

B.Com. – Financial Markets

Total Number of seats

60

Eligibility (O): A candidate for being eligible for admission to the Bachelor of Commerce (Financial Markets) Degree Course shall have passed XIIth Std. Examination of the Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent and secured not less than 45% marks in aggregate (40% in case of reserved category) at one and the same sitting.

Admission Procedure: On the basis of aggregate marks at H.S.C.

Bachelor of Commerce (Financial Markets):

The course shall be a full-time course. The duration of the course shall be six semesters spread over three years.

Every candidate admitted to the Degree Course in the Constituent / Affiliated colleges recognized institution, conducting the course, shall have to register himself / herself with the University. Students coming from University / Board other than Maharashtra must get eligibility for B.Com. (Financial Markets)

Syllabus

First Year: Semester I

	Marks	Credits
1. Financial Accounting- 1	100	3
2. Introduction to Financial System	100	3
3. Business Mathematics	100	3
4. Business Communication- 1	100	3
5. Business Environment	100	3
6. Business Economics- 1	100	3
7. Foundation Course- 1	100	2

First Year: Semester II

1. Financial Accounting –II	100	3
2. Principal of Management	100	3
3. Business Statistics	100	3
4. Business Communication –II	100	3
5. Environment Science	100	3
6. Computer Skills –II	100	3
7. Foundation Course –II	100	2

Second Year: Semester III

1. Debt Markets-1	100	3
2. Equity Markets-1	100	3
3. Commodities Markets	100	3
4. Taxation	100	3
5. Management Accounting	100	3
6. Business Law-1	100	3
7. Money Market	100	2

Second Year: Semester IV

1. Debt Markets-2	100	3
2. Equity Markets-2	100	3
3. Commodities Derivatives	100	3
4. Computers in Investment	100	3
5. Corporate Finance	100	3
6. Business Law-2	100	3
7. Foreign Exchange Markets	100	2

Third Year: Semester V

1. Financial Derivatives	100	3
2. Organizational Behaviour	100	3
3. Marketing for Financial services	100	3
4. Financial Analysis and Business Valuation	100	3
5. Corporate Restructuring	100	3
6. Project Work-I	100	3

Third Year: Semester VI

1. Venture Capital and Private Equity	100	3
2. Mutual Fund Management	100	3
3. Strategic Corporate Finance	100	3
4. Security Analysis & Portfolio Management	100	3
5. Corporate Restructuring	100	3
6. Project Work-II	100	3

FEE STRUCTURE

General Fees Structure (Self-Financing Courses Section)

Fees Structure for A.Y. 2019 – 20

BMM (Bachelor's of Mass Media)

	Particulars	F.Y.B.M.M.	S.Y.B.M.M.	T.Y.B.M.M.
1	Tuition Fees	10000.00	10000.00	10000.00
2	Library Fees	300.00	300.00	300.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1000.00	1000.00
22	Laboratory Fees	1000.00	1000.00	1000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	0.00	0.00	500.00
25	University Convocation Fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	250.00	0.00	0.00
28	Laboratory Deposit	400.00	0.00	0.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	17392.00	16472.00	17222.00

*Fees are subject to modification as per University rule.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Sc (Information Technology)

	Particulars	F.Y.B.Sc.(IT)	S.Y.B.Sc.(IT)	T.Y.B.Sc.(IT)
1	Tuition Fees	10000.00	10000.00	10000.00
2	Library Fees	1200.00	1200.00	1200.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees (Both Sem)	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing Fee	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1500.00	2500.00
22	Laboratory Fees	6000.00	6000.00	6000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	1000.00	1000.00	1900.00
25	University Convocation Fee	0.00	0.00	250.00
26	Document Verification Fees	**	**	**
27	Caution Money Deposit	150.00	0.00	0.00
28	Library Deposit	250.00	0.00	0.00
29	Laboratory Deposit	400.00	400.00	400.00
30	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	24292.00	24272.00	26422.00

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Sc (Bachelor's of Biotechnology)

	Particulars	F.Y.B.Sc.(BT)	S.Y.B.Sc.(BT)	T.Y.B.Sc.(BT)
1	Tuition Fees	16000.00	18000.00	20000.00
2	Library Fees	600.00	600.00	600.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing Fee	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1000.00	1000.00
22	Laboratory Fees *	4000.00	4000.00	4000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	2000.00	2000.00	2000.00
25	University Convocation Fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	200.00	0.00	0.00
28	Laboratory Deposit	400.00	400.00	400.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	28642.00	30172.00	32422.00

***Fees are subject to modification as per University rule.**

****Document verification Fee Rs. 400/- applicable to Eligibility Students.**

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Sc (Bachelor's of Computer Science)

	Particulars	F.Y.B.Sc.(CS)	S.Y.B.Sc.(CS)	T.Y.B.Sc.(CS)
1	Tuition Fees	16000.00	18000.00	20000.00
2	Library Fees	600.00	600.00	600.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing Fee	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	University Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	2000.00	2000.00	2000.00
22	Laboratory Fees	3000.00	3000.00	3000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	2000.00	2000.00	2000.00
25	University Convocation Fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	200.00	0.00	0.00
28	Laboratory Deposit	400.00	400.00	400.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	28642.00	30172.00	32422.00

***Fees are subject to modification as per University rule.**

****Document verification Fee Rs. 400/- applicable to Eligibility Students.**

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

T.Y B.Sc. (Bachelor's of Mathematics)

	Particulars	T.Y.B.Sc (Mathematics)
1	Tuition Fees	12000.00
2	Library Fees	500.00
3	Gymkhana Fees	400.00
4	Other Fees /Extra Curricular Activity Fees	250.00
5	Disaster Relief Fund	10.00
6	Examination Fees	2057.00
7	Admission Processing	200.00
8	Utility Fees	250.00
9	Magazine Fees	100.00
10	ID & Library Card Fee	50.00
11	Group Insurance Fees	40.00
12	Students Welfare Fund	50.00
13	Development Fees	500.00
14	Vice Chancellor's Fund	20.00
15	Univ. Sports & Cultural Activities	30.00
16	E-Charges	20.00
17	E-Suvidha	50.00
18	NSS Ekak Yojana	10.00
19	NSS Registration Fees	10.00
20	Computer Practicals	1000.00
21	Laboratory Fees	1200.00
22	Alumni Association	25.00
23	University Convocation Fee	250.00
24	Caution Money Deposit	0.00
25	Library Deposit	0.00
26	Laboratory Deposit	400.00
27	Forms & Prospectus Fees	100.00
	TOTAL	19522.00

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

BMS (Bachelor's of Management Studies)

No	Particulars	F.Y.B.M.S.	S.Y.B.M.S.	T.Y.B.M.S.
1	Tuition Fees	10000.00	10000.00	10000.00
2	Library Fees	300.00	300.00	300.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1000.00	1000.00
22	Laboratory Fees	1000.00	1000.00	1000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	0.00	0.00	500.00
25	University Convocation fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	250.00	0.00	0.00
28	Laboratory Deposit	400.00	0.00	0.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	17392.00	16472.00	17222.00

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Com (Bachelor's of Banking & Insurance)

	Particulars	FYBBI	SYBBI	TYBBI
1	Tuition Fees	10000.00	10000.00	10000.00
2	Library Fees	600.00	600.00	600.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	2000.00	1000.00	1000.00
22	Laboratory Fees	1000.00	1000.00	1000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	0.00	0.00	1000.00
25	University Convocation fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	250.00	0.00	0.00
28	Laboratory Deposit	400.00	0.00	0.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	18692.00	16772.00	18022.00

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Com (Bachelor's of Financial Market)

	Particulars	FYBFM	SYBFM	TYBFM
1	Tuition Fees	10000.00	10000.00	10000.0
2	Library Fees	600.00	600.00	600.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra-Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1000.00	1000.00
22	Laboratory Fees	1000.00	1000.00	1000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	0.00	0.00	1000.00
25	University Convocation Fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	250.00	0.00	0.00
28	Laboratory Deposit	400.00	0.00	0.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	17692.00	16772.00	18022.0

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

General Fees Structure (Self-Financing Courses Section)
Fees Structure for A.Y. 2019 – 20

B.Com (Bachelor's of Accounting & Finance)

	Particulars	FYBAF	SYBAF	TYBAF
1	Tuition Fees	10000.00	10000.00	10000.00
2	Library Fees	600.00	600.00	600.00
3	Gymkhana Fees	400.00	400.00	400.00
4	Other Fees /Extra Curricular Activity	250.00	250.00	250.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Enrolment Fees / Registration Fees	220.00	0.00	0.00
7	Disaster Relief Fund	10.00	10.00	10.00
8	Admission Processing	200.00	200.00	200.00
9	Utility Fees	250.00	250.00	250.00
10	Magazine Fees	100.00	100.00	100.00
11	ID & Library Card Fee	50.00	50.00	50.00
12	Group Insurance Fees	40.00	40.00	40.00
13	Students Welfare Fund	50.00	50.00	50.00
14	Development Fees	500.00	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00	20.00
16	University Sports & Cultural Activities	30.00	30.00	30.00
17	E-Charges	20.00	20.00	20.00
18	E-Suvidha	50.00	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00	10.00
20	NSS Registration Fees	10.00	10.00	10.00
21	Computer Practicals	1000.00	1000.00	1000.00
22	Laboratory Fees	1000.00	1000.00	1000.00
23	Alumni Association	25.00	25.00	25.00
24	Project Fees	0.00	0.00	1000.00
25	University Convocation fee	0.00	0.00	250.00
26	Caution Money Deposit	150.00	0.00	0.00
27	Library Deposit	250.00	0.00	0.00
28	Laboratory Deposit	400.00	0.00	0.00
29	Forms & Prospectus	0.00	100.00	100.00
	TOTAL	17692.00	16772.00	18022.00

*Fees are subject to modification as per University rule.

