	Macro Economics-II
4	Public Finance	Indian Economy
5	Indian Society: Structure And Change	Sociology Of Development
6	Emerging Issues And Concerns In Indian Contemporary Society	Emerging Fields In Sociological Studies
7	Landmarks in World History, 1300 A.D.-1945 A.D.	Landmarks in World History, 1300 A.D.-1945 A.D.
8	Ancient India from Earliest Times to 1000 A.D.	Ancient India from Earliest Times to 1000 A.D.

T.Y.B.A.

Economics (6 papers)



ATTENDANCE REQUIREMENT ELIGIBILITY FOR EXAMINATION (For All Courses)

- 1) Students must attend 75% of all lectures, practicals, tutorials and guest in each term of the academic year, failing which they will not be eligible to appear for the Term End / Semester End / annual Examinations .
- 2) Parents are advised to take special note of this mandatory condition of minimum attendance. Applications for leave of absence of their wards on account of illness or other reasons should be submitted to the college authorities on time. Such students should report to the Principal before resuming attendance.

EXAMINATION SCHEME CBGS / CBCS / 75 : 25 / 100

(Subject to change as per University Circular)

- 1) Choice based **Credit Semester** and System has been introduced for F. Y. S. Y. and TY Classes in UG

As per the new system the examination in each paper (theory and practical) have two components 25 percent marks for internal assessment and 75 percent marks for semester end examination.

Internal assessment in theory is of 25 marks and consists of class test and overall performance of the learner.

The end semester examination course is of 2-1/2/3 hours duration marks.

2. **Passing Standard**

For each course / paper there is minimum passing for internal assessment as 40% (minimum 10 out of 25 marks) for semester examination end examination 40% (minimum 30 out of 75 marks) & Total 40% (40 out of 100 marks.) A learner will be said to have passed the course if he/she passes the internal assessment and the semester examination together.



Fees

All Courses

As per University Norms



- 1) 4 FEES ARE SUBJECT TO MODIFICATION AS PER UNIVERSITY RULE.
- 2) DOCUMENT VERIFICATION FEES RS. 400/- APPLICATION TO ELIGIBILITY STUDENT.
- 3) THIRD YEAR UNIVERSITY EXAMINATION FEES WILL BE COLLECTED AT THE TIME OF SUBMISSION OF EXAMINATION FORM.
- 4) FROM FIRST HALF (SUMMER) 2019 EXAMINATION ONWARD EXAMINATION FEES WILL BE INCREASED BY 5% EVERY YEAR.
- 5) OTHER FEES WILL BE CHARGED AS PER RULE (Whenever applicable)



Mode of Refund Fees :

[For Under-graduate Degree Programmes (Reference No.-UG/412of2008) 0.2859)
Refund of Tution, Development and All other Fees after Cancellation of Admission.
The candidates who taken admission in under-graduate programmes may request for refund of fees after applying in writing for cancellation of their admission to the programme. The refund of fees as applicable shall be made on or before 30th day after date of cancellation and thereafter. The percentage of fees for the programme shall be refunded to the candidate after deducting charges as follows.

Table for the Deduction on Cancellation of Admission. (Stages)

I.	prior to commencement of academic term and instruction of the programme	500 lump sum
II.	Upto 20 days after the commencement of academic term of the programme	20% of the total amount of fees.
III.	From 21 st day upto 50 days after commencement of the academic term of the programme	30% of the total amount fees.
IV.	From 51st day upto 80 days after the commencement of academic term of the programme or August 31st whichever is earlier.	50% of the total amount of fees.
V.	From September 1st to September 30th	60% of the total amount of fees.
VI.	After September 30th	100% of the total amount of fees.

Note: The total amount considered for the refund of fees from the commencement of academic term of the programmes includes the following.

- I. All the fee items chargeable for one year are as per relevant University Circulars for different faculties (Excluding the programmes for which the total amount fixed by other competent authorities).
- II. The fee charges towards group insurance and all fee components to be paid as university share (Including Vice chancellor's fund University fee for sport and cultural activities. E-charge, disaster management fund, examination fee, N.S.S. cell fund and enrolment fee.) are none-refundable if payment is made by the college prior to the date of cancellation.
- III. For collected for identity card and library card, admission form and prospectus, enrolment fee are not refundable after the commencement of the academic terms.
- IV. All refundable deposits (Laboratory, caution money, library etc.) shall be fully refunded at the time of cancellation.



Discipline and Code Conduct

The smooth functioning of the College depends upon observation of discipline by the students. The College can help the students better when Rules of Discipline are observed properly. Violation of these rules deprives the students of the advantage of the different facilities provided by the College. The following are some of the important rules of discipline.

