

People's Education Society's  
**Dr. Ambedkar College of Commerce & Economics**

Wadala, Mumbai - 400 031.

Permanently affiliated to University of Mumbai

**NAAC Accrediation B+ Grade**

**PEOPLE'S EDUCATION SOCIETY**

**M. Com. / Ph. D. Programme**

April the 14th, 1891 will remain a **GOLDEN LETTER DAY** in the annals of Indian history. It was on this day that Dr. B. R. Ambedkar, popularly known to millions as Dr. Babasaheb Ambedkar was born to give the oppressed masses of India a new vision of dignity, self-respect, self-reliance and self-identity which was denied to them for centuries.

A political leader, a social revolutionary, a religious evangelist, Dr. Babasaheb Ambedkar has left the impression of his powerful personality on several sphere of activities. His great work as the Architect of the Constitution of India is a permanent monument to his legal genius.

He played many important roles on the stage of human life. His popular image as an iconoclast represents only a part of his personality; he was also an erudite and constructive statesman, who regarded education as a Nation building activity.

With the true vision of a sage, he founded the People's Education Society on the 8th of July 1945 With the motto 'Knowledge' and 'Compassion'. The purpose for founding the Society was stated by Dr. Babasaheb Ambedkar as under :

**" The People's Education Society's objective is not merely to give education but to give education in such a manner as to promote intellectual, moral and social democracy. This is what modern India needs today and this is what all well wishers of India must promote."**

He firmly believed that education was the only effective lever for the uplift of the down-trodden. As an educationist, Babasaheb has

carved an abiding niche for himself in the temple of fame and is internationally acclaimed as 'Symbol of Knowledge'. He firmly believed that it was only through education that the suffering Indian masses could be made conscious of their rights as human beings. He prioritize education and it reflects in his message to the people.

**"My final words of advice to you is to educate, agitate and organize, have faith in yourself. With justice on our side, I do not see how we can lose our battle. It is a battle for freedom it is a battle for the reclamation of the human personality."**

Under its well-spread umbrella, People's Education Society runs 12 University affiliated Colleges, 6 of which are affiliated to the University of Mumbai, 5 to the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and one to Savitribai Phule Pune University imparting Higher Education to as many as 30,000 students of whom over 15,000 belong to the under privileged Classes. Besides these, the Society runs many High Schools, Diploma Institutes and Hostels.

Started for imparting education to the poorer people in general and the weaker sections namely SC, ST and OBC of Indian population in particular, the Society has spread like a mighty banyan tree, with a large variety of educational institutions in its shade.

**□ MORNING CLASSES □**

The People's Education Society rendered a single service to the city of Mumbai when the Siddharth College of Arts and Science, opened morning classes for working young men and women who never had such an opportunity of getting higher education before. This was a revolutionary step. Thousands of matriculates have become graduates and double graduates as a result of this facility, thus fulfilling one of the cherished objectives of the Society, affording opportunity to learn while they earn.

**❑ PIONEER PROJECTS ❑**

Pioneering is the word to describe the endeavours of the Society to carry the torch of learning among the backward areas in Marathwada.

It was the master-mind of Dr. Babasaheb Ambedkar which conceived the project of starting centres of education there. It was because of Babasaheb's efforts, foresightedness and initiative the Marathwada University came into existence at Aurangabad. It is significantly noteworthy that the teaching faculty and the administrative set-up of this University have been initially manned by persons from Milind Mahavidyalaya. Dr. Babasaheb was not only instrumental in establishing the Marathwada University but also in raising the educational standards of this University through his institutions. Recognizing the hard work put up by Dr. Babasaheb in establishing the University, and to show gratitude and respect, Government of Maharashtra renamed the Marathwada University in 1994 and it is now known as Dr. Babasaheb Ambedkar Marathwada University.

On March 19, 1927 the world witnessed one of the most revolutionary events in Indian social history. The famous Choudar Tank Satyagraha was led by Dr. Babasaheb Ambedkar to revolt against the age-old social order based on the graded inequality and injustice which asserted the human rights of the people dubbed as untouchables in India. To commemorate the famous Choudar Tank Satyagraha, the People's Education Society runs a College at Mahad (Dist. Raigad) as a memorial to Dr. Babasaheb Ambedkar to spread higher education in economically and educationally backward Konkan region.

Mumbai is the commercial capital of India. There was a high demand for education in commerce faculty. People's Education Society Started Dr. Ambedkar College of Commerce & Economics at Wadala, Mumbai in June 1972 to fulfill the educational needs of the people of central Mumbai and suburban areas.

**❑ AMBITIOUS PLANS ❑**

Dr. Babasaheb Ambedkar's Birth Centenary celebrations have stirred us to conceive ambitious projects for the Society's group of colleges and other institutions. The Society intends to undertake the following projects :

**Projects at Mumbai :**

1. A Multipurpose Auditorium.
2. A Central Research Library.
3. A Stadium and a Pavilion.
4. A Buddhist Cultural Centre.

**Projects at Aurangabad :**

1. The Buddha Mahavihar with Research Library.
2. Non-Resident School for Girls.

**Projects at Bangaluru :**

1. The Buddhist Institute for study of Buddhism and comparative study of all religions.
2. A Spacious Multipurpose Hall.
3. A Residential School.

**Projects at Mahad :**

1. The Buddhist Cultural Centre.
2. A Polytechnic Institute.

**Projects at Dapoli :**

1. Jr. College of Education.
2. Girls High School and a Hostel.
3. Development of present Boys Hostel.

**Project at New Mumbai :**

A Multipurpose School.

## University of Mumbai



**M. COM. (MASTERS OF COMMERCE)**  
**(TWO YEARS POST GRADUATE COURSE)**

**a) Eligibility**

0.3210 : A candidate for being eligible for admission to the Masters of Commerce Course, Must have passed the examination for the degree of Bachelors of Commerce of this University (Three Years Integrated Course) of the degree of B.Com. (Old Course) of this University or Bachelor of Commerce (Accounting and Finance) OR B.Com. (Banking and Insurance) OR B.M.S. degree examination OR and examination of any other University recognized as equivalent thereto. OR B.M.M. degree examination (only for Management Specialization subjects) at the M.Com. degree levels. Further that the amended Ordinance 3210 relating to the eligibility criteria prescribed for the M.Com. degree course has been brought into force with effect from the academic year 2006-2007. At the time of admission, these students shall have to submit the following certificates:

- T.Y.B.Com./BMS Examination mark sheet in original and copy thereof.
- Attested Copy of School College leaving certificate in support of date of Birth.
- Undertaking as per appendix-B from the student and guardian as given in Admission Form.
- They should fill in the RG. Registration form in due course (as per notice and get their admissions confirmed failing which the admission shall be liable to be cancelled)

Students passing examinations equivalent to T. Y. B.Com. from outside of the Maharashtra State and migrating from other Universities/Board and seeking admission to the M. Com. class (Part I & II) will be admitted only on the production of Provisional Eligibility Certificate, from the Mumbai University. They should submit the migration certificate, statement of marks and passing certificate in original along with a copy within two months from the date of admission failing which their admission will be cancelled.