**Document verification Fee Rs. 400/- applicable to Eligibility Students.

***Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on

Freeship / Scholarship (Self-Financing Courses Section)

Fees Structure for A.Y. 2019 – 20

For (BMM /BMS /B&I/ F.M/ B&F/ B.Sc (I.T.)/ B.Sc.(B.T.)/ B.Sc.(C.S)/ T.Y B.Sc Maths)

Sr. No.	Particulars	F.Y.	S.Y.	T.Y.
1	Disaster Relief Fund	10.00	10.00	10.00
2	Admission Processing	200.00	200.00	200.00
3	E-Suvidha	50.00	50.00	50.00
4	ID & Library Card Fee	50.00	50.00	50.00
5	Examination Fees	2057.00	2057.00	2057.00
6	Group Insurance Fees	40.00	40.00	40.00
7	Students Welfare Fund	50.00	50.00	50.00
8	Vice Chancellor's Fund	20.00	20.00	20.00
9	Alumni Association	25.00	25.00	25.00
10	NSS Ekak Yojana	10.00	10.00	10.00
11	NSS Registration Fees	10.00	10.00	10.00
12	University Convocation Fee	0.00	0.00	250.00
13	Fees & Prospectus	0.00	100.00	100.00
	TOTAL	2522.00	2622.00	2872.00

***Fees are subject to modification as per University rule.**

Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

****Document verification Fee Rs. 400/- applicable to Eligibility Students.**

*****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.**

Any other fee head not sanctioned by Social Welfare Office will have to be paid by the student. (Any further clarification obtained from the govt. will be communicated appropriately.)

POST GRADUATE COURSES (SELF- FINANCING)

M. Sc. (Microbiology): The details are as given below: -

Coordinator - Dr. Nagesh Malik

Total Number of Seats – 10

Out of the 10 seats 7 admissions are made by the University Centralized admission process.

Admission to the remaining 3 seats is made by the college as per merit and given to student who have graduated from this college.

Subject: M.Sc. Microbiology Syllabus and Course details

Semester	Paper	Paper title	Marks	Credit Point	
				Theory	Practical
I*	I	Cell Biology and Virology	150	4	2
	II	Microbial Genetics	150	4	2
	III	Microbial Biochemistry	150	4	2
	IV	Medical Microbiology and Research Methodology	150	4	2
II*	I	Cell Biology and Virology	150	4	2
	II	Microbial Genetics	150	4	2
	III	Microbial Biochemistry	150	4	2
	IV	Medical Microbiology and Immunology	150	4	2
III	I	Tools & Technique: Research Methodology	150	4	2
	II	Food Microbiology	150	4	2
	III	Advances in Biotechnology	150	4	2
	IV	Applied and Environmental Microbiology	150	4	2
IV	I	Tools & Technique: biomolecular Analysis	150	4	2
	II	Pharmaceutical Microbiology	150	4	2
	III	Advances in Biotechnology	150	4	2
	IV	Applied and Environment Monitoring and Management	150	4	2

*M.Sc. Part I (Sem. I and Sem. II) Syllabus will be revised in A.Y. 2019-20

M.Sc CHEMISTRY

M.Sc. Chemistry (Organic)/M.Sc. Chemistry (analytical):-

Admission M.Sc. Chemistry (analytical):- Admissions done by the college as per merit

Coordinator – Dr. Mary Stephen

Total Number of Seats – 10

Subject: M.SC. Chemistry Syllabus and Course details

Semester	Paper	Paper title	Marks	Credit Point	
				Thr	Prac
I & II	I	Physical Chemistry	150	4	2
	II	Inorganic Chemistry	150	4	2
	III	Organic Chemistry	150	4	2
	IV	Analytical Chemistry	150	4	2
III (Analytical Chemistry)	I	Quality in Analytical Chemistry	150	4	2
	II	Advance Instrumental Techniques	150	4	2
	III	Environmental & Certain Industrially important material	150	4	2
	IV	Pharmaceutical, Biochemical and Organic Analysis	150	4	2
III (Organic Chemistry)	I	Theoretical Organic Chemistry-I	150	4	2
	II	Synthetic Organic chemistry- I	150	4	2
	III	Nature Product & Spectroscopy-I	150	4	2
	IV	Medicinal & Bio organic Chemistry	150	4	2
IV (Analytical Chemistry)	I	Quality in Analytical Chemistry	150	4	2
	II	Advance Instrumental Technique	150	4	2
	III	Environmental and Certain Industrially Important	150	4	2
	IV	Pharmaceutical, Biochemical and Organic Analysis	150	4	2
IV (Organic Chemistry)	I	Theoretical Organic Chemistry-II	150	4	2
	II	Synthetic Organic Chemistry-II	150	4	2
	III	Natural Products & Spectroscopy-II	150	4	2
	IV	Medicinal & Bio organic & Green Chemistry-II	150	4	2

M.Com ACCOUNTANCY & M.Com. MANAGEMENT

Coordinator - Dr. (Mrs.) Varsha Ganatra: M. Com, SET, PhD.

Total Number of Seats-60

Admission to the M. Com course will be on the basis of merit at the graduation examination.

Eligibility:

A candidate for being eligible for admission to the Master of Commerce Course, shall have passed the examination for the degree of Bachelor of Commerce of this University. (Three Years)

M.COM MANAGEMENT/ACCOUNTANCY

Semester I	Marks	Credit
Strategic Management	100	6
Economic for Business Decision	100	6
Cost and Management Accounting	100	6
Business Ethics and Corporate Social Responsibility	100	6

Semester II

Research Methodology for Business	100	6
Macro Economics concepts & Applications	100	6
Corporate Finance	100	6
E-Commerce	100	6

M.Com Accountancy

Semester III

Project Work-I (Compulsory)	100	6
Advanced Financial Accounting	100	6
Direct Tax	100	6
Advanced Auditing	100	6

Semester IV

Project Work-II (Compulsory)	100	6
Corporate Financial Accounting	100	6
Indirect Tax-Introduction of Goods and Service Tax	100	6
Financial Management	100	6

M. Com Management

Semester III

Project Work-I (Compulsory)	100	6
Human Resource Management	100	6
Entrepreneurial Management	100	6
Marketing Strategies and Practice	100	6

Semester IV

Project Work-II (Compulsory)	100	6
Supply chain management & Logistics	100	6
Advertising & Sales Management	100	6
Retail Management	100	6

M.A. PSYCHOLOGY

Staff Profile: -

Ms. Arpita Sarkar: (Industrial Psychology)

Mr. Ankeet Gokkalgandhi (Psychology)

The Students shall have to study at least a total of 16 Courses in four semesters over the 2 years to obtain 100 credits for MA degree Course.

Syllabus for Semester I	Credits
Personality Psychology	4
Research Methodology for Psychology	4
Statistics for Psychology	4
Psychology of Cognition and Emotion	4
Experimental Psychology Practical's	8
Syllabus for Semester II	
Evolutionary Psychology	4
Intervention System in Psychology	4
Multiculturalism: Theory and Practices	4
Positive Psychology	4
Psychology Testing and Psychometrics Practical's	8
Syllabus for Semester III	
Assessment in Clinical Psychology	4
Psychology across lifespan	4
Psychotherapy	4
Advanced skills and processes of Counselling and Psychotherapy	4
Personality Disorder: Theory, Assessment and Intervention	8
Practicum In Clinical Psychology	
Syllabus for Semester IV	
Application Of Neuropsychology For Health Management	4
Peace Psychology	4
Project	16

M.A. PUBLIC RELATIONS

Staff Profile:

Dr. (Mrs.) Shikha Dutta: M.A., B.Ed., M.Phil., P.G. Dip. In Edu. Mgt., Ph.D. (Coordinator)

Email: Shikha.dutta@ves.ac.in

The department of Bachelors of Mass Media has introduced a University affiliated Post Graduate Degree Course- M.A in Public Relations, from the academic year 2014-15. The duration of the course is 2 years divided into 4 semesters. The scheme of the course and detailed syllabus is as follows:

SCHEME OF COURSES AND DETAILED SYLLABUS

Semester I

Course	Name of Course	Teaching	Term work	
Code	A. Core Courses	Hours*	Learning hours	Credits
PR01	Public Relations Theory and Practice	48	180	6
PR02	Media Relations and Media Writing	48	180	6
PR03	Introduction to Organizational Behavior and HR policies	48	180	6
PR04	Research in Public Relations-I	48	180	6
	Total	192	720	24
Course	Name of Course	Term work		
Code	B. Elective Courses	Learning hours		Credits
CJ02	Ethics	180		6
CJ04	Media Criticism	180		6
	Total	360		12

Semester II

Course	Name of Course	Teaching	Term work	
Code	A. Core Courses	hours*	Learning Hours*	Credits
PR05	Public Relations Campaigns	48	180	6
PR06	Research in Public Relations-II	48	180	6
PR07	New Media and Technologies in Public Relations	48	180	6
PR08	Media Laws	48	180	6
	Total	192	720	24
Course	Name of Course	Team work		
Code	B. Elective Courses	Learning	Credits	
CJ10	Introduction to Television Studies	180	6	
CJ11	Introduction to Film Studies	180	6	
	Total	360	12	

Semester -III

Course Code	Name of Course Core Course	Teaching hours*	Team Work	
			Learning hour	Credits
PR09	Public Relation in the Private and Public Sector	48	180	6
PR10	Role of Finance in Public Relation	48	180	6
PR11	Media Management	48	180	6
PR12	Media Advocacy	48	180	6
	Total	192	720	24

Course Code	Name of course Elective Course	Teamwork	
		Learning Hour	Credits
Cj23	Advertising Communication and Management	180	6
Cj27	Media and Culture	180	6
	Total	360	12

Semester –IV

Semester IV involve continuous evaluation of dissertation of the learners. The teaching hours per faculty would be 180 hours, learning hours would be 720 hours, and the number of credits awarded for the dissertation would be minimum 24.