1. Students must attend lectures, practicals, tutorials etc. as per the Time Table. They must not abstain themselves from classes, practicals, tutorials, examinations etc. without written permission of the Principal. A student whose attendance and/or progress in various tests and examination is not satisfactory and who does not perform the required number to tutorials/or practicals are likely to lose their terms. Students who do not submit compulsory project and work in subject is likely to lose his/her term. Defaulters will not be allowed to appear for the examination.
2. Employed students will not be given any concession in matters of attendance or rules regarding appearance at College Examinations. Suitable disciplinary action will be taken against such students. Employed students must give details of their of their employment on the admission form. They are expected to take admission after consulting the Principal in this regard.
3. Learners who request leave of absence from lectures / practicals / tutorials for participating in sports, cultural, Avishkar' research convention or any other activities on behalf of the college should submit the application countersigned by the respective teacher incharge.
4. All decisions pertaining to grant of terms will be decided by an Attendance Committee duly constituted by the college.
5. A learner who remains absent for the periodical tests / assignment/ examination due to his/her illness shall be, required to submit the medical certificate, alongwith the application endorsed by parent.
6. A learner who remains absent for three consecutive days is required to submit a leave application duly signe by his/her parent/ guardian.
7. The Identity Card is meant for identifying bonafide students and is used for permitting the student to participat in various activities and programs of the College. Every student must wear the Identity Card as long as he/she is in the college campus. It must produced by the student whenever demanded by a member of the teaching and Non teaching staff of the college. Every student must bring his/her identity Card to the College every day.



He/She must take proper care of it to avoid its misuse by other students and outsiders. In case the Identity Card is lost, the matter should be immediately reported to the Principal and an application should be made for a duplicate Identity Card, which will be issued on payment of charges.

8. The conduct of the students in the classes and in the premises of the College shall be such that it will cause no disturbance to teachers, fellow students or other classes.
9. Every student shall wear a clean and decent dress while coming to the College.
10. No Society or Association shall be formed in the College and no person should be invited in the college without the specific permission of the Principal. The Principal has a right to refuse such permission.

Acts of misbehavior, misconduct, indiscipline or violation of the Rules of Discipline mentioned above are liable for one or more punishments as stated below.

- A. Warning to the student.
- B. Warning to the student as well as letter to parents.
- C. Imposition of a fine.
- D. Denial of gymkhana, library, laboratory, N.C.C., N.S.S., student and/or any other facility specified period or for the whole Term/Year.
- E. Cancellation of admission.
- F. Refusal of admission in the next term or academic year.
- G. Expulsion from College for a specified period.
- H. Restriction

Attendance and Grant of Terms:

a. Ordinances.119,.120

The explanation issued by the University wide circular no. UG/235/98 dated July 3, 1998 reads that - 'For granting of terms, attendance of 75% of theory, practical and tutorials (where prescribed) separately will be required, out of the total number of lectures, practicals and tutorials conducted in the term.'

b. Ordinance.125

1. It states that 'To keep a term at a college or recognized institution, learner must complete satisfaction of the Principal or the Head of Institution, the course of study at the college or institute prescribed for such terms for the class to which such learner then belongs.'



2. Learners who fail to maintain the condition of minimum attendance on account of bonafide illness, or any other reason which is deemed right by the Principal, should apply in writing to Principal, for leave of absence, prior or within two days from the date of commencement of such failing which they will be treated as defaulters.
3. All applications for leave of absence along with medical certificate, if any, should be submit the Principal and not directly to any teacher.

Instruction to candidates about Examinations:

1. Students must attend lectures, practicals, tutorials etc. as per the Time Table. They must not allow themselves from classes, practicals, tutorials, examinations etc. without written permission Principal A student whose attendance and / or progress in various tests and examinations satisfactory and who does not perform the required number of tutorials/or practicals are likely to lose their terms. Students who do not submit compulsory project work in subject is likely to his/her term. Defaulters will not be allowed to appear for the examination.
2. Employed students will not be given any concession in matters of attendance to rules regular appearance at College Examinations. Suitable disciplinary action will be taken against students. Employed students must give details of their employment on the admission form are expected to take admission after consulting the Principal in this regard.





Procedure for Investigation in Case of Malpractices.

1. The candidate may be served a show cause notice and made aware of the charges allegation reported against him to prepare his / her defense at the time of his / her appearance before the Unfair Means Inquiry Committee and informing him / her thereby, of the proposed action to be taken in his /her case with a reply to the show cause notice as to why the action proposed under it should not be taken against him / her
2. The reply received by the Committee from the candidate when he / she appears before it will be considered by the Committee and the final recommendation in the matter be made.
3. The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.
4. The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his / her power.