**b) Under Choice Based Credit, Grading and Semester System****I) M. Com. PART - I ( SEMI I & II)**

**For Advanced Accounting and Banking & Finance to be implemented from the Academic Year 2016-17**

No. of Courses	Semester I Core Courses (CC)	Credits
1	Strategic Management	06
2	Economics for Business Decisions	06
3	Cost and Management Accounting	06
4	Business Ethics and Corporate Social Responsibility	06
<b>Total Credits</b>		<b>24</b>

No. of Courses	Semester II Credits Core Courses (CC)	Credits
1	Research Methodology for Business	06
2	Macro Economics Concepts & Applications	06
3	Corporate Finance	06
4	E-Commerce	06
<b>Total Credits</b>		<b>24</b>

**M. Com. II****To be implemented from Academic Year - 2017 -18**

No. of Courses	Semester III Core Courses (CC)	Credits
<b>1</b> 1,2 and 3	<b>* Elective Courses (EC)</b> Any One Group of Courses from the following list o the courses (Group - A / B / C / D / E)	18
<b>2</b>	<b>Project Work</b>	
4	Project Work - I	06
<b>Total Credits</b>		<b>24</b>

No. of Courses	Semester IV Core Courses (CC)	Credits
<b>1</b> 1,2 and 3	<b>**Elective Courses (EC)</b> Any One Group of Courses from the following list o the courses (Group - A / B / C / D / E)	18
<b>2</b>	<b>Project Work</b>	
4	Project Work - II	06
<b>Total Credits</b>		<b>24</b>

**Note :** Project work is considered as a special course application of knowledge in solving / analyzing / exploring a real life situation / difficult problem. Project work would be of 06 credits. A project work may be undertaken in any area of Elective Courses.

**\* List of Group of Elective Courses (EC)**

**Group A : Advanced Accounting, Corporate Accounting and Financial Management for Semester III (Any Three out of Five)**

1	Advanced Financial Accounting	06
2	Corporate Financial Accounting	06
3	(Skill based) Financial Management	06
4	Direct Tax	06
5	Financial Services	06

**for Semester IV (Any Three out of Five)**

1	Advanced Auditing	06
2	Indirect Tax	06
3	International Financial Reporting Standards	06
4	Personal Financial Planning	06
5	Financial Journalism	06

**Group C : Banking & Finance for Semester III (Any Three out of Five)**

1	Banking Law and Practices	06
2	(Skill based) Legal Framework of Banking	06
3	Commercial Bank Management	06
4	Investment Management Analysis	06
5	Financial Risk Management	06

**for Semester IV (Any Three out of Five)**

1	Corporate Banking System	06
2	Financial Institution and Markets	06
3	Accounting and Auditing of Banking	06
4	International Finance	06
5	Financial Services	06



**\* List of Group of Elective Courses (EC)**

**Group A : Advanced Accounting, Corporate Accounting and Financial Management for Semester III (Any Three out of Five)**

1	Advanced Financial Accounting	06
2	Direct Taxes	06
3	Advanced Cost Accounting	06
4	Advanced Auditing	06
5	Financial Services	06

**for Semester IV (Any Three out of Five)**

1	Corporate Financial Accounting	06
2	Indirect Tax. Introduction of Goods & Services Tax	06
3	Financial Management Accounting	06
4	International Financial Reporting Standards	06
5	Personal Financial Planning	06

**c) Examinations :**

As per the University Rules. For details contact the college office.

**M. Com. (Credit based grading system w.e.f. 2012-13)**

- 1) Duration of the M.Com Program will be 2 years.
- 2) Examination for M.Com will be held at the end of every Semester viz., Semester I, II, III and IV.
- 3) A learner will have to score 40% marks in Internal (16 out of 40) and in External (24 out of 40) separately in each subject. A learner will be declared to have passed the course if the learner passes the internal assessment Semester end and examination together.
- 4) A learner for being eligible for admission to Semester II must have kept terms for Semester I and to be eligible for Semester IV must have passed the Semester I, Semester II and must have kept terms/or Semester III.

A Successful learner i.e. the learner who has passed all the courses of each the Semester I, Semester II, Semester III and Semester IV shall be awarded grace shown in table :

**Letter Grades And Their Equivalent Grade Point**

Performance of Marks Obtained	Grade Point	Grade	Performance
80.00 and above	10	O	Outstanding
70-79.99	9	A+	Excellent
60-69.99	8	A	Very Good
55-59.99	7	B+	Good
50-54.99	6	B	Above Average
45-49.99	5	C	Average
40-44.99	4	D	Pass
Less than 40	0	F	Fail

SGPI - Semester Grade Performance Index

$$= \frac{\sum(\text{Credit Earned} \times \text{Grade Points})}{\sum(\text{Credit Earned})}$$

TH - Theory, PR - Practical, IA-Internal Assessment

Symbols	Description
F	Head of Failure
---	Not Applicable
Ab	Absent
/	Female
@	0.5043
#	0.229
\$	Carried for ward Grade of the Head

**UNIVERSITY OF MUMBAI**

**D-16 No.UG/83 of 2009**

**CIRCULAR :-**

The Heads, University Departments, the Directors and Heads, Institutions concerned, the Principals of all the affiliated colleges and the Professor-cum-Director, Institute of Distance Education are hereby informed that the Regulation 6064 relating to the submission of Registration Forms for the Post Graduate Degrees/Diplomas has been accepted by the Academic Council at its meeting held on 13th February, 2009 vide item No.7.1 and subsequently approved by the Management Council at its meeting held on 20th February, 2009 vide item No.34 and that, in accordance therewith, in exercise of the powers conferred upon the Management Council under Section 55(1) of the Maharashtra Universities Act, 1994, it has made Regulation 6064 relating to the submission of Registration Forms for the Post graduate Degrees/Diplomas of the University to read as under :

"R.6064 : The last date for submission of application for registration duly completed in all respects to the University by the Colleges/Recognized Institutions/University Departments and Institute of Distance Education in respect of students admitted by them to the Post graduate Degrees/Diplomas courses for which Registration fee has been prescribed will be 30th September every year.

Applications for Registration received by the University (after the last dated fixed for the purpose) is over i.e. between the period from **1st October to 30th November** every year a late fee of Rs. 150/- per application shall be charged.

Applications for Registration received during the period from **1st December to 31st December** every year will be accepted on payment of a late fee of Rs. 200/- per application.

The Vice-Chancellor shall be authorized to consider other than above mentioned cases where there is delay on the part of Students/Colleges/ Institutions in submission of registration forms time to time, as a special case on payment of a late fees of **Rs. 250/-** per application.