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES

Fees Structure for A.Y. 2019 – 20

M.Sc. By Paper (Microbiology / Organic / Analytical Chemistry)

	Particulars	Part I	Part II
1	Tuition Fees	15000.00	15000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees /Extra-Curricular Activity Fees	250.00	250.00
5	Examination Fees	3027.00	3027.00
6	Registration Fees	1025.00	0.00
6	Disaster Relief Fund	10.00	10.00
7	Admission Processing	200.00	200.00
8	Utility Fees	250.00	250.00
9	Magazine Fees	100.00	100.00
10	ID & Library Card Fee	50.00	50.00
11	Group Insurance Fees	40.00	40.00
12	Students Welfare Fund	50.00	50.00
13	Development Fees	500.00	500.00
14	Vice Chancellor's Fund	20.00	20.00
15	Univ. Sports & Cultural Activities	30.00	30.00
16	E-Charges	20.00	20.00
17	E-Suvidha	50.00	50.00
18	NSS Ekak Yojana	10.00	10.00
19	NSS Registration Fees	10.00	10.00
20	Computer Practicals	500.00	500.00
21	Laboratory Fees	15000.00	15000.00
22	Alumni Association	25.00	25.00
23	University Convocation	0.00	250.00
24	Caution Money Deposit	150.00	0.00
25	Library Deposit	250.00	0.00
26	Laboratory Deposit	400.00	0.00
27	Ashvamedha Fee	20.00	20.00
28	Forms & Prospectus	0.00	100.00
	TOTAL	38387.00	36912.00

*Document verification Fee Rs. 400/- applicable to Eligibility Students.

**Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

*** Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on *Fees are subject to modification as per University rule.

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES

Fees Structure for A.Y. 2019 – 20

M.Com (Accountancy/Business Management)

	Particulars	Part I	Part II
1	Tuition Fees	6000.00	6000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees / Extra Curricular Activity Fee	250.00	250.00
5	Examination Fees	3027.00	3027.00
6	Registration Fees	825.00	0.00
7	Disaster Relief Fund	10.00	10.00
8	Admission Processing	200.00	200.00
9	Utility Fees	250.00	250.00
10	Magazine Fees	100.00	100.00
11	ID & Library Card Fee	50.00	50.00
12	Group Insurance Fees	40.00	40.00
13	Students Welfare Fund	50.00	50.00
14	Development Fees	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00
17	E-Charges	20.00	20.00
18	E-Suvidha	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00
20	NSS Registration Fees	10.00	10.00
21	Computer Practicals	1500.00	1500.00
22	Project Fees	600.00	600.00
23	Alumni Association	25.00	25.00
24	University Convocation Fee	0.00	250.00
25	Caution Money Deposit	150.00	0.00
26	Library Deposit	250.00	0.00
27	Ashvamedha Fee	20.00	20.00
28	Forms & Prospectus	0.00	100.00
	TOTAL	15387.00	14512.00

*Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

**Fees are subject to modification as per University rule.

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES

Fees Structure for A.Y. 2019 – 20

M.A. (Psychology)

	Particulars	Part I	Part II
1	Tuition Fees	10000.00	10000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees / Extra Curricular Activity Fee	250.00	250.00
5	Examination Fees	3027.00	3027.00
6	Registration Fees	1025.00	0.00
7	Disaster Relief Fund	10.00	10.00
8	Admission Processing	200.00	200.00
9	Utility Fees	250.00	250.00
10	Magazine Fees	100.00	100.00
11	ID & Library Card Fee	50.00	50.00
12	Group Insurance Fees	40.00	40.00
13	Students Welfare Fund	50.00	50.00
14	Development Fees	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00
17	E-Charges	20.00	20.00
18	E-Suvidha	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00
20	NSS Registration Fees	10.00	10.00
21	Computer Practicals	1000.00	1000.00
22	Alumni Association	25.00	25.00
23	Lab Fees	4000.00	4000.00
24	University Convocation Fee	0.00	250.00
25	Caution Money Deposit	150.00	0.00
26	Laboratory Deposit	400.00	0.00
27	Library Deposit	250.00	0.00
28	Ashvamedha Fee	20.00	20.00
29	Forms & Prospectus	0.00	100.00
	TOTAL	22887.00	21412.00

*Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

**Fees are subject to modification as per University rule.

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees.

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES
Fees Structure for A.Y. 2019 – 20
M.A. (Public Relations)

	Particulars	Part I	Part II
1	Tuition Fees	40000.00	40000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees / Extra Curricular Activity Fee	250.00	250.00
5	Examination Fees	3027.00	3027.00
6	Registration Fees	825.00	0.00
7	Disaster Relief Fund	10.00	10.00
8	Admission Processing	200.00	200.00
9	Utility Fees	250.00	250.00
10	Magazine Fees	100.00	100.00
11	ID & Library Card Fee	50.00	50.00
12	Group Insurance Fees	40.00	40.00
13	Students Welfare Fund	50.00	50.00
14	Development Fees	500.00	500.00
15	Vice Chancellor's Fund	20.00	20.00
16	Univ. Sports & Cultural Activities	30.00	30.00
17	E-Charges	20.00	20.00
18	E-Suvidha	50.00	50.00
19	NSS Ekak Yojana	10.00	10.00
20	NSS Registration Fees	10.00	10.00
21	Computer Practicals	1000.00	1000.00
22	Alumni Association	25.00	25.00
23	Project Fees	2000.00	2000.00
24	University Convocation Fee	0.00	250.00
25	Caution Money Deposit	150.00	0.00
26	Laboratory Deposit	400.00	0.00
27	Ashvamedha Fee	20.00	20.00
28	Library Deposit	250.00	0.00
29	Sale of Forms and Prospectus	0.00	100.00
	TOTAL	50687.00	49412.00

***Fees are subject to modification as per University rule.**

*****Document verification Fee Rs. 400/- applicable to Eligibility Students.**

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES

Fees Structure for A.Y. 2019 – 20

M.Sc. (By Research)

	Particulars	First Year	Following Year
1	Tuition Fees	3000.00	3000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees / Extra Curricular Activity Fees	250.00	250.00
5	Disaster Relief Fund	10.00	10.00
6	Admission Processing	200.00	200.00
7	Utility Fees	250.00	250.00
8	Magazine Fees	100.00	100.00
9	ID & Library Card Fee	50.00	50.00
10	Group Insurance Fees	40.00	40.00
11	Students Welfare Fund	50.00	50.00
12	Development Fees	500.00	500.00
13	Vice Chancellor's Fund	20.00	20.00
14	Univ. Sports & Cultural Activities	30.00	30.00
15	E-Charges	20.00	20.00
16	E-Suvidha	50.00	50.00
17	NSS Ekak Yojana	10.00	10.00
18	NSS Registration Fees	10.00	10.00
19	Computer Practicals	1000.00	1000.00
20	Laboratory Fees	10000.00	10000.00
21	Alumni Association	25.00	25.00
22	Caution Money Deposit	150.00	0.00
23	Library Deposit	250.00	0.00
24	Laboratory Deposit	400.00	0.00
25	Ashvamedha Fee	20.00	20.00
26	Forms & Prospectus	0.00	100.00
	TOTAL	17835.00	17135.00

*Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

**Fees are subject to modification as per University rule.

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees

General Fees Structure (Self-Financing Courses Section)

POST GRADUATE COURSES

Fees Structure for A.Y. 2019 – 20

Ph.D. (Physics/Chemistry/Microbiology)

	Particulars	First Year	Following Year
1	Tuition Fees	4000.00	4000.00
2	Library Fees	1000.00	1000.00
3	Gymkhana Fees	400.00	400.00
4	Other Fees /Extra Curricular Activity Fees	250.00	250.00
5	Disaster Relief Fund	10.00	10.00
6	Admission Processing	200.00	200.00
7	Utility Fees	250.00	250.00
8	Magazine Fees	100.00	100.00
9	ID & Library Card Fee	50.00	50.00
10	Group Insurance Fees	40.00	40.00
11	Students Welfare Fund	50.00	50.00
12	Development Fees	500.00	500.00
13	Vice Chancellor's Fund	20.00	20.00
14	Univ. Sports & Cultural Activities	30.00	30.00
15	E-Charges	20.00	20.00
16	E-Suvidha	50.00	50.00
17	NSS Ekak Yojana	10.00	10.00
18	NSS Registration Fees	10.00	10.00
19	Computer Practicals	500.00	500.00
20	Laboratory Fees	12000.00	12000.00
21	Alumni Association	25.00	25.00
22	Caution Money Deposit	150.00	0.00
23	Library Deposit	250.00	0.00
24	Laboratory Deposit	400.00	0.00
25	Ashvamedha Fee	20.00	20.00
26	Forms & Prospectus	0.00	100.00
	TOTAL	20335.00	19635.00

*Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

**Fees are subject to modification as per University rule.

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees

Freeship / Scholarship (Self-Financing Courses Section)

POST GRADUATE COURSES Fees Structure for A.Y. 2019 – 20

(M.Sc. I & II) By Papers & (M.Com. I & II)

Sr. No.	Particulars	Part I	Part II
1	Disaster Relief Fund	10.00	10.00
2	Admission Processing	200.00	200.00
3	ID & Library Card Fee	50.00	50.00
4	Examination Fees	3027.00	3027.00
5	University Convocation Fee	0.00	250.00
4	Group Insurance Fees	40.00	40.00
5	Students Welfare Fund	50.00	50.00
6	Vice Chancellor's Fund	20.00	20.00
8	NSS Ekak Yojana	10.00	10.00
9	NSS Registration Fees	10.00	10.00
10	Ashvamedha Fee	20.00	20.00
11	Forms & Prospectus	0.00	100.00
	TOTAL	3462.00	3812.00

*Rs. 500/- for 100 marks Project Rs. 100/- for 20 marks Project & Proportionately otherwise which will be collected later on.

**Fees are subject to modification as per University rule.

***Document verification Fee Rs. 400/- applicable to Eligibility Students.

****Additional amount not exceeding Rs 2500/- shall be payable by every student towards tuition fees & utility fees

Any other fee head not sanctioned by Social Welfare Office will have to be paid by the student.

(Any further clarification obtained from the govt. will be communicated appropriately.)

CANCELLATION OF ADMISSION

REFUND OF FEES

A) UNDER GRADUATE AIDED AND SELF-FINANCING COURSES

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 percentage of fee for the course shall be refunded to the candidate after deducting charges as follows:

TABLE I – 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 21 st day upto day after the commencement of academic term of the course.	From 51 st Day to 80 Days after the commencement of academic term of the course	From September 1 st to September 30 th	After 30 th September
Deducti on 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 course 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, University fee for sports and cultural activities, E charge, disaster management fund, exam fee and Enrolment 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, enrolment and any other course specific fee are 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.

Refund Cheque will be issued A/c payee in the name of the student.

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 Ist year admission. In case of admission to subsequent years of the course, O.2859 is applicable for cancellation of admission.

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

B) M.Sc. (Microbiology) / M.Sc. Chemistry (Organic) / M.Sc. Chemistry (Analytical) / M.Sc. Micro. & Chem. By Research & Ph.D. students, / M.A. (PR) & M.A. Psychology.

Students cancelling their admission will be entitled to receive the refund of Semester fees paid after deduction of the amount as indicated below: -

The date of admission will be counted as first day

Time of Cancellation	Amount to be deducted
Up to 10th day from the date of admission	Rs. 500/-
From 11th day of admission to 60th day	20% of the total fees
From 61st day of admission to 90th day	30% of the total fees
From 91st day of admission to extension 120 days	50% of the total fees
After 120 days of admission	No refund (Only Deposits will be refunded)

The registration fees once paid for the PG course will not be refunded for any reason.

The Tuition fee paid by the candidate for the course in which he/she is registered as a PG student will be refunded to him/her if he/she leaves the said course without attending any lectures, seminars or practical, subject to a deduction of 25% of the tuition fee. The application by the candidate for such refund will only be entertained if it is received by the Principal/Registrar/Head of Department within Fifteen days of the date of commencement of the lectures of the academic year in which the fees is paid.

The Tuition fee paid by the candidate for the course in which he/she is registered as a PG student will be refunded to him/her if he/she leaves the said course and joins another course of this University for which he/she is registered as a PG student will be refunded to him/her if he/she leaves the said course and joins another course of this university for which he/she applied at the same University admission is made later, subject to a deduction of 25% of the tuition fee.

C) For M.Com Accountancy & M.Com Management

Students cancelling their admission will be entitled to receive the refund of Semester fees paid after deduction of the amount as indicated below: -

The date of admission will be counted as first day

Time of Cancellation	Amount to be deducted
Up to 10th day from the date of admission	Rs. 250/-
From 11th day of admission to 60th day	Rs. 1000/-
From 61st day of admission to 90th day	Rs. 2000/-
From 91st day of admission to extension 120 days	No refund (Only Deposits will be refunded)

Note – Refund of fees are subject to modification as per the University Rules.

GENERAL INFORMATION

RIGHT TO INFORMATION

I) The following officers of the VES College of Arts, Science and Commerce have been designated as:

Appellate Authority:

Principal Dr. (Mrs.) Anita Kanwar
V.E.S. College of Arts, Science & Commerce, Sindhi Society, Chembur, Mumbai, 71.
Phone: 25227470 / 25277791 Ext: 201
Timing: 11:00 am to 01:00 pm (Monday - Friday)
E-mail: principal.vesasc@ves.ac.in

Information Officer:

Mrs. Radha Kamavaram (Aided Courses)
V.E.S. College of Arts, Science & Commerce, Sindhi Society, Chembur, Mumbai, 71.
Phone: 25227470 / 25277791 Ext: 209
E-mail: radha.kamavaram@ves.ac.in
Timing: 11:00 am to 01:00pm (Monday - Friday)

Assistant Information Officer:

Ms. Rita Vazirani (Self-Financing Courses)
V.E.S. College of Arts, Science & Commerce, Sindhi Society, Chembur, Mumbai, 71.
Phone: 25227470 / 25284132 Ext: 206
E-mail: rita.vazirani@ves.ac.in
Timing: 11:00 am to 01:00pm (Monday - Friday)

II) Our College is an English Medium College hence the instructions in all the subjects are imparted through English language only. At the F. Y. and S. Y. examinations, students must write their answers in English only. No students will be permitted to write answers in any other language. At the third-year university exam, students may write answers in any language that is permitted by the University at their own risk.

III) Arrangement of Terms

First Term	-	06/06/2019- 24/10/2019	} <table border="1"><tr><td>Both Days Included</td></tr></table>	Both Days Included
Both Days Included				
Second Term	-	15/11/2019- 02/05/2020		
Mid Term Break	-	02/09/2019- 07/09/2019		
Winter Break	-	26/12/2019- 01/01/2020		

IV) College Timings:

Morning Session

7:30 am to 11:10 am

F.Y, S.Y, T.Y B.A

BMS, BMM, B&I, BFM

Day Session

11:30 am onwards

F.Y B.Com

BAF

Schedules for practical's and tutorials wherever applicable will be notified separately.

Science: - 7:30 am.to 5:00 pm.

V) Holidays: -

The college will remain closed on Sundays and all public holidays as declared by the Government of Maharashtra and on such other days as the Principal declare from time to time.

VI) College Scholarships and Prizes:

1. Students who secure the highest marks in the college exams or in the University exams will be awarded Academic Proficiency prize by the College.
2. Special incentive prizes will be given to students who secure an 'O Grade' in both the semesters at the F.Y., S.Y. and T.Y. levels of all the undergraduate courses and also with an overall 'O Grade' at the Post-graduate courses.
3. V. S. Rajan Merits Scholarship to be awarded to the B.M.S. Student who stands overall first in the college at the 3rd year B.M.S. University Examinations.
4. Shyamlal Damani award to be given to physically handicapped students for his/her creative skills/Commendable academic performance.
5. Shri Mahavirprasad G. Saraf Best Student Award: The Best Student Award is the most prestigious award of our institution. "Ghanshyamdas Saraf Memorial Rolling Trophy" along with a Trophy from the College and a cash prize is given to the 'Best Student'

Criteria for the Selection of Awardee

- a) Only T.Y. students are eligible for the Best Student Award
- b) The top 10% Rank/Merit holders with minimum 75% attendance in each class and faculty for the previous two academic years are eligible for the award.
- c) The student will be judged in different areas on the basis of pre-set parameters. The total number of points for calculating the award is 120.

Parameters

- Academic Excellence (70 Points)
- Initiative in various co-curricular and extra-curricular activities such as:
 - Organizing College, Annual Day, Cultural Forum, Subject association activities, Annual Sports, Talenta and other functions (7 Points)
 - Participating in various literary, fine arts and performing arts in college level. (7 Points)
 - Representing the college at various educational Forums, cultural competitions etc. (7 Points)
 - Active participation in Sports (40 Points)
 - Participation in N.S.S. or N.C.C. or ACP (Additional Credit Programme) (40 Points)
- Personal Interview (20 Points)

VII) Study Tours -

The students can organize study tours with the prior permission of the Principal. At least one teacher will accompany students on such tours. The expenses for study tours will be borne by students.

VIII) Granting of Terms:

The college will grant terms on the basis of (a) 75% attendance in lectures and in Practicals separately in each term/each subject. (b) Good conduct.