The broad categories of unfair means resorted by students at the University College / Institution examinations and the quantum of punishment for each category thereof.

Sr. No.	Nature of Malpractice	Quantum of Punishment
1.	Procurement of copying material	Annulment of the performance of the student, at the University or College or Institution examination in full. Note: This quantum of punishment shall apply also to the following categories of malpractices at Sr.No. (2) to Sr. No.(12) in addition to the punishment prescribed thereat.
2.	Actual copying from the copying material.	Expulsion of the students from University or College or Institution examination for one additional examination
3.	Possession of another student's answer book	Expulsion of the student from University or College or Institution examination for two additional examinations (Both the students)
4.	Possession of another student's answer book + actual evidence copying therefrom.	Expulsion of the institution examination for two additional examination or (Both the Students)



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5.	Mutual/ Mass copying or Institution examination per two additional examinations.	Expulsion of the student from University or College.
6.	I. Smuggling out or smuggling-in of answer book as copying material	Expulsion of the student from University College or Institution examination for two additional examinations.
	II. Smuggling-in of written answer book based on the question papers set at the examinations.	Expulsion of the student from University or College or Institution examination for two additional examinations.
	III. Smuggling in or written answerbook and forging signature of the Jr. Supervisor thereon.	Expulsion of the student from University or College or Institution examination for two additional examinations.
7.	Attempt to forge the signature of the Jr. Supervisor on the answerbook or supplement.	Expulsion of the student from University or College or Institution examination for four additional examinations.
8.	Interfering with or counter felting of University/College/ Institution seal or answerbooks or office stationary used in the examinations twice used thereat.	Expulsion of the student from University or College or Institution examination for one additional examinations
9.	Answerbook, main or supplement written outside the examination hall or any other insertion in the answer book.	Expulsion of the student from University or College or Institution examination for four additional examinations.
10.	Insertion of currency notes to bribe or attempting to bribe any of the College or person/s connected with the conduct of examinations.	Expulsion of the student from University or College or Institution examination for four additional examinations. Note: This money shall be credited to the Vice-Chancellor's Fund.
11.	Using obscene language/ violence threat at the examination centre by a student at the University/ College/Institution examination to Jr./Sr. Supervisors/Chief Conductor or Examiners.	Expulsion of the student from University or College or Institution examination for five additional examinations. (Both the students if impersonator in University or College or



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12.	a. Impersonation at the University / College / Institution Examination	Expulsion of the student from University or College or Institution examination for two additional examinations.
	b. Impersonation by a University/ College/Institute student at S.S.C. /H.S.C./any other examination.	Expulsion of the student from University or College or Institution examination for one additional examinations.
13.	Revealing identity in any form in the answer written or in any other at part of the answerbook by the student at the University/ College Institution examination.	Annulment of the performance of the student the University or College or Institution examination in full.
14.	Fond having written on palms or on the body or on the clothes while in examination.	Annulment of performance of the student at the University or College or Institution examination in full.
15.	All other malpractices not covered in the aforesaid categories.	Annulment of the performance of the student at the University College / Institution examination in full and severe punishment depending upon the gravity of the offence.
16.	If on previous occasion a disciplinary action was taken against a student for malpractice used at the examination, in this event he / she shall be dealt with severely enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.	
17.	Practical / dissertation / project report examination - Student involved in malpractices at the practical / dissertation /project report examinations shall be dealt with as per the punishment provided from the theory examination.	
18.	The competent authority, in addition to the above mentioned punishments may impose a fine on the student declared guilty.	
19.	Writing Name/Roll No. or using any other symbols when not asked can result in as a case of revealing identity & the said answer books will be send to unfair means enquiry committee & may lead to the exam being considered as null & void for the said paper.	