The Registration numbers will not be allotted to the students whose Registration forms will be received by the University after 31st December every year. Those students who fails to submit their registration forms, will not be allowed to appear for examination."

MUMBAI - 400 032

12th March, 2009

Sd/-

REGISTRAR

**UNIVERSITY OF MUMBAI**

**R 8070 REVISED FEES STRUCTURE FOR M. COM.**

**(Advanced Accountancy & Management) (UNAIDED COURSES)**

(with Effect From The Academic Year 2009-2010)

**M-COM - I (ACADEMIC YEAR 2017-18)**

<b>SR. NO.</b>	<b>PARTICULAR</b>	<b>OPEN CATEGORY</b>	<b>RESERVE CATEGORY</b>
1	Tuition Fees	6,000/-	-
2	Library Fees	1,000/-	-
3	Gymkhana / Sports Activities	400/-	-
4	Other fees / Extra Curricular Activities	250/-	-
5	Enrolment Fees	220/-	-
6	Disaster Relief Fund	10/-	10/-
7	Admission Processing Fees	200/-	200/-
8	Utility Fees	250/-	-
9	Magazine Fees	100/-	-
10	ID Card & Library Card Fees	50/-	50/-
11	Group Insurance	80/-	80/-
12	Student Welfare Fund	50/-	50/-
13	Development Fees	500/-	-
14	Vice Chancellor Fund	20/-	20/-
15	University Sports & Cultural Activity	30/-	-
16	E-Suvidha	50/-	50/-
17	E-Charge Fees	20/-	-
18	Project Fees	600/-	25/-
19	Alumini Association Fees	25/-	-
20	Computer Practical Fees	1,500/-	10/-
21	Laboratory Fees	-	20/-

**DR. AMBEDKAR COLLEGE OF COM. & ECO.**

22	Ashwmedha	25/-	-
23	NSS	10/-	-
24	Caution Money	150/-	150/-
25	Library Deposit	250/-	250/-
26	Laboratory Deposit	-	-
<b>Total</b>		<b>11,790/-</b>	<b>915/-</b>

**M-COM - II****ACADEMIC YEAR 2017-18**

<b>SR. NO.</b>	<b>PARTICULAR</b>	<b>OPEN CATEGORY</b>	<b>RESERVE CATEGORY</b>
1	Tuition Fees	6,000/-	-
2	Library Fees	1,000/-	-
3	Gymkhana / Sports	400/-	-
4	Other fees / Extra Curricular Activities	250/-	-
5	Disaster Relief Fund	10/-	10/-
6	Utility Fees	200/-	200/-
7	Admission Processing Fees	250/-	-
7	Magazine Fees	100/-	-
9	ID Card & Library Card Fees	50/-	50/-
10	Group Insurance	80/-	80/-
11	Student Welfare Fund	50/-	50/-
12	Development Fees	500/-	-
13	Vice Chancellor Fund	20/-	20/-
14	University Sports & Cultural Activity	30/-	-
15	E-Suvidha	50/-	50/-
16	E-Charge Fees	20/-	-
17	Alumini Association Fees	25/-	25/-
18	Computer Practical Fees	1,500/-	-
19	NSS	10/-	10/-
20	Ashwmedha	20/-	20/-
<b>Total</b>		<b>10,565/-</b>	<b>515/-</b>

**DR. AMBEDKAR COLLEGE OF COM. & ECO.**

Document verification	:	Rs 400/- wherever applicable
Refundable deposits	:	Rs. 150/-
Caution money	:	Rs 250/-
Library deposit	:	Rs 250/-
Registration fee for M.Com Part I only	:	Rs 800/-
Registration from fee	:	Rs 25/-
Convocation fee only for M.Com Part II	:	Rs 250/-

**NB :** Foreign students will have to pay five times of prescribed fees.

The fees collected in different heads be spent only for specified purpose for which it has been collected.

**University of Mumbai**

NAAC ACCREDITED  
(2001-2006)

**PH. D. (In Commerce) in the subject Trade,  
Transport and Industry**

Admission Procedure as per Circular No. Exam / thesis / Univ. /VCD / 2414 of 2010 dated 18th November, 2010 and No. Exam / COE / thesis / 6979 of 2013 dated 8th March, 2013.

❑ **ADMISSION FOR PH.D. (Commerce) PROGRAMME** ❑

College started admission for Ph.D. (Commerce) Programme in the subject Trade, Transport and Industry. The University of Mumbai vide its Circular No. Exam. / Thesis / University / VCD / 2414 of 2010 dated 18th Nov. 2010 that every student must undergo the **course work** prescribed by the respective Board of studies of one semester duration. Student must attend research centre regularly for seeking guidance from guide teacher for Ph. D. Programme.

**RULES FOR ADMISSION, REGISTRATION  
AND COURSE WORK FOR PH. D. PROGRAMME**

(Applicable to candidates who have registered for Ph.D.  
on 11th July, 2009 and thereafter)

WHEREAS as per Regulation, 2009 of UGC (minimum standard and procedure for award of M. Phil. / Ph. D. Degree), issued by University Grants Commission on 01st June, 2009 and the subsequent Gazette of India, (ASADHA 20, 1931) on 11th July, 2009 for the award of M. Phil / Ph.D. Degree, directing all the Universities in India to follow the same with immediate effect from the date of publication in the Gazette of India.

**AND**

WHEREAS the University Grants Commission has given the liberty to the University, to lay down the criteria for the faculty to be recognized as Research Supervisor and may decide separate terms & conditions for those students who qualify UGC/CSIR (JRF) Examination / SLET / GATE / teacher fellowship holders for Ph. D. entrance test or have passed M. Phil. programme.

**AND**

WHEREAS the Academic Council at its meeting held on 17th September, 2009 vide item No. 7.9 accepted the UGC regulation and appointed a committee comprising of all the Deans of the various faculties under the Chairmanship of Director (BCUD) to prepare the modalities and procedures for conducting the Ph. D. entrance test and authorizing the Vice Chancellor to take the decision in the matter.

**AND**

WHEREAS the said committee had suggested the rules & regulations for the award of Ph.D. Degree with certain modifications and recommendations in the existing ordinances and prepared a draft for the conduct of entrance test which was submitted to the Vice Chancellor for further action in April, 2010.

