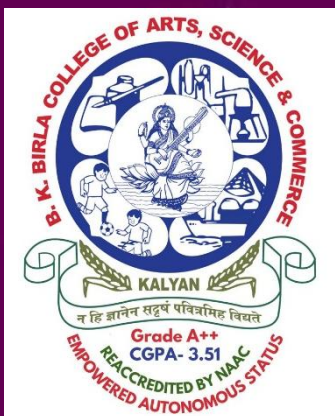


# B. K. Birla College of Arts, Science and Commerce, Kalyan

(Empowered Autonomous Status)



बी. के. बिरला महाविद्यालय

Prospectus 2025-26

DEGREE  
COLLEGE

## Our Patrons Our Inspiration



Pujya Shri Basant Kumar ji Birla  
&  
Pujya Smt. Sarala ji Birla

KALYAN CITIZENS' EDUCATION SOCIETY'S  
**B. K. Birla College of Arts, Science and Commerce, Kalyan**

(Empowered Autonomous Status)

(Formerly known as Birla College of Arts, Science and Commerce, Kalyan)

*Affiliated to University of Mumbai*

*'College of Excellence' status by UGC (2015-2020)*

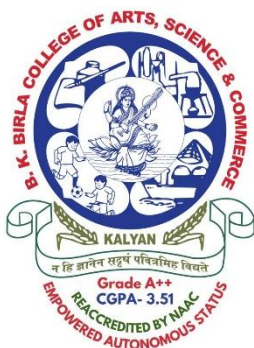
*Reaccredited by NAAC (4<sup>th</sup> Cycle) with 'A++' Grade (CGPA- 3.51) (2024-2031)*

*'Performance Excellence Trophy - 2011 in Education' by IMC RBNQA Trust*

*'Best College Award' by University of Mumbai (2009)*

*ISO 9001:2015 Certified*

## DEGREE COLLEGE



B. K. Birla College Road, Kalyan (W) - 421 301 (M.S.)

Tel. - (0251) 2231293 / 2231294,

Toll-Free Number: 1800 233 0144

E-mail : [principal@bkbck.edu.in](mailto:principal@bkbck.edu.in)

Website : <https://bkbck.edu.in>

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# QUALITY POLICY

B. K. Birla College of Arts, Science and Commerce (Autonomous), is a premier institute of higher education located at Kalyan, Dist. Thane, Maharashtra, India. The College aspires to be a nodal centre catering to the diverse needs of the student fraternity by providing state-of-the-art facilities and stimulating teaching-learning environment to groom them into excellent human resource.

We are committed to continually improve our Quality Management System and develop students as intellectually alive and socially responsible citizens, so as to enable them to meet the future developments and challenges.

The College shall regularly endeavour to set and review objectives in line with the organisational strategic direction and risk assessment. The College ensures compliance with all applicable requirements.

The Quality Policy shall be communicated to all persons working for or on behalf of the organisation and is available to the relevant interested parties on request.

10<sup>th</sup> June, 2019  
(Revision - 3)

  
Principal

B. K. Birla College (Autonomous), Kalyan

## **MISSION**

To enable students to develop as  
intellectually-alive,  
socially-responsible citizens,  
ever-ready for  
continuous personal  
and professional growth.

## **OUR VISION**

We aspire to be  
a premier institution of higher education,  
an inspiring Nodal Center,  
catering to the diverse needs of student-fraternity,  
providing them state-of -the-art facilities and  
a stimulating teaching-learning environment,  
to groom them into socially-responsible,  
excellent human resource.

## **OBJECTIVES**

- To unlock the multiple facets of the students and to facilitate realization of students' potential for excellence.
- To provide them access to a comprehensive array of careers.
- To promote research culture in order to channelize the spirit of inquiry.
- To motivate the students for continuous personal and professional growth.
- To instill moral values to mould them into excellent human resource.
- To provide homely environment in the institution.
- To develop students into socially-responsible citizens.
- To attain still greater heights of glory and excellence.



# **B. K. Birla College of Arts, Science and Commerce, Kalyan**

(Empowered Autonomous Status)

*Conducted by Kalyan Citizens' Education Society*

## **Governing Council**

- |                                |   |                     |
|--------------------------------|---|---------------------|
| 1. Shri O. R. Chitlange        | - | Chairman            |
| 2. Shri Subodh Dave            | - | Vice Chairman       |
| 3. Mrs. Shilpa V. Shah         | - | Treasurer           |
| 4. Shri M. Zojwala             | - | Member              |
| 5. Shri Apurva Gupta           | - | Member              |
| 6. Shri Shailendra Pandey      | - | Member              |
| 7. Shri Pramod Hindurao        | - | Member              |
| 8. Shri B. P. Karwa            | - | Member              |
| 9. Shri Kapil Pathare          | - | Member              |
| 10. Dr. Naresh Chandra         | - | Member              |
| 11. Shri Vinit Thakur          | - | Member              |
| 12. Shri Milind Bhandarkar     | - | Member              |
| 13. Dr. Avinash Patil          | - | Member (Ex-officio) |
| 14. Shri Digvijay Pandey       | - | Special Invitee     |
| 15. Mrs. Ranjna Jangra         | - | Special Invitee     |
| 16. Dr. Harish Dubey           | - | Special Invitee     |
| 17. Dr. Maninder Kaur Dhaliwal | - | Special Invitee     |
| 18. Dr. Bipinchandra Wadekar   | - | Special Invitee     |
| 19. Dr. Mahadeo Yadav          | - | Special Invitee     |
| 20. Mrs. Esmitta Gupta         | - | Special Invitee     |
| 21. Dr. Lakshita Soni          | - | Special Invitee     |
| 22. Mrs. Manisha Dond          | - | Special Invitee     |
| 23. Mrs. Sunita Palve          | - | Special Invitee     |

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# **B. K. Birla College of Arts, Science and Commerce, Kalyan**

(Empowered Autonomous Status)

*Conducted by Kalyan Citizens' Education Society*

## **Administrators**

### **Dr. Naresh Chandra**

M. Sc., M. Phil, Ph. D.

Director (Education)

### **Dr. Avinash Patil**

M. Sc., Ph. D.

Principal

### **Dr. Mahadeo Yadav**

M.A., M.Phil. Ph.D.

Vice-Principal (Arts)

### **Dr. Lakshita Soni**

M. Com., Ph.D.

Vice-Principal (Commerce),

### **Ms. Esmita Gupta**

B.E., MCA, M. E.

Vice-Principal (Unaided)

### **Dr. Maninder Kaur Dhaliwal**

M. Sc., Ph. D.

Vice Principal (Science)

### **Dr. Harish Dubey**

M.Sc., MBA (HR), Ph.D.

Vice-Principal (Admin.)

### **Mr. Kiran Raikar**

B. Sc., M. L. I. Sc.

Librarian



## Faculty of Arts

### Economics

**Dr. Mahadeo Yadav**

M.A., M. Phil., Ph.D.