Scholarships and Freeship

Sr. No.	Name of scholarships, Freeships and Awards	Documents Required & other details	Last date of application
1.	Government of India Scholarship	Income limit up to 65290/- Income certificate, Caste certificate from executive magistrate or tahasildar, attested copy of mark sheet of the last exam passed. attested copy of leaving certificate, attested copy of first and last page of Ration-card, Adhar-card / Bank Pass Book.	10 th Aug
2.	Government of India Reserve Categories students. (Fourth Child not eligible)	Income limit of 65290/- and above. Income certificate. Caste certificate from executive magistrate or tehsildar, attested copy of mark sheet of the last exam passed. attested copy of leaving certificate, attested copy of first and last page of Ration-card, Adhar-card/ Bank Pass Book.	10 th Aug
3.	E.B.C. Freeship (Third Child not eligible)	Total income should not exceed 10000/- p.a. Income certificate from Collector office/ tehsildar, attested copy mark sheet of the last exam passed. attested copy of first and last page of Ration- card. Adhar-card/ Bank Pass Book.	15 th July
4.	Eklavya Financial Aid Scholarship for post-Graduate Students for open and reserved category	Income limit upto 75000/- p.a. T.Y.B.Com Minimum 60% Marks T.Y.B.Sc. Minimum 70% Marks. Income certificate from Tehsildar. I.C. Mark-sheet. Ration Card and Domicile certificate copies required.	20 th October
5.	Economically Backward Students (Garaju Vidyarthi)- For Degree and post-graduate College Students. (University of Mumbai)	Income limit upto 1,00,000/-p.a. Caste certificate if applicable Income certificate - not compulsory Fee Receipt Xerox, Attested Xerox copy of Previous Year Mark-sheet and ID. Card Xerox	31 st December
6.	Indira Gandhi singal Girl Child Scholarship for post-graduate Girl students only	Ration card copy. Income Certificate. Fee receipt and I. card Xerox. Undertaking by the guardian and student	31 st October



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7.	HPCLScholarship	Income limit upto 1,00,000/- p.a. Caste certificate if applicable Income certificate - not compulsory Fee Receipt Xerox. Attested Xerox copy of Previous Year Mark sheet and ID. Card Xerox	
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The interested students on the basis of eligibility for any of the above Scholarships / freeships are required to submit the application forms as per the schedule in the college office.

Date are likely to change as per the Government circular.





Important Documents / Certificates

Sr. No.	Certificate/ Documents	Document required	Fees (if any) to be paid at college Cash Counter 1 : for Senior Counter 2 for Jr. college	Approx No. of working days req.
1.	Duplicate Marksheet	FIR (from nearby police Station) Affidavit photo copy of Marksheet (if available)	100/- per marksheet	15
2.	Railway/Bus Concession (Senior College)	Fee receipts/Identity Card at the time of issue of Concession		Nil3
3.	Transfer Certificate	Application letter/Fee receipts from the College where admission is sought All Attested photocopies marksheets and Leaving Certificate.		100/-7
4.	Recommendation Certificate	Photocopy of all marksheet of earlier examinations		Nil7
5.	Transcript	Attested photo copies of all mark sheets of earlier years.	Maximum 05 (five) copies 100/- for each additional copy 50/-	7
6.	Bonafide-Certificate	photocopy of Admission Fee receipt/ID	20/-	3
7.	NOC	photo copy Fee Receipt	20/-	3
8.	Duplicate Identity Card	FIR (from nearby police Station) Affidavit photocopy of Fee receipt	500/-	7
9.	Migration Certification	University Migration Forms Fee receipt from the College where admission is sought All Attested photocopies mark sheets and Leaving Certificate	100/-	7
10.	Damaged ID Card	Damaged ID Card	250/-	7
11.	Document Verification	Refer the policy document displayed on counter window		
12.	Scholarships and Caste validity	Various scholarships offered from time to time		



Extra & Co-curricular Activities And Other Facilities Available

Cultural Forum

The students are encourage to take part in various art forms like Music, literature, dramatics etc. Cultural festivals including various competitions in singing, dancing, painting, essay writing etc. are held. Talented students represent the college at various intercollegiate cultural festivals and win prizes.

NSS

A large number of students enroll in the National Service Scheme with an aim to serve the society. The NSS unit takes initiative in organizing various activities of social relevance like Blood donation camp, Slum development, literacy programmes, aids awareness, thalassemia detection camp etc.

NCC

The NCC wing is a active, and in the forefront of various events at the State and National levels.

Science Association

The association organizes lectures by experts in scientific fields, slide shows, exhibitions, Science quiz and visits. The activities create and arouse interest among students in the field of Science beyond the curriculum. Students are encourage to make presentations on scientific topics of their interest.

Commerce Association

The Commerce association arranges lectures on topical subjects and encourages students to participate in intercollegiate competitions and workshops.

Placement Cell

The cell provides job opportunities to the college students at graduate and post-graduate levels. Students are trained through workshops for interviews, group discussions etc. Campus interviews are held by various industries.

Women Development Cell

The cell organizes lectures and interactive sessions with experts, conducts film shows and group discussion on various women related issues.

Student Council

The Student council is a body of students selected and nominated by the Principal. It is formed as per the Maharashtra Public University Act 2016. The Student Council acts as a



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link between fellow students and the authorities, facilitating a free and constructive communication. The Council members assist in the conduct of various college activities. The Secretary of the Council represents the college in the Mumbai University Student Council.