**AND**

WHEREAS the meeting of all the Faculty Deans, Director, (Campus Development Cell) and Controller of Examination was convened by the Vice Chancellor, and after exhaustive discussions and continuous meetings the said draft with certain modifications and recommendations in the existing admission process was finally drafted and submitted by incorporating the UGC regulation 2009 in November, 2010;

**AND**

WHEREAS, the existing Ordinances, the new rules for admission, registration and course work for Ph.D. programme by introducing the Ph.D. entrance test as per the UGC regulation, 2009 will be continued,

**AND**

WHEREAS, the term of academic bodies ended on 31st August, 2010 and making of the amendment in the existing Ordinances and framing of new Ordinances in this regard by the Academic Council & Management Council and then to be approved by the Office of the Hon'ble Chancellor will take some time Now therefore, I, Dr. Rajan M. Welukar, Vice-Chancellor of University of Mumbai in exercise of powers conferred upon me under sub-section (8) of section (14) of the Maharashtra Universities Act, 1994, to implement the UGC regulation 2009 dated 01st June, 2009 immediately and hereby issue the Directions as under :

1. This direction shall be called "Rules for conducting the Ph. D. Entrance Test and Procedure for Registration and course work for admission to the Ph. D. programme".
2. These directions shall come into force immediately from the date of its circulation.
3. In this directions unless the context otherwise requires :
  - a) "Act" means Maharashtra Universities Act, 1994. i
  - b) "Directions" means a direction issued in accordance with the provisions of sub-section (8) of section 14 of the Act.
  - c) "Regulation" means the Regulation, 2009 of UGC (minimum standard and procedure for award of M. Phil. / Ph. D. Degree),

issued by UGC and published in the gazette of India, 1st July, 2009 (ASADHA 20, 1931).

- d) "UGC" means the University Grants Commission.
  - e) "Research Centre" means the University Department / Department of College / Research Institutes recognized by the University and / or affiliated to the University to conduct research programme in the various subjects of the concerned faculty, situated in the University area, including autonomous Department / College and Institute,
  - f) "Registration" means admission to the Ph. D. programme of the University through recognized research centre.
  - g) "RRC" means research and recognition committee of the University.
  - h) "Head" means the head of 'Research Centre at Department, College, and Institute.
  - i) "Principal" means the head of the College.
  - j) "Director" means the head of the recognized Institute, autonomous department & affiliated institute.
  - k) "Candidate" means the researcher who desires to obtain the Ph. D. degree.
  - l) "Supervisor" or "Research Guide" means the research teacher recognized by the University who guide the researcher.
  - m) "Referees" means the expert or examiner for evaluation of thesis.
  - n) "PET" means the Ph. D: Entrance Test.
4. Applying for Ph. D. entrance test and applying for admission to the Ph. D. programme will be two separate processes.
  5. Applying for the Ph. D. entrance test or qualifying at the UGC / CSRI/ (JRF) Examination / SLET / GATE / teacher fellowship holder, shall be a pre-requisite for applying for admission to the Ph. D. programme in the said subject.
  6. The University of Mumbai, Mumbai offers research programmes in different subjects and, in inter-disciplinary areas under the various

faculties leading to the Degree of Doctor of Philosophy (Ph.D.). A candidate shall ordinarily work at a recognized place of research which includes the University Departments, Research Institutes and Affiliated Colleges recognized as Research Center by the University. The rules and regulations regarding the eligibility and process of the entrance examination, interview, registration, and course work shall be as follows:

### **PART - I**

#### **Rules and Procedures for Conducting the Ph.D. Entrance Test for becoming Eligible for Admission to the Ph.D. Programme**

##### **7. ELIGIBILITY :**

Candidates who satisfy the conditions mentioned in the existing ordinances viz.0.5473, 0.5474, 0.476 of the University of Mumbai, are eligible to apply for the Ph. D. Entrance Test (PET) to be conducted by the University of Mumbai.

##### **8. SCHEDULE OF Ph.D. ENTRANCE TEST (PET) :**

The Ph.D. Entrance Test (PET) will be conducted by the University of Mumbai twice in a year i.e. in January-February and July-August every year.

##### **8. 1. January-February Session**

- a) The University Department / Recognized Institutes / Affiliated Colleges (hereinafter referred as 'Research Centre') will communicate the subject-wise vacancies of the Ph. D. seats at their centers to Thesis Section of the University on or before the 3rd Saturday of November. (If Saturday is a holiday, then on' or before the next working day). All such subject-wise and Icenter-wise vacancies of Ph. D. seats will be published on or before 10th December, on the University website [www:mu.ac.in](http://www.mu.ac.in) by the thesis section.
- b) A Notification will be published in the Newspapers (One English and One Marathi paper as per the policy of University) and also displayed on the University website on or before 10th December.
- c) Applications in the prescribed format will be invited from interested



candidates by the thesis section within 21 days from the date of notification, A. Demand Draft of Rs. 1000/- in the name of Finance & Accounts Officer of the University of Mumbai' must be received for registering for the Ph.D.; Entrance Test (PET). Candidates belonging to the reserved category (as defined by the State Government policy) will pay the fees by Demand draft of Rs. 500/- only.

- d) The Ph.D. Entrance Test (PET) will be conducted on the 02nd Saturday of January/February by the University of Mumbai at various centers.
- e) The list of successful candidates will be declared on the University website www.mu.ac.in within twenty-five (25) days from the date of the Ph.D, Entrance Test (PET).
- f) Successful candidates will then be eligible to apply for registration at the recognized research centre/centers of the University.

### 8.2. July - August Session :

- a) The University Department / Recognized Institutes / Affiliated Colleges (hereinafter referred as 'Research Centre) will communicate the subject-wise vacancies of the Ph. D. seats at their centers to Thesis Section of the University on or before the 3rd Saturday of November. (If Saturday is a holiday, then on or before the next working day). All such subject-wise and center-wise vacancies of Ph. D. seats will be published on or before 10th December, on the University website www:mu.ac.in by the thesis section.
- b) A Notification will be published in the Newspapers (One English and One Marathi paper as per the policy of University) and also displayed on the University website on or before 10th June
- c) Applications in the prescribed format will be invited from interested candidates by the thesis section within 21 days from the date of notification, A. Demand Draft of Rs. 1000/- in the name of Finance & Accounts Officer of the University of Mumbai must be

received for registering for the Ph. D; Entrance Test (PET). Candidates belonging to the reserved category (as defined by the State Government policy) will pay the fees by Demand draft of Rs. 500/- only.

- d) The Ph.D. Entrance Test (PET) will be conducted on the 02nd Saturday of July/August by the University of Mumbai at various centers.
- e) The list of successful candidates will be declared on the University website www.mu.ac.in within twenty-five (25) days from the date of the Ph.D, Entrance Test (PET).
- f) Successful candidates will then be eligible to apply for registration at the recognized research center/centers of the University.

### 9. EXEMPTION FROM Ph.D. ENTRANCE TEST (PET) :

Candidates fulfilling one of the following criteria shall be exempted from Ph.D. entrance test (PET).