According to University rules attendance at lectures, practical and tutorials is compulsory. The minimum attendance required for granting the term is three fourth of the days on which lectures, Practicals and tutorials are conducted. (Ordinance 0.6086)

IX) Attendance will be condoned on medical grounds by 10% (A student must keep minimum 65% attendance) provided it is substantiated by relevant medical certificate within a week of getting the fitness certificate. Parents / Guardians are requested to check their ward's attendance from the college at the end of September, December and February on any working days between 10 a.m. to 12 noon and follow up their ward's progress.

Students who are not able to attend college regularly [minimum 75% (65% on medical group)] for various personal reasons including health reason are advised to take admission in Distance Education by 31st August, 2019

X) Examinations

Rules as per the CHOICE BASED CREDIT AND GRADING SYSTEM of University of Mumbai

(Aided Courses and Self-Financing Courses)

The First & Second-Year examinations are conducted by the college on behalf of University of Mumbai during the months of October and March as per the rules, prescribed by the University from time to time. The timetable for the same will be announced by the college. The third year B.A./ B. Sc./ B. Com. examinations are conducted by the University of Mumbai as per the date announced by the University.

As per the revised 0.6086 brought into effect from 2014-15, via University Circular No. UG/01 of 2014 dated 5th May 2014

Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a program of his enrolment, only if he fulfils at least seventy five percent (75%) of the attendance taken as an average of the total number lectures, Practicals, tutorials etc. Wherein short and/or long excursions/field visits/study tours organized by the college and supervised by the teachers as envisaged in the syllabus shall be credited to his attendance for the total no of periods which are otherwise delivered on the material day/s. Further it is mandatory for every learner to have min 50% attendance for each course & average attendance has to be 75%.

The University of Mumbai has adopted the Choice Based Credit and Grading System for Undergraduate and Post graduate programs from 2016-17 by all its affiliating Colleges.

- The undergraduate degree course is of three years integrated course.
- Divided into Six semesters. Two semesters at each year
 - **For First Year & Second Year Aided Courses-** Semester End Theory Examination of 100 marks. For Foundation Course, the performance of the learners shall be evaluated into two components. An internal assessment of 25 Marks (20 Mark project work and 5 mark for active participation and attendance) and semester end theory examination of 75 Marks.

- **For First Year, Second Year, Third Year & Self-Financing Courses** - For all papers, Internal Assessment of 25 marks (20 mark test paper, pattern decided as per respective board of studies and 5 mark for active participation and attendance) & semester end theory examination (75 marks)
- **Passing criterion: 40%** (in each component separately where evaluation is for internal and external separate) and 40% for single semester end theory exam.
- Examinations & Results at the end of each semester.
- Award of Degree based on cumulative performance at each of the six semesters.

The semester examination shall be based on the portion of the syllabus taught in that semester as prescribed by the Boards of Studies and approved by the Academic Council. The Practical Examination in a subject shall be held in each semester at the end of the semester.

- For 75 Marks paper the duration of exam will be of 2 Hr. and 30min and the pattern of the question paper based on the syllabus and as recommended by the individual board of studies for that paper
- For 100 Marks paper the duration of exam will be of 3 Hr. and the pattern of the question paper based on the syllabus and as recommended by the individual board of studies for that paper
- Examination of every practical course (if applicable) is only at the end of every semester. 50 Marks corresponding to every theory paper of 100 marks or 75 marks.

Evaluation of Project (For students of TYBMS / B.Com. (B&I) / B.Com. (B&F) / B.Com. (F&M))

- A student who passes in all theory papers but does not secure minimum grade of C in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade C. His/Her marks in the theory papers that the students has passed will be carried forward.
- A student shall have to obtain minimum of grade C (or its equivalent marks) in project evaluation and viva/voce taken together to obtain 40% marks in project work.

For Post Graduate Courses

The performance of the learners will be evaluated in three components -

Component - I Internal Assessment (Theory) of 40 marks

Component - II External Semester end examination (Theory) of 60 marks

Component - III External Examination (Practical) of 50 marks [wherever applicable]

THE TEN POINT GRADING SYSTEM

Marks	Grade Point	Grade	Performance
80 & above	10	O	Outstanding
70-79.99	9	A+	Excellent
60-69.99	8	A	Very Good
55-59.99	7	B+	Good
50-54.99	6	B	Above Average
45-49.99	5	C	Average
40-44.99	4	D	Pass
Less than	400	F	Fail

Other parameters:

GRACING: Additional provisions are made to Ordinances 5042A, 5043A, 5044A, 5045A and 5046A in view of the Grading and Credit System

O.5042A GRACE MARKS FOR PASSING IN EACH HEAD OF PASSING

(Theory/practical/oral/sessional) external/internal) (@)

The examinee shall be given the benefit of grace marks only for passing in each head of passing.

(Theory/Practical/Oral/Sessional) in External or Internal examination as follows

Head of Passing	Grace Marks Up to:
Up to 50	2
051 - 100	3
101 - 150	4
151 - 200	5
201 - 250	6
251 - 300	7
301 - 350	8
351 - 400	9
400 and above	10

Provided that the benefit of such gracing marks given in different heads of passing shall not exceed 1 % of the aggregate marks in that examination. Provided further that the benefit of gracing of marks under this Ordinance shall be applicable only if the candidate passes the entire examination of semester/year.

O.5043A GRACE MARKS FOR GETTING HIGHER CLASS (@)

A candidate who passes in all the subjects and heads of passing in the examination without the benefit of either gracing or condonation rules and whose total number of marks falls short for securing Second Class/Higher Second Class or First Class by marks not more 1 % of the aggregate marks of that examination or up to 10 marks, whichever is less, shall be given the required marks to get the next higher class or grade as the case may be. Provided that benefits of above-mentioned grace marks shall not be given, if the candidate fails to secure necessary passing marks in the aggregate head of passing also, if prescribed, in the examination concerned. Provided further that benefits of above-mentioned grace marks shall be given to the candidate for such examination/s only for which provision of award of class has been prescribed.

0.5044A GRACE MARKS FOR GETTING DISTINCTION IN THE SUBJECT ONLY (@)

A candidate who passes in all the Subjects/Heads of passing in the examination without benefit of either gracing or condonation rules and whose total number of marks in the subjects falls short by not more than three marks for getting distinction in the subjects shall be given necessary grace marks up to three in maximum two subjects, subject to maximum 1% of the total marks of that Head of Passing whichever is more, in a given examination. Provided that benefit of the above-mentioned grace marks shall be given to the candidate only for such examinations for which provision for distinction in a subject has been prescribed.

0.5045A CONDONATION (*)

If a candidate fails in only one head of passing having passed in all other heads of passing, his/her deficiency of marks in such head of passing may be condoned by not more than 1% of the aggregate marks of the examination or 10% of the total number of marks of that head of passing in which he/she is failing, whichever is less. However, condonation, whether in one head of passing or aggregate head of passing be restricted to maximum up to 10 marks only.

0.229: EXTRA CURRICULAR ACTIVITIES (#)

Grace marks will be awarded to students under the above ordinance for extracurricular activities like NCC, NSS, Sports, Cultural activities, LLE etc.

- Only at the examination for the first time/attempt.
- If fails in one or more heads of passing, the benefit of grace marks shall be granted to the extent of
- 5% of the maximum marks allotted to the concerned subject.
- If benefit of grace marks is not availed in the above 2 cases, in case of CBGS the 0.1 will be added in the final grade to the GPA. However, if the benefit is given to for passing the
- Subjects the same may be proportionately deducted from the total grade point (0.1) e.g. 0.01 shall be deducted from final grade, for every one mark given for passing the subjects.'
- Grace Marks under this ordinance WILL NOT be counted for the award of Scholarship's Prizes and Medals or Any other award
- Rules related to gracing under this ordinance shall be applied first and the same will be shown separately.

Students with Dyslexia, Dysgraphia & Dyscalculia or are visually impaired/ low/vision/physically challenged are requested to contact college office to obtain details about the facilities available to them for examinations viz. Extra time and writer. They are required to produce the relevant documents to avail the benefits.

Exemption in head of passing/course:

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

XII] ATKT Examination

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 for the respective semester examination held by the college.

ATKT Examination will be conducted in each semester and notification will be made in August- September/ January-February for all Semester i.e. Semester I, II, III and IV.

ATKT rules for courses where Grand Total for a semester is below 900

- A learner shall be allowed to keep term for Semester II irrespective of grades obtained in each course of Semester I.
- A learner shall be allowed to keep term for Semester III if he/she passes (grade 'D' or above in each course) each of Semester I and Semester II

OR

- He/she fails in not more than two courses, in each of Semester I and Semester II.
- A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III.
- 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 two courses in each of Semester III and Semester IV.
- He/she has to either pass First year or Second year with above criteria. Cross KT across years not allowed.
- A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained in each course of Semester V.
- 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.

ATKT rules for courses where Grand Total for a semester is 900 or above

- A learner shall be allowed to keep term for Semester II irrespective of grades obtained in each course of Semester I.
- A learner shall be allowed to keep term for Semester III if he/she passes (grade 'D' 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.
- A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III.
- 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.
- He/she has passed Semester I and Semester II and fails in not more than **three courses** in each Of Semester III and Semester
- He/she has to either clear First year or Second year with above criteria. Cross KT across years not allowed.

