

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



बी. के. बिरला महाविद्यालय

PROSPECTUS 2024-25

DEGREE
COLLEGE

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 (3rd Cycle with 'A' Grade) (CGPA- 3.58) (2014-2023) *'Performance*
Excellence Trophy - 2011 in Education' by IMC RBNQA Trust

'Best College Award' by University of Mumbai (2008-09)

DBT 'Star Status' (Department of Botany, Chemistry, Microbiology, Physics and Zoology) (2017-2020)

DBT 'Star Scheme' (Department of Mathematics, Information Technology and Computer Science) (2017-2020) ISO

Certification 900 I: 2015

DEGREE COLLEGE



B. K. Birla College Road, Kalyan (W) - 421 304. (M.S.)

Tel. - (0251) 2231295 Fax : (0251) 2231029

E-mail : principal@bkbirlacollegekalyan.com

Website : www.bkbirlacollegekalyan.com



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.

10th June, 2019
(Revision - 3)


Principal

B. K. Birla College (Autonomous), Kalyan

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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 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 resources.
- To provide a 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 (Autonomous), Kalyan

Conducted by Kalyan Citizens' Education Society

GOVERNING COUNCIL

- | | | |
|-----|------------------------|---------------------|
| 1. | Shri O. R. Chitlange | Chairman |
| 2. | Shri Subodh Dave | Vice Chairman |
| 3. | Shri Yogesh R. Shah | Hon. Secretary |
| 4. | Mrs. Shilpa V. Shah | Treasurer |
| 5. | Shri M. Zojwala | Member |
| 6. | Shri Apurva Gupta | Member |
| 7. | Shri Shailendra Pandey | Member |
| 8. | Shri Pramod Hindurao | Member |
| 9. | Shri B. P. Karwa | Member |
| 10. | Shri A. K. Jhawar | Member |
| 11. | Prin. A. P. Pradhan | Member |
| 12. | Shri Kapil Pathare | Member |
| 13. | Dr. Naresh Chandra | Member |
| 14. | Shri Vinit Thakur | Member |
| 15. | Shri Milind Bhandarkar | Member |
| 16. | Dr. Avinash Patil | Member (Ex-officio) |
| 17. | Dr. Swapna Samel | Special Invitee |
| 18. | Mrs. Ranjna Jangra | Special Invitee |
| 19. | Dr. Harish Dubey | Special Invitee |

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

Conducted by Kalyan Citizens' Education Society

ADMINISTRATORS

Dr. Naresh Chandra

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

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), HoD
(Accountancy)

Ms. Esmita Gupta

B.E., MCA, M. E.
Vice Principal (Unaided
Programs)

Dr. (Mrs.) Maninder Kaur Dhaliwal

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

Mr. Kiran Raikar

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

Dr. Harish Dubey

Vice Principal
(Administration)

FACULTY OF ARTS

ECONOMICS:

Mr. Rakesh Bhoir

M.A. (SET)
Head, Dept. of Economics

Dr. Mahadeo Yadav

M.A., M. Phil., Ph.D.
Vice Principal.

History:

Dr. Suvarna Jadhav

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

ENGLISH:

Dr. G. M. Khobragade

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

Dr. Samajadar Valavake

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

PHILOSOPHY :

Dr. Viplov Dhone

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

HINDI:

Prof. Balkavi Suranje

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

Dr. S. S. Pandey

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

GEOGRAPHY:

Dr. Pratibha Gadhe

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

Mrs. Sheetal Thakur

M.Sc., (NET)

MARATHI:

Dr. S. K. Mhaske

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

POLITICAL SCIENCE :

Ms. Priti S. Sawale

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

Dr. (Ms.) Megha Devle

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

Mr. B. S. Kharat

M.A., M. Phil.

SCIENCE & COMMERCE FACULTY

BOTANY:

Dr. Avinash Patil
M. Sc., Ph. D.
Principal

Prof. Meeta Bhot
M. Sc., Ph. D., Head

MICROBIOLOGY:

Prof. Maninder Kaur Dhaliwal
M. Sc., Ph. D., Head & Vice
Principal

Mr. R. N. Patil
M.Sc. (NET)

Dr. Narayan Totewad
M. Sc., Ph.D.