- a) Qualified in GATE / SET / NET / (JRF) Examination / teacher fellowship holder of the , apex bodies as CSIR / UGC / ICAR / ICMR / DBT only.
  - b) Completed an M. Phil. Degree from University of Mumbai as per the UGC guidelines from time to time.
  - c) Completed an M. Phil. Degree from any other recognized Universities in India as per the UGC guidelines from time to time.
- The exempted candidates from Ph.D. entrance test shall submit their application **within the date of notification as per clause 11.1 (a) of this VCD** directly to Research Centre with all relevant supporting documents.

### 10. STRUCTURE OF THE Ph.D. ENTRANCE TEST (PET) :

The Ph.D. Entrance Test (PET) will consist of one paper of 100 marks for the duration of three (3) hours in the relevant subject **of various faculties.**

## 10.1 Syllabus and Pattern of Question Paper

## a) Syllabus:

It shall consist of the various topics included in the compulsory / core papers at Post Graduate Degree level in the respective subject of University of Mumbai.

## b) Pattern of Question Paper :

The question paper will consist of three types of questions viz - Objective - forty (40) marks, Short answers - thirty (30) marks and long answers - thirty (30) marks.

## c) Standard of Passing :

Candidates securing fifty (50) or more marks in entrance test will be declared as successful and eligible to apply for admission process.

## 10.2 Declaration of Result :

Candidates who score a minimum 50% and above marks in the entrance test (PET), shall be declared as successful by the University of Mumbai and will be eligible to apply for admission to the Ph. D. Programme. The list of such candidates will be published on the University website www.mu.ac.in and a copy of the results will be sent to the concerned research centers.

## 10.3. Validity period of result of Ph. D. entrance test

The result of the entrance test (PET) will be valid for three (03) years and candidates must apply within this period for admission to the Ph. D. Programme.

**PART - II****Procedure for Registration of Admission to the Ph. D. Programme****11. ADMISSION PROCESS :****11.1. Application & Interview**

- a) Candidates who desires to register for the Ph.D. degree and who have passed the entrance test (PET) conducted by the

University of Mumbai and who are exempted from the test under clause no. 9 of this VCD, shall apply in the prescribed form and submit it along with a demand draft / cash of Rs. 100/- to the concerned recognized Research Centre of University of Mumbai within fifteen working (15) days from the date of the declaration of the Ph.D. Entrance Test (PET) results.

- b) After scrutiny of applications received, the Head of the Research Center shall invite the eligible candidates for subject-wise interviews by giving 10 days notice after the last date of application. A list of eligible candidates who are also invited for interviews shall be displayed on the notice board.
- c) The Head of the research center shall constitute subject-wise interview committees to interview the candidates who have passed the Ph.D. Entrance Test (PET) The committee shall be constituted as per the guidelines given below. The quorum for the meeting of the committee shall constitute one subject expert, the Research Guide and the Head of the Department. In case of vacancies for reserved candidates, one approved teacher (not below the rank of Reader) from the reserved category of the concerned faculty is mandatory.
- i) For Admission at University Departments
1. Head of Department (Chairman)
  2. Two Subject experts (either from the Department or from the affiliated colleges / industry / research institutes)
  3. Professor/Reader of the Department other than guide.
  4. Research Guide/s
  5. One approved teacher not below the rank of Reader from the reserved category of the concerned faculty.
- ii) For Admission at PG / Research Centers at Colleges
1. Principal (Chairman)
  2. Two Subject Experts (either from the Department or from

- the affiliated colleges industry / Research institutes)
3. Head of Department
  4. Research Guide/s
  5. One approved teacher not below the rank of Reader from the reserved category of the concerned faculty.
- iii) For Admission at Recognized Research Institutes
1. Director (Chairman)
  2. Two Subject Experts (either from the Department or from the affiliated colleges industry / research institutes)
  3. Head of the concerned Department of the Research Institute
  4. Research Guide/s.
  5. One approved teacher not below the rank of Reader from the reserved category of the concerned faculty.
- d) Interviews of candidates, who have applied for registration for the Ph.D. programme for the available seats for the subjects in the various faculties at all recognized research centers; shall be conducted within 30 days from the date of declaration of the results of Ph.D: Entrance Test (PET).
- e) The list of the qualified candidates after interview shall be displayed on the notice board and also communicated to the qualified candidates.

### 11.2. Allocation of Supervisor (Research Guide)

The Recognized Research Center shall allot a research guide of the center (who is recognized by the University) to a candidate who qualifies for registration at the Ph.D. Programme of the University on the basis of the following :

- a) The Recognized Research Center shall allot a research guide to a qualified candidate after following due procedures.
- b) The research supervisor (guide) shall not have more than **eight (08)** registered Ph.D. candidates and **five (05)** M.

- Phil. candidates working under his/her supervision. New candidates against the vacancies shall be allotted to a Research Guide only after the submission of Ph.D. thesis to the University by a previously registered student under him/her.
- c) A research guide will be permitted to take on two additional students over and above the eight who qualify at the CSIR / (JRF) examination. However, they will have to follow all further procedures and regulations for admission to the Ph.D. programme.
  - d) The allocation of the supervisor for a selected student shall be decided upon by the Department in a formal manner depending on the number of students per faculty member, the available specialization among the faculty supervisors and the research interest of the student as indicated by the student during interview.
  - e) The recognized research centers of the University will pay due attention to the National % State reservation policy while admitting the candidates for Ph.D. programme.

### 11.3. Submission of Research Proposal

- a) The eligible candidates who have qualified in the interview and have been allotted a research guide; have to submit the outline of their research proposal in consultation with his/her guide to the University through the recognized research centers as per the guidelines of the University from time to time, for consideration by the Research and Recognition Committee (RRC).
- b) After receiving approval from the RRC, the candidates shall submit their application for registration for Ph.D. programme to the thesis section of the University through the concerned recognized research center.

## 12. COURSE WORK TO BE CONDUCTED BY THE RESEARCH CENTER :

### 12.1. Nature of Course work

The eligible candidates who have qualified

- Every candidate must undergo the course work prescribed by the respective boards of studies as per clause no 13 of UGC regulation 2009, published in the Gazette of India. July 11, 2009 (ASADHA'20, 1931).
- The duration of the course work will be for a minimum period of one semester i. e. **Six (06) months.**
- Every candidate shall be evaluated by the recognized research center in the course work prescribed by the University.
- The Certificate of completion of the course work shall be given to each candidate after completion of course work and evaluation on the basis of assignments, presentations and a viva-voce. This will bear the signature of research guide and the Head of Research Center and records of the same will be maintained by the respective research center at least six (6) months after the award of the Ph. D. degree to the concerned candidate.
- The pro-forma (standard format) for the certificate will be provided by the University.
- The course work shall be treated as pre-Ph. D. preparation.

### 12.2. Exemption from Course Work

Candidates who have successfully completed the M. Phil. programme from University of Mumbai or any other UGC-recognized Universities as per the UGC guide lines from time to time, will be exempted from the course work.