Vice-Principal (Arts) and

Head,

Dept. of Business Economics

**Mr. Rakesh Bhoir**

M.A. (SET)

Head, Dept. of Economics

### English

**Dr. Grishma Khobragade**

M.A., B. Ed., M. Phil. Ph. D.

Head, Dept. of English

**Dr. Samajadar Valavake**

M.A., B. Ed. (NET & SET), Ph.D.

### Hindi

**Prof. Balkavi Suranje**

M.A., B. Ed., Ph. D; (SET)

Head, Dept. of Hindi

**Dr. Shyamsunder Pandey**

M.A., B. Ed., Ph. D.

### Marathi

**Dr. Sitaram Mhaske**

M.A. (SET), Ph. D.,

Head, Dept. of Marathi

### History

**Dr. Suvarna Jadhav**

M.A., (SET), Ph. D.

Head, Dept. of History

### Philosophy

**Dr. Viplov Dhone**

M.A. (NET), Ph. D.

Head, Dept. of Philosophy

### Geography

**Dr. Pratibha Gadhe**

M.A., B. Ed., M. Phil., Ph. D

Head, Dept. of Geography

**Mrs. Sheetal Thakur**

M.Sc., (NET)

### Political Science

**Ms. Priti S. Sawale**

M.A., L. L. B. (NET),

Head, Dept. of Political Science

**Dr. Megha Devle**

M.A., Ph. D. (NET & SET)

## Science & Commerce Faculty

### Botany

**Dr. Avinash Patil**

M. Sc., Ph. D.  
Principal

**Dr. Saheli Pradhan**

M. Sc., Ph. D.

### Microbiology

**Prof. M. K. Dhaliwal**

M. Sc., Ph. D.,  
Vice Principal (Science)

**Mr. R. N. Patil**

M.Sc. (NET)

**Dr. N. D. Totewad**

M. Sc., Ph.D.

### Accountancy

**Dr. Lakshita Soni**

M. Com., NET, Ph.D  
Vice-Principal (Commerce)  
and Head,  
Dept. of Accountancy,

**Ms. Jyoti Tupe**

M. Com., (NET, SET)

**Mr. Bharat Bagul**

M. Com., B. Ed., (SET)

**Mrs. Poornima**

**Choudhary**

M.Com  
Teaching cum Research Assistant

### Chemistry

**Dr. V. R. Khairnar**

M. Sc., B. Ed. Ph. D. (SET),  
Head, Dept. of Chemistry

**Mr. K. H. Dongare**

M.Sc.

**Dr. S. V. Jaybhaye**

M. Sc., B. Ed. Ph. D.

**Dr. S. N. Manchanda**

M. Sc., B. Ed., Ph. D., (NET)

**Dr. Archana Singh**

M. Sc., Ph. D.

**Dr. P. T. Maskar**

M. Sc., Ph. D.

**Dr. B. V. Pathare**

M.Sc. (NET), Ph.D.

**Mr. N. D. Pawar**

M.Sc. (NET)

### Mathematics & Statistics

**Mr. P. U. Sansare**

M.Sc. (IIT-G) (NET),  
Head, Dept. of Mathematics

**Mr. G. V. Dhumal**

M. Sc., (NET)

**Mr. K. E. Ghode**

M. Sc., (NET)

### Physics

**Dr. V. S. Jadhav**

M. Sc. (SET), Ph. D.  
Head, Dept. of Physics

**Dr. M. M. Khandpekar**

M.Sc., Ph.D., D. Sc.

**Dr. Harish Dubey**

M.Sc., MBA (HR) Ph.D.  
Vice-Principal (Admin.)

**Dr. D. E. Kshirsagar**

M.Sc., B. Ed., Ph.D.

### Zoology

**Dr. Vinod Narayane**

M.Sc., B. Ed. Ph.D.,  
Head, Dept. of Zoology

**Dr. K. H. Nagare**

M.Sc., B. Ed., Ph.D.

**Dr. Kranti Ozarkar**

M.Sc., Ph.D.

**Dr. Dinesh Wanule**

M.Sc., Ph.D.

### Commerce

**Dr. V. V. Nishandar**

M.Com., M.Phil. Ph.D.  
Head, Dept. of Commerce

**Ms. Sanjana Shrivastav**

M.Com., PET  
Teaching cum Research Assistant

## B. K. Birla College of Arts, Science and Commerce, Kalyan

(Empowered Autonomous Status)

*Scaling newer heights towards achieving academic excellence and redefining the educational landscape*

B. K. Birla College of Arts, Science and Commerce, Kalyan a multi-faculty premier institution of higher learning, with an enrolment of 13,500+ students (9,100+ students in UG, PG and Research Programs and 4,400+ in Junior College) is affiliated to the University of Mumbai (UoM). The College was established in 1972, by Kalyan Citizens' Education Society with the blessings of Puja Shri B. K. Birla ji and Puja Smt. Sarala ji Birla.

The College is spread over 20 acres of land (including B. K. Birla Public School) in the prime location of Kalyan city. The college has 72 classrooms with ICT facility, with 50% being smart classrooms. The College has a well-equipped Central Library (Green Library) with IT infrastructure. The institution has strengthened its infrastructure by adding 55,000 sq. ft. to the existing 1,32,421 sq. ft. to accommodate cutting-edge programs / Courses.

The campus has 49.53% lush green cover with over 400 trees, Biodiversity Park, STP, an ETP, Solar Power Plants (160 KW + 40 KW) generating about 50% power needs of the College and four scientifically designed rainwater harvesting units, LED Lighting and BLDC Fans. Environmental Sciences Laboratory has been granted accreditation by NABL in August 2022 for wastewater analysis. Additionally, the scope of Accreditation is being increased for the analysis of Soil, Ground Water and Drinking Water. The College has received the Envirocare Green Awards 2023 and Envirocare Green Awards 2024\* under the category Academia for Green Initiatives at College. The College has received Education Excellence Award 24 for Excellence in Green Campus and Sustainability Initiatives\* as well as TechEDU India Awards 25 for Excellence in GreenTech Sustainability\* (Silver Position) by the Economic Times.

The College offers 38 UG, 37 PG courses and 09 Ph.D. programs. The College also conducts PG Diploma in Bio-nanotechnology, PG Diploma in Global Education and A-DMLT Courses. The College has recently introduced new age study programmes like B. VOC in 4 subjects M.Sc. (Data Science and Big Data Analytics), M.Sc. (Finance), M.Sc. (AI), M.Sc. (Food Science and Nutraceuticals), B.M.S. (Retail Mgmt.) in association with Maruti Suzuki Pvt. Ltd. From the A.Y. 2022-23 and B.Com. Mgmt. Studies, B.Com. (Mgmt. Studies – Logistics), B.Sc. Data Science, B.Sc. Cyber Security and M.Sc. Cyber Security from the A.Y. 2024-25.

We have received the permission from AICTE to start the BBA (2 Division), BCA (Addl. 1 Division) and MCA (1 Division) program from the A.Y. 2025-26. We have already introduced BCA (1 Division) and BMS (2 Division) under AICTE in the A.Y. 2024-25.

The UGC has sanctioned a Community College for Diploma in Accounting and Taxation in 2015-16.