ACCOUNTANCY:

Dr. Lakshita Soni
M. Com., NET, Ph.D
Vice Principal (Commerce)
& Head, Accountancy,
IQAC - Co-ordinator

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

Mr. K. H. Dongare
M.Sc.

Dr. S. V. Jaybhaye
M. Sc., B. Ed. Ph. D.

Dr. Seema Manchanda
M. Sc., B. Ed., Ph. D., (NET)

Dr. Archana Singh
M. Sc., Ph. D.

Dr. Pranjali Maskar
M. Sc., Ph. D.

Mr. B. V. Pathare
M.Sc. (NET)

Mr. N. D. Pawar
M.Sc. (NET)

MATHEMATICS & STATISTICS:

Mr. Prakash Sansare
M.Sc. (IIT-G) (NET), Head

Mr. Gajanan Dhumal
M. Sc., (NET)

Mr. Krishna Ghode
M. Sc., (NET)

COMMERCE:

Dr. (Ms.) Vrinda Nishandar
M. Com, M. Phil., Ph. D.

Ms. Sanjana Shrivastav, M.Com, (Teaching cum Research
Assistant)

PHYSICS:

Dr. V. S. Jadhav
M. Sc. (SET), Ph. D. Head

Dr. M. M. Khandpekar
M.Sc., Ph.D., D. Sc.

Dr. H. K. Dubey
M.Sc., Ph.D.

Dr. D. E. Kshirsagar
M.Sc., B. Ed., Ph.D.

ZOOLOGY:

Dr. Vinod Narayane
M.Sc., B. Ed. Ph.D., Head

Dr. K. H. Nagare
M.Sc., B. Ed., Ph.D.

Dr.(Ms.)Kranti Ozarkar
M.Sc., Ph.D.

Dr. Dinesh Wanule
M.Sc., Ph.D.

B. K. BIRLA COLLEGE OF ARTS, SCIENCE & COMMERCE (Empowered Autonomous Status), KALYAN

Profile

B. K. Birla College of Arts, Science and Commerce (Empowered Autonomous Status), Kalyan a multi-faculty premier institution of higher learning, with an enrolment of 13,000+ students (8,700+ students in UG, PG and Research Programmes 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 Pujya Shri B. K. Birla ji and Pujya 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 facilities, with 50% being smart classrooms and one 3D studio. The College has taken several initiatives towards green campus including the facility of ETP, STP and Rainwater Harvesting. The College has a well-equipped Central Library (Green Library) with IT infrastructure. The Chairman and Faculty members have sponsored 25 new bicycles to the needy students as a green initiative during the current year.

The New Building (55,000 sq. ft.) has been added to provide new Science Labs and Classrooms. The College offers 33 UG, 34 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. (Artificial Intelligence), M.Sc. (Food Science and Nutraceuticals) and B.M.S. in Retail Management in association with Maruti Suzuki Pvt. Ltd. from the Academic Year 2022-23.

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

The College has been reaccredited (3rd Cycle) by NAAC and awarded 'A' Grade (CGPA- 3.58) in 2014. 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 ISO 9001:2015 certified.

Dept. of Environmental Sciences Laboratory has been granted accreditation by National Accreditation Board for Testing and Calibration Laboratories (NABL) in August 2022 for wastewater analysis.

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 Dept. of Biotechnology (DBT), Govt. of India, New Delhi.

The Rashtriya Uchchar Shiksha Abhiyan (RUSA) has sanctioned grant of Rs. 5.00 crore to our college for 'Enhancing Quality and Excellence' under Component-8.

The College has been approved as a Potential 'Mentor Institution', by UGC under PARAMARSH scheme (2019-20).

The College has been conferred 'Empowered Autonomous Status' from the University of Mumbai from the Academic Year 2023-24 to 2032-33.