## 13. EVALUATION OF THESIS:

- In addition to the existing rules and ordinances bearing numbers O. 5473, 5074, 547C, 5478, 5480, and 5482 relating to Ph. D. programme, the procedure as per clause 14 to 18 as per UGC-regulation 2009, published in the Gazette of India, July 11, 2009 (ASADHA 20, 1931) will be followed for the evaluation and assessment of the Ph.D. thesis.

This VCD shall come into force with immediate effect i.e. from the date of circulation in addition to the above mentioned existing ordinances and shall remain in force till the amendment in ordinances and new rules and regulations are formulated in pursuant to the subject matters dealt with in this VCD is made by the appropriate authorities.

..... Sd .....

Mumbai - 400 098.

Date : 8th November, 2010

**(Dr. RAJAN M. WELUKAR)**

VICE-CHANCELLOR

### No. Exam / Thesis / VCD of 2010

To,

The Directors / Heads of the University Departments, the Directors, of the University Department (Autonomous), Professor-cum-Director of Institute of Distance & Open Learning, The Principals, Sir J. J. College of Architecture and the Principals / Directors of the affiliated colleges / Institutes those have conducted Ph. D. Programme at their recognized research center are requested to implement the above VCD immediately.

Copy forwarded with compliments for information to :

- The Secretary to His Excellency Chancellor of University of Mumbai, Rajbhavan, Malbar Hill, Mumbai.
- The Secretary, Higher & Technical Department, Government of Maharashtra.
- The Secretary to the Chairman, University Grant Commission, Delhi, Bahadur Shah, Zafar Marg, New Delhi : 110 002.

4. The Joint Secretary, Higher & Technical Education Department, Government of Maharashtra, Mantralaya, Mumbai.
5. The Deputy Secretary, Higher & Technical Education Department, Government of Maharashtra, Mantralaya, Mumbai.
6. The Director of Higher Education, Higher Education Maharashtra State, Central Building Pune - 411 001.
7. The Director of Technical Education, Directorate of technical Education, Maharashtra, State Mahapalica Marg, Mumbai.
8. The Joint Director, Higher Education, Mumbai Region, Mahapalica Marg, Mumbai.
9. The Joint Director, Technical Education, Mumbai Region, Khetwadi, Bandra. Mumbai.
10. The Deans of faculties of Arts, Science; Commerce, Law, Technology & Fine Arts of University of Mumbai.
11. The Chairman, Campus Development Council, University of Mumbai, Vidyanagary Campus, Santacruz (East); Mumbai.

**Copy to :**

The Officer on Special Duty in the secretariat of Vice Chancellor, the Director (CCF); the Director (Students Welfare), the Director (Adult & Continuation Education & Extension), the Co-ordinator (Ratnagiry Sub centre), All Deputy Registrar, All Assistant Registrar, Assistant Registrar (Ratnagiry Sub centre), Personal Assistant to the Vice Chancellor, Personal Assistant to the Pro-Vice Chancellor, Personal Assistant to the Registrar, Personal Assistant to the Director (BCUD), Personal Assistant to the Controller of Examinations, Personal Assistant to the Finance & Accounts Officer, Superintendent to thesis section.

By the order of Hon'ble Vice Chancellor

Mumbai - 400 098.

**(Prof. Vilas B. Shinde)**

Date : 18th November, 2010

Controller of Examinations

**No. Exam / COE / Thesis / 6979 of 2013****CIRCULAR**

The principals of Affiliated Colleges, Director of the Research Institute /Center and Head & Directors of University Department / Center conducting Ph.D. Course in the various subjects at their respective research center are hereby informed that :

1. The Ph.D entrance test (PET) in the concerned subject shall be conducted by the research center as per the resolution of the Academic Council vide item no 7.7 dated 27th February, 2013.
2. The said PET shall be conducted by the respective research center on the date and time prescribed by the examination section.
3. The question paper along with model key to the same shall be provided by the University.
4. The results of the PET shall be applicable for :
  1. Any or all relevant research centers irrespective of the research center at which the candidate appears for PET.
  2. The result of the PET shall be applicable for a period of three (3) years from the date of PET certificate.
5. The Director/Head/Principal/Incharge of the concerned research center shall be responsible for :
  1. Advertising the number of vacant seats at the center.
  2. Conduet of the PET.
  3. Assessment of Answer books.
  4. Declaration of results.
  5. Issuing of appropriate PET clearance certificates.
  6. Aptitude test to be conducted if needed for candidates covered by O-5473 (1) 416. As given in O-54T3 (II),
6. Candidates appearing for Post Graduation Part II or Sem - IV as may be applicable are allowed to appear for PET however, their results for the PET may become valid subject to the relevant ordinances for Ph.D admissions.



The date of PET shall be declared by the University on its website. Clarifications regarding PET may be obtained from the University Thesis Section (website universitythesis2011@gmail.com).

They are therefore requested to send the relevant information as per the following format in Excel on or before 1st April, 2013, as a hard copy along with soft copy to the Superintendent, Thesis Section, Room No. 129, University of Mumbai, Fort, Mumbai - 400 032, mail us on universitythesis2011@gmail.com so as to enable us to conduct the forthcoming Ph.D. Entrance Test (PET).

**FORMAT**

Sr. No.	Subject	Allotted No. of seats to Ph.D.	No. of Ph.D. Seats Vacant	No. of Ph. D. thesis submitted after 31/07/2012	No. of M.Sc. (By Research) Candidates Registered for Ph.D. after 31/07/2012	No. of Research Guides

Mumbai - 400 032.  
8th March, 2013.

**Mr. Deepak Wasave**  
Offg. Controller of Examinations

**Copy to :**

1. All the Principals of Affiliated Colleges, Directors of relevant Research Institutes / Centers and. Heads & Directors of concerned University Departments.
2. All Deputy Registrars, Personal Assistants to the Vice Chancellor, Pro. Vice Chancellor, Offg. Controller of Examinations, Registrar, Director B.C.U.D., Finance & Accounts Officer and Superintendent Thesis Section).

Mumbai - 400 032.  
8th March, 2013.