Canteen

Canteen provides tasty snacks at reasonable prices.

Sports

A healthy mind resides in a healthy body, said Aristotle. In order to keep your body in good stead, the Gymkhana of the College conducts numerous sports activities Kabbadi, Kho-Kho, Chess, Volleyball, Football, Cricket Gymnastics etc.





Revaluation of Answer Books/Photocopy of Answer Books

Please refer University circular No. Exam/photo& rev/college/VCD/4636 of 2010 and 4637/2010.

The candidate can apply for revaluation of the answer book of the subject only if he/she has secured at least 20% of the total marks in the subject, or 40% of the marks required for passing in the said subject whichever is less.

A student can apply for revaluation / photocopy within 7 days of declaring the result. If a student has applied for photocopy but not for revaluation can apply for revaluation within three days from the date of distribution of the photocopy for the subject for which the photocopy was taken

ATKT Examination

ATKT Examination are held in February/March/April and September/October every year. Forms are distributed in January for February/March/April & in August for September/October exams. Both the time all six semester ATKT examination will be conducted.

Photocopy:

1. Apply within seven days from the date of declaration of results.
2. Fees: Rs. 50/ per paper (Rs. 25/+ Rs. 10 Application Fee for reserved category students)
3. Documents required:
 - a) A copy of statement of marks
 - b) A copy of question paper
 - c) A photocopy of caste certificate in case of a reserved category student.
4. Approximate period for processing will be twenty one days.
5. The photocopy shall be provided to the examine in person only and in no circumstances to any other person.

Revaluation:

1. Apply within seven days from the date of receipt of the photocopy of the answerbook.
2. Only the candidates having applied and received the photocopy of the answerbook can apply for revaluation.
3. Fees: Rs. 250/- per paper (Rs. 125/- + Rs.10 Application Fee for reserved category students)
4. Documents required:
 - a) A copy of statement of marks
 - b) A copy of question paper and
 - c) A photocopy of caste certificate in case of a reserved category student.
5. The paper is first evaluated by the Grievance Committee and if recommended, it is checked by appointing a new examiner. The decision of the Committee is final.



Library

College has well equipped library with books.

Working Hours:

On Working Days: Monday to Friday 11.00 a.m. to 7.00p.m. (Saturday: 11.30 a.m. to 6.30 p.m.)

Details of specialized service provided by the library

- ✦ Reference Service for research projects.
- ✦ Free Internet access to students and staff
- ✦ Additional home issue cards facilities for all undergraduate and post graduate students.
- ✦ Overnight book issue facility.
- ✦ Book Bank facility for economically backward students.
- ✦ Assistance in searching Databases is provided

Home issue of books:

- ✦ One book will be issued per card for students.
- ✦ Books are issued for a period of 7 days. The date is written on the black side of the book.
- ✦ If the books are not returned on the due date, a fine of Rs **20** 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 book. 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 maybe suspended.
- ✦ Reference books, expensive and rare books, journals, bound volumes, magazines are not issued on Home Issue Card. 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 4 pm against the identity card only for a night which should be returned next day morning.
- ✦ Textbooks will be issued immediately. The students should fill the demand slip for the reference books. Self renewal of home issue books.



विश्वविद्यालयगीतम्

इदं सुन्दरं मन्दिरं शारदाया
मुम्बापुरीविश्वविद्यालयम् ।
कलाशास्त्रवाणिज्यशाखाधिरूडा
अमूढा विमुक्ता विहंगा वयम् ॥१॥
शृण्वन्तु सर्वे दृढं निश्चयम् ॥धृ॥

सत्यं वदामो धर्मं चरामो
नयामो नृणां दुःखभारं लयम् ।
स्वकार्ये रतानां सदा जागृतानां
भवेत्किं भविष्येऽपि कस्मात्भयम् ॥२॥
शृण्वन्तु सर्वे दृढं निश्चयम् ॥

युवा स्यात् बलिष्ठो युवा स्मात् गरिष्ठो
युवा ध्येयनिष्ठोऽपि भूयात्स्वयम् ।
यदि स्यात्युवा राष्ट्रकर्तव्यनिष्ठः
सम्मानयेत् तं हि लोकत्रयम् ॥३॥
शृण्वन्तु सर्वे दृढं निश्चयम् ॥

वंदामहे भारतं पूजनीयं
स्वदेशात्परं नास्ति देवालयम् ।
अत्रैव सर्वप्रतिष्ठापयामो
ममत्वेन सार्धं समत्वं नयम् ॥४॥
शृण्वन्तु सव दृढं निश्चयम् ॥

संगित : प्रभाकर पंडित