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

A) Rules and Procedure for providing the photo copies of assessed answer-books.:

- 1) For theory papers of all the examinations conducted by the College/University in the current session.
 - The marks awarded to the scripts of practical examination / session work / project Work / dissertation / internal assessment I term work (including theory part) wherever written scripts are available.
 - All Examinees can apply for the revaluation of the answer book(s) with whatever marks he/she secured and even the Zero Marks.
- 2) The photo copies shall be sought by submission of application in the prescribed form long with the non-refundable fee of Rs100/- per answer book by the examinee. The said fee shall be remitted by cash or by D.D. drawn in favour of the "Principal, V.E.S. College of Arts, Science & Commerce" to which the candidate has registered for the said course. The examinee/s belonging to reserved categories shall be granted 50% concession in fee.
- 3) The prescribed application form for obtaining photo copies of answer book shall have to be filled and signed by the applicant examinee only and shall be submitted to the college to which the candidate has registered for the said course within seven (7) working days from the date of the declaration of result of the examination or issue of the statement of marks by the college whichever is later. (No application after the due date will be entertained on any ground whatsoever)
- 4) Incomplete application form shall be rejected without assigning any reason whatsoever and the fees paid along with the application form shall neither be refunded nor will any representation be entertained.

B) Rules and Procedure for the Verification of the answer-books:

- 1) Verification process is for verifying the answer books for assessment of all the answers, counting of total marks, carry forwarding the total marks onto the front page and verifying the final total marks. If any of the answers are not assessed, then the concerned examiner will be called to evaluate that particular question.
- 2) The photo copies shall be sought by submission of application in the prescribed form long with the non-refundable fee of Rs.60/- per answer book by the examinee. The said fee shall be remitted by cash or by D.D. drawn in favour of the "Principal, V. E. S. College of Arts, Science & Commerce" to which the candidate has registered for the said course. The examinees belonging to reserved categories shall be granted 50% concession in fee.
- 3) The prescribed application form for obtaining photo copies of answer book shall have to be filled and signed by the applicant examinee only and shall be submitted to the college to which the candidate has registered for the said course within seven (7) working days from the date of the declaration of result of the examination or issue of the statement of marks by the college whichever is later. (No application after the due date will be entertained on any ground whatsoever)

- 4) Incomplete application form shall be rejected without assigning any reason whatsoever and the fees paid along with the application form shall neither be refunded nor will any representation be entertained.

C) Rules and Procedure for the Revaluation of the answer-books.:

- 1) A candidate can apply for the revaluation of the answer book of the subject.
- 2) The non-refundable prescribed fees of Rs.500/- per subject per answer book for the purpose of evaluation shall be paid by the examinee. The said fee shall be remitted by cash or by D.D. drawn in favour of the Principal of college to which the candidate has registered for the said course in the current session. The examinees from the reserved categories shall be given fifty percent (50%) concession, provided a certified copy of the caste certificate is enclosed.
- 3) The prescribed application form for revaluation of answer book duly filled in and signed by the applicant examinee only is to be submitted to the concerned college office along with the statement of marks, prescribed fees as above and question paper/s for which he/she intends to apply for revaluation, within seven (07) working days from the date of the declaration of the result of the respective examination or from the date on which the college issued the statement of marks, whichever is later. Incomplete form and form not accompanied by relevant documents may be rejected without assigning any reason whatsoever. Further details can be obtained from the University website <http://mu.ac.in/>

XIII - UNFAIR MEANS ADOPTED DURING EXAMINATIONS:

The quantum of punishment shall vary from annulment of the performance of the student during exams in full, (Annual Theory & Practicals) to debarring the students from appearing in any future exams.

The minimum punishment, therefore, is cancellation of the entire examination.

XIV. Railway Concession:

All students are eligible to avail concession for railway journeys between the stations near to the place of their residence in Mumbai and the college, and for journeys between their place of permanent residence (where the students or his parents normally reside as declared in their application form for admission) and Mumbai during vacations. Students are required to enter their local and permanent address correctly in the admission form to facilitate the issue of Rly. Concession order. The student may be required to produce documentary evidence of his/her residential address if asked to.

XV) Students Council: In charge- Prof. Vikas Ware.

- Nomination of all the members of student council will be held as per the rules prescribed by the University and on the dates announced by it
- The student council shall consist of the following:
 - One student from each class, who has shown academic merit at the examination held in the preceding year and who is engaged in the full time studies in the college, nominated by the principal.
 - One student from each of the activities, who has shown outstanding performance, nominated by the Principal namely.
 - Sports
 - National Service Scheme and Adult Education.
 - Cultural Activities.
 - Two lady students nominated by the principal.
- The student members of the student council shall elect from amongst themselves, the secretary of their council and his or her name will be sent to the Students Council of the University.
- All the members of the Students Council shall help the Principal in the maintenance of the order and discipline among the students in general and at the time of college functions in particular, and they shall not use their position to be irregular in attending lectures, practicals or any other way harming the interest of the institution.

XVI) Identity Card:

No duplicate Identity Card will ordinarily be issued. The loss of Identity card should be immediately reported to the Principal along with a detailed written explanation of the circumstance in which the Identity card was lost. The report of the loss of Identity card should be reinforced with a police complaint made to the nearest police station. The Principal may issue an Identity card after considering the propriety of the concerned student. Serious disciplinary action will be taken against students for misusing the Identity Card. The students will be charged Rs.500/-for duplicate Id Card.

XVII) College Discipline:

The institution attaches utmost importance to discipline and character building. Therefore, the following rules must be followed by the students:

- The College premises are under 24 hours Electronic Surveillance.
- Students shall not be allowed to enter the college premises without showing the valid Identity Card. They should wear the Identity Card around their neck as long as they are in the college campus, failing which, they are liable to pay a fine of Rs. 100/-.
- Students shall attend all classes, tutorials, seminars, practical and college examinations according to the time-table. Students remaining absent shall submit leave note signed by their parents/guardians stating reasons for their absenteeism. Absenteeism on medical grounds should be supported by a medical certificate. In all cases, absenteeism over three days should be immediately brought to the notice of the Principal.
- Students must produce/present identity cards for inspection or verification when demanded by any college staff. Refusal to produce I-card for inspection amounts to indiscipline and will be punishable.
- Students should be in their classes on time; late comers will not be allowed to enter the class.
- **Students will not go for job, or work or business or private coaching during the college hours. If anyone misses the lectures/practicals for that reason, his/her admission is liable to be cancelled immediately.**
- Students shall not bring with them unauthorized persons into the college premises.
- Students shall take proper care of all college property. Any damage done to the property of the college by disfiguring walls, rooms, windows and fittings or breaking the furniture and such things is a breach of discipline and will be punishable. As such damage done to the college property will have to be made good by the concerned class students. The students shall not throw papers or any other material which makes the premises dirty. Students shall take eatables inside the canteen only. Anyone found eating outside the canteen will be liable to punishment.
- The Students should come decently dressed to the college.
 - Informal dresses will not be permitted in the college premises. Boys-Full Pant/jeans with shirt/T-shirt with sleeves. Boys should cut their hair short.
 - Girls-Salwar Kameez/ or jeans pants/long skirts with tops/T-shirt with sleeves. For violation of dress code there will be a penalty of Rs. 100/-
- Associations/Organizations will be formed only after the prior permission of the Principal.
- Collecting funds for any purpose is strictly prohibited unless scrutinized and permitted by the Principal.
- No meeting, demonstration, party or picnic will be permitted.
- For inviting a person to preside/address/participate in association/organisation/visits etc. prior permission of the Principal is necessary.
- Subjects/topics selected for debates/lectures/seminars etc. must have the previous approval of the Principal.
- No information about the college can be communicated to outsider without the permission of the Principal.
- Students are liable to be removed from the college for misconduct or any other serious breach of discipline.
- Any grievance regarding academic matter should be first brought to the notice of the Head of Department or the Vice-Principal before meeting the Principal.
- **SMOKING IS STRICTLY PROHIBITED** in the college premises.

- No Fresher's party/ Farewell party shall be allowed without prior permission of the Principal (College authorities will not take up the responsibility for the functions held outside the college Campus)
- The loss of mark-sheet should be immediately reported to the Principal/Vice Principal along with a detailed written explanation of the circumstances in which the mark-sheet was lost. The report of the loss of mark-sheet should be reinforced with a police complaint made to the nearest police station and an affidavit (on a Rs.50/- Stamp paper) specifying details. The Principal may issue a duplicate mark-sheet after considering the propriety of the concerned student. Serious disciplinary action will be taken against students for misusing the mark-sheet. The students will be charged Rs.100/-for duplicate mark-sheet.
- Matters not covered by the existing rules will rest at the discretion of the Principal.

XVIII) Our Amenities

A) Library:

Our College Library is the hub of learning with a rich collection of more than 59,000 Books, Standard Reference Sources and other audio - visual material like videocassettes and CD ROM's. The Library subscribes to around 80 periodicals some of which are International Journals. The College Library is fully automated with Online Public Access Catalogue (OPAC) of Library holdings and the same is also accessible from College Website. (<http://vesasclibrary.ves.ac.in/>) The entire Library is under 24 hour's electronic surveillance.

The Library is on the fourth floor. The Library Reading Room can accommodate around 200 students. The Library is open on all working days from 7.30 a.m. to 5.45 p.m. The timings of the Library during the examinations and the vacations will be informed from time to time. It will be closed on Sundays & holidays.