**Mr. Deepak Wasave**  
Offg. Controller of Examinations

**UNIVERSITY OF MUMBAI**  
**R 8073 REVISED FEES STRUCTURE FOR**  
**Ph. D. (COMMERCE) DEGREE**  
**(ALL SUBJECTS UNDER THE FACULTY OF COMMERCE)**  
(with Effect From The Academic Year 2009-2010)

Fee	Amount (Rs.)	Justification
Tuition Fee	8,000/-	No Change
Form and Prospectus fee	100/-	No Change
Other fees / Extracurricular activities	250/-	No Change
University Exam fee	600/-	No Change
Mark sheet	50/-	No Change
Library	3000/-	Reference Book & Journals
Gymkhana	200/-	No Change
Admission processing fee	200/-	No Change
Vice chancellors Fund	20/-	No Change
Magazine	100/-	No Change
Identity card	50/-	No Change
Group Insurance	40/-	No Change
Student welfare	50/-	No Change
University sports & cultural activity	30/-	No Change
Development fee	1000/-	No Change
Utility	250/-	No Change
Computer/Internet	1000/-	Reference Book & Project work
E-suvidha	50/-	No Change
E-charges	20/-	No Change
Disaster relief fund	10/-	No Change
Ashwamedha fee	20/-	No Change
<b>Total</b>	<b>15,040/-</b>	

Document verification	: Rs. 400/- wherever applicable
Refundable deposits	
Caution money	: Rs. 150/-
Library deposit	: Rs. 250/-
Registration fee at the time of admission	: Rs. 1000/-
Registration from fee	: Rs. 25/-
Convocation fee	: Rs. 250/-

**NB :**

Foreign students will have to pay five times of prescribed fees. The fees collected in different heads be spent only for specified purpose for which it has been collected

**❑ LEAVING / TRANSFER CERTIFICATE ❑**

Students coming from other college affiliated to the H. S. C. Board / University of Mumbai will be admitted only on production of L.C. / T.C. OR admitted provisionally on the basis of "No Objection Certificate" from their respective college attended previously. Their admission will be confirmed only when Leaving/Transference certificates are receive from their respective colleges. For this purpose they are required to submit an application in the prescribed form obtainable from the College Office, along with the application for admission. Admission to the College will be treated as cancelled in the event of failure to produce the Leaving / Transference Certificate before the end of the term in which admission is sought.

**❑ REFUND OF FEES ❑**

Ordinances relating to the refund of all the fees for the colleges are as under :

**0.2859 :** Refund of Tuition, Development and all other fees after cancellation of admissions :

The candidates who have taken admission in Govt. Colleges, in Govt. aided and unaided courses conduted by affiliated

colleges for recognised Institutions and in the University Departments 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 the 30th day after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows :

**Period and percentage of deduction charges**

(i)	(ii)	(iii)	(iv)	(v)	(vi)
Prior to commencement of academic term and instruction of the course	Upto 20 days after the commencement of academic term of the course	From 21st day upto 50 days after commencement of the academic term of the course.	From 51st day upto 80 days after the commencement of the course or August 31st whichever is earlier	From September 1- to September 30th	After September 30th
Rs. 400/- lumpsum	20% of the total amount of fees	30% of the total amount of fees	50% of the total amount of fees.	60% of the total amount of fees	100% of the total amount of

**Note :**

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

- i) All the fees items for one year (excluding tuition fees for the second term) mentioned in the revised fees structure. for Arts, Science and Commerce faculties vide University circular no. CONCOL/FEE/190 of 2003 and in case of courses under other Faculties, the total amount is as fixed by other competent authorities of Government of Maharashtra.
- ii) The Fees component out of all fees in the column number ii, iii and iv (i.e. From commencement of academic term up to August 31st.) includes the following items in the deduction charges :

- Tuition fees (of the first term only), Laboratory fees, Library fees, Gymkhana fees, Other fees, Extra Curricular Activities fees, Students Welfare Fund, Utility Fees, Development fund, comp. practical fees and E-charge.
- iii) In addition to the above, for the period of September 1st to 30th (column number v) the following items are also included :  
 | Enrollment Fees, Industrial Visit, Vice-Chancellor fund, project fees, University sports and cultural activities, group insurance and any other specific fees.
- Fees collected for ID and Library, group insurance, admission and prospectus enrollment and any other course specific fees **are not refundable** after the commencement of the academic term.
  - The Fees collected against the particulars of magazine, Examination and project are to be **fully refunded** for cancellation before September 30th.
  - All refundable deposits (Laboratory, Caution Money and Library etc.) Shall be fully refunded at the time of cancellation.
- (iv) Wherever admissions are made through centralized admission process for professional and/or any other courses by the other competent Authorities of Government of Maharashtra, the Refund Rules are applicable as specified by such authorities (as per the rules of relevant agencies) for the 1st year admission and in case of admission to subsequent years of the course, 0.2859 is applicable for cancellation of admission.
- (A) : All fees paid by a student at the time of admission shall be refunded to him after deducting Rs. 250/- (Rupees Two Hundred and fifty) as administrative charges provided.
- (i) At the time of applying for admission, he intimates in writing, that he has also applied or intends to apply for admission to some other course too in one or more colleges or institutions or departments of this University which impart instruction for courses of University.

And

- (ii) He/She withdraws his/her application in writing within seven days from the date of his/her admission to college or course, but not later than 31st August of the same academic year. In such cases it shall be binding on the student to produce documentary proof of his/her being-admitted to some other course of different college / institution.
- (B) All fees paid by a student at the time of admission shall be refunded to him/her after deducting a lumpsum of Rs.500/- (Rupees Five Hundred only), as administrative charges provided.
- (i) at the time of applying for admission, he/she intimates in writing, that he/she also applied or intends to apply for admission to one or more colleges or institutions or department of this University which impart instruction for course of the University.

AND

- (ii) he/she withdraws his application within seven days from the date of his/her admission to a course between the period from 1st September and 30th September of the same academic year. In such cases it shall be binding on the student to produce documentary proof of his/her being admitted to some other course of different college/institution.

#### □ REFUND OF DEPOSITS □

- (1) Refund of the Caution Money, Library Deposit can be claimed only after a student has left the college.
- (2) Claim for refund must be made in the prescribed form within three months from the date of leaving the college after which period the claim will lapse.
- (3) Claims will be paid only on production of the relevant original receipts.

**□ ATTENDANCE AT LECTURES AND TUTORIALS □**

Attendance at lectures, tutorials and assignment is compulsory. Progress in tutorials will be taken into consideration while sending up students for the University Examination.

Appropriate disciplinary action will be taken against students who fail to carry out the tutorial work to the satisfaction of the College authorities or who are irregular in attendance.

The students seeking admission to the College are required to note the contents of the University Ordinances 119 and 125 which will be strictly observed.

**0.119 :** The following shall be the minimum attendance necessary for keeping a term :

Faculty	First Term	Second Term
Commerce	(75%) of the days on which lectures are delivered.	(75%) of the days on which lectures are delivered.

**0.125 :** To keep a term at college or recognized institution, an undergraduate must complete to the satisfaction of the Principal or the Head of the Institution the course of study at the college or institution prescribed for such terms for the class to which such undergraduate belongs.

**□ MEDIUM OF INSTRUCTION □**

English will be the medium of instruction for all the commerce subjects.

**□ LAST DATE FOR PAYMENT OF FEES □**

The Students are required to pay their fees before the last date prescribed for the payment of the fees. The date of fees payment is as per the schedule prescribed by Government / University.