The College has been Reaccredited by NAAC (4<sup>th</sup> Cycle) with 'A++' Grade, CGPA-3.51 (2024-31).

The College was granted 'College of Excellence' status by UGC (2015-20). The College has been granted 'Autonomous Status' by UGC and UoM from 2018-19 and is ISO 9001:2015 certified. The College has been conferred 'Empowered Autonomous Status' from the UoM (2023-24 to 2032-33).

Research is an integral part of teaching. 24 faculty members are Ph.D. Guides. Many faculty members have worked on Major and Minor Research Projects and have published research papers and authored books / articles. 50 Patents (31 Granted and 19 Published) have been contributed by the Faculty Members. Faculty members and Students participate in Aavishkar Research Convention at various levels. Many faculty members have visited foreign universities under the Faculty Exchange Program.

The college has IoT and Robotics Lab to provide students with real world skills in IoT and Robotics Technology and iMac Lab to provide hands-on learning experience with Apple technologies.

As an autonomous institution, the College has implemented NEP-2020 as per the guidelines by Govt. of Maharashtra from the A.Y. 2023-24.

Many students have qualified for the UPSC / MPSC, IIT- JAM, NET and SET examinations and have received INSPIRE fellowship.

The college is an Authorized Partner of the EC-Council, the world's largest cybersecurity technical certification body, known for its globally acclaimed programs. EC-Council certifications are endorsed by distinguished bodies such as the U.S. Federal Government, National Security Agency (NSA), and the Committee on National Security Systems (CNSS).

The College received a Digital Transformation in Payment Security Education Award by Payment Security Summit & Awards India 2025 (4<sup>th</sup> March, 2025).

The College received 'Entrepreneurship Catalyst Award' at the SBI College Youth Ideathon (CYI) 2025 - India's largest student entrepreneurship challenge, jointly organized by IIT Delhi, MEPSC (under the Ministry of Skill Development & Entrepreneurship) and ThinkStartup Foundation. The award ceremony was held on Saturday, the 5<sup>th</sup> April, 2025 at IIT Delhi.

The performance of students has been excellent in curricular, co-curricular and extra-curricular activities including NCC, NSS, Sports, etc. Our cadets participate in Republic Day Camp, Thal Sainik Camp and All India Nau Sainik Camp regularly. NSS Volunteers participate in many social activities and help to conduct Blood Donation Camp, Tree Plantation Drive, Voters Awareness Campaign, Cloth Donation, Cleanliness Drive, etc.

The depts. of Botany, Chemistry, Microbiology, Physics and Zoology have been awarded 'Star Status' (2017-20) and the depts. of Mathematics, Information Technology and Computer Science have been selected under Star College Scheme (2017-20) by DBT, Govt. of India, New Delhi.

The RUSA, Maharashtra has sanctioned grant of Rs. 5.00 crore to our college for 'Enhancing Quality and Excellence' under Component-8 (2018-19 to 2022-23).

The College has been approved as a Potential 'Mentor Institution', by UGC under PARAMARSH scheme (2019-20), 9 Mentee Colleges have been accredited by NAAC.

The College is also recognized under the MARGADARSHAN Scheme of NAAC Bangalore for mentoring of non-accredited institutions (2023-24), 3 Mentee College have been accredited by NAAC.

The College has established Mpower Counselling Cell instituted by our patron Respected Dr. Neerja ji Birla, Founder and Chairperson of Mpower and ABET to provide holistic mental health care solutions.

On the occasion of Celebration of Golden Jubilee Year of our College and Birth Centenary Year of our Founder Pujya Shri B. K. Birla ji, the Postal Stamp was released with the College logo and photo of Pujya Shri B. K. Birla ji by the Dept. of Posts, Govt. of India on 14 October, 2021 at Raj Bhavan, Mumbai.

The College in the pursuit of excellence has attained numerous awards and accolades. The College has been consistently ranked among the best colleges of India in different education surveys nationwide. Recently, the College has been Ranked among the Top 10 in India under the category of *Exemplary Leadership* and Ranked 6<sup>th</sup> in India and 5<sup>th</sup> in Maharashtra under the category *Private Autonomous Arts, Science and Commerce Colleges* by EducationWorld India Higher Education Rankings (2025-26); Ranked 1<sup>st</sup> in '*Campus Planning and Design Excellence*' by EducationWorld Grand Jury India Higher Education Rankings (2024-25), Ranked 2<sup>nd</sup> in India, 1<sup>st</sup> in Maharashtra and 1<sup>st</sup> in Mumbai in the category of '*Extraordinary Contribution to Local Community*' by EducationWorld Grand Jury India Higher Education Rankings (2023-24); Ranked 1<sup>st</sup> in Country as '*New Age Study Leader Programme Leader*' by EducationWorld (2022-23); Ranked No. 1 as '*Promising Future Ready - Institution*' by EducationWorld, India Higher Education Rankings (2021-22) and Ranked 2<sup>nd</sup> in '*Student Diversity*' by EducationWorld (2020-21).

Dr. Naresh Chandra, Director (Education) has been conferred with prestigious '*याज्ञवल्क्य पुरस्कार, कल्याण*' for 45 years of invaluable contributions in the field of education. He has significantly enhanced the reputation of Kalyan city on the educational and social landscape of Maharashtra.

The management provides financial support to the students for participating in International and National Level for cultural and sports events. The College provides Tuition fee concession to needy students in addition to scholarships / freeships by Government. The Management also provides scholarships to needy and deserving students of our college (maximum up to Rs. 10,000/- or 50% of total fee whichever is less, per student per year).

The college has signed MoU with few national and international institutes / organizations for faculty and student exchange, Internship / Training and to promote research. We have signed MoU with Century Rayon, Shahad, Century Enka Ltd., Pune, Rajashree Polyfil Ltd., Bharuch, L&T EduTech Ltd., etc. for strengthening academics and research.

BKBACK family stands committed to the cause of excellence in higher education and wish to leave behind a legacy for future generations.

The College aims to acquire University status.

We stand committed for the cause of higher education.

---

**Degree College**  
**Under-Graduate Courses**

**a) Aided Courses-**

**1) B.A. 2) B.Sc. 3) B.Com.**

**b) UGC-sponsored Career Oriented 'Add On' Courses-**

(Additional Courses along with regular Degree Courses)\*

**Post- Graduate Courses:**

- a) **M.A.** in (1) Hindi (2) Marathi (3) History (4) Political Science (5) Business Economics
- b) **M.A.** in Sports Management
- c) **M.A.** in Event Management
- d) **M.Sc.** by Papers in
  - (i) Physics (ii) Chemistry
  - (iii) Botany (iv) Zoology
  - (v) Microbiology (vi) Mathematics
- e) **M.Sc.** in Chemistry (Analytical Chemistry)
- f) **M.Sc.** in Food Science & Nutraceuticals
- g) **M.Sc.** in Physics (Material Science)
- h) **M.Sc.** in Microbiology (Industrial Microbiology)
- i) **M.Sc.** in Mathematics (Applied Mathematics)
- j) **M.Sc.** in Zoology (Cell Biology and Cytogenetics)
- k) **M.Com.** (Advanced Accountancy)
- l) **M.Com.** (Accounting and Finance)
- m) **M.Com.** (Business Management)
- n) **M. Com** (Banking & Finance)
- n) **Ph.D.** in:
  - (i) Hindi (ii) Botany (iii) Microbiology
  - (iv) Chemistry (v) Physics
  - (vi) Biotechnology (vii) History
  - (viii) Economics (ix) Zoology
- o) Advanced Diploma Course in Medical Laboratory Technology (recognized by MSBTE) (60 Seats)
- p) **B.Voc. in -**
  - a) Business Management and Entrepreneurial Development
  - b) Medical Laboratory Technology
  - c) Cyber Security and Forensics
  - d) Financial Market and Trading Operations

**q) Y.C.M.O. University, Nasik-**

**Birla College Study Centre**

i. M.B.A. (Part Time 2 Year Course)

ii. B. Lib.Sc.