Our Library Collection at a glance as on 31st March, 2019:

ITEMS	NO.
Books	59554
Donated Books	1840
Encyclopaedia	139
Dictionaries	172
Journals – Prints	55
E_Journals	18 + NLIST
Magazines	25
Thesis & Dissertation	31
Newspapers	16
CD ROM	2154
Bound Volumes	1607
Grey Literature	129

Services:

- Document Delivery
- Bibliographic Service
- User Orientation
- Reference Service
- Current Awareness Service
- Book Banks
- Inter Library Loan facility with Engineering College, Management Institute, Pharmacy College, Polytechnic College, Law College & Architecture College run by the Vivekanand Education Society.

Salient Features of Our Library:

- Fully Computerized Library
- OPAC – Online Public Access Catalogue (<http://vesasclibrary.ves.ac.in/>)
- Access to E-Journals & E-Books via N-LIST programme of INFLIBNET (<http://iproxy.inflibnet.ac.in:2048/login>)
- E-Resource Centre - 20 Computers with Internet access for students and staff for their Academic Work with printer & scanner facility.
- Book exhibitions and theme based monthly display.
- Book Discussions in small groups
- Multimedia Collection.
- Annual Book Review Competition for students (English, Marathi & Hindi Language) and winners of Competition are sent to inter-collegiate Book Review Competitions

E-Resource Centre: It is a part of Library on the 4th Floor. It has 20 Computers with Internet access for students and staff for their Academic Work with printer and scanner facility. Browsing and Scanning facilities are free. The nominal charges for printing are as follows –

Sr. No	Particular Time	Copies / Quantity	Nominal Charges
1.	Printing	1 page – single side	Rs. 2/-
		1 page – both side	Rs. 4/-

RULES:

1. Every student must possess his/her Identity card for use of Library. Books and other material will be issued against valid ID card only.
2. Complete Silence must be maintained in the Library. Any student who is found causing any sort of disturbance (talking, discussing etc.) in the Library is liable to be debarred from the Library facilities by the Librarian.
3. Students can get any book i.e. Textbooks, reference books, Reference Sources for reading in the Reading Room against his/her Identity Card. If such a book is taken outside without the permission of the Librarian then a noncompliance charge of Rs. 10/- will be charged and no book will be issued to him/her in future.
4. Students can borrow Novels for Home Issue against Identity Card.
5. Newspapers and Periodicals are issued against Identity Card for Reading in the Reading Room. Bound volumes of journals will be issued for current reading only.
6. When books are issued, students should check the pages of the issued books and if pages are found missing, they should report the same to the Library staff before leaving the counter. On returning the books if pages are found missing the last borrower of the book shall be held accountable for the missing pages and penalty will be levied accordingly.

7. Students are required to handle books and reading material very carefully. Marking Library books with pencil or ink, tearing the pages or spoiling the same in any other way will be viewed very seriously. In such case, the last reader will be held responsible unless he shows the Library staff at the time of issue that the book had been previously marked or damaged. In the event of damage of any kind, the last reader will be liable to compensate for damage. Books will have to be replaced and an additional cost of Rs. 10/- will have to be paid as processing charges.
8. It is observed that some of the students do not return the Library Books on or before the due date stamped on the date slip in the book, thus depriving other students using the Library facilities. In order to prevent such students from keeping Library books with them for longer than normal, overdue charges will be as follows: -

First week after the due date Re. 1/- per day
 For second week after the due date Rs. 2/- per day
 For third week after the due date Rs. 3/- per day

9. In case a Reader loses a book he/she should replace the book. In case the book cannot be replaced; the current price of the book and an additional charge of Rs. 10/- as processing charges will have to be paid.
10. Membership card is non-transferable. Students must not lend their Identity Card to any other student to borrow books from the Library. Library facilities will be suspended for students misusing cards.
11. The College Leaving Certificate or Transfer Certificate will be issued to student only after he/she has returned all the Library books.
12. Students are strictly prohibited to use their Mobile Phones in the Library, yet if caught using Mobile Phone will be confiscated for 1 week and penalty of Rs.500/- will be levied.

B) Laboratories & Class-Rooms:

- ✓ The college has separate laboratories for Physics, Chemistry, Microbiology, Psychology & Computer Science. B.Sc. IT, Biotechnology, Mathematics & Language Lab
- ✓ In Physics, there are 2 main Laboratories, 1 dark room where about 3 batches of 20 students each can work at a time.
- ✓ In Chemistry, there is one big laboratory where 4 batches of 20 students each can work at a time and one small lab where 2 batches of 20 students can work.
- ✓ Besides there is a separate Physical Chemistry Laboratory, 3 Post-graduate Chemistry Laboratories, an instrumentation Laboratory and store-room.
- ✓ Microbiology Department has one big undergraduate laboratory, 2 post-graduate laboratories, an instrument room, along with cubicles equipped with laminar airflow system. Biotechnology Department has 2 Labs (Tissue Culture Lab and Regular Lab).
- ✓ Psychology laboratory (900 Sq. ft) has relevant equipment and materials. It has computer with internet connection, OHP and LCD projector.
- ✓ Computer Department has 3 full-fledged computer labs equipped with latest software & hardware. The labs are constantly updated to cater to the current demands. B.Sc. (IT) has 2 Labs. Math Department has 1 Lab.

DST-FIST AND DBT-STAR COLLEGE GRANT

VES College of ASC is a proud recipient of "FIST- Fund for Improvement of Sciences and Technology infrastructure "grant from "DST-Department of Science and Technology "and "Star College Grant" from "DBT-Department of Biotechnology". It gave us an opportunity to upgrade our science laboratories and helped in promotion of Science Education, making it exciting by shaping our curriculum to extend enriching learning opportunities for our students. Three department viz. Chemistry, Physic, Microbiology were selected as Recipients of FIST grant by DST. We have been sanctioned Rs. 80 lakhs under FIST grant. Five departments viz. Chemistry, Physics, Microbiology, Biotechnology and Computer Science were selected as recipients of star College grant. We have been sanctionedRs.58lakhs under this grant

CENTRAL INSTRUMENTATION FACILITY:

We have a Central Instrumentation Facility having high end research equipment, namely - HPLC, FTIR and UV-Visible etc. It will be a great facility for the Chemistry, Physics, Microbiology, departments as they are recognized Ph D. Centres and therefore can avail the facility to undertake several research projects. This will definitely give an impetus to research activity at the college.

- i) Laboratory Equipment: All the laboratories are adequately equipped as per the University norms.
- ii) Class Rooms: The classrooms are quite spacious, ventilated and well lighted. They are well furnished with furniture and fittings.

G) SPORTS & GYMKHANA:

At VES College of Arts, Science and Commerce, Sports is seen as an integral part of education. The College encourages both sports and sportsmanship. Through the Sports Department, college provides facilities for sports like Badminton, Table Tennis, Chess, Carom, Athletics, Cricket, Hand Ball, Kabaddi, Kho-Kho and Volley Ball.

The College encourages and provides opportunities to students for enhancement of their athletic skills and fitness and supports them to participate in various tournaments at the Intra- collegiate, Inter-collegiate, University, District, State and National level by:

- Paying registration/ entry fees for the tournament.
- Providing TA/DA
- Providing apparel, sports gears, medical kits, etc.
- Appointing coaches for providing systemic training to students and improving their performance.
- Sports In-charge: Mr. Malay Shah (Asst. Prof. in Microbiology department).

RULES FOR COLLEGE GYMKHANA:

- Gymkhana facilities are available only to the bonafide students of the college. No outsider will be allowed to play in the college gymkhana.
- The Gymkhana facilities will be available to the students on working days between 9.30am-12.30 pm and 1.00pm-4.00pm except for second and fourth Saturday.
- No students shall be permitted to use Gymkhana facilities without proper identify card. The Students are required to wear their identity cards when in the gymkhana.
- Each Bonafede students can use Gymkhana for a maximum period of 1 hour 50 minutes every day. If students exceed this time limit then he/she will not be allowed to use Gymkhana facility for a period of 1 week.
- Student has to tap their identity card on the RFID machine installed in the Gymkhana each time they enter and exit the Gymkhana. If any student is found not tapping their identity card then he/she will not be allowed to use Gymkhana facility for a period of one month.
- Students should not use other student's identity card for entry or exit in Gymkhana. If any student is found doing so, a serious action will be taken against such students and he will be permanently from using Gymkhana facility.
- No student will be permitted to play in the Gymkhana while his/her lectures or practical sessions are in progress.

- Students having less than 75% attendance in lecture/practical/tutorials will not be allowed to use Gymkhana facility till his attendance is reached 75%.
- Students issuing sports equipment against ID cards will be solely responsible for any damage, breakage, or loss of the equipment. He I she will have to bear the cost of the damage/breakage.
- The Gymkhana facilities shall not be provided during the examination period. The Gymkhana will be closed at least 10 days prior to the semester and examination. It will also remain closed from the end of January in view of the preparation for the final examination.
- Students shall not create a nuisance in the Gymkhana through their words or actions,
- Students found guilty of using foul language in indulging in any action that may obstruct the lecture or other work in the college will be barred from the use of the Gymkhana facility.
- Eating, Drinking, chewing pan or guthka is strictly prohibited in Gymkhana.
- For any complaints regarding the Gymkhana and its facilities, the final decision will be taken by the college authorities.