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 Department of Posts, Government of India at the gracious hands of Shri Bhagat Singh ji Koshyari, Hon'ble Governor of Maharashtra and Chancellor of Universities in Maharashtra State and Padma Bhushan Smt. Rajashree ji Birla, our Chief Patron, Chairperson, Aditya Birla Centre for Community Initiatives and Rural Development (Digitally) on Thursday, 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 No. 2 in India, 1st in Maharashtra and 1st in Mumbai in the category of 'Extraordinary Contribution to Local Community' by EducationWorld Grand Jury India Higher Education Rankings (2023-24); Ranked No. 1 as 'Promising Future Ready - Institution' by EducationWorld, India Higher Education Rankings 2021-22, Ranked 1st in Country as 'New Age Study Leader Programme Leader' by EducationWorld (2022-23) and Ranked 2nd in 'Student Diversity' by EducationWorld (2020-21).

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 many research papers and authored books. 47 Patents (30 Granted and 17 Published) have been contributed by the Faculty Members.

The performance of students is excellent in extra-curricular activities including NCC, NSS, Sports, etc. The College NCC Units have bagged the Vice Chancellor's banner 12 times out of 20 for being best NCC Unit of UoM. Our cadets participate in *Republic Day Camp*, *Thal Sainik Camp* and *All India Nau Sainik Camp* regularly.

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).

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

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 and Rajashree Polyfil Ltd., Bharuch, for strengthening academics and research.

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. 4) B.Voc (MLT)

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

(Additional Courses along with regular degree courses)* See Page no.19-20

Post- Graduate Courses:

- a) **M.A.** in (1) Hindi (2) Marathi (3) History
(4) Political Science (5) Business Economics
(6) Geography
- 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) Ph.D. in:

- | | |
|--------------------|----------------------------|
| (i) Hindi | (ii) Botany |
| (iii) Microbiology | (iv) Chemistry |
| (v) Physics | (vi) Biotechnology Science |
| (vii) History | (viii) Economics |
| (ix) Zoology | |

- f) Advanced Diploma Course in Medical Laboratory Technology (recognized by MSBTE) (60seats)

Y.C.M.O. University, Nasik- Birla College Study Centre

- i) Preparatory Course
ii) B.A. iii) B.Com.
iv) M.B.A. (Part Time 2 Year Course)
v) B.Lib.Sc.

UGC-Sponsored Study Centres Gandhian Studies Centre 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.

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) Vocational Skills
- 4) Skill Enhancement Course
- 5) Indian Knowledge System

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 total number of five subjects eight papers as indicated below.

A) Compulsory Subjects:

- 1) Ability Enhancement Course (Compulsory Hindi/ Compulsory Marathi)
- 2) Skill Enhancement Course
- 3) Vocational skills
- 4) Field Project
- 5) Community Engagement Project

B) Optional Subjects:

- Major Paper I and II (4 + 4 credits)
Minor. (4 credits)

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

T.Y.B.A.

A student must offer a total number of six papers (600 marks)

Students can select any one subject (Six papers) from among the optional subjects selected at F.Y.B.A. level OR any two subjects (Three papers each) from among the optional subjects selected at F.Y.B.A. level. The subjects offered at T.Y.B.A. are given below:

- 1) English (Six Papers)
- 2) Marathi (Six Papers)
- 3) Hindi (Six Papers)
- 4) Economics (Six Papers)
- 5) History (Six Papers in Marathi Medium, Three Papers in English Medium)
- 6) Geography (Six Papers)
- 7) Political Science - (Three Papers in English and Six Papers in Marathi Medium)
- 8) Philosophy (six papers for marathi medium)

(As per UGC guidelines students will complete 4 additional credit courses.)

M.A.

- 1) Hindi
- 2) Marathi
- 3) History
- 4) Political Science
- 5) Business Economics Ph.D (Arts)
- 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:

Dr.(Mrs.) Chandra Iyer (Coordinator)

SCIENCE FACULTY

F. Y. B.Sc.

A student must offer a total of 22 credit course as
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) One Open Elective Course (2 Cr) p

C) Skill Enhancement Course (2 Cr)

D) Ability Enhancement Course (2 Cr)

**E) Indian Knowledge System (2 Cr) in Sem I
Co-curricular Course (2 Cr) in Sem II**

F) Value Education Course (2 Cr)

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
As per the University of Mumbai circular for NEP 2020-Implementation Revised Framework 2024-25:

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

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

B) One Open Elective Course (2 Cr) per semester out of the following:

C) Skill Enhancement Course (2 Cr)

D) Ability Enhancement Course (2 Cr)

E) Co-curricular Course (2 Cr)

T.Y.B.Sc.