**r) UGC-Sponsored Study Centers –**

i. Gandhian Studies Centre

ii. Women's Studies Centre

**ADMISSION PROCEDURE**

**Eligibility:**

1. For admission to F.Y.B.A., F.Y.B.Com. and F.Y.B.Sc., the student should have **passed the Standard XII Examination** conducted by the Maharashtra State Board of Secondary and Higher Secondary education, Mumbai or an examination recognized as equivalent with subjects as may be specified by the University in Arts, Science and Commerce.

**Note:**

- i) Students who have passed XII Arts will not be admitted to F.Y.B.Com. or F.Y.B.Sc.
- ii) XII Commerce will not be admitted to F.Y.B.Sc.
- iii) XII Science and XII Commerce may be admitted to F.Y.B.A. Subject to the availability of seats.
2. Students passing an examination other than H.S.C. of the Maharashtra State Board of Secondary and Higher Secondary Education, Mumbai, **migrating from other states will be admitted subject to the availability of seats, only on production of a 'Provisional Eligibility Certificate' issued by the University of Mumbai.**  
Such students must submit:
  - i. A migration certificate
  - ii. Statement of Marks and Passing Certificate in original along with true copies.
3. Admissions to M.Com., M. Sc. in Physics, Chemistry, Botany, Zoology, Microbiology will be on the basis of merit as per the University norms.

### Documents to be submitted:

- 1) For admission to F.Y.B.A./ F.Y.B.Com. F.Y.B.Sc. The student must submit:  
i) Original mark sheet ii) Two attested Xerox copies of the H.S.C. examination.
- 2) Students migrating from other colleges affiliated to the University of Mumbai must submit a 'No-Objection Certificate' from the Principal of the previous college attended.
- 3) Students migrating from a college affiliated to another University must submit original 'Eligibility Certificate' issued by the University of Mumbai.
- 4) ABC ID

### SUBJECTS TO BE OFFERED

#### ARTS FACULTY

### F.Y.B.A.

A student has to offer following subjects:

#### A) Compulsory Subjects:

- 1) Ability Enhancement Course  
(Communication Skills in English)
- 2) Value Education (VEC)
- 3) Skill Enhancement Course (SEC)
- 4) Indian Knowledge System (IKS) / Co-curricular Course (CC)

#### B) Optional Subjects (choose any one combination)

- 1) History + Economics
- 2) Political Science + Philosophy
- 3) Economics + Geography

#### C) Optional Language (choose any one)

- 1) English
- 2) Hindi
- 3) Marathi

(As per NEP Guidelines issued by UGC and Government of Maharashtra each student shall complete 22 credits in each semester)

**The subject combinations will be granted on merit basis:**

- 1) In addition to the subjects selected from the ones mentioned above, a student may take up the following **Career-Oriented Add-on Course**:  
- **For Arts & Commerce Students:**  
1) Functional English (Fees: Rs. 2,000)

### 2) S.Y.B.A.

A student must offer a total of 22 credit course as per the University of Mumbai circular for NEP 2020 Implementation Revised Framework 2024-25:

#### A) Major (8 Cr) & Minor (4 Cr) Course:

Student must select a Major and a Minor Course from the three Courses selected at F.Y.B.A.

#### B) Compulsory Subjects (4 Cr):

- 1) Ability Enhancement Course  
(Compulsory Hindi / Compulsory Marathi)
- 2) Co-curricular Courses  
(Yoga and Wellness / Physical fitness and Strength and Conditioning/ Nutrition and Diet)

#### C) Major based courses (6 Cr):

- 1) Vocational skills
- 2) Skill Enhancement Course
- 3) Field Project
- 4) Community Engagement Project

### T.Y.B.A.

- A) A student will continue the Major subject selected at S.Y.B.A. level
- B) Vocational Skill Course (2 Cr.)
- C) Field Project (2 Cr.)
- D) Minor (4 Cr.)
- E) On Job Training (4 Cr.)

### M.A.

- 1) Hindi 2) Marathi 3) History 4) Political Science 5) Business Economics 6) Geography

### Ph.D. (Arts Faculty)

- 1) History 2) Hindi 3) Economics

**UGC Sponsored  
'Centre for Foreign Languages'  
(Under CE)**

**Languages:** French, German, Chinese (Mandarin)

- 6-month Certificate Course.
- Fee - Rs. 4,000/-

**Admission in the month of June**

For further details contact:

**Mr. Arnold Jathanna (Coordinator)**

**SCIENCE FACULTY**

**F.Y.B.Sc.**

**A student must offer a total of 22 credit course** as per the University of Mumbai circular for NEP 2020-Implementation Revised Framework 2024-25:

**A) Main Courses (12 Credits) can be selected from the following groups:**

- 1) Physics, Chemistry, Mathematics
- 2) Chemistry, Botany, Zoology
- 3) Chemistry, Microbiology, Botany
- 4) Chemistry, Microbiology, Zoology

**B) Open Elective Courses (2 Cr) - Sem I & II**

**C) Ability Enhancement Courses (2 Cr) Sem I & II**

**D) Co-curricular Course (2 Cr) in Sem I & II**

**E) Value Education Course (2 Cr) in Sem I & II**

**F) Indian Knowledge System (2 Cr) in Sem I**

**G) Community Engagement Program (CEP) in Sem II**

**Note:** Students will be selected on the basis of merit.

**S.Y.B.Sc.**

**A student must offer a total of 22 credit course** as per the University of Mumbai circular for NEP 2020 Implementation Revised Framework 2024-25:

**C) Major (8 Cr) & Minor (4 Cr) Course:**

Student must select a Major and a Minor Course from the three Courses selected at F.Y.B.Sc.