D) Other Amenities

- I. There is a gymkhana for indoor games for boys. There is also a separate girls' common room. There is a canteen in a separate building.
- II. Conference Hall: College has a big Conference Hall with 200 seats. The various programmes like seminars and talks by eminent scholars etc., are arranged in the Hall.
- III. Audio-visual Aids: College has over-head projectors, T.V. and Video Sets & LCD Projectors. The academic and Science Cassettes are shown to students in the Conference Hall as part of their curricular activities.
- IV. There is a provision of Sick Bay for staff & students.

XIX) Our Activities

A) College Associations:

The college has the following Associations:

- 1) Physics Association
- 2) Chemistry Association
- 3) Commerce Association
- 4) Economics Association
- 5) Sociology Association
- 6) Psychology Association
- 7) Microbiology Association
- 8) Marathi Vangmay Mandal
- 9) Sindhi Association
- 10) Mathematics Association
- 11) Hindi Association
- 12) Computer/IT Association
- 13) College Forum

All the college associations are purely academic

All the students of the college are entitled to enrol themselves as members to these Associations. The Principal is the President and all the members of the staff are honorary members of all the associations. At least one member of the staff, nominated by the Principal, will be chairman and he/she will be in-charge of the association.

The college will not meet expenses incurred by any association. However the associations may collect, reasonable annual or occasional subscriptions with the permission of the Principal.

Association must submit their account to Principal at the end of the academic year.

B) N.S.S.: Our N. S. S. unit has been conducting various programmes in Urban as well as rural areas in association with NGOs & GOs for community development. Students who wish to join N.S.S. should meet NSS in-charge Prof. Vikas Ware from Mathematics Dept.

C) Life Long Learning and Extension Activities:

Our college, as per the norms prescribed by University of Mumbai, conducts Life Long Learning Courses for the students. The students who enrol under this programme have to complete 120 hours of work under any one of the seven projects /courses offered by the Department of Life Long Learning and Extension Activities. This course builds additional skills and competencies among the students and help them acquire both employable and lifelong skills. Students who wish to join this programme should meet the Teacher In-charge Dr. Shewta Patil, Dept. of Microbiology and Mrs.Vinaya Jategaonkar, Department of Biotechnology.

D) Internal Complaint Committee: (In charge- Ritika Makhijani)

As the guidelines provided by UGC and University of Mumbai for prevention of Sexual Harassment of Women at workplace, the Management of V.E.S. College of Arts, Science & Commerce has constituted the "Internal Complaint Committee". The objectives of the committee are to evolve a permanent mechanism for the prevention and redressed of sexual harassment of the committee and other acts of gender based violence at the institute, to uphold the commitment of the Institute to provide an environment free of gender based discrimination and to create a secure physical and social environment to deter any act of sexual harassment.

E) Extra-Curricular and Co-Curricular Activities

(a) College Forum: College's Cultural Forum conducts several personality development programmes such as elocution, debate, quiz, seminars, special lectures by prominent personalities, career guidance programme, music, subject association programmes etc. on every Saturday between 11:10 a.m. and 12:20 p.m.

(b) Talentia and Annual Day: The College conducts intra-collegiate cultural competitions named 'Talentia' every year followed by 'College Annual Day'. The winning students get certificates and prizes.

(c) Music Class: Music Department conducts several performing arts classes such as Hindustani Classical, Vocal, violin, guitar, Casio and table. These classes are conducted only for our students. No fees is charged. The classes are conducted in the music room of the college premise between 2:00 p.m. to 6:00p.m.

F) Career Guidance Cell: (In-Charge Mr. Sachin Bhandarkar)

The cell holds weekly session on Career Guidance to help students choose the career that suits them the most. Career Counselling is an ongoing activity throughout the year. The cell maintains over a few hundred portfolios of the students year after year.

G) Placement Cell: (In-Charge Mr. Sachin Bhandarkar)

It has been constituted in the college to facilitate recruitment of students. So far our students have been placed in companies like WIPRO, ICICI, MBT, Infosys, Lehman Bros, Deutsche Bank, Syntel Technologies, Hexaware, Reliance Communication, APEX Pharma & Cadila Pharmaceuticals

H) Counselling Cell:

The Department of Psychology provides individual counselling services to students and organises various developmental activities to enhance the personal and interpersonal skills of the students.

I) Grievance Redressal Cell In-charge

A committee for redressal of grievances has been constituted to address the grievances of staff and students at the college level. Forms are available for students in the Library & for staff in the Office.

J) Students Grievances Redressal Committee (SGRC):

The forms are uploaded on the University of Mumbai website (www.mu.ac.in). The same can be forwarded through the Principal of the college or directly to the University of Mumbai.

K) Grievance Committee:

Vivekanand Education Society has set up a Grievance Committee for students at Institutional level & Society level.

Institutional level: In-charge (Principal & 2 senior members of Staff)

VES level: In-charge (Secretary, VES Trust Office). The forms are available in the office.

L) College Magazine

The College Magazine titled "VIVEK" is our annual publication. Students can join the editorial board or contribute their articles to the magazine

M) Anti-Ragging Squad: - Mr. Dyson D. Chandy (Convenor)

Students indulging into ragging shall be strictly dealt with by the "ANTI RAGGING SQUAD" of the college:
- The members of the squad include: -

1. Dr. Ritika M.
2. Ms. Sunita Sherifani
3. Mr. Prashant Swami
4. Ms. Minal Gandhi

N) Women's Development Cell: - Dr. Mrs. Radhika Mohan (Convenor)

The cell organizes programmes sensitizing the student community about the gender issues. It also conducts programmes for girl students to enhance their self-confidence, provide counselling etc.

O) VESLARC of VES

Organizes activities for students and for staff development

P) Certificate course in Sindhi

For promotion of Sindhi language lectures are being organized for a certificate course in Sindhi. For further details students may contact Ms. Varsha Ahuja or Dr. Riika Makhijani of the Chemistry Department.

Q) Out-Reach Cell: In charge – Mr. Dyson D. Chandy

Our institute has a social reserve cell named "OUT-REACH". Through this cell students are sensitized to cater to the underprivileged physically challenged and visually impaired students of our community. We have collaboration with the organization like: -TISS, BALANAND, NASEOH and ADAPT

R) Vivekanand Education Society's College of Arts, Science & Commerce Alumni Association (VESACSAA)

1. The VESASCAA has been registered with assistant registrar of society's greater Bombay region (1391 of 2017).
2. It has its annual alumni meet on 2nd October of every year.
3. Alumni has its Quarterly E-magazine named "First Cousins" from October 2018.

REFUND OF DEPOSITS (AIDED COURSES)

Application for the refund of deposits must be made between 15th July to 14th August or 15th January to 14th February of the year when applicant ceases to be a student of the college, failing which the deposit will be forfeited.

REFUND OF DEPOSITS (SELF-FINANCING COURSES)

Application for the refund of deposits must be made between 1st September to 30th September or 1st February to 28th February of the year when applicant ceases to be a student of the college, failing which the deposit will be forfeited.

DETAILS OF TRANSACTION AT STUDENT COUNTER

The Students for any documentation from student counter require to make a request for the same

Sr No.	Description	Particulars	Fees (Rs.)	Time Frame for the Issue
1	Bonafide Certificate/ Character Certificate	-	20.00	Next Working Day
2	No Objection Certificate	-	20.00	Next Working Day
3	Transfer Certificate	-	100.00	Dispatched on 3 rd day
4	Transcript	For 5 copies	1180.00 (with GST)	2 Working Days
5	Additional Copy of Transcript	Per Copy	50.00	Immediately
6	Duplicate of ID Card	Each	500.00	2 Working Days
7	Education Verification	Per Marksheet	120.00 (with GST)	Same Day
8	Letter to visit to Industries / Project work	-	-	Immediately
9	Railway Concession	-	-	2 nd Day
10	Recommendation Letter	Per Letter	25.00	2 Working Days
11	Request Letter for Various Purposes	Per Letter	15.00	Same Day

Auditorium



Well equipped **FIST** Lab



Computer Labs



Quadrangle



Library



Micro Lab



Language Lab



Chemistry Lab



Playground



Gymkhana



Stilt Area



E-Resource Centre



AV Room



Music Room







VIVEKANAND EDUCATION SOCIETY'S College of Arts, Science & Commerce

MANAGING COMMITTEE

Shri Mahesh Tejwani	President
Shri Amar Asrani	Secretary
Shri Suresh Malkani	Treasurer
Shri Baldev Boolani	Member
Smt. Padma Vaswani	Member
Shri R.A.Bhagia	Member
Dr. Adv. (Shri) Laxman Kanal	Member
Dr. (Shri) Prakash Lulla	Member
Shri Bansi Wadhwa	Member
Shri Vishu Lala	Member

DESIGNED BY: - AKSHAY VAZIRANI, ISHANI SENGUPTA
& RICHA SHARMA

Vivekanand Education Society provides the following facility for the welfare of students and staff members.

Activities conducted by VESLARC.
Centre for Learning Music and Dance.
Center for Yoga
Vocational Career Guidance Bureau.



MESSAGE

Great work requires great and persistent effort for a long time. Neither need we trouble ourselves if a few fail. It is in the nature of things that many should fall, that troubles should come, that tremendous difficulties should arise, that selfishness and all the other devils in the human heart should struggle hard when they are about to be driven out by the fire of spirituality. The road to the good is the roughest and steepest in the universe. It is a wonder that so many succeed, no wonder that so many fail. Character has to be established through a thousand stumbles.

- Swami Vivekananda

The Society pledges with renewed vigour to continue its pursuit towards Excellence in education. In the years to come.....