A) A student will select any one subject from the subjects selected at S.Y.B.Sc. level (Chemistry / Physics / Botany / Maths/ Zoology / Microbiology)

B) Two Papers of Applied Component as indicated below: (Paper + Practical) per Semester

- 1) For Chemistry Students - Drugs & Dyes
- 2) For Physics/Maths Students- Electronic Instrumentation
- 3) For Botany / Zoology / Microbiology Students-Environmental Science.

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: Iyear

Eligibility : Master in Chemistry or Physics or in any subject of Biological Sciences (Life Sciences/ Botany / Zoology / Microbiology / Biochemistry / Agricultural Sciences etc) or Nanosciences & Nanotechnology / Bioanalytical Sciences from University of Mumbai or any other recognised 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 Government 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.V.B.Com.

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)
- OE (Open Elective) – (To be selected from the courses offered by Arts and Science Faculty)
- 4) SEC – Skill Enhancing Course
 - 5) AEC – Ability Enhancing Course
 - 6) CC – Co-curricular
 - 7) CEP – (Community Engagement Program)
 - 8) FP – Field Project

T.Y.B.Com.

- 1) Paper I-Commerce Paper III (MHRM)
- 2) Paper II- Business Economics Paper III
- 3) Paper 111, IV - Financial Accounting & Auditing
- 4) Paper VI and VII -Applied Component (any one group of the following):
 - a) Direct and Indirect Taxes and Computer System **(120 Seats)**
 - b) Direct and Indirect Taxes and Purchase and Store Keeping **(240 Seats)**
 - c) Direct and Indirect Taxes and Export Marketing (120 Seats)

(As per UGC guidelines students will complete 4 additional credit courses.)

Master of Commerce (M.Com)
(2 Years)

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.

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 week 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 roll 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 of Railway Concession - Timing 10-12.
- 9) Time for cash counter- 9.30 to 12.30.
- 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. admission to the course.
 UG/412 of 2008. 0.2859 The candidates who have The refund of fees as applicable shall be made on or taken admission in under graduate courses in Govt. before 30th day after the date of cancellation and colleges, in Govt. aided and unaided courses thereafter the percentage of fee for the course conducted by affiliated colleges and recognized shall be refunded to the candidate after deducting Institutions may request for refund of fees after charges as follows:
 applying in writing for cancellation of their

Fee Deduction on Cancellation of Admission

Period and Percentage of deduction charges						
	(i)	(ii)	(iii)	(iv)	(v)	(vi)
	Prior to commencement of academic term and instruction of the course	Upto 20 days after the commencement of 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 commencement of the academic term of the course or August 31st whichever is earlier	From September 1st to September 30th	After September 30th
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 2) refund offees from the commencement of academic term of the courses includes the following:

- 1) All the fee items chargeable for one year a r e 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, 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 1st 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, practical's, 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.

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)

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

2. **Passing Standard**

For each course / paper there is minimum passing for internal assessment as 40% (16 out of 40 marks) for semester end examination 40% (24 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)	Less than 40	00

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

3.1 Rules regarding ATKT of Arts and Commerce:

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

OR

A learner who fails in not more than four courses of Semester I and Semester II taken together with not more than two courses each in Semester I and II.

- c) A learner shall be allowed to keep term for Semester IV irrespective of the number of heads of failure in Semester III.
- d) A learner shall be allowed to keep term for Semester V If he / she passes Semester I, Semester II, Semester III and Semester IV.

OR

A learner shall pass Semester I and Semester II and fail in not more than four courses of Semester III and Semester IV taken together with not more than two courses each in Semester III and Semester IV.

OR

Shall have secured ATKT in first year by failing in not more than two courses in each of Semester I and Semester II and have passed Semester III and Semester IV in full.