**D) One Open Elective Course (2 Cr) per semester**

**E) Vocational Skill Course (2 Cr) Sem III**

**F) Skill Enhancement Course (2 Cr) Sem IV**

**G) Ability Enhancement Course (2 Cr) Sem III & IV**

**H) Co-curricular Course (2 Cr) Sem III & IV**

**I) Community Engagement Program (2 Cr) Sem III**

**J) Filled Project (FP) (2 Cr) Sem IV**

**T.Y.B.Sc.**

**F) A student will select any one subject from the subjects selected at S.Y.B.Sc. level**

(Chemistry / Physics / Botany / Maths / Zoology / Microbiology)

**G) Vocational Skill Course (2 Cr.)**

**H) Field Project (2 Cr.)**

**I) Minor (4 Cr.)**

**J) On Job Training (4 Cr.)**

**Note:** As per UGC guidelines students will complete 4 additional credit courses.

**M.Sc.**

**BY PAPERS: Admission will be granted as per University rules and regulations:**

- 1) Physics (Electronics- I)
- 2) Chemistry (Organic Chemistry)
- 3) Botany (Plant Biotechnology and Cytogenetics)
- 4) Zoology- (Endocrinology)
- 5) Microbiology

**Ph.D. (Science):**

- 1) Botany
- 2) Microbiology
- 3) Chemistry
- 4) Physics
- 5) Biotechnology
- 6) Zoology

**P.G. Diploma in Bio-Nanotechnology**

**Duration: 1 year**

**Eligibility :** Master in Chemistry or Physics or in any subject of Biological Sciences (Life Sciences/ Botany / Zoology / Microbiology / Biochemistry / Agricultural Sciences etc.) or Nanoscience & Nanotechnology / Bioanalytical Sciences from University of Mumbai or any other recognized University.

**No. of Students = 20**

**Selection :** The admission will be granted on the basis of the marks obtained in the entrance examination conducted by the College.



## COMMERCE FACULTY

(As per NEP 2020 Guidelines issued by UGC and Govt. of Maharashtra each student shall complete 22 credits in each semester)

### F.Y.B.Com.

**All subjects are compulsory:**

- 1) Major - I (Financial Accounting – I & II)
- 2) Major - II (Commerce - I & II)
- 3) Minor - (Business Economics Paper- I & II)
- 4) OE (Open Elective) - (To be selected from the courses offered by Arts and Science Faculty)
- 5) VSC - (Vocational Skill Enhancing Course)  
Mathematics and Statistical Techniques
- 6) SEC - Skill Enhancing Course
- 7) AEC - Ability Enhancing Course
- 8) VEC - Value Enhancing Course
- 9) IKS - Indian Knowledge System
- 10) CC – Co-curricular

### S.Y.B.Com.

**All subjects are compulsory:**

- 1) Major - I (Financial Accounting - III & IV)
- 2) Major - II (Commerce - III & IV)
- 3) Minor - (Business Law I & II)
- 4) OE (Open Elective) - (To be selected from the courses offered by Arts and Science Faculty)
- 5) SEC - Skill Enhancing Course
- 6) AEC - Ability Enhancing Course
- 7) CC - Co-curricular
- 8) CEP - (Community Engagement Program)
- 9) FP - Field Project

### T.Y.B.Com.

- 1) Major I - Financial Accounting V & VI
- 2) Major II - Cost Accounting I & II
- 3) Major III - Commerce Papers V & VI
- 4) Major Elective
  - a. Sem V - Direct Tax / Wealth Management
  - b. Sem VI - Goods & Services Tax / Investment and Risk Management
- 5) Minor – Business Economics
- 6) VSC (Vocational Skill Course) - Sem V : Purchase and Store Keeping / Export Marketing / Computer Systems and Applications)
- 7) FP (Field Project) / CEP (Community Engagement Program) - Sem V
- 8) OJT (On the Job Training) – Sem VI  
(As per UGC guidelines students will complete 4 additional credit courses.)

### F.Y.B.Com. (Management Studies) – Logistics

NEP (2020) - Credit Framework

### B.Com (Management Studies) Logistics

**Sem I (w.e.f. from 2024-25)**

| Sr. No.   | SEM I (Courses)  | Credits   |
|-----------|--|-----------|
| <b>01</b> | <b>Major</b>   |           |
|           | M1 - Fundamentals of Logistics   | 03        |
| <b>02</b> | M2 - Warehousing & Distribution Centre Operations                        | 03        |
| <b>03</b> | <b>Minor</b> Materials Management  | 04        |
| <b>04</b> | <b>OE - (Open Elective)</b><br>Business Organization                     | 02        |
| <b>05</b> | <b>VSC - (Vocational Skill Course)</b><br>Introduction to Business       | 02        |
| <b>06</b> | <b>SEC - (Skill Enhancing Course)</b><br>Business Mathematics - I        | 02        |
| <b>07</b> | <b>VEC - (Value Education Course)</b><br>Environmental Studies (EVS) - I | 02        |
| <b>08</b> | <b>AEC - (Ability Enhancement Course)</b><br>Business Communication - I  | 02        |
| <b>09</b> | <b>IKS – Indian Knowledge System</b>                                     | 02        |
|           | <b>Total Credits</b>   | <b>22</b> |

NEP (2020) - Credit Framework

### B.Com (Management Studies) Logistics

**Sem II (w.e.f. 2024-25)**

| Sr. No.   | SEM II (Courses)   | Credits   |
|-----------|--|-----------|
| <b>01</b> | <b>Major</b>   |           |
|           | M1 - Freight Forwarding (Ocean & Air Cargo)  | 03        |
| <b>02</b> | M2 - Surface Transportation  | 03        |
| <b>03</b> | <b>Minor</b><br>Forecasting and Inventory Mgmt.                                    | 04        |
| <b>04</b> | <b>OE - (Open Elective)</b><br>Basics of Accounting                                | 02        |
| <b>05</b> | <b>VSC - (Vocational Skill Course)</b><br>Introduction to Service Sector           | 02        |
| <b>06</b> | <b>SEC - (Skill Enhancing Course)</b><br>Business Statistics                       | 02        |
| <b>07</b> | <b>VEC - (Value Education Course)</b><br>Environmental Studies (EVS) - II          | 02        |
| <b>08</b> | <b>AEC - (Ability Enhancement Course)</b><br>Business Communication - II           | 02        |
| <b>09</b> | <b>CC - Co-curricular Activity</b><br>(NSS/NCC/DLLE/SPORTS/YOGA/ Arts Circle etc.) | 02        |
|           | <b>Total Credits</b>   | <b>22</b> |

NEP (2020) - Credit Framework  
**B.Com (Management Studies) Logistics**  
**Sem III (w.e.f. 2024-25)**

| Sr. No.   | SEM III (Courses)   | Credits   |
|-----------|---|-----------|
| <b>01</b> | <b>Major</b>  |           |
|           | M1 – Retail Logistics and E-Commerce  | 03        |
| <b>02</b> | M2 – Liner Logistics  | 03        |
|           | M3 – Operation Management   | 02        |
| <b>03</b> | <b>Minor</b> MIS for Logistics  | 04        |
| <b>04</b> | <b>OE - (Open Elective)</b><br>Human Resource Management                          | 02        |
| <b>05</b> | <b>SEC - (Skill Enhancing Course)</b><br>Marketing Management                     | 02        |
| <b>06</b> | <b>AEC - (Ability Enhancement Course)</b><br>Hindi / Marathi                      | 02        |
| <b>07</b> | <b>CC - Co-curricular Activity</b><br>(NSS/NCC/DLE/SPORTS/YOGA/ Arts Circle etc.) | 02        |
|           | <b>Total Credits</b>  | <b>22</b> |