**□ REFUND OF DEPOSITS (LIBRARY DEPOSITS) □**

(1) Refund of the Library Deposit can be claimed within three years after the close of the academic year, but without any arrears to the college.

- (2) Claims for refund in the prescribed form must be made within three years from the last date of relevant academic year in which student is admitted in the College, after which period the claims will lapse.
- (3) The Students joining the college in either term of academic year will be deemed to have left the College for the purposes of refund on the last day of refund on the last day of the second term of that academic year.
- (4) Claims will be paid only on production of the relevant receipts in original.

**□ ATTENDANCE AT LECTURES, TUTORIALS & EXAMINATIONS □**

Attendance at the lectures, tutorials, assignments and at the unit test examination is compulsory. Progress in tutorials and assignments at the unit test examinations will be taken into consideration for the purpose of sending up students for the S. Y. B. Com. Examination.

Appropriate disciplinary action will be taken against students who fail to carry out the tutorial work to the satisfaction of the college authorities or who are irregular in attendance at the lectures and tutorials.

**□ GENERAL RULES □**

- (01) Students shall abide by the rules and regulations laid down for their discipline and development of the College.
- (02) Students must put in a minimum attendance of three fourths of the number of working days in a term to be eligible for the grant of a term as required by the H. S. C. Board/University of Mumbai. The duration of terms will be announced in the Notice Board. Scheduled Castes and Scheduled Tribes. Nav Buddhist and other Backward Class and Economically Backward class students who have been granted free studentship will also be required to keep 75% attendance during each term in order to avail themselves of free studentships in accordance with the rules for such awards.

- (03) Students should not be found loitering during College hours. While moving from one class to another students should keep to the left walk in a single file and observe silence. Students should also observe silence near Principal and Vice-Principal's Chambers, Staff Common Room, staircases and in the office.
- (04) Students shall be properly and neatly dressed within the College premises and will co-operate with the authorities of the College in keeping classrooms, premises, staircases and the office clean & neat.
- (05) As there is a College Canteen in the premises, students are expected not to patronise way side vendors or eat on the streets.
- (06) Students must not absent themselves from the College examination without the prior permission of the Principal.
- (07) Students must not smoke or use sun-glasses and Mobile Phones in the College premises and must not do anything inside or outside the College that will any way interfere with its orderly administration and discipline. Chewing Pan & Tobacco etc. is strictly prohibited in the college premises.**
- (08) Students are prohibited from organising meetings entertainments and collecting money without the permission of the Principal.
- (09) No student will be allowed to take an active part in current politics or religion or imposes his / her views in anyone Academic atmosphere should be maintained.
- (10) No student shall communicate any information about any matter concerning the College to the Press. The Principal shall be happy to redress the grievances.
- (11) An Identity Card will be issued to every student admitted to the College. He must always carry the I-card with his photograph affixed to it and must present it for inspection whenever demanded by the College authorities.
- (12) Students receiving Government or College Scholarships or Free

Studentship should note that they are arranged in the following conditions :-

- (a) That the student is regular in attendance.
- (b) That the student shows sufficient progress in his studies.
- (c) That the student must not remain absent himself from the College examinations without the prior permission of the Principal.
- (13) Visitors to students are not allowed during College hours. If they desire to invite a friend to hear lecture, the previous permission of the Lecturer concerned must be obtained. Students themselves must not attend classes other than their own, without the previous permission of the Principal or the lecturer concerned.
- (14) Students are expected to take proper care of College property. Any wanton damage to the furniture, fitting, equipment or Library books will be looked upon as a breach of discipline and will be met with due punishment.
- (15) Students are expected to pay their fees / dues by the specified date failing which their names will be struck off from the rolls of the College without prior warning.
- (16) Students are expected to read all the notices put up on the Notice Board from time to time and keep in touch with the circulars and Notifications issued by the College or Board authorities on academic and other matters. The plea of ignorance of circulars and Notifications etc.
- WILL NOT BE ACCEPTED IN ANY CIRCUMSTANCES.**
- (17) Students are expected to keep their guardians in regular touch with the progress of their studies and other College matters. Guardians are presumed to have acquainted themselves with and agreed to the rules and regulations of the College when they send their wards for admission to the College.



(18) Students must behave with due respect towards their teachers and obey them. Any breach of this rule shall render a student liable to severe punishment including expulsion from the College.

(19) Matters not covered by the above rules will be within absolute discretion of the Principal.

**(20) Use of Mobile Phone is strictly prohibited in the college premises.**

**❑ IDENTITY CARD COMPULSORY FOR SR. COLLEGE STUDENTS ❑**

A student, must keep an identity card obtainable from the College Library, bearing his Name, Roll Number, Class Division, his Signature and his Latest Photograph duly attested by the Principal. The identity card must be produced on demand by any member of teaching & non-teaching staff in the college premises. Disciplinary action will be taken against those students who fail to produce the identity card on demand. Without I-card no student is eligible for using the Library Books or periodicals, to participate in the college sports and Gymkhana activities. No student will be eligible to appear at the College or University Examination if he/she fails to obtain his/her identity card in the first term. Students must obey all general and special rules laid down by the college authorities from time to time, in regard to their conduct inside and outside the college.

**❑ GENERAL INFORMATION FOR SR. COLLEGE STUDENTS ❑**  
**Students Associations :**

Students Associations for various extra-curricular activities have been formed and the students are encouraged to participate in them. The prominent student association in the college are (1) The Cultural and Literary Association, (2) Accountancy Association, (3) Planning Forum, (4) Photographic Society, (5) Hiking & Picnic Association. Besides these, there are College Gymkhana and the National Service Scheme Unit.

**Gymkhana :**

Well equipped Gymnasium Facility is available in the college Gymkhana are conducted. There are various sports events for Indoor and Outdoor games in which students are encouraged to participate. Prizes are given to students excelling in the events at the Annual Sports.

**❑ GUARDIANS ❑**

Guardian's are requested to ensure that their wards attend the college regularly and behave in a disciplined manner. They should visit the college authorities from time to time to acquaint themselves with the academic progress of their wards.

**❑ COLLEGE LIBRARY ❑**

The College has a well equipped library. It is furnished with books and periodicals pertaining to the courses of studies and also of general interest. Special arrangements have been made for the boys and girls for reading in the library. Students who wish to avail themselves of the home issue of Library Books are required to pay deposit of Rs. 200/- which is refundable when a student leaves the College.

**❑ COLLEGE MAGAZINE ❑**

The College Magazine is published annually towards the end of the academic year. It contains contributions from the members of the teaching staff and Non-Teaching Staff as well as from the students. Students are encouraged to contribute studied and specially prepared articles and stories, poems, essays, etc. Prizes are awarded to the best contributions.

**❑ COLLEGE TERMS SCHEDULE FOR 2019-2020 ❑**

**Terms details will be displayed on the College Notice Board.**