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

3.2 Rules regarding ATKT for Faculty of Science :

- i) A learner shall be allowed to keep term for Semester II irrespective of grade obtained in each course of Semester I.
- ii) A learner shall be allowed to keep term for Semester III if he / she passes (Grade 'E' or

Above in each course) each of Semester I and Semester II.

OR

He /she fails in not more than three courses, in each of Semester I and Semester II (For all Science Programmes, carrying total 900 or more marks).

ii) He/ she fails in not more than three courses with not more than total 200 marks, in each of Semester I and Semester II. (For all Science Programmes, carrying less than a total of 900 marks).

iii) A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III.

iv) A learner shall be allowed to keep term for Semester V if he / she passes Semester I, Semester II, Semester III and Semester IV.

OR

He / she has passed Semester I and Semester II and fails in not more than three courses in each of Semester III and Semester IV. (For all Science programs, carrying a total of 900 or more marks).

He/ she has passed Semester I and Semester II and fails in not more than three courses with not more than total 200 marks, in each of Semester III and Semester IV. (For all Science programs, carrying less than total 900 marks)

OR

Learner shall have passed Semester III and Semester IV in full and secured ATKT in first year by failing in, for programs with 900 and above marks in not more than three courses in each of Semester I and II for programs with less than 900 marks in not more than three courses with not more than 200 marks in each of Semester I and II.

v) A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained in each course of Semester V.

vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

**RULES FOR PROGRESSION under
NEP with effect from 2023-24
(ALLOWED TO KEEP
TERMS(ATKT) or Backlog
Examination):**

minimum 20 marks out of 50.

15.1.A learner shall be allowed to keep term for Semester II irrespective of the number of courses of failure in Semester I.

15.2 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.

15.3 A learner shall be allowed to keep the term for Semester IV irrespective of the number of courses of failure in Semester III.

Passing Standard:

For AEC/VEC/SEC/VSC/OE: A Learner must be present for Internal Examination and has secured minimum 10 marks out of 30 marks and has secured minimum 20 marks out of 50 in total.

For CC: A Learner has secured

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.

Photocopy of answer book can be given on application & payment of prescribed fees.

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 exempt 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/ practical in which he/ she has failed.

3) Ex-Students /Repeater:

Candidates who have been declared failed at 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) Practicals 20% i.e. 20 Marks
- B) Internal Assessment 20% i.e. 20 Marks
- C) Year End Assessment 60% 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:

- Paper I- Study of Language and Basic English
- 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*.

- 1st Year - Certificate Course 2 papers:

- Paper I - Chemical Industry & Unit Operations
- Paper II - Unit Processes

Ind 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}** 2}

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 of 20 credits / 300 hrs. including 3) Theory+ Practicals+Projects

DISCIPLINE & 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}

RULES FOR PROGRESSION under NEP with effect from 2023-24(ALLOWED TO KEEP TERMS(ATKT) or Backlog Examination):

15.1.A learner shall be allowed to keep term for Semester II irrespective of the number of courses of failure in Semester I.

15.2 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.

15.3 A learner shall be allowed to keep the term for Semester IV irrespective of the number of courses of failure in Semester III.

Passing Standard:

For AEC/VEC/SEC/VSC/OE: A Learner must be present for Internal Examination and has secured minimum 10 marks out of 30 marks and has secured minimum 20 marks out of 50 in total.

For CC : A Learner has secured minimum 20 marks out of 50.

Loss of identity card or Library Card must be reported immediately in writing to the Library. Student 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

ADVANCED DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY (ADMLT)

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 Hospital Training Examination would be conducted by MSBTE.

Diploma would be awarded by MSBTE.

For further details contact:

Dr. Dhiraj Shekhawat

~~copy of the aforesaid documents~~ mentioning therein and pay a fine of Rs. 100/-

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 2) 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 PROGRAMMES

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 volley-ball and basket-ball, ground for Kabaddi, Kho-Kho and Cricket, badminton hall and a well-equipped gymnasium with modern instruments.

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 Defence 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 & Extension (DLLE):** days except Sunday. During examinations, i.e. from Jan-May, the library timing is extended till 9.00pm.