NEP (2020) - Credit Framework  
**B.Com (Management Studies) Logistics**  
**Sem IV (w.e.f. 2024-25)**

| Sr. No.   | SEM III (Courses)   | Credits   |
|-----------|---|-----------|
| <b>01</b> | <b>Major</b>  |           |
|           | M1 -Specialization Module -Course I   | 03        |
| <b>02</b> | M2 -Specialization Module -Course II  | 03        |
|           | M3 -Operation Management - II   | 02        |
| <b>03</b> | <b>Minor</b> Port Terminal Logistics  | 04        |
| <b>04</b> | <b>OE - (Open Elective)</b><br>Human Resource Management - II                     | 02        |
| <b>05</b> | <b>VSC - (Vocational Skill Course)</b><br>Management Accounting                   | 02        |
| <b>06</b> | <b>AEC - (Ability Enhancement Course)</b><br>Hindi / Marathi                      | 02        |
| <b>07</b> | <b>CC - Co-curricular Activity</b><br>(NSS/NCC/DLE/SPORTS/YOGA/ Arts Circle etc.) | 02        |
|           | <b>Total Credits</b>  | <b>22</b> |

**Mandatory Apprenticeship in Third Year with Stipend of Rs. 7,000/- per month**

- M.Com. (Advanced Accountancy)
- M.Com. (Banking & Finance)
- Approved Scheme of UGC Community College –  
Diploma in Accounting & Taxation, Affiliated to University of Mumbai

## University Rules & Guidelines

### Fees, Deposits, Etc.

- 1) Fees & deposits for the term must be paid at the time of admission.
- 2) Liability for payment of fees : If a student intends to leave college in the second term, he/she must intimate the Principal accordingly in writing at least two/four weeks prior to the commencement of the second term. If no such intimation is received, the student will be liable to pay the full prescribed fees for the second term.
- 3) Refundable deposits, if NOT CLAIMED by the concerned student **WITHIN ONE CALENDAR YEAR** from the date on which he / she ceases to be on the role of the college, **WILL LAPSE IPSO-FACTO**.
- 4) Deposits will not be refunded, if dues to the college, are not cleared by the student, on account of breakage of laboratory equipment, damage done to any college property, loss of liability books, etc.
- 5) Fee receipt and identity card must be produced at the time of application for refund of fees.
- 6) Refund of fees will be as per University Rules.
- 7) Issuing of TC- Within one month.
- 8) Issuing Railway Concession (10 am to 12.00 noon)
- 9) Time for cash counter (9.30 am to 12.30 pm).
- 10) Issuing of Transcript Within one month from the date of submission of complete document and payment of fees.
- 11) Issuing of old Bonafide Certificate -1 week.

### Rules for Refund of Fees

\*Rules as per University Guidelines. Circular No. UG/412 of 2008. 0.2859 The candidates who have taken admission in under graduate courses in Govt. colleges, in Govt. aided and unaided courses conducted by affiliated colleges and recognized Institutions may request for refund of fees after applying in writing for cancellation of their admission to the course.

The refund of fees as applicable shall be made on or before 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:

#### Fee Deduction on Cancellation of Admission

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

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

- 1) All the fee items chargeable for one year are as per relevant University circulars for different faculties (excluding the courses for which the total amount is fixed by other competent authorities).
- 2) The fee charged towards group insurance and all fee components to be paid as University share (including Vice-Chancellor fund, 1. University fee for sports and cultural activities, E-charge, disaster management fund, exam fee and Enrollment fee) are non-refundable if payment is made by the college prior to the date of cancellation.
- 3) Fee collected for Identity card and Library card, admission form and prospectus, enrollment and any other course-specific fee is not refundable after the commencement of the academic term.
- 4) All refundable deposits (Laboratory, Caution Money and Library etc.) shall be fully returned at the time of cancellation.

**Provided that wherever admissions are made through centralized admission process for professional and/ or for any other courses by other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1<sup>st</sup> year admission. In case of admission to subsequent years of the course, 0.2859 is applicable for cancellation of admission.**

**Provided further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies appointed for admission for relevant courses.**

#### Attendance requirement for Eligibility for Examination

- 1) Students must attend 75% of all lectures, practicals, tutorials and guest lectures 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

(Subject to change as per University Circular)

Choice based credit Semester and Grading System has been introduced for F. Y., S.Y. and T.Y. Classes in UG and for PG Programmes.

As per the new system the examination in each paper F. Y. and S. Y. & T. Y. classes have two components. 40 percent marks for internal assessment and 60 percent marks for semester-end examination.

Internal assessment in theory is of 40 marks and consists of class test, and overall performance of the learner.

The end semester examination of each course is of 2 hours duration and 60 marks.

#### Passing Standard

For each course / paper there is minimum passing for internal assessment as 40% (10 out of 40 marks) for semester end examination 40% (20 out of 60 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.

#### Performance Grading for First, Second & Third Year-

| Grade    | Marks         | Grade point |
|----------|---------------|-------------|
| O        | 80&above      | 10          |
| A+       | 70-79.99      | 09          |
| A        | 60-69.99      | 08          |
| B+       | 55- 59.99     | 07          |
| B        | 50-54.99      | 06          |
| C        | 45-49.99      | 05          |
| D        | 40-44.99      | 04          |
| F (Fail) | 39.99 & below | 01          |

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

#### Rules for Progression under NEP w.e.f. 2023-24 [Allowed to keep Terms (ATKT)] or Backlog Examination:

1. A learner shall be allowed to keep term for Semester II irrespective of the number of course of failure in Semester I.
2. A learner shall be allowed to keep term for Semester III if he/she fails in not more than Eight other courses of Semester – I and Semester – II taken together with not more than four other courses each in Semester – I and Semester – II.
3. A learner shall be allowed to keep the term for Semester IV irrespective of the number of courses of failure in Semester III.
4. A learner shall be allowed to take Admission to Semester-V and Keep Terms if he/she Passes in all Subjects of Semester-I and Semester-II and failed in not more than two Major courses and not more than eight other courses of Semester - III & Semester - IV taken together with not more than four other courses each in Semester – III and Semester – IV.

OR

Passes in all Semester-III and Semester-IV and failed in not more than two Major courses and not more than eight other courses of Semester – I and Semester – II taken together with not more than four other courses each in Semester – I and Semester – II.

5. A learner shall be allowed to keep the term for Semester VI irrespective of the number of courses of failure in Semester V.
6. The result of Semester VI shall be withheld by the College till the learner passes all the Sem from I - V.

**Examination Manual Link** (<https://shorturl.at/9Bk2X>)

1) **Verification :**

There shall be facility of revaluation of answer books at the F.Y., S.Y., T. Y., B.A., B.Sc. and B.Com. examinations conducted by the colleges. However, the facility for verification of marks shall be available as per the guidelines of University of Mumbai.

Note: Verification includes correction of mistakes in transfer of entries, totaling and correction of unassessed part of answer, if any, Verification does not include reassessment.

2) **Exemption:**

An unsuccessful candidate who obtains the minimum percentage of marks prescribed for passing in a subject / practical may at his / her option be exempted from appearing in that subject / practical at his/ her subsequent appearance and will be declared to have passed the whole examination on his/ her passing in the remaining subjects/ practicals in which he/ she has failed.

3) **Ex-Students /Repeater:**

Candidates who have been declared failed the examination or who have been allowed to keep terms for the higher class shall appear as ex- student/repeater for the Semester end Examinations held by their respective colleges.

**Unfair Means used during Examination**

As per the Ordinance 0.5050 of University of Mumbai the use of unfair means during examination are liable for following punishment:

The details of malpractices and punishments are available on Mumbai University Website.

**Career Oriented, Add-on Courses for Arts, Commerce Students**

**Eligibility for Admission to the courses:**

- A candidate seeking admission to the Certificate Course should have passed H.S.C. (Std. XII) of Maharashtra State Board of Higher Secondary Education or its equivalent and be a regular student of any College.
- A candidate seeking admission to the Diploma Course should have passed the Certificate Course in the concerned Course.
- A candidate seeking admission to the Advanced Diploma Course should have passed the Certificate and Diploma Courses in the concerned Course.

**Scheme of Examination**

The Assessment shall be divided into two parts with weightage as indicated below:

- |                        |     |               |
|------------------------|-----|---------------|
| A) Practical           | 20% | i.e. 20 Marks |
| B) Internal Assessment | 20% | i.e. 20 Marks |
| C) Year End Assessment | 20% | i.e. 60 Marks |

1) **FUNCTIONAL ENGLISH**

Intake capacity - 30 students on the basis of merit.

**Note: Science students and Unit II are eligible for the course.**

Course: Certificate

Duration: 1 Year

Content:

1. Paper I – Study of Language and Basic English
2. Paper II – Effective communication in English

2) **INDUSTRIAL CHEMISTRY**

Intake capacity - 40 students on the basis of merit.

**Course Duration and Content:**

The Course is of 30 credit points - 20 theory & 10 Practical and OJT every year\*.

- **1<sup>st</sup> Year - Certificate Course 2 papers:**

- 1) Paper I - Chemical Industry & Unit Operations
  - 2) Paper II - Unit Processes
- 2<sup>nd</sup> Year – Diploma Course 2 Papers:

- \* **The Course will follow the Modular Approach involving Credit Points - One Credit Point being of 15 hours of duration. Each year involves Project Work / OJT of 10 Credit Points (5 Points per Semester.)**

**Scheme of Examination:**

Students will be examined for 300 marks with the split up as indicated below:

- A. Theory 150 Marks (75 marks per paper)
- B. Practicals 100 Marks
- C. Project and Presentation 50 Marks (Report 40 & Presentation 10 Marks)

3) **BIOINFORMATICS (CERTIFICATE / DIPLOMA / ADVANCED DIPLOMA COURSE)**

**Course Duration and Content:**

- **Certificate Course in Bioinformatics:**  
Spread over two semesters involving the study of: Introduction to Bioinformatics, Basics of Computer, Concept of Information network, data base DNA and Protein databases, virtual libraries-Bio- molecules and human-genetics.

**Scheme of Examination:**

- Each course is 20 credits / 300 hrs. including Theory + Practicals + Projects.

### Advanced Diploma in Medical Laboratory Technology (A-DMLT)

Eligibility for Admission:

Science Graduate

Seats available - 60

Duration- 03 semesters

The first 02 Semesters will be devoted to Theory / Practicals.

The third Semester that involves the Hospital Training Examination will be conducted by MSBTE.

Diploma will be awarded by MSBTE.

For further details contact:

Dr. Dhiraj Shekhawat

### Discipline and Code of Conduct

1. Students must carry and wear their valid College identity cards whenever in the College or representing the College at any other place. Further it should be produced for inspection on demand by the College Staff.
2. Loss of identity card or Library Card must be reported immediately in writing to the Library. Students should produce an affidavit on a non-judicial stamp paper of Rs. 50/- made before the Notary appointed by government to that effect, cite the reason for issue of the duplicate copy of the aforesaid documents mentioning therein and pay a fine of Rs. 100/-.
3. No student should loiter in the corridors or college campus during lecture hours.
4. Students should not bring any outsiders to the college campus without prior permission.
5. Students should not collect any fund from class-mates or outsiders without the written permission of the Principal.
6. Students should not organise picnics without prior permission of the Principal.
7. Students should refrain from indulging in any form of ragging which has been notified as a cognizable offence by the Government of Maharashtra, Resolution No. TEM / 10967620 / 96 Dt.6-9-1996.
8. Students should attend their lectures in the divisions allotted to them and not in any other class or division.
9. Students should read the NOTICE BOARD from time to time and be informed of the instructions / information displayed for their benefit.
10. Students should deposit any lost property found by them, with the college office. Owners of lost property should claim the same from the office counter the very next day.
11. Students should take care of college property and help in keeping the college campus neat and clean. Any damage caused to college property shall be paid by the students.

12. Smoking, chewing gutka and tobacco is prohibited on the college campus including the canteen. Any student found violating this regulation shall be dealt with severely.
13. Students should not be found using mobile phones on the college campus or class-room. Strict action will be taken against students violating this rule. College is not responsible for loss of mobile phone of any student.
14. Use of four wheelers by students prohibited on campus.
15. Parents and students should use student parking space only for parking vehicles.
16. Parking of vehicles in the college premises is at your own risk. The Management and the college authorities are not responsible for any loss or damage.
17. Students found indulging in unfair means in examination will be dealt with strictness as per the University rules and Regulations.
18. Photography on the campus prohibited, unless prior permission of the Principal is obtained.
19. Students must vacate the seats of the canteen immediately after finishing their orders.
20. Minimum water utilization by the students is expected on the campus.
21. For minimum energy consumption, all electricity points must be switched off, when not in use.

### Extension Programs

1. **Sports:** The College has a rich tradition of significant achievements at the State and National level sports events. Students are encouraged to participate in various sports. To nurture students' talent, the College has a 400-meter track for Athletics, well-laid out courts for volleyball and basketball, ground for Kabbadi, Kho-kho and Cricket, badminton hall and a well equipped gymnasium with modern instruments.
2. **Co-curricular and extra-curricular activities :** The College believes in promoting the all- round development of the students and provides platforms to the students in the form of : English Literary Association, Marathi Vangamaya Mandal, Hindi Sahitya Mandal, Social Sciences Association, Commerce Association, Science Association, Nature Club, Planning Forum, Arts Circle and Mathematics Club. **Students must make it a point to become members of at least one or two associations of their choice.**

3. **National Cadet Corps (N.C.C.):** The College has Army, Navy and Air Units for Boys & Girls units. Students are enrolled as per merit and imparted training in discipline, organisation, leadership and social service. Every year, we have students from the Boys and Girls wing participating in the Republic Day Parade on Raj Path, New Delhi. Students clearing the 'B' and 'C' certificate examinations are given preference if they are inclined to join the Defense Services.
4. **National Social Service:** NSS volunteers are enrolled as per University guidelines. Awareness and sensitivity to social problems is built through participation in activities like tree plantation, blood donation, eradication of illiteracy, superstition and blind faith, pre-marriage counselling, anti-dowry campaign, etc.
5. **Department of Life Long-Learning and Extension (DLLE):** DLLE unit works under the umbrella of University of Mumbai and follows all the guidelines of University of Mumbai.