Through these programmes volunteers take Including Sunday and Public holidays.

on the responsibility of teaching at least one illiterate person. The students also impart training to the deprived masses for improving the quality of life by maintaining better hygiene and practising certain crafts.

Library Collection & Organization

Total no. of books /volumes in the Central Library	85,562
Audio-visual Materials	1,130
Periodicals Subscribed	114
Electronics Resources access through INFLIBNET & DELNET	6000+ e-journals 31,35,000+ e-books

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 has adopted the 22nd edition of Dewey Decimal Classification Systems for Classifying of its Collection.

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 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 & DVDs

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 equipments creating a suitable working environment. The library has sufficient well qualified professional staff to provide best services and facilities to its users.

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.& I.Sc. Course as a part of its extension activity.

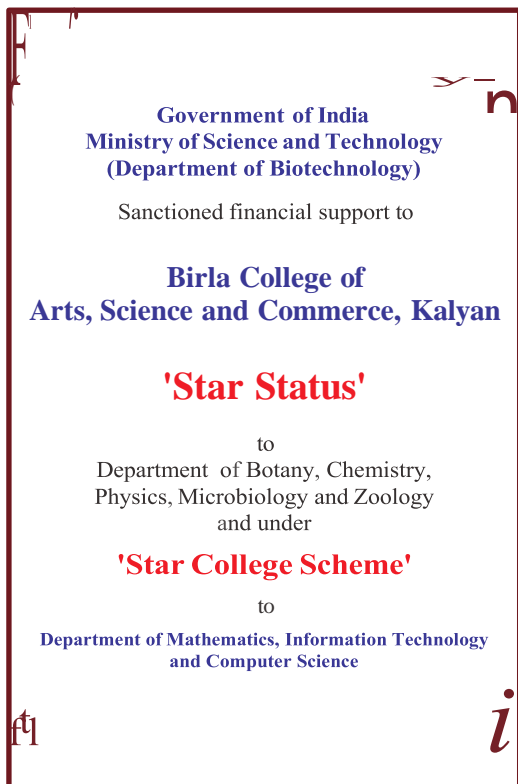
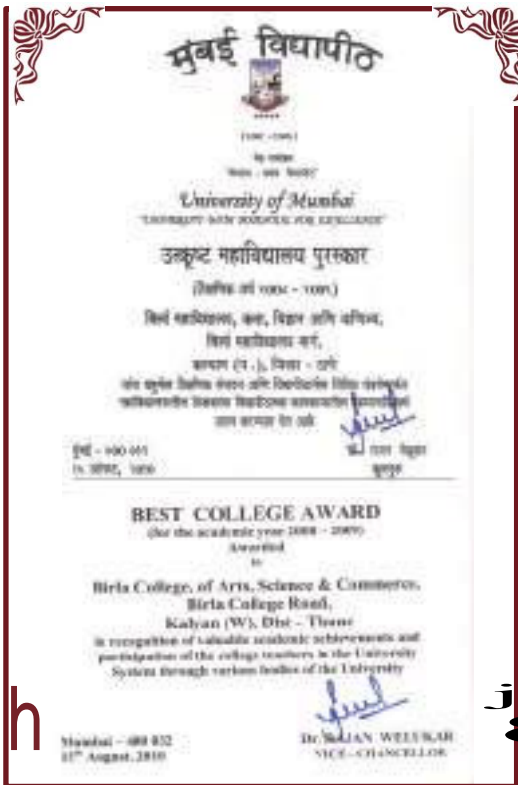
Library Rules:

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.

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 9.00am to 5.30pm. on all working

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. Books are for reading only, never put mark on them and return them in time.
8. Students must observe complete silence on the library premises.
9. Mobile phones are to kept switched off in the library premises.
10. Use Internet and other library facilities for academic purpose only.
11. Drop your valuable suggestions in the suggestions box.
12. Please maintain cleanliness and hygiene in and around the library premises.





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

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Director





ज्ञान-विज्ञान विमुक्तये

UNIVERSITY GRANTS COMMISSION

Bahadur Shah Zafar Marg, New Delhi

College of Excellence

(1.4.2015 to 31.3.2020)

Status to

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

by

**University Grants Commission,
New Delhi**