The DLLE with the diverse academic and technical resources supports the communities based extension work activities in collaboration with its specific mandate to work for the less privileged sections of the society and our efforts are to extend educational programs that will enhance and improve the quality of life of such groups with the central objective of "reach to unreached".

### Group Insurance Scheme

Group Insurance Scheme for students has been introduced from the academic year 2003-2004. The risk covered would include death, loss of limbs, total / partial permanent disablement. Details can be made available on request.

### Library

In today's high-tech learning environment, the library as a primary learning resource is the fulcrum of support for the entire range of activities in an educational campus. The B.K. Birla College Central Library since its establishment in the year 1972 has been determined to satisfy the diverse information needs of its users. Today with the impact of ICT, B. K. Birla College library has transformed itself into a hybrid automated system with online resources and services.

#### **Library Infrastructure:**

The Central Library is housed in a separate spacious building of ground plus one with a total area of 6000 sq. ft. The library has 150-user capacity in the reading head. The library is well-equipped with heating, cooling, lighting and drinking water facilities creating an apt ambience for reading. Internally, the library is divided into various sections well-equipped with furniture, computers and necessary equipment creating a suitable working environment. The library has sufficiently qualified professional staff to provide best services and facilities to its users.

#### **Working hours:**

The timing of the library is very flexible for students and faculty. The library is kept open throughout the year except on Public holidays. The reading hours of the library are 9.00 am to 5.30 pm on all working days except Sunday. During examinations, i.e. from Jan-May, the Library timing is extended till 9.00 pm including Sunday and Public holidays.

#### **Library Collection and Organization**

|   |  |
|---|--|
| Total no. of books / volumes in the Central Library | 85,562                                 |
| Audio-visual Materials                              | 1,130                                  |
| Periodicals Subscribed                              | 114                                    |
| Electronics Resources                               | 6000+ e-journals<br>31,35,000+ e-books |

- Library has adopted the 22 edition of Dewey Decimal Classification Systems for Classifying of its Collection.
- **Library Automation and ICT Applications:**
  - The Central Library activities are automated using LSEASE (Libsys) – A web based Integrated Library Management Software.
  - Multilingual Book search through WEBOPAC.
  - Application of Barcode Technology.
  - Local Area Network (LAN) is established for sharing of resources.
  - We have audio-visual facility for accessing Birla multimedia resources like CDs and DVDs.
- **Institutional Membership:**
  - American Information Centre (US Consulate, Mumbai)
  - DELNET
  - NLIST of INFLIBNET
- **Extension activities:**

**B.Lib & I.Sc. Centre:** The central library yearly conducts B.Lib and I.Sc. Course as a part of its extension activity.
- **Library Rules:**
  1. Library Card is not transferable.
  2. Only one book can be borrowed against the Library Card for the period of seven days.
  3. The Library Card will be returned only after the book issued against it is returned in good condition.
  4. A book will be issued only after Library Card has been handed over to the person at the book circulation counter.
  5. A fine of Rs. 1/- per day will be charged for overdue books.
  6. Books lost, defaced or damaged in any way shall have to be replaced by the borrower.
  7. Students must observe complete silence on the library premises.
  8. Mobile phones are to be kept switched off in the library premises.
  9. User Internet and other library facilities for academic purpose only.
  10. Drop your valuable suggestions in the suggestions box.
  11. Please maintain cleanliness and hygiene in and around the library premise

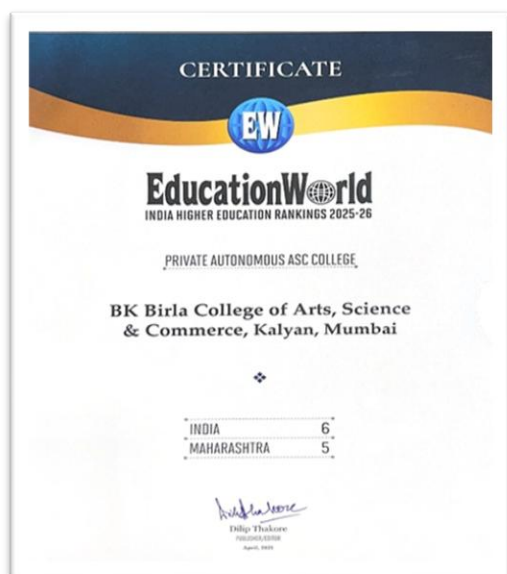


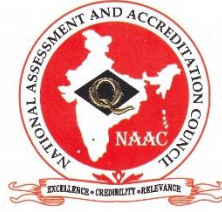
## **Procedure for Duplicate Marksheet**

### **Circular No. Cert./Conv./1058 of 2008**

The Directors/Heads of the University departments, the Principal, Sir. J.J. College of Architecture, Principals/Deans of the affiliated colleges, Professor-cum-Director, Institute of Distance Education and Heads of the recognized Post-graduate Institutions, Co-ordinator and the Assistant Registrar, University Sub-Centre, Ratnagiri are hereby informed that in pursuance of the letter No. 2008(5/08) dated, 5<sup>th</sup> July, 2008, received from desk Officer, Government of Maharashtra, Higher and Technical Education Department, Mantralaya, Extension Bhavan, Mumbai-400 032, (Copy enclosed) to advise the concerned students who intend to apply for duplicate copies of their statements of marks, certificates of passing, degree certificates as well as Special certificates, to produce an affidavit on a non-judicial stamp paper of Rs. 50/- made in that behalf before the metropolitan Magistrate or Notary appointed by Government to that effect, the reason for issue of the duplicate copy of the aforesaid documents mentioning therein so also, the First Information Report (F.I.R.) registered in the Police Station for the reasons whatsoever, i.e. loss, damage of the same, etc., to check the misuse of the aforesaid documents. On completion of these formalities and payment of necessary fees, the required duplicate certificates will be issued to the concerned students accordingly. This procedure will come in to force from the date of issue of this circular.

They are requested to bring this circular to the notice of the concerned students and also display the same on the notice boards of their Colleges/ Institution.





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

An Autonomous Institution of the University Grants Commission

## *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
is pleased to declare*

*B. K. Birla College of Arts, Science and  
Commerce (Autonomous)*

*Kalyan (W), Dist. Thane,  
affiliated to University of Mumbai, Maharashtra as  
Accredited*

*with CGPA of 3.51 on four point scale*

*at A<sup>++</sup> grade*

*valid up to June 29, 2031*

*Date : June 30, 2024*



*Munir*  
Director

EC(SC)/205/4<sup>th</sup> Cycle/MHCOGN10154